

JCEA-R BYLAWS

Article I – Name

The name of this Association shall be the Jefferson County Education Association-Retired (JCEA-R).

Article II – Purpose

- Section 1. To provide opportunity for National Education Association (NEA) members to continue their membership and involvement in the NEA following retirement from active educational employment;
- Section 2. To establish opportunities for JCEA-R members to address and pursue issues of common concern, create avenues to safeguard and strengthen retirement benefits, and to provide forums for information sharing and social interaction;
- Section 3. To create ways and means for JCEA-R members to join with the Jefferson County Education Association (JCEA), the Colorado Education Association (CEA), and NEA in efforts to bring about positive support for public education and the achievement of United Education Profession (UEP) objectives;
- Section 4. To involve JCEA-R members in electing pro-education candidates to public office and lobbying educational measures in conjunction with policy decisions made by the NEA and its affiliates;
- Section 5. To assist JCEA, CEA and NEA in the improvement of instruction and the advancement of the image of teaching in America.

Article III – Membership

- Section 1. Membership shall be open to any NEA member who has retired, is eligible to receive benefits under a school retirement system and has held active membership in the Colorado Education Association or in another state affiliate for at least one year immediately prior to retirement.
- Section 2. Active CEA members anticipating retirement may become pre-retired life members of JCEA-R without the privileges of voting or holding office.
- Section 3. The JCEA-R Executive Committee may grant honorary membership in JCEA-R. Honorary members may not vote or hold office.
- Section 4. Rights and Responsibilities
- (a) All JCEA-R members shall have the right to vote, hold elective office or appointive positions, and to be counted toward representation entitlement for NEA Board of Directors, NEA Representative Assembly, and CEA Delegate Assembly.
 - (b) All members of JCEA-R shall also be retired members of the Colorado Education Association and the National Education Association.
 - (c) Except for nonpayment of dues and assessments, no member shall be fined, censured, suspended, expelled, or otherwise disciplined without good and just cause and without full benefit of due process within the organization. Due process shall include the right to be formally charged, the right of representation, and the right to a fair and open hearing before the Executive Board. The decision of the Executive Board may be appealed to the general membership.
 - (d) JCEA-R shall not deny membership to an individual on the basis of race, color, creed, national origin, sex, sexual preference, or handicap.
- Section 5. The membership and fiscal year shall be September 1 through August 31.

Article IV - Dues and Assessments

- Section 1. JCEA-R dues may be increased by majority vote of the members in attendance voting by secret ballot at the Annual Meeting. Dues shall include the amounts necessary for retired membership in the Colorado Education Association, the National Education Association, and JCEA-Retired.
- Section 2. Those eligible for membership shall become members upon payment of annual dues or life membership. At the discretion of the Executive Committee, contribution to the reserve fund will commence when the number of lifetime members exceeds the number budgeted for the current year. The interest from this Life Membership Reserve Fund may be paid periodically to the general fund of JCEA-R. At the discretion of the Executive Committee, some, or all of the interest from the Life Membership Reserve Fund in a fiscal year may be contributed to the JCEA Scholarship Fund.
- Section 3. Special assessments may be levied by a two-thirds (2/3) vote of the members in attendance voting by secret ballot at the Annual Meeting, provided such propositions include a termination of the special assessment in either dollar amounts or a specific date.

Article V – Meetings

- Section 1. There will be at least two general meetings of the membership each year. The Annual Meeting will be held in April. Meeting dates will be determined by the Executive Committee. The membership will be notified in writing or email at least five (5) business days in advance of said meeting.
- Section 2. Emergency meetings of the membership may be called by the Executive Committee at any time or within five (5) business days of the receipt of a petition to the president signed by twenty members. Membership shall be notified by written notice, email, or telephone.

Article VI – Officers

- Section 1. The officers of JCEA-R shall consist of President or Co-Presidents, Vice-President, Secretary, and Treasurer.
- Section 2. The term of office shall be for two years, beginning June 1 following election at the annual meeting. Any officer shall have the right to succeed him/herself.
- Section 3. Duties of Officers
- (a) The President or Co-Presidents shall preside over all meetings, shall be the executive officer(s) of JCEA-R, and shall be the liaison representative to the Jefferson County Education Association. The President or their designee shall represent JCEA-R before the public and shall perform such duties customarily associated with this office. The President(s) shall appoint or discharge all chairpersons and members of all committees, with the approval of the Executive Committee, and shall be an *ex officio* member of all committees. Co-Presidents shall by mutual agreement share the duties of the President.
 - (b) The Vice-President shall assist the president and shall assume the duties of the president in the absence of the president. The vice-president shall be the liaison to other organizations interested in public education issues.
 - (c) The Secretary shall keep minutes of the meetings, shall maintain official JCEA-R files, and shall assist the president with JCEA-R correspondence.
 - (d) The Treasurer shall oversee the collection and disbursement of all dues and assessments, shall deposit all monies in checking and/or savings account in the name of JCEA-R, shall disburse all monies in accordance with the adopted budget or upon the authorization of the Executive Committee, shall countersign all checks with the president, vice-president, or Secretary and shall guarantee compliance with the NEA bonding plan. The treasurer shall regularly report to the

Executive Committee and shall prepare an annual financial report, which shall be presented at the Annual Meeting, and shall assist the Executive Committee with the preparation of an annual JCEA-R budget.

- Section 4. Vacancies shall be filled by the Executive Committee for the remainder of the term.
- Section 5. Officers and Representatives may be recalled for violation of the NEA code of ethics of the education profession, for misfeasance, for malfeasance, or for nonfeasance in office.
- (a) recall proceedings against an officer or representative may be initiated by written petition submitted to the elections committee by at least twenty percent (20%) of JCEA-R members.
 - (b) in any action taken under the provisions of this procedure, no officer or representative shall be denied the right to state his/her position in person or in writing to the electorate.
 - (c) ballots shall be distributed to the members within fifteen (15) business days of receipt of the petition.
 - (d) ballots shall be returned within fifteen (15) business days to the election committee or its designee. A two-thirds (2/3rds) vote in favor of recall by those voting shall sustain the recall action. The office shall be deemed vacant immediately and the vacancy shall be filled in the manner prescribed in the Bylaws, Article VI, Section 4.

Article VII – Nominations and Election of Officers and Representatives

- Section 1. The president/co-presidents shall appoint a Nominations and Elections Committee consisting of three (3) members who shall complete a slate of candidates for presentation at the Annual Meeting.
- Section 2. In addition to the provisions of Section 1 above, nominations from the floor shall be called for and received at the Annual Meeting. Those who wish to run as co-presidents must place their names in nomination jointly.
- Section 3. JCEA-R officers shall be elected at the Annual Meeting by the members present and voting.
- Section 4. Elections shall be by secret ballot. The election shall be conducted by the Nominations and Elections Committee. To win, a candidate must receive a majority of the votes cast. In the event of a plurality or a tie, a run-off election shall be held immediately between the two (2) candidates receiving the most votes.
- Section 5. CEA and NEA delegates shall be elected in accordance with CEA and NEA election rules and procedures.

Article VIII - Executive Committee and Board

- Section 1. The Executive Committee shall consist of the officers and the elected JCEA-R Representative to the CEA-R Retired Representative Council. In addition, JCEA-R members elected to the CEA Board of Directors, NEA Board of Directors, or CEA-R Retired Representative Council, shall serve as non-voting members of the Executive Committee. Each co-president shall have ½ vote.
- (a) The Executive Committee shall meet a minimum of five (5) times a year, shall establish policies, shall adopt a budget, shall conduct necessary business, shall approve or discharge committee chairs, and shall call general meetings of JCEA-R as necessary.
 - (b) In order for the Executive Committee to meet and make binding decisions, a quorum of voting members of said committee must be present. A quorum is defined as a simple majority. Each member has one vote and issues will be decided by voice vote. Simple majority of those members voting will constitute acceptance of an issue.

- Section 2. The Executive Board shall consist of the JCEA-R Executive Committee, the chairpersons of the Standing Committees, and any JCEA-R members serving on CEA-R Representative Council, or CEA-R or NEA-R Boards or Advisory Council.
- (a) The Executive Board shall develop a program for JCEA-R, shall participate in the development of an annual budget, and shall assist the officers in the recruitment of committee members.
 - (b) The Executive Board shall meet at least once a year. The date(s) will be determined by the Executive Committee.

Article IX – Committees

- Section 1. There shall be the following Standing Committees:
- (a) Educational Involvement
 - (b) Communications/Newsletter
 - (c) Membership
 - (d) Pre-Retirement
 - (e) Political/Legislative Involvement/Small Donor
 - (f) Social/Travel
- Section 2. Chairpersons shall be appointed by the president/co-presidents and approved by the Executive Committee.
- Section 3. The following committees shall perform the following objectives:
- (a) Educational Involvement shall promote the continued involvement of members with public education.
 - (b) Communications/Newsletter shall produce a regularly published newsletter, shall keep the membership informed concerning CEA/NEA special services programs, and shall undertake projects of communications, which are desired by the membership.
 - (c) Membership shall organize and conduct membership promotion and enrollment and coordinate with the Pre-Retirement Committee.
 - (d) Pre-Retirement shall be responsible for planning and conducting pre-retirement seminars
 - (e) Political/Legislative Involvement/Small Donor shall keep the membership informed of legislation affecting education and PERA and shall engage the membership in the election of pro-public education candidates.
 - (f) Social/Travel shall organize such activities as may serve the needs of the members and promote fellowship.
- Section 4. There shall be the following Special Committees:
- (a) The Nominations and Elections Committee shall conduct the elections of officers, and the JCEA-R representative to the JCEA Small Donor committee.
 - (b) The Documents Review Committee shall meet periodically to review the documents and recommend changes as necessary.
 - (c) Special committees shall be formed as necessary and approved by the Executive Committee.

Article X – Affiliation

The JCEA-R shall be affiliated with the Colorado Education Association (CEA) and the National Education Association (NEA) as a Retired Affiliate.

Article XI – Amendment

This document may be amended by a majority vote of the members present and voting at the Annual Meeting. Proposed amendments, including those recommended by the Documents Review Committee, shall be submitted to the Executive Committee at least thirty (30) days prior to the Annual Meeting. Such proposed amendments shall be in writing and distributed to the membership at least fifteen business (15) days prior to the Annual Meeting. Unless otherwise provided, all amendments shall take effect upon their adoption.

Article XII - Parliamentary Rulings

In matters not specifically covered by these Bylaws, "Robert's Rules of Order, Revised" shall govern the JCEA-R.

Adopted: November, 1995
Amended: September 16, 1996
Amended: September 24, 2008
Amended: April 15, 2011
Amended: April 11, 2013
Amended: April 1, 2014
Amended: April 16, 2015
Amended: April 6, 2022

Submitted by the JCEA-R Documents Review Committee:
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