



ITASCA SUPPORT STAFF UNION

A COUNCIL OF THE NORTHWEST SUBURBAN TEACHERS UNION LOCAL 1211, IFT-AFT/AFL-CIO

BY-LAWS

Dated: December 18, 2007

ARTICLE I - NAME

This organization shall be known as the Itasca Support Staff Union, a Council of the Northwest Suburban Teachers Union, Local 1211, IFT-AFT/AFL-CIO, hereinafter referred to as the "Union."

ARTICLE II - MEMBERSHIP

Eligibility for membership shall conform to the Northwest Suburban Teachers Union, Local 1211, Constitution.

ARTICLE III - MEETINGS

Section 1

The general membership of the Union shall meet the third Wednesday of each September, November, January, March, and May (if needed), at a time and place designated by the President or as the occasion arises at the call of the President.

Section 2

A quorum for conducting business of the Union or committee thereof shall consist of the Chairperson and twenty percent (20%) of the Union or committee.

ARTICLE IV - OFFICERS

Section 1

The officers of this organization shall be the President, Vice-President, Secretary, Treasurer and three Building Representatives (one from each school building).

Section 2

Should the President be unable to complete the full term of office, his/her duties and responsibilities shall be assumed by the Vice-President.

Section 3

The President shall preside over all meetings of the general membership. He/she shall function as a representative during all contract negotiations, Northwest Suburban Teachers Union Local Delegate, and perform such other duties as devolve upon the President.

Section 4

The duties of the Vice-President shall be designated by the President. One of these duties shall be to preside at the call of the President or in the absence of the President and to discharge all duties of the office of President.

Section 5

The Secretary shall attend to all correspondence of the Union and maintain on file a record of said correspondence. He/she shall record and publish minutes of the meetings of the general membership. He/she shall represent the council at the monthly Local meetings and at any other Local meetings at the request of the President.

Section 6

The Treasurer shall receive all money, receipts for same and pay such financial obligations of the Union as directed by the membership. He/she shall prepare an annual budget and report to be read at a time and place set by the membership.

Section 7

Should a vacancy occur in the office of Vice-President, Secretary, Treasurer, or Building Representative, the President shall appoint a member to fill such vacancy, upon approval by a majority of the membership.

ARTICLE V - ELECTIONS

Section 1

Sometime before September 30th in an election year, a Nominating Committee shall be appointed by the President. It shall be the duty of this committee to nominate candidates for the offices to be filled on February 1st. Additional nominations from the floor shall be permitted at the January meeting.

Section 2

The election of officers shall be by secret ballot and Landrum-Griffin compliant.

Section 3

The officers shall serve for three (3) years. Their terms shall begin immediately following the election.

ARTICLE VI - COMMITTEES

Section 1

All committees shall be appointed by the President with the approval of the general membership.

Section 2

The following shall be considered as Standing Committees: Grievance, Negotiations, and Budget. Other than a case where negotiations overlap with an election, terms for these committees shall coincide with the terms of the terms of the elected officers.

Section 3

Any other committees shall be considered Special Committees.

ARTICLE VII - RULES OF ORDER

The rule of parliamentary practice comprised in Robert's Rules of Order shall govern the proceedings of this organization, subject to the specific and special rules which have been or may be adopted.

ARTICLE VIII - AFFILIATIONS

Section 1

This Union shall maintain affiliation with the American Federation of Teachers, the Illinois Federation of Teachers, the Northwest Suburban Teachers Union, the Illinois State Federation of Labor, the Chicago Federation of Labor-Industrial Unions Council and the AFL-CIO.

Section 2

Any member being reimbursed as a Union Delegate to an affiliate meeting or convention shall submit an expense report itemizing expenses for reimbursement.

ARTICLE IX - DUES

Section 1

Each member of the Union shall pay dues as determined in Section 4 of this Article. The dues are to maintain affiliations of this organization, under the conditions that these affiliations are acceptable to the general membership, and to support various activities in support of the purposes of the Union.

Section 2

The fiscal year of this organization shall begin July 1 and end June 30 of each school year.

Section 3

State and affiliate dues will be collected and forwarded to the Treasurer of Local 1211 to be maintained in one (1) treasury.

Section 4

Council dues shall be fixed at one dollar (\$1.00) per pay period above the then current affiliate dues and will be placed into a separate account for the use of the Itasca Support Staff Union.

ARTICLE X - AMENDMENTS

These By-Laws may be amended by a majority vote cast by members of the general membership present at a meeting of the Union.

ARTICLE XI - AVAILABILITY OF BY-LAWS

Section 1

A copy of these By-Laws and all future amendments shall be submitted to the Northwest Suburban Teachers Union office.

Section 2

A copy of these By-Laws shall be made available to each active member of the Union.