

	<i>The Constitution of the Fort Bend American Federation of Teachers, Local 6198 –</i>
	Article 1: Name
Section 1	This organization shall formally be known as the Fort Bend American Federation of Teachers (Fort Bend AFT), Local 6198. The organization's official abbreviation shall be FBAFT.
	Article II: Objectives
Section 1	To pursue collective bargaining for all teachers, paraprofessionals and classified employees through the enabling of legislation at the local, state and national levels.
Section 2	To achieve master contracts for all teachers, paraprofessionals and classified employees that aligns with the mission of the American Federation of Teachers, and protects the rights of all employees.
Section 3	To support legislation concerning the improvement of working conditions and rights for all school employees.
Section 4	To provide access to Professional Development that forges a new path, advances public education for our changing world, affects serious and comprehensive reforms that will transform our schools, ensures great teaching, and prepares our children for productive successful and meaningful lives.
Section 5	To establish sick leave, health insurance, retirement, and other benefits for all school employees at least equal to those of employees in private industry and in public employment on the national state and local levels.
Section 6	<p>A. To aid in the establishment of a clear policy of support, with proper procedures and facilities adequate for the management of disruptive student behavior, so that, all teachers can teach and all students can learn.</p> <p>B. To aid in the establishment of FBISD policies meant to eliminate bullying from amongst the professional faculty, staff and administration of Fort Bend ISD.</p>
	Article III: Affiliations
Section 1	This organization is affiliated with the American Federation of Teachers, the Texas AFT, the AFL-CIO, the Texas AFL-CIO, the Harris County AFL-CIO and the Tideland Central Labor Council.
Section 2	Whenever deemed financially feasible, the Fort Bend AFT may send delegates to the called meetings and conventions of these organizations. Delegates will be selected through election at General Membership meetings of the FBAFT. The FBAFT delegation will be led by the highest-ranking member of the Executive Board who is present at the event.
	Article IV: Membership
Section 1	Membership in this organization shall be open to all school employees excluding district employees with administrative or appraisal responsibilities, or who hold the position of assistant principal or higher in the FBISD administrative chain of command.
Section 2	If a member is promoted to a position of assistant principal or higher, that individual's membership will cease automatically upon confirmation of this promotion. Responsibility for the termination of dues payment lies with the member.
Section 3	L ong-term substitutes (as classified by FBISD), members currently on a (FBISD approved) leave of absence, members currently involved in litigation concerning district employment, part-time employees and district retirees are also eligible for membership. Additionally, persons working for the local in an elected or appointed office are eligible for membership.

Section 4	All members shall be considered in good standing if their membership dues are no more than two months in arrears and all other requirements for good standing are in compliance.
Section 5	A member may be expelled for acts detrimental to the union upon presentation of a written petition signed by no less than 100 members, and approved by at least $\frac{3}{4}$ of the Executive Board. The member shall have the right to appeal the decision to the membership at the next General Membership meeting and shall be reinstated with full rights if three-fourths of those present vote to reinstate.
Article V: Officers and Their Responsibilities	
Section 1	<p>The following officers shall be elected every third year by the membership of FBAFT to serve on the Executive Board:</p> <ul style="list-style-type: none"> A. President B. Vice President C. Treasurer D. Secretary E. Board Member (At-Large) F. Board Member (At -Large) G. Board Member (At-Large) H. Board Member (At-Large) I. Board Member (At-Large)
Section 2	Any constituency within FBISD (e.g. Nutrition Department, Maintenance and Custodial Staff, Transportation), who can present a petition of no less than fifty members from that constituency may request specific representation on the FBAFT Executive Board. Maximum membership on the FBAFT Executive Board will number fifteen
Section 3	In the event that the president is not able to fulfill their responsibilities, for any reason, the Vice President shall fill the office until the next election. Should the Vice President be able to fulfill the responsibilities of President on only a part-time basis, a corresponding stipend will be issued, with the agreement of the Executive Board. Should the Vice President not be able to fulfill the responsibilities of president, the Executive Board will decide all vacancies until the next election. A special election must be called should the balance of the President's remaining term be more than one year; a special election must be calendared for no more than 90 days to follow the vacancy of the Presidency .
Section 4	<p>The responsibilities of the President shall be: to preside at all meetings of the organization, excluding committee meetings, to be an at-large member of all FBAFT committees (except Election Commission), and to be a delegate to all conventions to which the organization is entitled to one or more delegates. The President shall lead all delegations of the FBAFT and shall administer all the affairs of the organization and executive policies determined by the general membership and Executive Board. In addition, the responsibilities of the President shall include, but not be limited to the following:</p> <ul style="list-style-type: none"> A. Pay membership dues and maintain good standing. B. Represent the union as its official spokesperson at all membership, Executive Board, School District and Public Meetings C. Prepare an agenda and preside at all General Membership and Executive Board meetings of the union. D. Appointment of Commission chairs, unless otherwise indicated, with board approval. E. Monitors financial planning and financial reports, and does co-sign with the Treasurer all checks drawn on or from any Union accounts and authorize in writing any other financial transaction and or transfer of funds and accounts. F. At least once annually, administer a survey of our entire membership

	<p>concerning employment related concerns and union efficacy, and formulate from these results a Plan-of-Action.</p> <p>Prepare an annual State of the Union message that will be published and shared with the entire membership concerning progress on advocacy and organizing</p>
Section 5	<p>H. Formulates resolutions and planning recommendations to the Executive Board</p> <p>G. I. Will oversee the operations of the organizations, implement the plans of the organization, manage the human, financial and physical resources of the organization.</p>
Section 6	<p>The compensation of the President shall be determined by the most current FBISD professional pay schedule, with additional stipends for year-round employment, as determined by the Executive Board. A benefits package comparable to FBISD employees as to the extent practicable, including time in service increases, shall be offered to the President, in accordance with all state and national laws, and as determined by the Executive Board.</p>
Section 7	<p>The duties of the Vice President are to participate in the organizing activities of FBAFT, to aid in the maintenance of accurate membership records and to preside at meetings of the FBAFT that would be otherwise led by the FBAFT President, whenever the President is unable to do so.</p>
Section 8	<p>The duties of the Treasurer shall be the following:</p> <p>A. To take responsibility for the financial records and transactions of the organization.</p> <p>B. To receive, record, and deposit in the name of Fort Bend AFT all monies from dues and all other sources.</p> <p>C. To issue receipts and delinquent notices in accordance with Article XII.</p> <p>D. To forward all per capita dues and current membership lists to the AFT and the Texas AFT to keep FBAFT in good standing at all times.</p> <p>E. To pay all bills authorized by the adopted budget, retaining vouchers and invoices for the expenditures. (The Executive Board must approve expenses not directly authorized by the budget.)</p> <p>F. To submit a monthly Year-To-Date (YTD) report to the Executive Board.</p> <p>G. To serve as chairman of the Budget Commission and cooperatively prepare a proposed budget to be presented to the Executive Board for its approval at its May meeting.</p> <p>H. To submit a "Previous Year-To-Date" and "New Operational Year" Budget Report at the General Membership meeting in August of each year.</p>
Section 9	<p>The duties of the Secretary shall be to record and publish on the FBAFT website the minutes of all General Membership and Executive Board meetings in accordance with Article XII.</p>
Section 10	<p>Executive Board members must attend eight of twelve regularly-scheduled Executive Board meetings in each year (July 1 - June 30). In the event that a board member cannot perform their elected duties, that board member will be removed by the Executive Board. Under extenuating circumstances the expunged board member may appeal their removal by filing a written appeal with the Executive Board. This appeal must be heard at the next regularly-scheduled Executive Board meeting, and with a their vote, an expunged member will be fully reinstated. Reinstatement must be approved by a majority vote of the Executive Board.</p>
Section 11	<p>A. It is incumbent upon all members of the Professional Staff and the Executive Board of the Fort Bend AFT to divulge all overt and potential conflicts of interest to the whole of the Executive Board whenever these conflicts may arise. Non-disclosure may result in dismissal.</p> <p>B. No member of the Professional Staff or Executive Board may employ any other Professional Staffer or Executive Board member, in any capacity, during their tenure as either a Professional Staffer or Executive Board member of the Fort Bend AFT.</p>

	Article VI: Elections
Section 1	The election of officers shall take place the second week of May every third year beginning with the election of Spring 2002. The term of all elected officers shall be from July 1 through June 30. Union officer elections shall be conducted in compliance with the Labor-Management Reporting and Disclosure Act, 29 U.S.C. Section 401 <i>et seq.</i> , ("the LMRDA") and the AFT Constitution. The purpose of this article is to provide guidelines and rules which ensure honest elections which are fair and just to all involved. This article shall apply to all aspects of elections of offices pertaining to FBAFT, including the election of convention delegates who elect officers of an international or national union or intermediate body. This article is superior to all rules and regulations determined by the Executive Board, officers, or the Election Commission.
Section 2	To be eligible to vote in the elections an individual must be a member in good standing as of 60 days prior to the date of the election. Eligibility will be certified by the Election Commission prior to the time the ballots are made available to members.
Section 3	FBAFT membership in good standing for a minimum of two years immediately preceding an election is required to hold elected office.
Section 4	Unless explicitly reserved for the Executive Board in this Constitution, the governing body for all elections conducted on behalf of the FBAFT will be an Election Commission. Prior to the January general membership meeting in January of an election year, the Executive Board shall meet and determine the method of election to be utilized for the union officer election consistent with Section 1. The Election Commission will be elected at a general membership meeting to be held in January of the year that an election will occur. The Election Commission will consist of an odd number of member including the one Chairperson. A Commission exists for a given election, from the vote of appointment until certification of the final results of the election. Members of the Election Commission may not run for office or campaign for others. The Commission reserves the right to replace any Commission member if the other Commission members are unanimously in agreement. The replacement member is appointed by a majority of Commission members. All Commission members including the are expected to follow the FBAFT Constitution. Any Commission member must abstain from a decision made by the Commission if he / she is found to have a conflict of interest with the subject at hand if the other Commission members are unanimously in agreement. The Executive Board will be informed of any changes to membership. The same information will be made available in compliance with Section XII via the Fort Bend AFT on its website.
Section 5	Any FBAFT member in good standing, except any members that will be on the ballot, may serve on the Committee. At least one Commission member shall be a teacher, and at least one Commission member shall be a non-teacher.
Section 6	The following shall define the different types of elections held by the FBAFT: A. A general election is one in which the entire membership of the FBAFT is eligible to vote for an office. B. A special election is one in which participation is limited to a particular constituency or a particular office. C. A runoff election refers to all secondary elections held to resolve a race not initially determined by a general or special election. A referendum election is one in which no offices are filled, but instead an issue is brought to a vote. Referendum elections may be either general or special
Section 7.	D. No member may run for more than one office in any given election.

Section 8.	<p>All candidates must carry on a fair campaign, and abide by the campaign regulations set forth in this Constitution, or set forth by the Election Commission. Any campaigning shall be conducted in a manner that will not interfere with the general operations of the union. The Commission has the duty and the authority to apply and interpret campaign regulations. <i>Before the election begins, the Election Commission shall prepare Election Rules for distribution to candidates. The candidates shall be provided with a copy of the Election Rules, this Constitution, and any other information it deems pertinent to all candidates</i></p>
Section 9	<p>A. Elections for officers will adhere to the requirements of the LMRDA and the AFT Constitution. Elections may be conducted by any one of several methods, such as electronic voting, mail ballot, or in-person voting. In January of an election year, the Executive Board will decide the election method to be used. Regardless of the election method used, the election shall be conducted by secret ballot among members in good standing, will provide adequate safeguards to insure a fair election, including the right of any candidate to have an observer at the polls and at the counting of ballots, and that the ballots and all other records pertaining to the election shall be preserved for one year following the election. If electronic voting is used, an appropriate vendor will be selected that abides by LMRDA standards.</p> <p>B. No later than the first week of February of an election year, the Election Commission will meet to 1) determine the exact date of the election, which will be held during the second week of May and 2) determine the Election Rules that will be distributed to candidates.</p> <p>C. No later than the second week in February of an election year, the Election Commission shall send a Nominations Notice to all FBAFT members in accordance with Article XII. The Nominations Notice will include the following information:</p> <ol style="list-style-type: none"> i. the exact date of the election and manner of the election (e.g., electronic voting); ii. that members have the right to make nominations, including the right to nominate themselves; iii. the positions that are up for election; iv. the time, place, and manner that nominations may be submitted, including that nominations will be accepted at a general membership meeting in March, along with the date of the membership meeting; v. that a further Notice of Election will be sent to their home addresses and that they should notify FBAFT of their current home address and all other current contact information. vi. the names and contact information of all members of the Election Commission. <p>D. Either at or directly following the general membership meeting in March, at which nominations for office will take place, the Election Commission will verify the eligibility of persons nominated for office. The Election Commission will immediately inform all persons of their nomination, their eligibility or non-eligibility to run for office, and confirm in writing that they will be candidates for election.</p> <p>E. If there is no more than one (1) eligible candidate nominated for a particular office, that candidate is deemed to have been elected by acclamation, and there shall be no need to conduct an election for that office.</p>

	<p>F. No later than one week after the candidates are confirmed as per Section D, the Election Commission will arrange for a meeting of the candidates at the FBAFT office. At the meeting, the Election Commission will provide them with a copy of this Constitution, the Election Rules, and any other information that the Election Commission believes is appropriate. Additionally, the candidates will draw lots for placement on the ballot.</p> <p>G. No later than the first week of April of an election year, the Election Commission will send a Notice of Election to all FBAFT members. In addition to sending the Notice of Election in accordance with Article XII, the Notice of Election shall be mailed to each member at their last known home address. The Notice of Election will contain the following information:</p> <ul style="list-style-type: none"> i. the exact date of the election and manner of the election (e.g. electronic voting); ii. the positions that are up for election and the names of the nominees for each position; iii. the date and place of a public debate between candidates, as provided for in Section 19 (will ultimately need to modify for changes in section numbers). iv. when and how they will receive their ballot in order to vote; v. that they should update their contact information with FBAFT to ensure that they receive their ballot; vi. that if they do not receive their ballot as expected, they should contact the Election Commission to receive a ballot; vii. the names and contact information of all members of the Election Commission.
Section 15	All campaigns will be run in an ethical manner with mutual respect shown toward other candidates at all times and may be subject to sanctions.
Section 16	<p>The Election Commission will be responsible for making arrangements for:</p> <p>A. A public debate among those seeking the FBAFT President and Treasurer will be held at a time and place determined by the Election Commission with at least two weeks advance notice. The Election Commission may hold debates for other offices if they determine that they are practical. The time, place and format will be determined by the Election Commission.</p> <p>B. The Election Commission may conduct other activities that will increase member interest in the FBAFT election.</p>
Section 17	After the counting of the ballots, the Election Commission shall promptly publish the results on the FBAFT website. The results are to be submitted to the Executive Board at the Board's next open meeting for inclusion in the Board's minutes.
Section 18	<p>Challenges and objections to the election must be submitted, in writing, with a statement of supporting reasons that includes specific facts, as well as any documentation, to the Election Commission within five (5) days of the count. The challenges and objections will be directed to the chair of the Election Commission. Any candidate accused of a violation may defend themselves by submitting a written response to the challenges and objections within two (2) days of the filing of challenges and objections. The Election Commission shall issue its written decision regarding the challenges and objections no later than ten (10) days after receipt of such objections, and response, if any. The focus of the inquiry will be whether the alleged violations may have affected the outcome of the election. Any decision of the Election</p>

	Commission will be made by at least a majority of the Commission members. The Election Commission's decisions on challenges and objections will be promptly published on the FBAFT website. The Election Commission has authority to make and enforce decisions consistent with ensuring that an election has been conducted in compliance with this Constitution, the LMRDA, and the AFT Constitution.
	Article VII: Committees
Section 1	The Fort Bend AFT shall have the following standing committees: A. COPE (Committee on Political Education) Committee B. Secondary School Issues Committee C. Elementary School Issues Committee D. Paraprofessional, Support, and Related Personnel Issues Commission (PSRP) (rephrased line for readability) E. Social Committee F. Professional Issues Committee G. Budget Committee H. Internal Audit Committee I. Retirees Committee J. Membership Committee K. Community Relations Committee
Section 2	The Internal Audit Commission will review the organization's records, and issue their findings on a Quarterly basis to the Executive Board.
Section 3	All chairs of all standing committees will be appointed by the President with the approval of the Executive Board, and will issue monthly reports to the Executive Board before or at their monthly meeting.
Section 4	Members of standing committees will be appointed by the chair of each Commission with the approval of the President. Chairs may appeal to the Executive Board to override the President's decision.
Section 5	Special or Ad hoc committees shall be appointed by the President with the approval of the Executive Board, and their continuance will be reviewed upon submission of a Final Report.
	Article VIII: Executive Board
Section 1	The Executive Board shall administer the policies of the FBAFT as set forth by the membership.
Section 2	The chair of the Executive Board shall be the President of the FBAFT.
Section 3	The duties of the Executive Board shall be the following: A. To deal with all the affairs of the organization during the period between general membership meetings D. To authorize, based on the recommendation of the President, the employment of and dismissal of non-elected persons, as may be deemed necessary for the efficient operation of the organization C. To interpret and enforce this Constitution D. To review the budget prior to its approval by the General Membership E. To Create and adhere to a calendar that shall include, but not be limited to, monthly Executive Board meetings. This calendar must be in its completed form, and be readied for communication to the membership, by August 15 of each year F. The Executive Board must establish, monitor and evaluate a list of organizational goals that will be communicated to the General Membership in accordance with Article XII. G. The Executive Board may review and respond to all petitions made by those in our General Membership, as soon as practicable .
	Article IX: Parliamentary Procedures
Section 1	Robert's Rules of Order Newly Revised 12th edition (or most recent edition) shall govern in all cases not covered by this constitution or the constitution of the Texas AFT, or the constitution of the American Federation of Teachers.

	Article X: Meetings of the Membership
Section 1	The time and place (virtual meetings are permissible) of General Membership meetings shall be determined by the Executive Board.
Section 2	There shall be at least one meeting of the General Membership between August 1 and October 31, a second between November 1 and January 31, and a third between February 1 and May 31, each academic year.
Section 3	Regular meetings of the General Membership, Executive Board and Building Representatives, shall be calendared and communicated in accordance with Article XII, before August 15 each year.
Section 4	Special Meetings may be called at any time at the discretion of the President. Notice of any special meetings must be communicated in accordance with Article XII unless required by law to the FBAFT General Membership at least five (5) days prior to the date of any Special Meeting. Those meetings of an emergency nature are excluded from the above provisions. These meetings can be held the same day and without formal notice.
Section 5	Special Meetings may also be held at the request of no fewer than twenty (20) members in good standing with the Fort Bend AFT. The date for all called meetings shall be set by the President, but must be scheduled no later than fourteen (14) calendar days following the submission of a formal request by the required number of members. Notice of the meeting must be communicated to the General Membership no later than forty-eight (48) hours before the meeting's scheduled date in accordance with Article XII .
	Article XI: Rules for Amending the Fort Bend AFT Constitution
Section 1	Amendments to this Constitution shall be proposed in writing as a motion and shall be voted on, after reading, at two (2) separate General Membership meetings. The meetings may be regular in nature or specially-called. The motion may be made by any number of FBAFT members in good standing. If such a motion receives a second, and passes by a majority of members in attendance at the meeting when the motion was first made, the proposed amendment shall then be sent immediately to the Executive Board and within seven (7) days to all FBAFT members in good standing in accordance with Article XII. The motion for the amendment shall be remade at the second meeting, can be debated, and to become effective must pass by a majority vote by the membership present and voting at that meeting.
Section 1.	Article XII: Communications FBAFT is an organization of the members for the members therefore timely and transparent communication is the members' right within the reasonable financial and practicable limitations of FBAFT, therefore primary communication will be through electronic media or communications. FBAFT is not restricted to the use of a single website, social media or other contact platform; however, the FBAFT website will reflect official union business communications. Except when otherwise required by law or this Constitution, official communications and mailings will be sent to members through to the personal email of the members first: on file with FBAFT. At the discretion of the President or the Executive Board, additional communication methods can be authorized for use or as required by law.