

**BESPA-CA BOCES Educational Support Personnel Association of
Cattaraugus/Allegany Counties**

April 2014

BESPA-CA Constitution

Article 1: Name

The name of the organization shall be “BOCES Educational Support Personnel Association of Cattaraugus/Allegany Counties” (BESPA C/A) affiliated with the New York State United Teachers NYSUT and its National Affiliates.

Article 2: Objective

- a) To unite in one organization all persons employed in an educational support capacity by BESPA C/A.
- b) To promote reasonable methods of work, secure standardized pay, and seek security for the individual by legal and proper means.
- c) To represent the support personnel in collective negotiations with Cattaraugus/Allegany BOCES in the determination of their terms and conditions of employment and administration of grievances arising there under.
- d) To assist each other in distress, promote unity and strength, and encourage legislation and public support of our Association.

Article 3: Membership

Shall be open to all persons currently identified as part of the BESPA C/A Bargaining unit, and any persons becoming members of that bargaining unit in the future.

Article 4: Elected Positions

A. Officers

The Elected officers shall be:

Co-Presidents (A&B)
OR President/Vice President
Secretary
Treasurer
Membership

These offices shall be for two (2) year terms. The following elected positions: Co-President (A) or Co-President (B) OR V.President/President, Membership, Secretary will alternate election years. ***A minimal 2 yr term, current or prior, must be served as Membership, Secretary, Treasurer, General Rep, or Teacher Aide Rep, before being eligible to run for a Co-president, or V.President/President position.*** Floor nominations will only be accepted for Office held positions in the event that an office position is vacant and no nomination form has been submitted. The Executive Board shall convene into an executive session and vote to waive the minimal requirements.

- Candidates may run for one (1) BESPA-CA Executive Board position, and may serve on multiple committees as permitted in the standing committee description.

***Special Note* Elections 2014 will be conducted for the following positions as follows:**

<u>2014</u>	<u>2015</u>
Co-President (A) - 1 yr term	Co-President (A) - 2 yr term
Co-President (B) - 2 yr term	Membership - 2yr term
Membership - 1 yr term	Secretary - 2yr term
Secretary - 1 yr term	
Treasurer – 2 yr term	
<u>2016</u>	<u>2017</u>
Co-President (B) – 2 yr term	Co-President (A) – 2yr term
Treasurer – 2 yr term	Membership – 2 yr term
	Secretary – 2 yr term

- B. Representatives -** The elected representatives shall consist of:
2 Teacher Aide Representatives
2 General Representatives

****Floor nominations will be accepted for Representative positions****

The Officers and Representatives positions will receive a monthly stipend. The stipend amount is in the yearly budget which is voted on during a General Membership Meeting. Stipends will be denied in the event of an unexcused monthly meeting absence or in excess of 3 excused monthly meeting absences in a fiscal year.

- C. Local, State (NYSUT) or National (AFT, NEA, AFL-CIO) Delegate(s):** By nomination by a fellow active union member, or appointment of the current executive board. Landrum-Griffin is applicable.

Article 5: Executive Board

Section 1: The legislative and policy-forming body of the Association shall be the Executive Board. It shall set the dues and carry on all other business of the Association except amendments to the Constitution.

Section 2: The Executive Board shall consist of the elected representatives. Committee chairpersons should attend meetings with full speaking privileges but shall not be able to vote.

Section 3: Any member of the Association can attend the Executive Board Meetings, and can speak with permission from the chair, but must sit apart from voting members.

Article 6: Standing Committees - to serve on an as needed basis-2 year term to be nominated and appointed at time of executive board elections or as needed. Floor nominations will be accepted.

a) Nominations and Elections - 3 active members not currently running for an elected position or currently does not hold a seat on the executive board.

b) Negotiations/Liaison - The Committee shall elect from its members a team of negotiators consisting of no fewer than 3 members. A Co-President shall automatically be one of the 3 members.

c) Grievance – Current Executive Board

d) Sick Bank - a current member of executive board, as well as a Co-President shall act as a trustee and report directly to the executive board should special circumstances arise in addition to the liaison committee.

e) Audit – 2 active non-executive board members, shall conduct a financial review yearly for 4 consecutive years, the 5th year an audit will be conducted by an external CPA.

f) Liaison – A President, a BESPAs representative from each center and a teacher aide, along with the BOCES Personnel Manager and at least one (1) administrative designee, plus optional members as needed, shall meet to discuss employee concerns monthly or on an as needed basis.

g) Website Committee – 2 active members, with 1 Executive Board member to reside over, to develop and maintain the BESPAs-CA Union website for accurate and current useful information.

h) Scholarship – a minimum of 1 active member will assist the union Secretary, and distribute scholarship information and applications to all active union members, and will be responsible to collect all completed applications to be submitted to the judging participants.

*The BESPAs-CA scholarship is funded by the members of CA-BOCES Educational Support Personnel Association, and is available to graduating seniors whose parent/guardian or grandparent is a registered active member of the BESPAs-CA Union. The scholarship is to be used for Accredited Continuing Education. The recipients will be chosen by an organized 3 person team not belonging to the BESPAs-CA bargaining unit.

Article 7: Amendments to this Constitution

- a) An amendment to this Constitution may be proposed by a majority of the Executive Board or no fewer than 15% of the active membership.
- b) An amendment may be ratified by a majority vote of the Association members present at the current meeting.
- c) A proposed amendment must be posted in a conspicuous place in each center and/or distributed in writing, and/or electronically when permissible, to each member at least ten (10) business days before a ratification vote.

Article 8: Ratification of the Union Contract

- a) Ratification may be voted on by majority members present at current meeting.
- b) Notice of a proposed ratification and meeting must be given to all union members 10 school days prior to scheduled meeting date, when possible. Electronic notification is acceptable.
- c) Information of proposed contract changes will be presented the day of ratification meeting and vote.
- d) Absentee ballots will not be permitted.