

PREAMBLE

The members of the Connecticut Education Association, in order that the Association may serve as the authoritative voice of education in Connecticut; advance the cause of free public schools as an essential of a democratic society; promote the continuous improvement of education at all levels; recognize the importance of the teacher in the learning process and as the preeminent member of the profession; encourage professional excellence and growth among educators; advocate and protect the civil, human, professional and employment rights of its members, and insure full and effective participation in the Association by all members, adopt this constitution.

ARTICLE I - NAME, GOALS, OBJECTIVES AND AUTHORITIES FOR GOVERNANCE

Section A. Name. The name of this organization shall be the Connecticut Education Association, Incorporated.

Section B. Affiliates. The Connecticut Education Association, as an affiliate of the National Education Association, shall comply with the standards and procedures set forth in the Bylaws of the National Education Association.

Section C. Goals and Objectives.

The goals of the Association shall be as stated in the Preamble, and further defined by the strategic goals as adopted by the Board of Directors. The Association shall have all power necessary and proper to take action for the attainment of these goals. Nothing in this Constitution or in the Bylaws shall be construed to prevent the

Association from pursuing objectives consistent with the stated goals of the Association.

Section D. Governance.

1. The Association shall be governed by this Constitution and Bylaws, Standing Rules, and by other action as the Representative Assembly, Board of Directors, and the Executive Committee may take consistent therewith.

2. The most recent edition of *Robert's Rules of Order Newly Revised* shall govern the proceedings of the Association when not inconsistent with the Constitution and Bylaws.

ARTICLE II - MEMBERSHIP**Section A. Unified**

Membership. Membership in the Connecticut Education Association shall be dependent upon membership in the affiliate and the National Education Association wherever such memberships are available.

Section B. Types of

Membership. Membership in the Connecticut Education Association shall be of seven types: Active, Life, Retired, Aspiring Educator, Reserve, Staff, and Honorary.

1. Active. Any person who holds a certificate or Durational Shortage Area Permit issued by the State Department of Education and is employed in a position within the teachers' unit, or a combined teachers' administrators' unit shall be eligible to become an active member of the association with full privileges of membership. An eligible person may become an active member upon the person's completion of an Association membership form and an agreement to initiate payroll dues deduction. Any active member of

the Association shall be considered a continuing member as long as the member remains actively engaged in the teaching profession in Connecticut and continues dues deduction. An active member shall be entitled to receive the official journal of the Association and to vote in elections for director from the member's county forum; the member shall be eligible to serve as a voting member of the appropriate county forum and as a delegate to the Representative Assembly, and to hold elective or appointive office in the Association.

2. Life. Upon recommendation of the Board of Directors, and with the approval of the Representative Assembly, life membership may be conferred upon any active member in recognition of distinguished service to the Association. In addition, any active member who, prior to July 1, 1963, contributed payments totaling \$300 or more to the CEA Headquarters Building Fund, shall be a life member. A life member, without payment of annual membership fees, shall have full privileges of active membership for life.

3. Retired. Any person who is receiving benefits from the Connecticut Teachers' Retirement System may become a Retired Annual or Life member which will be a unified membership with NEA-Retired. CEA-Retired Life members and NEA-Retired Life members prior to July 1, 1991 shall not be required to unify. A Retired Annual or Retired Life member shall be entitled to receive the official journal of the Association and to such other privileges of membership as may be determined by the Board of Directors.

4. Aspiring Educator. Aspiring Educator membership is open to any student who is enrolled in a program of study in an accredited institution of higher learning within Connecticut that qualifies the student for a career in education or who is serving as a chairperson of the NEA Advisory Committee of Aspiring Educator Members. The aspiring educator becomes a member upon payment of the annual aspiring educator membership fee and upon enrollment as a member of the Connecticut Education Association Aspiring Educator Program and the National Education Association. An aspiring educator member shall be entitled to receive the official journal of the Association and to such other privileges of membership as may be determined by the Board of Directors. The dues of the Aspiring Educator Program members are established by the Representative Assembly. Aspiring educators are eligible to be voting delegates to the Representative Assembly, to hold other elective and appointive positions as described in the Constitution and Bylaws, and to be counted toward the representative entitlements for aspiring educators on the Board of Directors and in the Representative Assembly.

5. Reserve. Reserve membership shall be open to any person (a) who is on leave of absence of at least six (6) months from the employment that qualifies him or her for Active membership or (b) who has held Active membership in the Association but whose employment status no longer qualifies that individual for such membership.

6. Staff. Staff membership shall

be open to any person employed by the Association in a staff position.

7. Honorary. Upon recommendation of the Board of Directors, and with the approval of the Representative Assembly, honorary membership may be extended to any person deemed worthy of this distinction.

8. Pre-Retired Life. Any active Member who has taught for at least 10 years may purchase CEA-Retired and NEA-Retired Life Memberships upon the payment of the Retired Life Membership fees. The Pre-Retired Life Member shall have no governance rights in CEA-R or NEA-R until such member retires. Upon retirement, and by notifying CEA of retirement, the Pre-Retired Life Memberships shall be converted to CEA and NEA-Retired Life Memberships.

Section C. Unified Membership Agreements. A unified membership agreement with the Connecticut Education Association may be entered into by any local or regional group as described in Article X of the Constitution, at its own request and upon approval of the Board of Directors. In such case, active membership in either the affiliate or the CEA shall be predicated upon active membership in the other as well. A unified membership agreement with the Connecticut Education Association and the National Education Association may be entered into by any affiliate, in which case active membership in the affiliate, the CEA and the NEA shall be predicated upon active membership in the other two as well.

Section D. Adherence to the Code of Ethics. Adherence to the Code of Ethics of the Education Profession as adopted in 1976 by the Association shall be a condition of membership.

Section E. Expulsion and Reinstatement of Members.

The Review Board shall have the power to censure, suspend, or expel a member for violation of the Code of Ethics for the Education Profession or other sufficient cause, after due notice and hearing, in conformity with procedures established by the Board of Directors. Any member, however, who stands convicted by a court of competent jurisdiction of a crime involving moral turpitude shall be automatically suspended from membership in the Association. The member shall have the right to appeal on procedural grounds on the record to the Board of Directors. The review board shall have the power to vacate, censure, lift suspension, or reinstate a member.

ARTICLE III - OFFICERS, THEIR DUTIES AND PROCEDURES FOR REMOVAL

Section A. Titles. The executive officers of the Association shall be a President, a Vice President, a Secretary, and a Treasurer, elected by secret ballot of the Representative Assembly at its annual meeting, as hereinafter provided.

Section B. Terms of Office.

The terms of office of the executive officers shall be as follows: An executive officer shall serve no more than two (2) terms in the office to which elected, notwithstanding the completion of an unexpired term pursuant to Article III, Section C. 1-3. The terms of office of the executive officers shall be three (3) years.

provided, however, that the President and the Vice President elected in 2015 shall assume office on August 1, 2015 and shall hold office through July 14, 2018 and further provided that the Secretary and the Treasurer elected in 2016 shall assume office on August 1, 2016 and shall hold office through July 14, 2019. Beginning with the 2018 election, officers shall assume office on July 15, and shall hold office for a full three-year term through July 14 of the year in which a successor is elected. No officer of the Association shall hold office in any of its county forums.

Section C. Filling of Vacancies.

1. President. A vacancy in the office of President shall be filled by the Vice President, who shall assume the full-time, paid duties of the office of President for the unexpired term of the President.

2. Vice President. A vacancy in the office of Vice President shall be filled by appointment of the Board of Directors of a person who shall assume the full-time, paid duties of Vice President until the next annual meeting of the Representative Assembly, at which time a successor shall assume such full-time, paid duties for the unexpired term.

3. Secretary and Treasurer. A vacancy in the office of Secretary or Treasurer shall be filled by appointment of the Board of Directors until the next annual meeting of the Representative Assembly, at which time the Assembly shall elect a successor for the unexpired term.

Section D. Duties.

1. President. The President shall be a full-time, paid officer who shall

a. be the chief executive officer of the Association and its policy

leader;

b. represent the Association as spokesperson on matters of policy and assign, at his/her discretion, responsibility for such representation;

c. preside at all meetings of the Representative Assembly, the Board of Directors, and the Executive Committee, and exercise all the powers and duties of the presiding officer;

d. provide, with the approval of the Board of Directors, for all meetings of the Association and special meetings of the Representative Assembly;

e. develop the agenda for the Executive Committee, and in conjunction with the Executive Committee for the Board of Directors, and in conjunction with the Board of Directors for the Representative Assembly;

f. appoint, with the consent of the Board of Directors, the chairpersons and members of all commissions and committees, except CEA PAC and Resolutions, including the filling of vacancies and the replacing of any inactive members of such commissions and committees. The chairperson of CEA PAC shall be elected by the members of CEA-PAC as outlined in the CEA PAC Constitution. The Chairperson of Resolutions Committee shall be elected by the Connecticut delegates to the NEA-RA at a caucus of the delegation;

g. meet regularly with the other officers and delegate to them duties and responsibilities consistent with governance documents and familiarize them with the ongoing activities of the Association;

h. familiarize the Vice President with the duties and obligations of the presidency;

i. serve as a member of the Finance Committee and the Staff Personnel Committee;

j. be a non-voting, ex-officio member of all committees and commissions except those to which he/she is constitutionally assigned;

k. present recommendations to the Executive Committee, Board of Directors, and Representative Assembly for the establishment of long-range Association goals and priorities for program objectives which are based upon member input;

l. exercise responsibility in assuring that yearly planning objectives are developed and assigned to each Association committee, that budgeting resources and each committee's charge are consistent, and work with Board liaison members in assisting each committee to carry out its function;

m. work cooperatively with local affiliate leaders in unifying and building support for the organized teaching profession; engage in ongoing field visits to local affiliates, participate in county forum and regional leadership meetings in order to create a better understanding of CEA governance objectives and to secure direct input from local association leaders regarding critical issues;

n. conduct, annually when necessary, one Board of Directors retreat for the purpose of assisting Board members in better understanding and functioning in their governance roles and responsibilities and to improve and facilitate democratic representation concurrent with improved policy forming and adoption procedures;

- o.** be an integral part of CEA's legislative and political action leadership effort and ensure that all Association positions are politically sound and are compatible with Association objectives;
- p.** meet extensively with elected local affiliate leaders to explain, clarify and enhance support of the CEA's legislative program and assist CEA's lobbying efforts as a member of the lobbying team;
- q.** be CEA's voting representative on NEA-PAC;
- r.** keep informed of regional and national concerns and represent CEA's governance interests with NEA, at the NEA Representative Assembly and at all other meetings of education bodies and related groups;
- s.** meet on a regular basis with the Executive Director to discuss issues and to coordinate the respective roles in areas where there is a sharing of responsibility;
- t.** work through the Executive Director regarding any problems or questions relating to staff;
- u.** work with the Treasurer, Executive Director and Executive Committee in preparing program achievement summaries for review by Association governance units;
- v.** be responsible in conjunction with the Treasurer and Executive Director for monitoring and controlling the expenditure of funds which are directly under governance control;
- w.** attend cabinet and staff meetings to interpret matters of policy;
- x.** provide for a "President's Annual Report" reviewing CEA's progress during the past year and propose to the Representative Assembly any recommendation for

future improvements;

- y.** be responsible for the training of all Board members, committee and commission members, and chairpersons as to their roles and responsibilities and assure that proper conditions exist wherein they can successfully function;

- z.** assume the duties and responsibilities normally associated with a chief executive officer.

2. Vice President. The Vice President shall be a full-time paid officer who shall:

- a.** preside at meetings in the absence of the President;
- b.** become familiar with the duties and obligations of the presidency;
- c.** assist the President in representing the Association as spokesperson on matters of policy;
- d.** assist the President in presiding at all meetings of the Representative Assembly, the Board of Directors, and the Executive Committee;
- e.** assist the President in developing the agenda for the Executive Committee and Board of Directors;
- f.** be an integral part of CEA's legislative and political action leadership effort and ensure that all Association positions are politically sound and are compatible with Association objectives;
- g.** meet extensively with elected local affiliate leaders to explain, clarify and enhance support of the CEA's legislative program and assist CEA's lobbying efforts as a member of the lobbying team;
- h.** attend cabinet and staff meetings to interpret matters of policy;

- i.** be a non-voting member of all commissions and committees except to which he/she is constitutionally assigned;

- j.** assist the President in developing recommendations regarding long-range Association goals and program objective priorities;

- k.** assist the President in coordinating the work of the Association and provide resource assistance where needed;

- l.** assist the President in preparing and implementing the agenda for the annual leadership retreat;

- m.** attend county forum and regional leadership meetings as assigned by the President in order to create a better understanding of CEA governance objectives and to secure direct input from local association leaders regarding critical issues;

- n.** perform such other duties as the President may assign.

3. Secretary. The Secretary shall:

- a.** oversee the preparation and maintenance of all records of meetings of the Representative Assembly, including minutes and transcripts, and be responsible for having such records present as may be necessary at all meetings of the assembly;

- b.** oversee the preparation and maintenance of the minutes, policies, and other necessary records of all meetings of the Board of Directors and Executive Committee;

- c.** serve as chair of the Constitution Revision Committee and its policy subcommittee;

- d.** be responsible for such other duties as the Board of Directors or President may assign;

e. preside at meetings of the Board of Directors in the absence of the President and Vice President;

f. attend county forum and regional leadership meetings in order to create a better understanding of CEA governance objectives and to secure direct input from local association leaders regarding critical issues;

g. assist the President in developing recommendations regarding long range Association goals and program objective priorities;

h. assist the President in coordinating the work of the Association and provide resource assistance where needed;

i. oversee the preparation and maintenance of all governance records and documents;

j. receive all confidential information regarding personnel provided to the Staff Personnel Committee.

4. Treasurer. The Treasurer shall:

a. chair the Finance Committee and shall formulate budgeting recommendations for consideration by the finance committee;

b. be responsible for establishing procedures and timelines for formulating and adopting the Association's annual budget and work with the Executive Director in integrating the program objectives as part of the Association's budget format;

c. work with the President and executive director on the monitoring and controlling of the expenditures of funds which are directly under governance control;

d. be responsible for publishing the preliminary and final budget

and hold such open hearings as may be necessary in order to ensure greater understanding of the budget and to provide a forum for member and local leader input;

e. attend county forum and regional leadership meetings in order to create a better understanding of CEA governance objectives and to secure direct input from local association leaders regarding critical issues;

f. assist the President in developing recommendations regarding long range Association goals and program objective priorities;

g. assist the President in coordinating the work of the Association and provide resource assistance where needed;

h. receive all confidential information regarding personnel provided to the Staff Personnel Committee.

i. submit an annual financial report to the Representative Assembly, and such other financial reports as may be required by the Representative Assembly, the Board of Directors, or the Executive Committee;

j. serve as a member of the Equity/Pratt Fund Committee;

k. preside at meetings of the Board of Directors in the absence of the President, Vice President, and Secretary.

Section E. Removal of

Officers. Executive officers of the Association may be impeached for violation of the Code of Ethics of the Education Profession for misfeasance, for malfeasance or for nonfeasance in office.

1. Impeachment proceedings against an officer may be initiated by written petition submitted to the Review Board by at least

fifteen (15) percent of the certified delegates to the Representative Assembly.

2. If, after a due process hearing, a two-thirds (2/3) vote of the Review Board shall sustain the charge, the office shall become vacant.

3. The officer may appeal the decision to the Board of Directors.

ARTICLE IV - NEA DIRECTOR(S) AND NEA DIRECTOR ALTERNATE

Section A. Terms of Office.

Connecticut NEA Directors and Director Alternates are to be elected by secret ballot for three-year terms as provided by the Standing Rules of the National Education Association.

Section B. Duties of the Director(s). The Director(s) shall:

1. exercise leadership in interpreting NEA policies and programs at the state, local and building levels;

2. make reports at Board of Directors meetings, the Representative Assembly, and county forum meetings.

Section C. Duties and Eligibility of the NEA Director Alternate.

The NEA Director Alternate will act in the absence of the NEA Director at the NEA Board of Directors meetings and the CEA Board of Directors meetings. No member who has served as NEA Director for two three-year terms shall be eligible to be an NEA Director Alternate.

ARTICLE V - BOARD OF DIRECTORS

Section A. Composition. The Board of Directors shall consist of the executive officers, the National Education Association Director(s), county directors, chairperson of the Aspiring Educator Program, and the President and Vice President of CEA-Retired. County directors shall be apportioned on the basis of one for each 1500 members or major fraction thereof, but each county shall have at least one.

Members from ethnic minorities shall comprise at least ten (10) percent of the Board of Directors. The Representative Assembly shall elect Ethnic Minority Directors At-Large as appropriate to assure such ethnic minority representation. An Ethnic Minority Director At-Large shall be a member of an ethnic minority group, as defined in the NEA Bylaws, Section 12-h. The Representative Assembly shall also elect an Ethnic Minority Director Alternate who may substitute for any Ethnic Minority Director who is absent from any Board of Directors' meeting. If between meetings of the Representative Assembly ethnic minority representation on the Board of Directors falls below ten (10) percent, the Ethnic Minority Director Alternate shall automatically assume the position of Ethnic Minority Director provided that in such event the Board of Directors shall elect a successor Ethnic Minority Director Alternate who shall serve until the next Representative Assembly.

1. Membership Date. The number of active members as recorded in the CEA office as of January 15, 2014 and January of each subsequent year shall be used to determine the number of directors from each county as of

July 1 of the same calendar year, subject to the provisions of subsection 2 and 3 below.

2. Reduced Representation.

If a county has more than one director and if, on January 15, the number of members within the county is less than that required to maintain the number of directors previously established for said county, the number of said county's directors shall be reduced effective July 1 of the same calendar year, provided however any such reduction shall become effective as of the first July 1 thereafter on which the term of any incumbent director from said county expires.

3. Additional Representation.

If the number of active members as of January 15 warrants an increase in the number of county directors from any county, any new position will be considered vacant and will be filled according to the Constitution Article V. Section C.1. This is an interim appointment, with such position becoming a full three-year term the first July 1 following the next regularly scheduled election.

Section B. Terms of Office.

The term of office of each county director including Ethnic Minority Director at Large, and Ethnic Minority Ethnic Director Alternate shall be three years. The office of county director, Ethnic Minority Director at Large, and Ethnic Minority Director Alternate may be held for two three-year terms, or six years. If an interim position is served, then the office of county director may be held for no more than eight years.

Following a break of two years from the Board of Directors, subject to the same aforementioned conditions, a member may seek election to the

position of county director.

The term of office for an Ethnic Minority Director At-Large and the Ethnic Minority Director Alternate shall be three years, except that (1) in the event that the Representative Assembly shall elect two additional Ethnic Minority Directors At-Large, the second highest vote-getter shall have a one-year term in office, and (2) in the event that the Representative Assembly shall elect three additional Ethnic Minority Directors, the second highest vote-getter shall have a two-year term in office and the third highest vote-getter shall have a one-year term in office. Beginning with elections held after July 1, 2009, the office of Ethnic Minority Director At-Large and Ethnic Minority Director Alternate may be held for two three-year terms, or six years. If an interim position is served, then the office of Ethnic Minority Director At-Large may be held for no more than eight years. Following a break of two years from the Board of Directors, subject to the same aforementioned conditions, a member may seek election to the position of Ethnic Minority Director At-Large.

All directors shall assume office the first day of July subsequent to their election. No county director, State NEA Director nor Ethnic Minority Director At-Large shall hold office in the Association or chair any of its commissions.

In any county entitled to representation by more than one director, the initial election to any new director position may be for a term of one, two, or three years, and any such terms shall be established by the Board of Directors in such manner as to equalize as nearly as possible the number of directors' terms

expiring for such county in each of the three succeeding years.

Section C. Vacancies.

1. Any vacancy on the Board of Directors, excluding the NEA Directors shall be filled by appointment of the Board of Directors, and subject to the provisions of Article II, Section A. of the Bylaws provided that if such vacancy occurs in the office of county director, the first vice chair of said county shall automatically assume the position of county director. In the event the assuming of such position by such vice chair would be in violation of Article II, Section A. of the Bylaws, the vacancy shall be filled by the second vice chair. In the event the assuming of such position by such vice chair would be in violation of Article II, Section A. of the Bylaws, the vacancy shall be filled by the Board of Directors. Any such interim appointment shall continue only until the next opportunity for an election under the Bylaws, which election shall be to fill the unexpired term. The Board of Directors may, by a two-thirds vote of its members, declare a vacancy to exist when any member shall be absent from three consecutive meetings of the Board of Directors.

2. In the event of a vacancy in the office of NEA Director, the NEA Board of Director Alternate shall assume the position of NEA Director subject to the provisions of Article IV, Section C. Duties and Eligibility of the Director Alternate and Article III, Section A. Eligibility of the Bylaws. A vacancy in the office of NEA Director Alternate shall be filled by an interim appointment of the Board of Directors. Any such interim appointment shall continue only until the next opportunity for an election under the Bylaws which election shall be to fill the

unexpired term

3. If between meetings of the Representative Assembly ethnic minority representation on the Board of Directors falls, the person(s) elected shall serve until an election can be held by the next Representative Assembly.

Section D. Meetings, Quorum, and Chair Pro Tem. The Board of Directors shall meet subject to the call of the President or upon written request to the President by five or more members of the board. A majority of the members of the Board shall constitute a quorum. In the absence of the President, Vice President, Secretary, and Treasurer at a meeting of the Board of Directors, the duties of the President shall be performed by a pro tempore chair elected by the members present at the meeting.

Section E. Powers, Duties, and Responsibilities. The Board of Directors shall:

- 1.** implement such specific measures as the Association through its Representative Assembly directs;
- 2.** recommend to the Representative Assembly such measures as shall seem advisable to secure the objects for which the Association is organized;
- 3.** have power, between meetings of the Representative Assembly, to carry on the work for which the Association is established;
- 4.** adopt, upon recommendation of the executive director, the Association's strategic goals and establish their priority relationship in advance of, and as a guide to, preparing the Association's fiscal budget;
- 5.** receive periodic and regular

program reviews in order to ascertain Association achievement of its adopted strategic goals;

- 6.** serve as a nominating committee, in accordance with the terms of the Bylaws;
- 7.** establish a board of credentials which shall determine the proper qualifications of all delegates to the Representative Assembly, provided that in case of dispute the board of credentials shall hold hearings and present the case for final action before the Representative Assembly;
- 8.** cause to be maintained a central office for the Association;
- 9.** have power to engage for a period not to exceed three years an executive director, whose duties the board shall define;
- 10.** have power to employ other such professional staff members as the board shall deem necessary;
- 11.** submit Constitution and Bylaw amendments to the Representative Assembly at its annual meeting;
- 12.** submit a total budget for the following fiscal year to the Representative Assembly at its annual meeting;
- 13.** appoint annually an auditor who shall examine all accounts of the Association and render a written report to the Board, and provide a summary of such report to be published in the official journal of the Association;
- 14.** bond the Treasurer and any employee in such amounts as are deemed necessary, the expense of such bonds to be paid by the Association;
- 15.** act upon applications for approval of local or regional groups of CEA members qualifying annually for affiliation with the

CEA in accordance with Article IX of the Constitution;

16. cause to be published an official journal of the Association, together with such other publications as are deemed advisable;

17. cause to be published and distributed a report of each meeting of the Board of Directors;

18. have power to determine the administration of the Reserve Operational Fund;

19. have power to deny membership for cause;

20. have appellate jurisdiction on procedural grounds on the record in matters affecting the censure, suspension, or expulsion of individual members or local affiliates. Upon appeal, the Board of Directors shall not substitute its judgment for that of the Review Board as to the weight of the evidence on questions of fact; if a procedural defect is found, the case shall be sent back to the Review Board for further proceedings; otherwise, the Board of Directors shall affirm the Review Board's action and its decision shall be final;

21. adopt procedures for the recording and authorization for payment of all Association expenditures;

22. attend the Representative Assembly as voting members.

ARTICLE VI - EXECUTIVE COMMITTEE

Section A. Composition. The Executive Committee of the Board of Directors shall consist of the executive officers of the Association and three members elected by and from the Board of Directors annually in August or when vacancies occur. Members shall continue to serve on the

committee until their successors shall have qualified.

Section B. Meetings. The Executive Committee shall meet as needed at a time agreed upon by members. Other meetings may be called by the President or upon the written request of a majority of the Executive Committee.

Section C. Powers and Duties.

The Executive Committee shall:

- 1.** prepare an agenda for each regular meeting of the Board of Directors;
- 2.** make recommendations on various items of business on which the Board of Directors should take action;
- 3.** serve as an executive body in all matters delegated to it by the Board of Directors.

ARTICLE VII - BOARD COMMITTEES

All members of Board Committees shall be appointed annually by the President with the approval of the Board of Directors.

Section A. Finance

Committee. The Finance Committee shall consist of: the Treasurer, who shall serve as chair, President, Vice President, and eight additional active members. The eight additional members shall include three members of the Board of Directors and five non-Board members. Each one of the eight members shall be from a different county. None of the eight members shall be on the Staff Personnel Committee.

- 1.** submit a line budget proposed for the following fiscal year no later than the March meeting of the Board of Directors;
- 2.** consider the expenditure of funds not authorized in the annual budget and make recommendations to the Board of

Directors.

Section B. Staff Personnel

Committee. The Staff Personnel Committee shall consist of: the President, Vice President, Treasurer and eight additional active members. The eight additional members shall include four members of the Board of Directors and four non-Board members. Each one of the eight members shall be from a different county. The Staff Personnel Committee shall:

- 1.** provide for a set of personnel policies for both the professional and nonprofessional staff, and recommend such policies to the Board of Directors for adoption;
- 2.** resolve problems of interpretation of policies received through the executive director;
- 3.** screen and recommend to the Board of Directors the employment of and the issuance of contracts to professional staff members;
- 4.** submit timely reports to the Finance Committee on those matters requiring budgetary consideration.

Section C. Equity Pratt

Committee. The Equity Pratt Committee shall consist of: the Treasurer, and eight additional active members. The eight additional members shall include four members of the Board of Directors and four non-Board members. Each of the eight members shall be from a different county. The Equity Pratt Committee shall:

- 1.** receive, review, act upon applications, and administer the Equity Fund in accordance with the guidelines as established and adopted by the Board of Directors to assist local associations:
 - a.** in coping effectively with extraordinary situations; and;

b. in meeting professional needs where local resources are limited due to size or other exceptional circumstances.

Section D. Constitution

Revision Committee. The Constitution Revision Committee shall consist of: the Secretary, who shall serve as chair, and eight additional active members. The additional eight members shall include four members of the Board of Directors, and four non-Board members. Each of the eight members shall be from a different county. The Constitution Revision Committee shall:

- 1.** review annually the Constitution and Bylaws of the Association;
- 2.** review all commission and committee recommendations, resolutions and new business items for possible impact on the Constitution and Bylaws. In order to be considered by the Constitution Revision Committee, any such proposed changes shall be submitted in writing to the committee by January 15;
- 3.** present to the Board of Directors all proposed changes to the Constitution and Bylaws;
- 4.** present to the Representative Assembly proposed changes to the Constitution and Bylaws of the Association;
- 5.** A subcommittee of the four members of the Board of Directors and the Secretary shall be responsible for an annual review of the policy book of the Board of Directors and make recommendations for changes to the Board of Directors.

Section E. Eligibility. All members of Board committees shall be Active, Life, Retired or Aspiring Educator.

Section F. Other Committees.

Such other committees as are deemed appropriate for carrying out the duties of the Board of Directors shall be appointed by the President with the approval of the Board of Directors.

Section G. Quorum. In order to conduct official business a quorum shall consist of a majority of members.

Section H. Ethnic Minority Membership. Members from ethnic minorities shall have a percentage on the board committees at least equal to the percent of ethnic minorities of the total membership.

ARTICLE VIII — REVIEW BOARD

Section A. The judicial powers of the Association as described in this article shall be vested in a Review Board.

Section B. Powers. The jurisdiction of the Review Board shall extend to cases as herein defined:

- 1.** The Review Board shall have original jurisdiction in the following cases:
 - a.** impeachment of an officer who is a member of the Executive Committee;
 - b.** alleged violations of the Code of Ethics of the Education Profession;
 - c.** the censure, suspension, or expulsion of a member;
 - d.** review, upon request, of an action of the Executive Committee, Board of Directors, or Representative Assembly for consistency with the Constitution and Bylaws and to recommend to the appropriate governing body remedial action if necessary. Requests for review may be made

only by the Executive Committee, Board of Directors, Representative Assembly, a local affiliate by a majority vote of the affiliate membership, or upon petition of ten (10) percent of the certified delegates of the Representative Assembly.

2. The Review Board shall have the following powers subject to the conditions as herein outlined:

- a.** to impeach an officer. The officer shall have the right to appeal on procedural grounds on the record to the Board of Directors;
- b.** to censure, suspend, or expel a member for violation of the Code of Ethics of the Education Profession or other sufficient cause. The member shall have the right to appeal on procedural grounds on the record to the Board of Directors;
- c.** to vacate, censure, lift suspension, or reinstate a member;
- d.** to review an action of the Executive Committee, Board of Directors, or Representative Assembly for consistency with the Constitution and Bylaws and to recommend to the appropriate governing body remedial action if necessary. Requests for review may be made only by the Executive Committee, Board of Directors, Representative Assembly, a local affiliate (by official action), or upon petition of ten (10) percent of the certified delegates of the Representative Assembly.

Section C. Review Board

Appointment. The Review Board shall be appointed by the President with the advice and consent of the Board of Directors.

Section D. Impeachment.

1. Members of the Review Board may be impeached for violation of the Code of Ethics of the Education Profession; for malfeasance, for misfeasance, or for nonfeasance.

2. The process for impeachment of Review Board members shall be as follows:

a. proceedings against a member of the Review Board shall be initiated by action of the Representative Assembly, or by a local affiliate by a majority vote of the affiliate membership, or upon petition of ten (10) percent of the certified delegates of the Representative Assembly under rules determined by the Board of Directors.

b. an affirmative vote of the Board of Directors shall be required to order an impeachment hearing on specified charges.

c. an affirmative vote of at least two-thirds (2/3) of the members of the Board of Directors shall be required to sustain a charge following a due process hearing before the Board and the position shall become vacant.

Section E. Review Board

Prerogatives. The Review Board shall establish its rules of procedure with the approval of the Board of Directors. Due process must be guaranteed in all its proceedings.

ARTICLE IX - AFFILIATED ORGANIZATIONS

Section A. Affiliates. Local or regional groups of Connecticut Education Association active members with non-overlapping membership, regardless of designation, having met the standard for affiliation, may become affiliated with the Connecticut Education Association

upon approval of the Board of Directors, provided that there shall be no more than one affiliate per school district or region. Affiliation of a regional or local group shall not be denied or rescinded without providing due process.

Section B. Standard for Initial Affiliation.

Initial affiliation of local or regional groups shall be based upon the existence of a unified membership agreement between the local and the CEA whereby membership in either the local or the CEA shall be predicated upon membership in the other as well wherever such membership is available. The standard for initial affiliation shall be met by January 1. Affiliation of local or regional groups shall be based upon the existence of a unified membership agreement between the affiliate and the CEA and the NEA whereby membership in the affiliate and the CEA and the NEA shall be predicated upon membership in the other two as well, wherever such memberships are available.

Section C. Affiliated Period.

The affiliation period shall be from the first day of the month following the Board of Directors' approval and shall continue indefinitely so long as the affiliate continues to meet the established criteria and to support the policies of the Connecticut Education Association, as enacted by the Representative Assembly.

Section D. Maintaining of

Affiliation. In order to maintain affiliation with the Connecticut Education Association, a local or regional group shall:

1. maintain unified membership with NEA;

2. maintain independence from other local or regional groups, and

from state and national affiliates of local or regional organizations, not affiliated with CEA; and

3. not participate in any agreement which includes provision for joint negotiations with non-CEA affiliated local or regional groups eligible to represent certified professional employees of board of education in negotiations with boards of education under the statutes of the State of Connecticut;

4. provide due process for members in accordance with Board policy on appeal procedure;

5. maintain the requirements for affiliation stipulated in the governing documents of the NEA;

6. forward the same proportion of monies to CEA/NEA collected under agency fees as provided in our unified dues structure.

Section E. CEA Services.

1. Group Services. CEA group services such as legal assistance, staff consultation, staff assistance in negotiation, referendum, mediation, arbitration, group research, group tax service, and P. R. & R. investigations shall be extended only to CEA affiliates.

2. Member Benefits. To receive member benefits such as insurance, annuities, investments, consumer and credit services, etc., the member also shall be a member of the CEA affiliate where eligible.

ARTICLE X -**REPRESENTATIVE ASSEMBLY**

Section A. Composition. The Representative Assembly of the Connecticut Education Association shall be composed of active and retired member delegates elected for a term of one year.

1. Ex-Officio Delegates. All members of the Board of Directors shall be ex-officio voting delegates to the Representative Assembly. The chairperson of standing commissions and committees reporting annually to the Representative Assembly shall be an ex-officio delegate with no voting rights, unless duly elected as a delegate.

2. Local Association

Delegates. Local association delegates shall be elected as follows:

a. One delegate shall be elected for every local affiliated group of active members. In addition, each group of members shall be entitled to one delegate for the first 100 members or major fraction thereof, and one delegate for every 50 members or major fraction thereof beyond the first 100.

b. The number of active members as recorded in the CEA office as of January 15 each year shall be used to determine the number of members in each town or affiliate as a basis for electing active member delegates to the next Representative Assembly provided that the affiliates have executed a dues transmittal contract with the CEA.

c. If terms of the respective dues transmittal contract have not been met as of February 1 and May 1, the local delegation shall not be seated.

3. Retired Member

Delegates. Retired member delegates shall be elected by the CEA-Retired as follows: One delegate shall be elected for the first 50 members and one delegate shall be elected for each additional 1,000 members or major portion thereof.

4. Aspiring Educators

Delegates. Two aspiring educator delegates shall be elected by the CEA Aspiring Educators Program members from their membership.

Section B. Meetings. The Representative Assembly shall meet annually in May, and whenever else found necessary for Association business. The Board of Directors shall call a special meeting of the Representative Assembly upon petition of at least ten percent of the active members from each county.

Section C. Quorum. A quorum shall consist of thirty-five percent (35%) of registered delegates.

Section D. Powers and Duties. The Representative Assembly shall:

- 1.** elect by ballot all officers of the Association provided for under Article III of the Constitution;
- 2.** receive and act upon annual reports and recommendations of officers and standing commissions of the Association;
- 3.** receive and review recommendations from the Board of Directors concerning the budget for the following fiscal year. Any program additions or deletions must be accompanied by their budgetary impact at the time the changes are brought up for discussion. The Representative Assembly shall adopt a budget for the following fiscal year and cause a summary of the adopted budget to be published in an official publication of the Association and distributed to all members.
- 4.** establish the annual membership dues for active members.
- 5.** determine the general policies of the Association.

Section E. Rules of Procedure.

1. Presiding Officer. The presiding officer of the Representative Assembly shall be the President of the CEA. In the absence of the President, the presiding officer shall be, in order, the Vice President, the Secretary, and the Treasurer.

2. Governing Rules. Rulings of the chair shall be in accordance with the Constitution, Bylaws and Standing Rules of the CEA. The most recent edition of *Robert's Rules of Order Newly Revised*, shall govern the meeting in all particulars not otherwise specified.

Section F. New Business. A new business motion that passes at the Representative Assembly shall take effect on July 1 of that year unless otherwise stated in the motion.

ARTICLE XI - FISCAL AND ADMINISTRATIVE YEARS

The Association's fiscal and administrative years shall close on the last day of June of each calendar year.

ARTICLE XII - WAIVERS

Any provisions of this constitution found to be in contradiction to the NEA requirements which could result in disaffiliation by the NEA may be waived and operating procedures established to bring the association into compliance by a two-thirds majority of those eligible to vote on the Board of Directors. Such waiver and operating procedure shall remain in effect only until the Representative Assembly next following.

ARTICLE XIII - DISSOLUTION

Upon any dissolution or liquidation of the Connecticut Education Association, all of its assets remaining after payment of its liabilities shall be paid over to the National Education Association of the United States, or if said National Education Association shall not then be in existence, to such organization or organizations which shall have received the net assets of said National Education Association upon its prior dissolution or liquidation, in the proportion in which such organizations shall have received the net assets of said National Education Association upon its prior dissolution or liquidation. Each member of the Connecticut Education Association shall be deemed to have waived and relinquished all rights conferred by statute or otherwise upon members of corporations without capital stock to share in such assets upon any dissolution or liquidation.

ARTICLE XIV - AMENDMENTS

This constitution may be amended by a two-thirds vote of those present and voting at the Representative Assembly provided either (A) the amendment has been previously presented to the Board of Directors, or (B) a proposed amendment has been presented to the Constitution Revision Committee by a petition of at least 100 members from two or more locals no later than January 15. An amendment that is adopted by the Representative Assembly shall take effect on July 1 of that year unless otherwise stated in the amendment.

If a proposed amendment is sought by petition, said petition shall be received by the Office of the CEA President by 4:00 p.m. on January 15, however, if January 15 is not a day in which the CEA is open, then by 4:00 p.m. the next business day. The proposed amendment by petition shall identify its author along with contact information.