CONSTITUTION

of the

Arizona Alliance of Charter Teachers and Staff, AFT Local 6627, AFT-AZ, AFT, AFL-CIO

ARTICLE I
NAME

This organization shall be known as the Arizona Alliance of Charter Teachers and Staff, AFT Local 6627, AFT-AZ, AFT, AFL-CIO

ARTICLE II
OBJECTIVES

Section 1. To serve the students, families, and communities in the charter schools where our members work.

Section 2. To build a sustainable culture of professionalism in Arizona's charter schools.

Section 3. To promote academic excellence and fight for the interests of charter school students in Arizona.

Section 4. To fight corruption and promote transparency in the charter industry in Arizona.

Section 5. To advance the economic, social, and political well-being of the membership.

Section 6. To encourage mutual understanding and cooperation among the membership.

Section 7. To promote collective bargaining and trade unionism in Arizona's charter school industry.

Section 8. To promote democracy, equality, and trade unionism in the society at large.

ARTICLE III MEMBERSHIP

Section 1. All employees in recognized bargaining units of charter schools in the state of Arizona who are not supervisors or managers are eligible for membership in this organization.

Section 2. The organization may establish an associate member program or participate in an associate member program established by the American Federation of Teachers. If the local chooses to enroll associate members, such members shall have the rights and obligations afforded to them pursuant to rules of the associate member program.

Section 3. No person shall be denied membership, nor shall this organization ever discriminate against individual members or applicants for membership on the basis of race; creed; color; national origin; disability; sex; sexual orientation; gender identity or expression; and social, political, or economic status.

Section 4. A member in good standing is defined as a member who is current in payment of dues to the organization. A member who is more than 30 days delinquent in dues payment shall be considered to be a member in bad standing, and shall be promptly notified of such status. A member shall be removed from membership in this organization, with notice, following three months of dues nonpayment, unless a plan to pay back dues is made and approved by both the Executive Board and the member.

Section 6. Discipline of members.

a. A member may be disciplined by the organization for actions contrary to this Constitution or to the interests of the union or its membership. Such action may only be initiated by the bringing of written and signed charges to the Executive Board by two or more members of the local; these charges must include a specific and detailed accounting, including any documentation, of the allegations against the member.

b. Upon the receipt of such charges, the Executive Board shall cause a preliminary investigation to be conducted in order to determine whether the charges against the member have merit. In addition, at this time, the Executive Board shall give a copy of the charges to the accused member.

c. Following the preliminary investigation, the Executive Board shall vote on the question of whether a disciplinary hearing should be held. If a majority of the Executive Board votes to hold a hearing, the member shall be given at least ten (10) days written notice of the hearing.

d. At a disciplinary hearing, the accused member shall have the right to be represented by a person of his or her choice, and shall have the right to question the charges and present evidence and witnesses to support their defense. At the conclusion of the hearing, a two-thirds (2/3) vote of the Executive Board shall be required for discipline. If a member of the Executive Board has brought the charges against the member, that Board member shall recuse him/herself from the vote.

e. A disciplined member may appeal the decision of the Executive Board to the membership by requesting a vote at the next regular meeting. Two-thirds (2/3) of the members voting shall be sufficient to overrule the decision of the Executive Board to discipline.

ARTICLE IV
ELECTION OF OFFICERS & CONVENTION DELEGATES

Section 1. Elections shall be conducted in accordance with the AFT Constitution and the standards developed pursuant to the Labor-Management Reporting and Disclosure Act of 1959 (LMRDA).

Section 2. Officers shall be elected in September of every odd year. Terms of office shall be two years. The organization will elect the following officers:

a. President
b. Vice President of Organizing
c. Vice President of Events
d. Vice President of Representation
e. Executive Vice President
f. Secretary
g. Treasurer

Section 3. Delegates to the AFT Convention and AFT Arizona Convention, and any other convention of an organization this organization is affiliated with, shall be elected at the same time as the officers and via the same process in accordance with the following provisions.

a. Prior to the opening of nominations, the Executive Board shall determine the number of delegates to be elected, taking into account the number permitted by the AFT Constitution and AFT Arizona Constitution as well as the finances of the organization.
b. An election for delegate shall not be held if the Executive Board determines to send only one delegate to each Convention because that delegate shall be the President of the organization who, pursuant to Article V, § 1(k), serves as a delegate by virtue of office.
c. If the Executive Board has determined that it will send more than one delegate, then all delegates other than the President must be elected according to the process set forth in this Article.
d. All delegates shall serve as delegates to all conventions of all organizations with which this organization is affiliated during the two year period that they serve in office.
e. Delegates, other than the President, shall not serve on the Executive Board of the organization unless they are a member of the Executive Board by virtue of having been elected to another office that is on the Executive Board.

Section 4. To be eligible for office a person must be a member in good standing of the organization for a period of six months prior to the date of the election. This section shall not apply to the first election held by the organization immediately following ratification of this Constitution

Section 5. The Elections Committee shall conduct all general and special elections and referenda of the organization.

a. The Elections Committee shall consist of three members in good standing appointed by the President with the approval of the Executive Board. The Elections Committee shall elect its chairperson.

b. Any member of the Elections Committee nominated for or seeking office must vacate their position and be replaced by a member nominated by the President and approved by the Executive Board.

Section 6. Sixty (60) days prior to the date of the election, the Elections Committee shall notify all members of the opening of nominations for officers, the offices to be filled and of the date of the election by first class U.S. Mail to the members' last known home address. The sixty (60) day period shall not apply to the first election held by the organization immediately following ratification of this Constitution

Section 7. The nomination of candidates for office shall be conducted as follows:

a. To be nominated a candidate must submit to the Elections Committee a petition containing the signatures of ten (10) percent of the membership, or ten (10) members, whichever is less. Said petitions must be submitted no later than thirty (30) days following the notice of the opening of nominations.
b. Members nominated to run for office must affirmatively accept their nomination.
c. The Election Committee shall determine whether the nominations were timely and if the nominees are eligible for office.

Section 8. At least fifteen (15) days prior to the election, the Election Committee shall notify all members of the election date and the candidates for offices.

Section 9. The Elections Committee shall conduct an election for officers at the September Membership Meeting or by a mail ballot. The vote shall be by secret ballot. There shall be no write-in option on a ballot. The majority of the ballots cast shall determine the outcome of the election.

Section 10. **If only one candidate is nominated for an office, the candidate will be elected via acclimation at the membership meeting, or, in a mall ballot election, shall be deemed elected without the necessity of a mail vote.** In the absence of a majority, the Elections Committee shall conduct a run-off election between the two candidates who have received the most votes for the office in question.

Section 11. 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 Elections Committee within five (5) days of the count. The Elections Committee shall issue its written opinion regarding the objections no later than ten (10) days after receipt of such objections.

Section 12. The election results will be published and distributed to the membership within thirty (30) days of the count. All elections materials, including the ballots, will be kept in a secure location for one (1) year.

Section 13. Successful candidates shall assume office within ten (10) days of the conclusion of the election.

Section 14. An election may be challenged if a candidate reasonably believes that the election

results are inaccurate or that there was a violation of the nomination or election processes

a. Anytime within five (5) days after election results are available, a candidate may challenge the election. To challenge an election, the candidate must submit the following in writing to any member of the Elections Committee or the committee's designee:
    1. The nature of the challenge;
    2. The rationale supporting the belief the election was flawed; and
    3. Evidence supporting the challenge
b. Upon receipt of the written documentation, the Election Committee shall investigate the challenge. The Election Committee shall issue a written decision addressing the merits of the challenge and, if the committee finds a challenge has merit, detailing the remedies afforded to the challenger(s), within ten (10) days of receiving it.

Section 15. With the exception of the President, or in case of a recall, the Executive Board will have the power to fill vacancies in its membership until the next general election of officers.

Section 16. A petition signed by forty percent (40%) of the membership, and alleging constitutional violations, fiduciary breaches or acts clearly detrimental to the union, shall be sufficient to require the Executive Board to vote on whether to conduct a recall election of the officer or delegate identified in the petition. The officer or delegate subject to recall and any Executive Board member signing the petition shall not vote on the question of a recall election. If a majority of the Executive Board approves a recall election, the Elections Committee shall supervise the recall election.

ARTICLE V DUTIES OF OFFICERS

Section 1. The President shall:

a. be the presiding officer at all meetings of the membership and the Executive Board;
b. be an ex-officio member of all standing committees except the Elections Committee;
c. appoint, with the approval of the Executive Board, the chairs of all standing and special committees except the Elections Committee;
d. be the principal executive officer of the organization;
e. receive, report and respond to correspondence of the organization;
f. supervise all employees of the organization;
g be one of the responsible financial officers of the organization and shall be authorized to co-sign financial instruments and make regular and usual disbursements of funds;
h. represent the organization before employer bodies, executive and legislative officials;
i. represent the organization before the public, community organizations, and the news media;
j. be, as a responsibility of office, a delegate to AFL bodies in the metro area and state
k. be, as a responsibility of office, a delegate to the convention of the American

Federation of Teachers and AFT-Arizona, and meetings or conventions of their affiliated bodies;

l. make an annual report to the organization's membership; and

m. be able to delegate the responsibilities of the office except where otherwise specified by the Constitution.

Section 2. The Vice Presidents shall:

a. assume the duties of the President, or the other vice president in the event of the absence, illness, or death of the President;

b. oversee the work of and receive regular reports from the organizing committee;

c. perform other duties as delegated by the President or assigned by the Executive Board; and

d. co-sign financial instruments in the absence of the President or Treasurer.

Section 3. The Secretary shall:

a. maintain the non-financial files and records of the organization;

b. be the custodian of the seal and charter of the organization;

c. record and keep accurate minutes of meetings of the membership and the Executive Board;

d. assist the President in handling the correspondence of the organization;

e. oversee the work of, and receive and certify the reports of, the Elections Committee;

f. perform other duties as delegated by the President, or assigned by the Executive Board;

g. perform duties of the office as required by the LMRDA.

Section 4. The Treasurer shall:

a. receive, record and deposit all dues monies and other income in the name of the organization;

b. maintain accurate membership records;

c. issue notices of delinquency;

d. be one of the responsible financial officers of the organization and be authorized to co-sign financial instruments and make regular and usual disbursements of funds;

e. maintain all financial records of the organization;

f. transmit per-capita payments on a regular basis to the Secretary-Treasurer of the American Federation of Teachers and similar officers of all other bodies with which the organization is affiliated;

g. transmit an audit or similar review of the organization’s finances to the Secretary-Treasurer of the American Federation of Teachers as required by the AFT Constitution

h. perform other duties as delegated by the President or assigned by the Executive Board;

i. perform duties of the office as required by the LMRDA and the guidelines developed by the AFT.

Section 5. All officers elected by the general membership of the organization shall serve as members of the Executive Board.

ARTICLE VI
EXECUTIVE BOARD

Section 1. The Executive Board shall meet monthly, or at the call of the President, or at the call of two (2) or more of its members, for the purpose of initiating, overseeing or revising the program of the organization and to conduct other business of the organization that is within its authority. A quorum for the Executive Board shall be one-half of its members.

Section 2. Until such time as Article VII becomes operational, the Executive Board shall consist solely of the elected officers. Once Article VII becomes operational, the elected officers shall serve on the Executive Board as well as the Chairperson of each Chapter and Chapter Delegates to be allocated as follows:

a. All chapters shall be represented on the Executive Board by their Chapter Chairperson.
b. Chapters with fifty (50) or fewer members shall have no additional representation beyond the Chapter Chairperson.
c. Chapters with fifty-one (51) members but no more than one-hundred (100) members shall be represented by a Chapter Delegate in addition to the Chapter Chairperson.
d. Chapters with more than one-hundred (100) members shall be entitled to representation by the Chapter Chairperson, a Chapter Delegate, and an additional Chapter Delegate for every fifty (50) members or fraction thereof.

Section 3. The Executive Board shall determine the agenda for all Membership Meetings.

Section 4. The Executive Board shall employ all professional, technical, clerical and support staff of the organization.

Section 5. The Executive Board shall establish the salary, benefits and expense guidelines of any general officer who is employed by the organization.

Section 6. The Executive Board shall be empowered to make contracts and incur liabilities including the purchase of services, equipment and real property, to borrow money, to secure such obligations by mortgage or other instrument, and to otherwise engage in financial transactions to the extent permitted by applicable law or statute. The Executive Board shall have the power to sue, complain and defend on behalf of the membership.

Section 7. The Executive Board shall approve the chairperson and membership of all standing and special committees of the organization, except the Elections Committee, and receive regular reports from such committees.

Section 8. The Executive Board shall be responsible for adherence to and enforcement of the Constitution of the organization.

Section 9. The Executive Board shall issue regular reports, including an annual report, to the

membership.

Section 10. Three unexcused absences from an Executive Board meeting within a year, counted from the date of assumption of office, shall be grounds for an Executive Board member's suspension and/or replacement.

ARTICLE VII
CHAPTERS

Section 1. At the time this organization is chartered it will represent members in one certified bargaining unit at one charter school in Arizona and operate as a traditional AFT local. If this organization chooses to expand its membership and achieve certification for a bargaining unit at any additional charter school or worksite, this organization shall then begin to operate with a federated structure including chapters as set forth in this Article. Until such time as this organization represents members at more than one charter school or worksite, this Article shall be inoperative and of no effect.

Section 2. Each certified bargaining unit shall constitute a separate Chapter of the organization. If there are separate bargaining units for certificated/professional and non-certificated/non-professional workers at any worksite, those bargaining units shall constitute one Chapter of the organization. Under no circumstances shall there be more than one Chapter at any worksite.

Section 3. New Chapters shall automatically be considered admitted to the organization as they are organized or affiliated. Once admitted to the organization, new Chapters shall be entitled to representation on the Executive Board according to the terms of Article VI, § 2 of this Constitution.

Section 4. The Executive Board shall maintain a set of model bylaws for Chapters. Each Chapter shall adopt its own bylaws based on the model, which are subject to review and approval by the Executive Board. Such bylaws may not be in conflict with this Constitution or any policy adopted by the Executive Board. The bylaws must include provisions to elect a Chapter Chair and Chapter Delegate(s) to the Executive Board, as appropriate depending on the number of Chapter members, and must comply with the provisions of this Article.

a. Each member shall have a reasonable opportunity to be nominated for office.
b. Notice of the election of Chapter officers shall be provided to each member fifteen (15) days in advance of the election.
c. Elections shall be by secret ballot.
d. Results shall be published and all election records shall be kept for one (1) year.
e. Elections shall be held at each worksite.
f. Results of elections shall be submitted to the Executive Board at their next meeting.

Section 5. Terms of Office and Vacancies

a. Elections shall be held in September of every odd year. The first election held after the invocation of this Article pursuant to the terms of section 1, may be held at any time. However, subsequent elections must be held in September of

every odd year after that.

b. Chapter Chairpersons and Chapter Delegates shall serve for a term of two (2) years.

c. If a Chapter Chairperson vacates the position, the Chapter Delegate with the most seniority in the bargaining unit shall assume the duties until an election is held.

d. If a Chapter Delegate vacancy occurs, the Chapter Chairperson shall appoint an Interim Delegate who shall serve until the next regularly scheduled Chapter election.

Section 6. Chapters shall meet regularly to discuss and take action upon issues that are of particular relevance to the Chapter. They may, at any time, refer matters of general interest to the Executive Board.

Section 7. Chapters shall take all necessary action to negotiate and police their collective bargaining agreement(s), with the assistance of the Executive Board. No contractual provision shall be imposed upon any Chapter. Ratification of new collective bargaining agreements or successor agreements shall take place at the Chapter level. Chapter bylaws must include provisions for ratifying collective bargaining agreements that are consistent with the terms of Article XIII of this Constitution.

Section 8. Chapters are entirely subordinate to the Executive Board. If a Chapter fails to elect leadership or take any other necessary action when required to do so, the President, with the advice and consent of the Executive Board, shall take whatever action is necessary to best serve the membership. Chapters may take no action that is contrary to the interests of any other Chapter or the organization as a whole.

Section 9. Chapters shall not be permitted to open or maintain bank accounts; nor may they assess or appropriate monies for any purpose. If funds are required to transact business on behalf of a Chapter, Chapter leaders may request such funds from the Executive Board.

ARTICLE VIII
COMMITTEES

Section 1. The standing committees of the organization shall be:

a. Elections
b. Grievance
c. Organizing
d. Political Education & Legislation
e. Social

Section 2. The Executive Board, either on its own initiative, or at the direction of the Membership Meeting, may establish special committees.

Section 3. The President, with the approval of the Executive Board, shall appoint all committee chairpersons and committee members.

Section 4. Each committee shall present its annual program of action to the Executive Board and

the Membership Meeting.

Section 5. The Elections Committee shall conduct and supervise all elections of the organization.

Section 6. The Grievance Committee shall work with the officers in the resolution of contractual and non-contractual disputes in the workplace; shall maintain records of grievances and their disposition; and shall be responsible for the processing of grievances and disputes beyond the immediate work location. The grievant may appeal these last decisions to the Executive Board. The Executive Board shall develop and adopt a policy that governs how it shall approach grievances not referred to arbitration, as well as other litigation and/or administrative appeals. The Grievance Committee shall follow this policy. The Grievance Committee shall work cooperatively with the Chapter Chairpersons to handle grievances at particular worksites. Each Chapter Chairperson shall serve as a member of the Grievance Committee.

Section 7. The Organizing Committee shall develop programs and activities that shall cause all eligible persons to join and participate in the organization.

Section 8. The Committee on Political Education & Legislation shall be responsible for monitoring government actions that may affect the membership and develop appropriate responses to such action in cooperation with affiliated organizations. It shall secure voluntary contributions to support the political work of the organization; screen and recommend endorsement of candidates for local, state and federal office to the Executive Board; educate members on the issues of importance to the organization, its membership and clients; and develop programs to promote voter registration and to support the election of candidates who support the interests of the organization, its membership and the students, families, and communities they serve.

Section 9. The Social Committee shall conduct activities that promote the social well-being of the membership, are attractive to potential members and promote community among organized labor and in the society at large. The Social Committee shall endeavor to promote social events that increase the opportunity for socializing between Chapters.

ARTICLE IX
MEMBERSHIP MEETINGS

Section 1. The legislative power of the organization shall be vested in the Membership Meeting. Unless otherwise stipulated in the Constitution, action items and elections shall require a simple majority of votes cast in the Membership Meeting. The Membership Meeting shall approve the annual budget; shall receive and approve committee reports, including the required annual financial report or audit; and shall develop and vote on resolutions to guide the policy of the organization.

Section 2. The Membership Meeting shall meet quarterly at a predetermined time and place, or more or less often as approved by the majority vote of assembled members in the regularly constituted Membership Meeting. A membership meeting may be held virtually, however, a membership meeting shall not be held virtually if a secret ballot election is to be held at the meeting.

Section 3. Quorum for the Membership Meeting shall be ten percent (10%) of the total

membership of the organization.

Section 4. Special meetings may be called by the President by a majority of the Executive Board or by petition to the Executive Board of fifteen percent (15%) of the members in good standing. The notice of the special meeting and the agenda shall be circulated to all members at least seven (7) days in advance of the meeting. Items not included on the agenda for the special meeting will not be addressed. All special meetings shall be adequately advertised and conducted according to the provisions of this Constitution.

ARTICLE X
REVENUES

Section 1. The dues for this organization shall be one (1.5) per cent of total income.

Section 2. Special assessments for specific purposes may be levied by the Executive Board provided that the actions required for a referendum have not been initiated within thirty (30) days of the decision of the Executive Board.

Section 3. The organization shall establish an Organizing & Servicing Fund separate from its general fund. Five (5) dollars per member, per month shall be automatically set aside from dues revenue and contributed to this fund. The purpose of the Organizing & Servicing Fund shall be to help defray the cost of organizing new members and servicing the organization.

ARTICLE XI
AFFILIATIONS

Section 1. This organization shall maintain affiliation with the following organizations:

a. The American Federation of Teachers, AFL-CIO. Whenever possible, the organization will send delegates to the AFT's convention. Delegates will be elected by procedures consistent with this Constitution.
b. AFT-Arizona, AFT, AFL-CIO. Whenever possible, the organization will send delegates to the AFT-Arizona convention. Delegates will be elected by procedures consistent with this constitution.
c. Arizona AFL-CIO.
d. The appropriate Central Labor Council(s) of the AFL-CIO.

ARTICLE XII
RULES OF ORDER

Robert's Rules of Order, Newly Revised shall govern this organization and all of its subordinate bodies in all matters not expressly covered by this Constitution.

ARTICLE XIII
CONTRACT RATIFICATION

Section 1. Until such time as Article VII becomes operational, the organization shall utilize the following procedure for ratifying collective bargaining agreements. After Article VII becomes operational, ratification of collective bargaining agreements shall take place at the Chapter level according to Chapter bylaws. However, under no circumstances may any ratification take place that violates the standards set forth in this Article.

Section 2. All members in good standing of the organization who are members of a bargaining unit to which a collective bargaining agreement applies shall be given the right to vote on the ratification of a collective bargaining agreement. No others shall be permitted to vote unless required by law.

Section 3. Contract ratification shall take place during a Membership Meeting called for the purpose of ratification. Notice of the meeting shall be provided as far in advance as practicable via means that will assure the highest possible attendance for the meeting.

Section 4. A copy of the tentative agreement and any summary or commentary by the bargaining team shall be provided in advance of the vote. Members shall be permitted to ask questions and engage in debate during the Membership Meeting at which the tentative agreement is considered for ratification.

ARTICLE XIV AMENDMENT

Section 1. Twenty percent (20%) of the membership may present, by petition, a proposed amendment to this Constitution to the Secretary, who shall notify the membership of the proposed amendment no later than thirty (30) days prior to the next Membership Meeting. Alternatively, a majority of the Executive Board may vote to present a proposed amendment to the members at the next Membership Meeting. A copy of the proposed amendment, along with an explanation of said amendment, shall be distributed to all members a reasonable time prior to the Membership Meeting at which the amendment will be introduced and discussed.

Section 2. A quorum for any meeting at which constitutional amendments are to be considered and adopted shall consist of fifteen (15) percent of the membership of the organization.

Section 3. The membership shall vote on all amendments to the Constitution.

a. Following the Membership Meeting at which the proposed amendment was introduced, the Elections Committee will hold a secret ballot vote on the amendment at the next Membership Meeting.
b. In the alternative, following the Membership Meeting at which the proposed amendment was introduced, a special Membership Meeting for the purpose of voting on the proposed amendment may be called by the Executive Board. The special meeting shall be conducted in accordance with the terms of Article IX, § 4.
c. The Elections Committee will tally the results. Two-thirds (2/3) of the membership present at the meeting shall be required for passage of the amendment.

ARTICLE XV
AVAILABILITY OF CONSTITUTION

Section 1. One digital copy of this Constitution and all subsequent amended versions .shall be submitted to the office of the Secretary-Treasurer of the American Federation of Teachers .

Section 2. One copy of this Constitution shall be sent to the similar officer of each organization with which this organization is affiliated.

Section 3. The Secretary shall make available upon request a copy of this Constitution to any member of the organization.

This constitution was adopted by the membership on

This Constitution was Amended: _____
Date

_____
Date

_____
Date