

1 WESTERN OHIO EDUCATION ASSOCIATION - RETIRED estab. 1989
2 GUIDELINES

3 Adopted: October 20, 1994

Affiliated with OEA-R May 1995

4 Amended October 1995

5 Amended May 2001

6 Amended June 2007

7 Amended November 2012

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- 9 **I. The WESTERN OHIO EDUCATION ASSOCIATION - RETIRED [WOEA-R]** shall be fully
10 affiliated with the WESTERN OHIO EDUCATION ASSOCIATION, the DIVISION OF RETIRED
11 EDUCATORS of the OHIO EDUCATION ASSOCIATION [OEA-R] and THE NATIONAL
12 EDUCATION ASSOCIATION RETIRED [NEA-R] AND WITH the OHIO EDUCATION
13 ASSOCIATION and THE NATIONAL EDUCATION ASSOCIATION.
14
- 15 **II. The MISSION of WESTERN OHIO EDUCATION ASSOCIATION – RETIRED.** [WOEA-R] is to
16 support continued leadership and the maintenance of professional skills and to enhance the
17 unique potential of each participating member.
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- 20 **III. The PURPOSE** of this organization shall be to maintain professional contact with the education
21 community of Public Schools and the PROFESSIONAL ASSOCIATIONS, specifically the
22 WESTERN OHIO EDUCATION ASSOCIATION, through utilization of the expertise and
23 knowledge of retired educators.
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- 25 a. This organization [WOEA-R] shall support legislation and benefits for retired education
26 employees.
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- 28 b. The members of WOEA-R shall cooperate with WOE A in educational endeavors and in
29 association functions.
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- 32 **IV. The ORGANIZATIONAL YEAR** shall be from September 1 through August 31.
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- 35 **V. The OFFICERS** of this organization shall be elected annually in April and shall be members.
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- 37 a. The officers shall be:
38 Chairperson
39 Vice-Chairperson
40 Secretary
41 Treasurer
42 Immediate Past-Chairperson
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- 44 b. The Vice-Chairperson shall assume the office of Chairperson for the remainder of the term in
45 case of vacancy in the office of Chairperson.
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- 47 **VI. ANNUAL OFFICER NOMINATIONS AND ELECTIONS**
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- 49 a. **Nominations** may be made at the March meeting. Letters of intent may be sent to the WOEA-R
50 Chairperson post-marked/time stamped no later than one week prior to the date of the March
51 meeting.
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- 53 b. **ANNUAL BALLOTS** for OFFICERS shall be printed and shall be sent to members by mail.
54 RETURNED BALLOTS shall be retained for one year or until the subsequent election. All
55 elections shall be in conformance with the OEA Elections Manual.
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57 1. Ballots shall be marked with a return date and shall be the responsibility of each
58 member to return to WOE-R Chairperson.
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60 2. Ballots will be collected as received by the Chairperson and counted by the
61 committee members at the next scheduled meeting.
62
63 3. If there is only one candidate for an office, no ballot shall be mailed and the
64 candidate shall be declared elected.
- 65 c. **VACANCIES:** An election shall be held to fill the vacant office after:
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67 1. A notice of the vacancy is published in the newsletter with a deadline for
68 nominations and letters of intent.
69
70 2. Notice of the method and date of elections is published in the newsletter.
71
72

73 VII. **MEMBERS:**

74 There shall be 3 [three] classes of membership, Annual, Life, and Pre-Retired.
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- 76 a. **MEMBERS** shall be retired employees of public education institutions who have held
77 membership in OEA for at least one year during his/her career and who qualify for OEA
78 membership at the time of retirement.
79
80 1. **MEMBERS SHALL BE AFFILIATED WITH THE** United Education Profession
81 Retired (UEP-R).
82 a) **Life members** of WOE-R previous to September 1, 1994, shall be
83 considered members.
84 2. **DISABILITY RETIREMENT** shall be considered membership status for
85 WOE-R.
- 86 b. **Life Members** have paid dues for life and have all the privileges of membership.
87
88 c. **Pre-retired members** are active education employees who have paid life dues to become
89 MEMBERS upon retirement.
90
91 1. They are eligible only to receive all notices (newsletters) and may attend
92 meetings.
93 2. No Pre-Retired member may vote.
- 94 d. Annual members pay yearly.

95 VIII. **DUES**

- 96 a. All members shall pay dues.
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98 1. Annual dues shall be \$10 for WOE-R.
99
100 2. The gift of Membership shall be given UPON REQUEST for the first year of
101 retirement by the WESTERN OHIO EDUCATION ASSOCIATION-RETIRED.
102

103 3. LIFE MEMBERSHIP DUES are \$100.00 for WOE-R (or 10 times the annual
104 dues)

105 a) There will be no retroactive increment in Life dues.

106 b) The LIFE DUES funds will be segregated from other monies and invested.

107
108 i. LIFE DUES funds will be invested in a money market OR certificate
109 of deposit account OR a similar secure interest producing account
110 offered by a financial institution...[credit union, national bank, state
111 bank].

112 ii. The total funds will be divided into at least two separate funding
113 sources with each having different maturity dates.

114 iii. The LIFE DUES accounts investment vehicle will be determined to
115 be made at the best available interest rate.

116 iv. The interest monies from the LIFE DUES account (s) will be placed
117 into the regular checking account.

118 v. No funds from WOE-R shall be invested outside of a regular
119 credit union or state or national bank.

120 vi. Signatures on these LIFE DUES investment accounts shall include
121 both Chairperson or Chairperson designee and Treasurer.

122 vii. The WOE-R Executive Committee shall act as an advisor to the
123 Treasurer when changes in the arrangements of our membership
124 funds are necessary. These changes shall not continue for more
125 than one year.

126 viii. Any changes proposed as a permanent arrangement(S) shall be
127 voted on by the membership at a regular meeting after Guidelines
128 amendment procedures have been followed.
129

130 **IX. NEWSLETTER**

131 a. The Newsletter shall be included as part of membership dues.

132 b. The Newsletter will be sent to all members.

133 c. The mailing list shall include all MEMBERS, OEA officers, OEA - R officers, OEA-R Advisory
134 Council, staff liaisons, The OEA Executive Committee member representing Retirees, the
135 WOE-R President, the NEA - R President, NEA - R Publications Editor, and NEA - R Liaison.
136

137 **X. MEETINGS** of this organization shall be held the third Wednesday in September, October,
138 November, December, March, April, May, and June. Meetings shall be adjusted if due to a holiday
139 conflict. The OEA-R State-Wide Fall Conference and OEA-R Spring Conference meetings will be
140 announced at WOE-R meetings and/or published in the newsletter. All members shall be encouraged
141 to attend.
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143 **XI. COMMITTEES**

155 The Standing Committees shall be, Community Outreach, Legislative, Mailing, Membership,
156 Newsletter Editor, Nominations/Elections, Public Relations, Sunshine, and Web Master.

- 157
158 a. The WOE-R Chairperson shall appoint the Chairperson of each standing committee. Each
159 member of WOE-R shall have the opportunity to volunteer to serve on any standing
160 committee(s).
161
162 b. Other Committees may be established by a vote of the majority of members present at any
163 meeting. Each such committee shall be constituted of at least three members and shall serve
164 for a purpose and period specified at the time the committee is established. The WOE-R
165 Chairperson shall appoint the Chairperson of any such committee.
166
167 c. The EXECUTIVE COMMITTEE shall consist of the four annually elected officers, the most
168 immediate past-chairperson, the OEA-R Advisory Council representative from WOE-R, and
169 the Chairperson(s) of standing committees. The Executive Committee shall meet at the call of
170 the Chairperson to take care of necessary business between regular meetings of WOE-R.
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172 **XII. REPRESENTATION:**

- 173
174 a. The WOE-R Chairperson or designee shall attend all WOE-R Executive Committee
175 meetings and shall represent WOE-R in all local president functions.
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177 b. The WOE-R Chairperson shall be responsible for forwarding to the OEA - R
178 Chairperson any recommendations for WOE-R members to serve on OEA
179 Committees and Commissions.
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181 c. This organization shall select and recommend to the WOE-R president those WOE-R
182 representatives to participate on all WOE-R Committees in accordance with the WOE-R
183 Constitution.
184
185 d. This organization shall elect delegates to the WOE-R Representative Assembly on a one vote
186 by one member basis in accordance with the WOE-R Constitution and By-Laws.
187

188 **XIII. DELEGATES to WOE-R**

- 189 a. WOE-R Representative Assembly Delegate(s) shall be elected by secret ballot at the
190 September meeting by those Members in attendance.
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192 b. Notice of the delegate elections shall be published in the first newsletter of the year.
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194 c. WOE-R Chairperson is an automatic delegate to WOE-R Representative Assembly by
195 virtue of office.
196
197 d. One delegate per 165 members or major fraction thereof and one alternate per 165
198 members or major fraction thereof.

199 WOE-R members wishing to become OEA Representative Assembly delegates must
200 make application through OEA. WOE-R members wishing to become NEA-R delegates
201 to the NEA Representative Assembly and NEA-R Annual Meeting, must make application
202 through OEA. NOTE: A member of OEA-R and NEA-R may attend any Representative
203 Assembly or Annual Meeting as a guest.
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205 **XIV. AMENDMENTS:**

- 206
207 a. Proposed amendments may be presented by the Executive Committee or by a

208 motion passed by the members at a regular meeting.

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- 210 b. Proposals shall be presented in the Newsletter notifying members of the meeting
- 211 at which proposed amendments will be discussed.
- 212
- 213 c. Proposed amendments shall be voted on no sooner than at the first meeting
- 214 following the meeting at which they were discussed.
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- 216 d. Amendments receiving a favorable two-thirds majority vote of those present and
- 217 voting shall become effective immediately (or at the date specified in the
- 218 amendment proposal).
- 219

220 **XV. PARLIAMENTARY AUTHORITY:**

221 Roberts Rules of Order Newly Revised shall be the authority on parliamentary procedure at any

222 meeting of WOE - R except as provided in this document.

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