



# IEA-NEA

Illinois Education Association-NEA • 100 East Edwards Street • Springfield, IL 62704-1999 • 217/544-0706

February 23, 1993

Ms. Linda Boyer, President  
Educational Support Association of Plano  
502 East Park Street  
Plano, IL 60545

Dear Ms. Boyer:

Your local association's application for a charter with the Illinois Education Association-NEA and the National Education Association was approved at the last meeting of the IEA-NEA Board of Directors. We have notified the NEA of our approval and have registered your charter with the national organization.

We are very proud to accept your members as part of the world's largest educational employee family. We also look forward to the assistance your local will provide in making the state and national organizations effective and responsive through your participation in our governance.

The charter has been sent to your UniServ Director for presentation to you and your local association.

ILLINOIS EDUCATION ASSOCIATION-NEA

Clayton Marquardt  
Interim Executive Director &  
Director of Membership Services

CM:bn  
cc: Veva Walton

# IEA-NEA

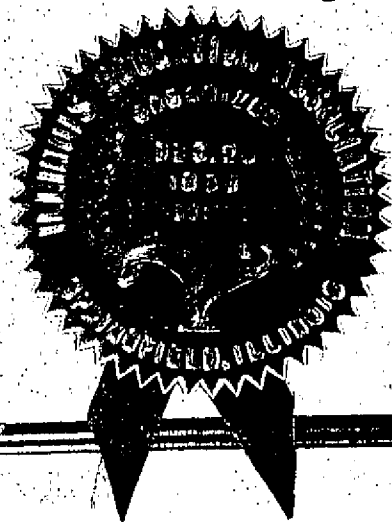
The Board of Directors of the

## Illinois Education Association-NEA

grants this charter to

EDUCATIONAL SUPPORT ASSOCIATION OF PLANO

in recognition of its compliance with the requirements of the Association



Granted this 22nd day of February, 19 93

*Lee Betterman*

President

*Capten Marguerite*

Executive Director

**LOCAL EDUCATION ASSOCIATION APPLICATION FOR CHARTER  
WITH THE ILLINOIS EDUCATION ASSOCIATION-NEA**

(Plano)

The Educational Support Assoc, Association, School District # 88,  
Kendall County, Illinois, in Region # 40 of the Illinois Education Association-NEA  
hereby applies for a (check one) ☐ all-inclusive, ☐ certified only, ☒ service personnel only,  
multi-district (if multi-district, check one of the following) ☐ all-inclusive, ☐ certified only,  
service personnel only, charter from the Illinois Education Association-NEA, and presents the  
following information in support of its application.

1. ☒ YES      The local association Constitution and Bylaws is not in conflict with those of the IEA-NEA or the NEA.
2. ☒ YES      The local association guarantees that it will conduct all elections with open nominations and a secret ballot.
3. ☒ YES      The charter will produce no more than two (2) chartered associations under the same employer except as agreed by the IEA-NEA Executive Secretary or his/her designee.
4. ☒ YES      If the proposed local has fewer than twenty-five potential members, every effort has been made to combine adjacent districts and/or form an all-inclusive local until the membership potential reaches twenty-five (25).

5. 46 Number of potential members.

6. 40 Number of members as of this date.

7. Date association was organized: 5 / 6 / 92  
Month      Day      Year

Signed: Linda Bayer  
President

Date: 11-30-92

502 E. Park St.  
Street Address

Plano, Illinois  
City, State

60545  
Zip Code

Mail application and two (2) copies of the Constitution-Bylaws of the local association to the IEA-NEA Regional UniServ Office in your area.

Revised 6/1/88

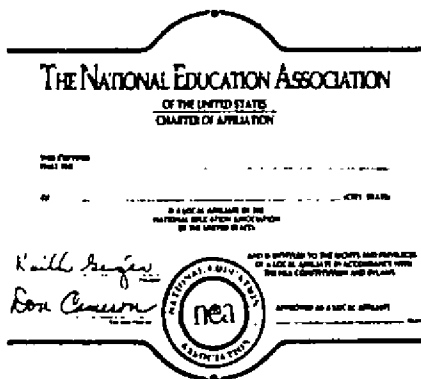
# Your Association as a Local Affiliate of the NATIONAL EDUCATION ASSOCIATION

## Application for Affiliation

A group or unit seeking affiliation with the NEA shall file an official application (see below) with NEA Affiliate Services. Applications shall include both an affirmation of the local association's compliance with NEA minimum standards for affiliation and copies of its governance documents.

## Termination of Affiliation

Under the terms of NEA Bylaw 6-5, the NEA Executive Committee is granted the power to censure, suspend, or expel affiliates pursuant to the requirements of the Constitution, Bylaws, or other written policy of the NEA.



National Education Association  
Affiliate Services — Charters  
1201 16th Street, NW  
Washington, DC 20036

APPLICATION FOR AFFILIATION AS A LOCAL AFFILIATE OF THE  
NATIONAL EDUCATION ASSOCIATION OF THE UNITED STATES  
1201 16th Street, N.W., Washington, D.C. 20036

Please type or print

Date of  
Application:

11-30-92 Education Support Association of Plano

Name of Local Association

Plano, Illinois

City or jurisdiction in which Association is located

Linda Bayer

President

6-Months

Term of Office

708-552-8684

Home Phone Number

708-552-3234

Office Phone Number

60545

Zip Code

502 E. Park St

Address

Plano

City

Illinois

State

Pursuant to the decision to seek affiliation with the NEA made by a duly constituted body of this local on \_\_\_\_\_, I, \_\_\_\_\_ on behalf of  
(Date) (Signature of President)  
the \_\_\_\_\_ hereby apply for affiliation with the National Education  
(Name of Local)

Association and affirm that the above named local is in compliance (by virtue of its governance documents, policies, and practices) with the minimum affiliation standards as set forth in NEA Bylaw 8-7:

- a. Each affiliate shall apply the one-person--one-vote principle for representation on its governing bodies except that (i) the affiliate shall take such steps as are legally permissible to achieve ethnic-minority representation at least proportionate to its ethnic-minority membership and (ii) the affiliate may adopt a provision in its governing documents that would permit that local to allocate a minimum of one (1) representative or delegate to members at each work site of a school district or higher education institution within the jurisdiction of the affiliate. Where an all-inclusive affiliate exists, it shall provide proportionate representation between its nonsupervisor members and its supervisor members;
- b. The affiliate shall conduct all elections with open nominations and a secret ballot;
- c. The affiliate shall require membership in the Association and in its state affiliate where eligible. If an affiliate enrolls educational support personnel in any membership category and as a matter of policy seeks to recruit and represent such members, the affiliate (i) shall grant them full rights of participation and (ii) shall require them to be members of the Association and its state affiliate where eligible. This provision shall be effective September 1, 1989;
- d. The affiliate shall be reviewed by the Association to determine compliance with minimum standards for affiliation at least once every five (5) years;
- e. The affiliate shall have the same membership year as that of the Association;
- f. The affiliate shall guarantee that no member of said affiliate may be censured, suspended, or expelled without a due process hearing, which shall include an appropriate appellate procedure; and
- g. The affiliate shall deny membership to an individual while said individual is denied membership in the Association pursuant to Bylaw 2-3(d):

*An individual who is a member of a negotiating team representing a school board or representing a board of trustees of a higher education institution shall be denied membership if such denial is requested by a governing body of an Association affiliate in the school district or higher education institution in question.*

*The local further agrees that upon withdrawal or disaffiliation from the NEA, it will relinquish all rights to thereafter use in its name "education association," "teachers association," "education support association," "faculty association" or any equivalent phrase.*

#### Current Membership Data

##### 1. Composition of Local (Check One):

- ☐ All inclusive
- ☐ Professional staff only (classroom teachers, administrators)
- ☐ Nonsupervisors only (classroom teachers, educational support)
- ☐ Classroom teachers only
- ☐ Educational support only
- ☐ Administrators/supervisors only
- ☐ Other (specify) \_\_\_\_\_

##### 2. Level (Check one):

- ☐ Elementary/Secondary
- ☐ Elementary/Secondary/Higher Education
- ☐ Community/Jr. College

3. Approximate number of eligible members \_\_\_\_\_

4. Current number of active members \_\_\_\_\_

#### Check appropriate job classification(s):

- ☐ classroom teachers
- ☐ administrators
- ☐ educational support
- ☐ paraprofessionals
- ☐ technicians
- ☐ secretarial/clerical
- ☐ custodial/maintenance
- ☐ skilled trades
- ☐ food service
- ☐ bus drivers/transportation/mechanics
- ☐ other (specify) \_\_\_\_\_
- ☐ Voc Tech Institution
- ☐ University/4-Year College
- ☐ All Higher Ed (Junior College/University/etc.)
- ☐ Other (specify) \_\_\_\_\_

NOTE: NEA Bylaw 8-15 requires that copies of the governance documents (constitution and/or bylaws) of the local Association seeking affiliation be included with the application. I have attached such copies to this application: \_\_\_\_\_ Yes.

Education Support Association of Plano

CONSTITUTION AND BYLAWS

CONSTITUTION

Article I -

Name

Section 1.

The name of this organization shall be the Education Support Association of Plano, an affiliate of the Illinois Education Association and the National Education Association.

Article II. -

Membership Affiliation

Section 1.

Membership shall be open to any person represented by the Association in formal negotiations with the Board of Education of Community Unit School District #88, Plano, Illinois.

Section 2.

This organization shall be affiliated with, and comply with the Constitution and Bylaws of the Illinois Education Association and the National Education Association.

Section 3.

There shall be no discrimination in conditions of membership based upon race, religion, nationality, age or sex.

Article III -

Officers

Section 1.

The officers of the Association shall be the President, Vice-President, Secretary, Treasurer, and three (3) additional Members-at-Large of the Executive Committee.

Section 2.

The term of office shall be one (1) year. By June 1st of each year an election of the total membership shall be conducted, as prescribed in the Bylaws, to elect officers. Officers may succeed themselves.

Section 3. In the event a vacancy occurs in the office of President, the Vice-President shall automatically become President for the remainder of the unexpired term. If a vacancy occurs in any other office, the President shall appoint a successor for the remainder of the unexpired term, with the consent of the Executive Committee.

Section 4. Any officer may be removed by a two-thirds (2/3) vote of those members voting at a membership meeting or may resign by written notice to the Executive Committee.

Section 5. The Association shall also elect a representative(s) to the Illinois Education Association Regional Council in accordance with the IEA-NEA Bylaws. The Representative shall be a member of the Executive Committee if he/she is not an elected officer or member of the Executive Committee.

Section 6. The duties of the officers shall be those prescribed by the Bylaws.

Article IV. - Executive Committee

Section 1. The Executive Committee shall consist of the officers, three (3) members elected at large from the membership for a one (1) year term, and the chairpersons of the following committees: Negotiations, Nominating, and Membership.

Section 2. If a vacancy occurs, the President shall appoint a replacement for the unexpired term with the consent of the Executive Committee.

Section 3. The duties of the Executive Committee shall be those prescribed by the Bylaws.

Article V. - Meeting of the Membership

Section 1. Meetings of the membership may be called by the President, a majority of the Executive Committee, or a petition by thirty (30) percent of the membership.

Article VI. - Voting

Section 1. Unless otherwise provided herein, the adoption of all resolutions by the Executive Committee and the membership shall be by a majority of those voting.

Article VII. - Amendment of Constitution

Section 1. This Constitution may be amended by two-thirds (2/3) vote of those members voting at a membership meeting provided that all members of the Association have received written notice of the date of the meeting and the proposed amendment thirty (30) days prior to the meeting.

Article VIII. - Parliamentary Authority

Section 1. All meetings of this Association shall be governed by Robert's Rules of Order, Newly Revised.

Article IX. - Bylaws

Section 1. Bylaws not inconsistent with this Constitution may be adopted by the membership.



BYLAWS

## Article I. -

Officers

## Section 1.

President. The President shall be the Chief Executive Officer, with the power and the duty to enforce the Constitution and Bylaws, carry out Association policies in the interim between Executive Committee meetings, sign contracts and agreements, represent the Association before the public either personally or through delegates, appoint and remove members of all committees with the consent of the Executive Committee, serve as ex-officio member without vote on all committees, and preside over meetings of the Executive Committee and the membership. Further, the President shall have the power and duty to perform all acts generally associated with the nature of the office which are not inconsistent with the Constitution and Bylaws.

## Section 2.

Vice-President. The Vice-President shall have all the powers and duties of the President in the President's absence, shall succeed to the Presidency pursuant to the Constitution, and shall otherwise have such powers and duties as may be assigned by the President. The Vice-President shall be the grievance chairperson.

## Section 3.

Secretary. The Secretary shall maintain the records of membership and official files and shall assist the President with Association correspondence. The Secretary shall keep accurate minutes of each meeting of the Executive Committee and each meeting of the membership and shall be responsible for notifying members of regular and special meetings.

## Section 4.

Treasurer. The Treasurer shall keep accurate records of expenses and income and shall report such records at the Executive Committee meeting and the meetings of the membership. The Treasurer shall be responsible for the payment of bills.

Section 5. IEA-NEA Regional Council Representative. The IEA-NEA Regional Council Representative shall attend the regional council meetings, represent the Association and report council meeting activities to the Executive Committee and membership as necessary.

Section 6. Any officer unable to perform duties of the office for any reason whatsoever for a period of 30 days shall submit a written resignation. If such resignation is not received within 60 days, the Executive Committee shall declare the office vacant and shall name a successor.

Section 7. Within ten (10) days after the close of office, each officer shall transfer records to the incoming officer. Any officer vacating an office shall transfer all records within ten (10) days after a selection of a replacement is made.

## Article II - Executive Committee

Section 1. In addition to the powers and duties enumerated in the Constitution, the Executive Committee shall conduct and supervise the business of the organization, annually adopt a budget, undertake such expenditures as are necessary or reasonable for the operation of the organization, consent to the appointment of committees, plan and recommend programs to the membership, develop bylaws, approve expenditures, and consent to the filling of vacancies.

Section 2. The Executive Committee shall meet once per month during the school term, and may meet as many additional times as is necessary or reasonable to transact its business. A minimum of seven (7) members must be present to conduct business and a majority vote shall rule.

Section 3. Meetings may be called by the President, or by the request of seven (7) members of the Executive Committee.

Article III. - Membership Meetings

Section 1. The membership shall act through meetings called pursuant to Article V of the Constitution and may form and dissolve such committees and exercise such powers as are not inconsistent with the Constitution or Bylaws.

Section 2. Upon proper motion and the approval of a majority of the members present and voting, any proposal may be submitted to a secret written ballot.

Article IV. - Nominating Committee

Section 1. Prior to the month of September, the President shall choose a Nominating Committee with the approval of the Executive Committee that shall conduct all elections for the year.

Section 2. The Nominating Committee shall encourage members to run for office, assure nominations are open to all members and shall accept nominations from members.

Section 3. The Nominating Committee shall conduct any election by secret ballot, announce elections to the membership, and supervise the counting of ballots and certify the winners. In the event that there is no candidate which has received a majority of the votes cast for a particular office, the Nominating Committee shall immediately conduct a run-off election between the two (2) candidates who had received the highest number of votes for that office.

Section 4. The Nominating Committee shall conduct the elections for officers and the Executive Committee during the month of May. Newly elected officers shall take office on June 1st.

Section 5. The Nominating Committee shall conduct the election for delegate to the IEA-NEA Regional Council, and the IEA-NEA Representative Assembly according to the Bylaws of the IEA-NEA, and the NEA Representative Assembly according to the Bylaws of the NEA.

Article V. - Dues

Section 1. An annual local dues shall be established by the Executive Committee subject to the approval of the membership by September 15. The IEA-NEA dues shall be transmitted to the IEA-NEA as per IEA-NEA policies.

Section 2. The books and records of the organization shall be open to inspection by any member upon reasonable request.

Article VI. - Committees

Section 1. The standing committees shall be Negotiations, Nominating, and Membership. Ad hoc committees may be established as needed by the Executive Committee.

Section 1. The President shall appoint members to any committees and name the chairperson with the consent of the Executive Committee.

ARTICLE VII. - Grievance Appeal Process

Section 1. The Executive Committee shall determine whether or not a grievance shall be submitted to final and binding arbitration. Within five (5) school days the Executive Committee shall notify the grievant in writing of its decision.

Section 2. A grievant may appeal a determination not to submit a grievance to binding arbitration to the Executive Committee in writing within five (5) school days of his/her receipt of the decision.

Section 3. Appeals shall be heard by the Executive Committee within 10 days of the grievant's appeal. The grievant shall have the right to appeal in person and/or in writing to the Committee. The decision shall be determined by a majority of those Committee members present and voting.

Article VIII. - Amendment of Bylaws

Section 1.

Revision of these Bylaws shall be submitted by the Executive Committee (or Representative Assembly) to the full membership at a regular or special meeting and a majority vote of those present shall rule.

9-18-87