

**CONSTITUTION OF THE
SACRAMENTO CITY TEACHERS ASSOCIATION, INCORPORATED**

Adopted May 1941.

Last revised and amended: May 2007

ARTICLE I

Name

This organization has been established by a written Constitution in the County of Sacramento, State of California, and is known as the Sacramento City Teachers Association, Incorporated/CTA/NEA and is hereafter referred to as the SCTA.

ARTICLE II

Purpose

Section 1. Primary Purpose

The primary purpose of this organization is representation of members in all matters related to employment conditions and employer-employee relations including, but not limited to, wages, hours, and other terms and conditions of employment.

Section 2. Aims

The aims of this organization shall be:

- a) To provide an opportunity for continued study of the problems of the profession, to promote a feeling of good fellowship, to advance the general welfare of the teaching body and of the schools to enhance the welfare of students, and to take an active part in those affairs of the community in which teachers are concerned.
- b) To coordinate the activities of this organization in support of the California Teachers Association (CTA), of which it is a chapter, and of the National Education Association (NEA) of which it is an affiliated local.

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ARTICLE III

Membership

Section 1. Active Membership

- a) The active membership of this organization shall consist of all certificated non-management members of the bargaining unit who have paid professional dues of the United Teaching Profession and have completed a membership enrollment form. Active members will be enrolled in a category to reflect their employment status and establish dues payment.

Category 1: For those whose assignment is more than 60% of a normal assignment.

Category 2: For those whose assignment is greater than 1/3 but 60% or less than a normal assignment.

Category 3: For those whose assignment is 1/3 or less than a normal assignment.

Category 4: For those whose assignment is as a day-to-day substitute who is paid on a daily rate or is an adult education Hourly or Per-session teacher who is paid on an hourly rate, excluding regular contract teachers assigned to the substitute list.

- b) An individual who is serving as a negotiator for a public school employer shall not be eligible for membership in the SCTA.
- c) Active members shall adhere to The Code of Ethics of the Education Profession.
- d) No member of the SCTA may be disciplined by the SCTA without a due process hearing.

Section 2. Associate Membership

- a) SCTA membership shall be available to certificated employees who are not members of the bargaining unit.
- b) Rights and privileges of associate membership shall be limited to those enumerated by the California Teachers Association.

Section 3. Equal Rights

The SCTA shall not deny membership to individuals on the basis of race, color, national origin, creed, gender, sexual orientation, age, disability, marital status, or economic status, nor shall any organization which so denies membership be affiliated with the SCTA

Section 1. Executive Officers

The executive officers of this organization shall consist of a president, a first vice president, a second vice president, a secretary, and a treasurer.

Section 2. Term of Office

The president shall hold office for two years and may succeed him or herself for one additional two-year term. All other executive officers shall hold office for one year and may succeed themselves.

ARTICLE V
Board of Directors

Section 1. Composition

The Board of Directors shall be composed of the following members:

- a) The elected officers as provided in Article IV.
- b) Seven (7) directors elected for a one (1) year term representing:
 - 1) Regular elementary school classroom teachers, and librarians. (Two)
 - 2) Regular middle school classroom teachers, and librarians.
 - 3) Regular high school classroom teachers, and librarians.
 - 4) Regular adult education classroom teachers, and librarians.
 - 5) Certificated Special Education employees.
 - 6) Certificated Pupil Personnel Services employees, excluding librarians.
- c) The total number of elected directors shall exceed seven (7) only when the ethnic minority membership elected to the Board of Directors in the annual election is less than the ratio of ethnic minority membership in the SCTA.
- d) Director-At-Large position(s) shall be added to the Board of Directors only when the ethnic minority ratio requirement must be met.

Section 2. Definitions

- a) A teacher is a certificated employee whose job title contains the designation teacher. For the purpose of this document, librarians are defined as teachers unless otherwise designated.
- b) A Pupil Personnel Services employee (counselors, nurses, social workers, etc.) is a certificated employee who holds a Pupil Personnel Services Certificate and performs and directs pupil personnel services to pupils.
- c) A Special Education Employee is a certificated employee who performs and directs services to pupils under the Comprehensive Plan for Special Education of the Sacramento City Unified School District.
- d) A substitute teacher is a certificated employee who is employed to fill positions of regularly employed persons absent from service, excluding regular contract teachers assigned to the substitute list.
- e) Fee Payer

Section 1: Those bargaining unit members who do not join the SCTA but who pay a representation fee shall be called fee payers and shall be entitled to only those services which are required by law.

Section 2: Agency fee will be paid in cash for the full amount equal to the annual dues by October 31 of each year, or within 20 days of employment, pro-rated from date of employment, or through payroll deduction, to the Association in equal monthly amounts that total the full annual dues. Substitutes and part-time per-session or hourly teachers will be assessed two percent (2%) of their wages per month.

Section 3: The SCTA will incur no additional expense nor make any special arrangements for mailings, billings, or necessary receipts for unit members who choose to pay the fee in cash.

ARTICLE VI

Council

The Council shall be composed of the following voting members:

- a) Active members elected from each building or school on a basis of one (1) Faculty Representative for each twenty-five (25) active SCTA members or major fraction thereof, except every building shall have at least one (1) representative.
- b) Non-school based Certificated Pupil Services employees excluding certificated special education employees elected on a basis of one (1) Group Representative for each twenty-five (25) Pupil Services employee members of the SCTA or major fraction thereof.
- c) Non-school based Certificated Special Education employees, as defined by Article V, Section 2c above, elected on a ratio of one (1) Group Representative for each twenty-five (25) Special Education employee members of the SCTA or major fraction thereof.
- d) Substitute teacher employees, as defined by Article V, Section 2d above, elected on a ratio of one (1) Group Representative for each twenty-five (25) substitute teacher employee members of the SCTA or major fraction thereof.
- e) The elected officers, directors, and immediate past president.
- f) SCTA Representatives to the State Council of Education of the California Teachers Association.

Section 2. Term of Office

The term of office for Faculty and Group Representatives and alternates shall be for one (1) year and they may succeed themselves.

ARTICLE VII
Meetings

Section 1. General Meetings

General meetings of the SCTA shall be held for educational, organizational and recreational purposes only, except when a meeting is called for a special item of business, provided in the By-laws.

Section 2. Council Meetings

The Council shall meet monthly from September to May or as necessary. Special meetings may be called in times of crisis or emergency by the president, or upon the call of ten percent (10%) of the allocated SCTA Council Representatives.

ARTICLE VIII
Contract

Section 1. Contract Ratification

When negotiating new contracts or designated re-opener clauses, agreements reached between the SCTA and the Board of Education shall be considered tentative and not binding upon the SCTA until such agreements have been ratified by a simple majority of the membership ballots cast.

Section 2. Voter Eligibility

Only active members of SCTA shall be eligible to vote on the ratification of agreements.

Section 3. Agreements

Tentative agreements unrelated to a new Contract or designated reopeners and which are substantive in nature shall be ratified by a 2/3 vote of the Representative Council on an interim basis and shall be submitted as appropriate to the membership at its next ratification vote.

ARTICLE IX
Affiliation

Section 1. California Teachers Association

The Sacramento City Teachers Association shall be a chartered chapter of the California Teachers Association.

Section 2. National Education Association

The Sacramento City Teachers Association shall be an affiliated local of the National Education Association.

ARTICLE X
Amendments

Section 1. Proposal

Amendments to this Constitution may be proposed by either of the following methods:

- a) Amendments may be recommended to the membership by a two-thirds (2/3) majority of those voting at any Council meeting, provided such proposed amendment or amendments shall have first been read at a previous meeting of the Council and published in an official publication of the SCTA at least two (2) weeks immediately preceding the meeting at which said proposed amendment or amendments are to be voted upon,

or

- b) Amendments may be proposed by an active member, upon presentation to the Council at any regular meeting, of a petition containing the signatures of ten percent (10%) of the active members of the SCTA. The petition shall contain the exact wording of the proposed amendment or amendments. Amendments proposed in this manner shall be published in an official publication of the SCTA at least two (2) weeks before the date of voting for ratification of said amendment or amendments.

Section 2. Ratification

Amendments shall be ratified by a majority of the active members voting in the annual general election, or at any special election called for the purpose of ratifying a constitutional amendment. Amendments become effective July 1 following the ratification election, unless they contain an urgency clause as determined by the Constitution Committee which may specify another date.

ARTICLE XI **Recall**

Section 1. Office Holders

Any elected officer, director, Faculty or Group Representative, or alternate may be recalled.

Section 2. Petition

A petition signed by ten percent (10%) of the qualified voters of the constituency of any elected officer, director, Faculty or Group Representative, or alternate, shall bring recall action to the vote of the membership of the constituent group.

Section 3. Vote

Recall from office shall require a 2/3 vote of the votes cast by the incumbent's constituency in a recall election conducted by the SCTA Election Committee.

ARTICLE XII **Biennial Review**

The Constitution of the Sacramento City Teacher's Association shall be reviewed biennially by February 1. The President shall be responsible for activating the Constitution Committee.