

**CONSTITUTION  
AFT AMESBURY,  
LOCAL 1033, MFT, AFT MASSACHUSETTS, AFL-CIO**

**ARTICLE I**

This organization shall be known as the AFT Amesbury, Local 1033, AFT Massachusetts, AFT, AFL-CIO.

**ARTICLE II  
OBJECTIVES**

The purpose of this organization shall be:

**Section 1.**

To bring associations of teachers and other school-related personnel into relations of mutual assistance and cooperation.

**Section 2.**

To obtain from them the rights to which they are entitled.

**Section 3.**

To raise the standards of the teaching profession by securing the conditions essential to the best professional service.

**Section 4.**

To promote such a democratization of the schools as will enable them to better equip their pupils to take their places in the industrial, social, and political life of the community.

**Section 5.**

To promote the welfare of the childhood of the nation 'by providing progressively better educational opportunity for all.'

**Section 6.**

To eliminate prejudice and discrimination in education in all its forms.

## **ARTICLE III MEMBERSHIP**

### **Section 1.**

Employees of the public school district including teachers and other school-related personnel are eligible for membership.

### **Section 2.**

Teachers in public or private institutions outside the jurisdiction of this local may be admitted to membership until such time as a local is chartered in their jurisdiction.

### **Section 3.**

No discrimination shall ever be shown toward individual members or applicants for membership because of race, religious faith, or political activities, or gender, sexual orientation or belief.

### **Section 4.**

A member may be expelled for acts detrimental to AFT Amesbury upon presentation of written charges signed by at least 1/2 the total membership and approved by at least 3/4 of the Executive Board. The member shall have the right to appeal the decision and be reinstated with full rights if a majority of the members present vote to reinstate.

### **Section 5.**

A member who fails to pay dues during the grace period, i.e., November 1 to February 1, shall be dropped from the rolls and their names removed from the records at the national office. The members may be reinstated upon payment of at least three months back dues.

### **Section 6.**

Retired personnel of the Amesbury Public Schools who maintained active membership in the AFT Amesbury for at least one (1) calendar year before their retirement may be members of the AFT Amesbury.

## **ARTICLE IV OFFICERS**

### **Section 1.**

The following officers shall be elected biennially by AFT Amesbury:

1. President
2. Elementary Vice President
3. Secondary Vice President
3. Treasurer
4. Secretary

### **Section 2.**

Membership in good standing for at least one year is required to hold office.

### **Section 3.**

Nominations for office in AFT Amesbury shall be made in writing to the Secretary two weeks prior to the scheduled biennial elections. Nominations shall be accompanied by petitions containing at least ten (10) signatures of members.

### **Section 4.**

Balloting for office shall take place on the day and time set by the Executive Board. The candidate receiving a plurality of the votes cast shall be deemed elected.

### **Section 5.**

Officers shall be installed no later than June 30th of odd numbered years.

### **Section 6.**

Vacancies in any office except President shall be filled by the Executive Board. If the office of President becomes vacant, one of the Vice Presidents shall act as President until a new President can be elected. The members of the Executive Board will determine who the acting President becomes until an election is held. The election shall be held no later than 30 days following the date that the office became vacant.

## **ARTICLE V COMMITTEES**

### **Section 1.**

The President shall have the right to form a special committee when so needed.

### **Section 2.**

Any member of the union or group of members that want to start a committee may bring the recommendation to the President who in turn may recommend to the Executive Board for consideration.

## **ARTICLE VI THE EXECUTIVE BOARD**

### **Section 1.**

The Executive Board of AFT Amesbury shall consist of the following:

1. All elected officers
2. Building representatives including one member from any group which the AFT has exclusive bargaining rights.

### **Section 2.**

The Executive Board shall administer the policy of AFT Amesbury as set by the membership at regular meetings. It shall have the power to act for the good of AFT Amesbury in emergency situations where the policy cannot be set by the membership.

### **Section 3.**

The chairman of the Executive Board shall be the President of AFT Amesbury.

### **Section 4.**

The time and place of the Executive Board meeting shall be set by the President and posted in each school.

### **Section 5.**

The Executive Board shall meet at least six times a year.

**Section 6.**

The Executive Board shall have the power to employ all personnel including an executive secretary, clerical help, and other person full- or part-time as may be determined by the needs and finances of AFT Amesbury.

**Section 7.**

The Executive Board shall have the power to make contracts and incur liabilities which may be appropriate to enable it to accomplish any or all of its purposes; to borrow money for AFT Amesbury purposes at such rates of interest and terms and conditions as they may determine; to issue notes, bonds, and other obligations and to secure any of its obligations by mortgage, pledge, or deed of trust of any or all of its property and income.

**Section 8.**

The Executive Board shall report its activities at each regular membership meeting.

**ARTICLE VII  
AFFILIATIONS**

**Section 1.**

AFT Amesbury shall maintain affiliations with and whenever possible send delegates to the following organizations:

a. The American Federation of Teachers -- all delegates and alternates to the national convention of the AFT shall be elected by majority vote at the June elections. Notice of elections shall be made at least 15 days prior to the election. The President and Secretary shall certify the election and forward the credentials of all elected delegates and alternates to the national office as soon as possible but not later than ten days before the convening of the national convention. The delegates shall confer with the Treasurer to make sure that the AFT per capita has been paid according to the guidelines and deadlines set by the AFT, so that all delegates will be properly seated.

b. AFT Massachusetts delegates shall be elected at least one month before the state convention at the regular membership meeting.

c. The Merrimack Valley Educator Leader Coalition – President will appoint member(s) to represent AFT Amesbury on this board.

**Section 2.**

All delegates shall report to the Executive Board on meetings attended.

**Section 3.**

Every reasonable effort shall be made by AFT Amesbury to pay the legitimate expenses of delegates to meetings and conventions of affiliated organizations.

**Section 4.**

AFT Amesbury, to the best of its ability, shall be active in the affairs of affiliated organizations.

**Section 5.**

Delegates to affiliated organizations shall meet the same requirements as officers of this Local. (Must be a member in good standing of AFT Amesbury for at least one year.)

**ARTICLE VIII  
DUTIES OF OFFICERS**

**Section 1.**

The President shall preside at all meetings of AFT Amesbury and of the Executive Board. They will be ex-officio member of all committees, shall sign all necessary papers and documents, and represent the local when and where necessary. They shall make a report to the membership at least once each year summarizing the accomplishments of AFT Amesbury and outlining plans for the next year.

**Section 2.**

The Vice Presidents shall perform all duties of the President in the absence of that officer.

Vice Presidents shall handle all matters which come up at their respective level from the building representatives and shall try to resolve such matters before referring them to the President.

Vice-Presidents may be given the responsibility of being the union liaison on negotiating teams at the discretion of the President.

**Section 3.**

The Secretary shall issue all notices, shall answer correspondence at the direction of the President and shall report outside correspondence to the President and the Executive Board. The Secretary shall record the minutes of the Executive Board and of general membership. The Secretary shall also participate and plan member engagement activities.

#### **Section 4.**

The duties of the Treasurer shall be:

- a. To receive, record, and deposit in the name of AFT Amesbury all monies from dues and all other sources.
- b. To keep the membership role, issue receipts, and delinquent notices.
- c. To forward all per capita dues and current membership lists to the national office of the American Federation of Teachers and to other affiliated organizations to keep AFT Amesbury in good standing at all times. Special care shall be taken to see that per capita tax has been paid according to the guidelines and deadlines set by the AFT, so that all delegates from AFT Amesbury will be properly seated.
- d. To keep adequate records available at all times for the Executive Board.
- e. To pay all bills authorized by the adopted budget, retaining voucher or invoice of the same. Expenses not authorized by the budget must be presented to the Executive Board for authorization.

#### **Section 5.**

The duties of representatives shall be:

- a. Attend at least 5 Executive Board meetings per year for the duration of the meeting
- b. Attend any General Membership meetings
- c. Attend at least 1 School Committee meeting
- d. Hold one 10-minute meeting each month in your school
- e. Share contact information with new members in your building
- f. Accompany members to discipline or evaluation hearings as needed
- g. Take private notes in any meeting with Administration (do not share with Administration. Ok to share with teacher and President upon request).
- h. Answer contract related questions to members
- i. Contact President if any member is put on Directed Growth Plan or Improvement Plan by their principal
- j. Encourage/help members to use our Facebook page and check often. Share our web site with resources for health benefits, member only discounts and other important information.  
<http://www.facebook.com/aftamesbury>  
<http://amesbury.ma.aft.org/> (Shortcut: AFTAmesbury.org)  
<https://www.amesburyma.gov/well-power-miia>

- k. Distribute literature in mailboxes as needed and keep bulletin boards in buildings up to date with current and important archival information and forms.

## **ARTICLE IX** **MEETINGS**

### **Section 1.**

The time and place of meetings shall be fixed by the President.

### **Section 2.**

There shall be at least the minimum number of meetings required by law.

### **Section 3.**

A quorum shall consist of 10 percent of the total membership.

## **ARTICLE X** **FINANCE**

### **Section 1.**

Regular local dues shall be fixed by majority vote of members present at any regular meeting provided notice of the contemplated dues increase has been announced either at the previous meeting or in writing. State and national dues will be passed through to membership based upon yearly salary dues will be proportional using AFT standards and percentages.

### **Section 2.**

Additional finances may be obtained by various fund-raising activities.

## **ARTICLE XII** **RULES OF ORDER**

Roberts Rules of Order, Revised, shall govern in all cases not covered by this Constitution or the By-Laws of this Local.



## **ARTICLE XIII AMENDMENT**

This Constitution may be amended as follows:  
Constitutional amendments may be submitted to the Executive Board. The Executive Board may initiate amendments. After having received a majority vote of the Executive Board, the amendment shall be submitted to each member. A majority vote of all members, by secret ballot, shall be sufficient for adoption.

## **ARTICLE XIV AVAILABILITY OF CONSTITUTION**

### **Section 1.**

Copies of this Constitution and all future amendments shall be submitted to the national office of the American Federation of Teachers.

### **Section 2.**

Copies shall be made available to other affiliated organizations upon request.

### **Section 3.**

Copies shall be given to all members and prospective members by the Building Representatives.

**BY-LAWS  
OF  
AFT AMESBURY,  
LOCAL 1033, AFT MA, AFT, AFL-CIO**

**ARTICLE I  
DUES**

**Section 1.**

The regular annual dues of AFT Amesbury shall consist of state and national passed through dues proportional to salary, along with local AFT Amesbury dues, to be set by the membership at a regular membership meeting.

**Section 2.**

In line with the Constitution and By-Laws of the American Federation of Teachers and AFT Massachusetts, members who earn less than a first year teacher shall pay the rate proportional to that salary using AFT proportional standards.

**Section 3.**

The dues year shall be from September through August.

**Section 4.**

Dues may be paid by payroll deductions.

**ARTICLE II  
PAYMENTS TO OFFICERS**

**Section 1.**

The President shall receive a stipend of \$8,000 per annum.

**Section 2.**

The Treasurer shall receive a stipend equal to fifty percent of the President's stipend per annum.

**Section 3.**

The Vice Presidents shall each receive a stipend equal to fifty percent of the President's stipend per annum.

**Section 4.**

The Secretary shall receive a stipend equal to fifty percent of the President's stipend per annum.

### **Section 5.**

In addition to the amounts in Sections 1-4, above, the President, Treasurer, Vice-Presidents, and Secretary shall each receive an amount per annum, paid by AFT Amesbury, described in either subsection a or b, below, as appropriate:

- a. If currently employed by the district, an amount equal to the current dues paid over the course of a school year.
- b. If not currently employed by the district, an amount equal to what his/her dues would have been over the course of the school year if employed by the district, using the dues level (full, half, quarter, or eighth) that was last paid when employed.

### **Section 6.**

Building Representatives shall have their dues reimbursed by AFT Amesbury.

## **ARTICLE III AMENDMENT**

The By-Laws may be amended as follows:  
By-Laws amendments may be submitted to the Executive Board.  
The Executive Board may initiate amendments. After having received a majority vote of the Executive Board the amendment shall be submitted to each member. A majority vote of all members, by secret ballot, shall be sufficient for adoption.

## **ARTICLE IV CONTRACT RATIFICATION**

In order for a contract to be ratified a simple majority of those members present must vote in the affirmative to accept the contract as presented by the Negotiating Sub-Committee.

This Constitution and By-Laws were amended and adopted May 30, 2019.  
AFT Amesbury, Local 1033, AFT Massachusetts, AFT, AFL-CIO.