

**CONSTITUTION**  
**OF THE**  
**ROME TEACHERS ASSOCIATION, INC.**

*Revised 2015*

**CONSTITUTION AND BY-LAWS  
OF THE  
ROME TEACHERS ASSOCIATION, INC.**

**ARTICLE I  
NAME AND OBJECTIVES**

- Sec. 1. The organization shall be known as the Rome Teachers Association, Inc.
- Sec. 2. The objectives of the Association shall be:
- A. To promote the best interests of education in the Rome City School District;
  - B. To advance the professional and material welfare of its members;
  - C. To promote the unity and strength of its members;

**ARTICLE II  
MEMBERSHIP**

- Sec. 1. There shall be the following membership categories: Active and Retiree.
- A. Active.  
Active membership in this organization shall be open to any person whose bargaining unit is represented by the Rome Teachers Association.
  - B. Retiree  
Retiree membership in this organization shall be open to prior active members who have retired.
- Sec. 2.
- A. Membership in the Rome Teachers Association also requires membership in NYSUT, any successor organization and its national affiliate(s)
  - B. Membership shall be maintained through the payment of all required dues.
  - C. Membership in the Rome Teachers Association is also open to any former member who becomes an officer/employee of NYSUT, its successor organization or its national affiliate.
- Sec. 3. Protection of Rights of Active Members
- A. Every active member of the Association shall have equal rights and privileges to nominate candidates to hold office, to vote in elections or referendum, to attend membership meetings and to participate in deliberations and voting upon the business of the Association.
  - B. No member may be fined, suspended, expelled or otherwise disciplined (except for nonpayment of dues) by the Association unless such member has been served with written specific charges and given a reasonable time to prepare a defense and afforded a full and fair hearing.
  - C. Every member of the Association shall have the right to meet and assemble freely with other members. Members may express any views about candidates or about any business properly before the meeting. Members are subject to the Association's established and reasonable rules pertaining to the conduct of meetings. Nothing prevents the Association from adopting and enforcing reasonable rules as to the responsibility of every member toward the Association. Members will refrain from conduct that would interfere with the Association's performance of its legal or contractual obligations.

- Sec. 4. Protection of Rights of Retiree Members:  
Shall be same as active except for the right to hold the office of President, Vice-President, Secretary, or Treasurer and the right to vote on employee contracts.

ARTICLE III  
OFFICERS AND THEIR DUTIES

- Sec. 1. All officers must be active members of the Rome Teachers Association, Inc.
- Sec. 2. A. The Officers of the Association shall be a President, Vice-President, Secretary, and a Treasurer. All officers of the Association shall have terms of office of two years from July 1 to June 30.
- B. To insure a smooth transition of leadership, retiring officers shall use the months of May and June as a period of orientation for the newly elected officers.
- Sec. 3. A. The President of the Association shall preside at all meetings of the Executive Committee and at General Meetings of the membership. The President shall call monthly Executive Committee meetings and shall prepare agendas for both Executive Committee and General Meetings. The President shall appoint members of the committees and present them to the Representative Council for approval.
- B. The President shall be an ex-officio member of the Representative Council and of all standing and special committees. The President shall receive due notice of committee meetings in ample time to attend such meetings.
- C. The President shall be designated first representative of the Association to the annual assemblies of the state and national affiliates.
- Sec. 4. A. The Vice-President shall preside at meetings of the Representative Council. The Vice-President shall also have the power to call meetings of the Representative Council and shall notify members of the Representative Council of scheduled meetings at least 5 days in advance of said meeting, and as presiding officer shall have the power to vote in case of a tie.
- B. The Vice-President shall, in the absence of the President, have the powers given to the President by the preceding section.
- Sec. 5. A. The Treasurer shall receive all money due the Local, State, and National organizations, remitting to the State and National organizations the amounts due them. The Treasurer shall forward monies to meet the obligations of the Association. The Treasurer shall make a written report to the Representative Council at its monthly meeting and shall make an annual report at the last regular Representative Council meeting. The Treasurer shall have the books audited by November 1.
- B. The Treasurer shall compile an inventory of all equipment owned by the Association and shall list serial numbers of each piece of equipment.
- C. The Treasurer shall maintain fire and theft insurance on the Association office, supplies, and equipment. The Treasurer shall also acquire bonding insurance on the officers of the Association.
- D. The Treasurer shall forward checks to Scholarship recipients in annual installments.
- E. The Treasurer shall be responsible for the tax records of the Association.
- F. The Treasurer shall forward to the office secretary for filing the financial records of the Association for the previous year.
- G. The Treasurer shall initiate as annual audit of the RTA books and make public the records.

- Sec. 5. H.. The Secretary shall keep minutes of all Representative Council, and General Meetings of the membership. This record will be reproduced for distribution to Representative Council members, their alternates, Executive Committee members, and other Association officials as may be added to the distribution list. Said records shall be kept on file as a permanent record and shall be open for membership inspection. The Secretary shall have charge of correspondence and other secretarial duties.
- I. The Secretary shall maintain at the Rome Teacher Association's office copies of each collective bargaining agreement.
- J. The Secretary shall keep written records of all Executive Committee Meetings.
- Sec. 6. A. The unexpired term of any officer or at-large Executive Committee member not otherwise herein provided for, shall be filled by the Representative Council after receiving the recommendations of the Executive Committee.
- B. In the absence or the inability of either the President or the Vice-president to perform or function in the respective office, the duties and responsibilities of said officer shall devolve upon the Treasurer; if the Treasurer declines, the duties and responsibilities shall pass to the Secretary; if the Secretary declines, the Representative Council shall choose a person to hold the office- to be elected by a simple majority vote.

ARTICLE IV  
 REPRESENTATIVE COUNCIL MEMBERSHIP  
ELECTION AND DUTIES

- Sec. 1. A. There shall be a Representative Council of the Rome Teachers Association, Inc. Membership in this council shall be by election on the basis of one representative per membership unit up to 15 members and one representative for each additional 15 members or major fraction thereof. Unpaid leave members and those on sabbatical shall be represented by their prior membership unit.
- B. A faculty member serving more than one school shall be counted for purposes of representation, shall vote, and shall pay dues at the school of his choice. However, membership may not be transferred from school to school without the permission of the Membership Chairman.
- C. Retiree Members shall be represented at the ratio of 1 representative to fifteen members with the total number of representatives not to exceed the number of representatives of the largest unit.
- Sec. 2. A. Members of the Representative Council, shall be elected by Association members in the individual membership unit. This election shall be held on the last Thursday of September when school is in session. Alternates for each Representative shall also be elected at this time, and when elected shall serve in the absence of duly elected Representatives. Election of Representatives and Alternates shall be by secret ballot for a term of two years to begin on October 1 and end on September 30. The election for Retiree Representatives and Alternates, as well as Per Diem Substitute Representatives and Alternates shall take place by mail and will coincide with the election of Active Representatives and Alternates.
- B. Election of Representative Council shall be staggered so that, as nearly as possible, fifty per cent of the members are elected each year. A record of terms of office shall be kept by the Secretary and individual membership units shall be notified of the expiration of terms of Representatives.
- C. The unexpired term of any Representative who ceases to be associated with his unit, resigns, or is unable to fulfill the duties of his office shall be filled by a special election in and by that unit.

D. At the conclusion of representative elections, the representatives from each unit shall elect a head representative who will serve as the primary point of communication between the unit representatives and the Rome Teachers Association administration. The head representative shall also ensure the organization of Rome Teachers Association functions at the unit level and will be the primary contact between the Rome Teachers Association and the District leadership at the unit level.

E. It shall be the responsibility of the Retiree Head Rep to hold a minimum of two retiree rep meetings per year.

Sec. 3.

A. The Representative Council shall act with the Executive Committee as the policy making organs of the Association.

B. Members of the Representative Council shall act as the chief liaison between the Association and respective units with responsibility for keeping their unit informed as to all Association activities. In addition, members of the Representative Council shall bring-problems to the attention of the Council.

C. Members of the Representative Council shall be expected to attend all Council meetings. If unable to attend, the representative concerned shall make it his duty to insure that an alternate attends in a voting capacity. Any representative failing to attend three (3) consecutive meetings or a total of six (6) meetings per year shall be denied stipend.

D. Alternates should attend Council meetings in a non-voting capacity and shall assist the representative in unit matters. All members of the Association are welcome to attend all Representative Council meetings at any time, and shall have the privilege of the floor by prearrangement or at the pleasure of the presiding officer. Non-members may give special presentations by pre-arrangement with the presiding officer.

E. The Representative Council shall have the right to recognize outstanding contributions made by individuals toward the furtherance of the objectives as stated in Article I Sec. 2, and shall follow the regulations as set in the By-Laws.

#### ARTICLE V EXECUTIVE COMMITTEE-MEMBERSHIP AND DUTIES

Sec. 1.

A. There shall be an Executive Committee of the Rome Teachers Association, Inc. This Committee shall consist of the officers, and five (5) Association members. Of this last five, two (2) will be selected by the Representative Council from among those Representatives duly elected to the Council, and three (3) shall be Executive Committee Members At Large elected by secret ballot of the membership according to the provisions of ARTICLE VIII.

B. The term of office for at large members shall be the same as that of officers. The term for Executive Committee members chosen by Representative Council shall extend for one year from the date of election which will be held at the October Representative Council meeting. The attendance requirements for all members of Executive Committee shall be the same as those for members of Representative Council.

C. The Executive Committee, along with the Representative Council, shall be the policy making organ of the Association. The Executive Committee shall meet monthly and the President shall report to the Representative Council at each meeting all action taken by the Executive Committee. Said action shall be in the form of recommendations to the Representative Council and shall require final action by the Representative Council.

ARTICLE VI  
STANDING COMMITTEES-APPOINTMENTS AND DUTIES

- Sec. 1. A. The Standing Committees of the Association shall be Membership, Public Relations, In-Service, Grievance and Contract Implementation, Social, Elections, Negotiations, New Teacher Orientation, Special Service, Political Action) Labor Council, Funding, and Real Estate. The standing committees shall consist of interested members and shall serve for a period of two (2) years. Members of the committees shall be appointed by the President subject to the approval of the Representative Council.
- B. The Standing Committees with the exception of the Public Relations, Grievance and Contract Implementation, and Real Estate Committee shall choose their own chairmen and the chairmen shall submit written reports to the Representative Council at their monthly meetings. Committee chairmen shall attend Representative Council meetings. The Public Relations Chairperson, Grievance and Contract Implementation Chairperson, and Real Estate Chairperson shall be appointed by the President subject to the approval of the Representative Council. The attendance rules for all committee chairpersons shall be the same as those for Representative Council members.
- Sec. 2. A. The Membership Committee shall promote membership through membership campaigns, shall keep accurate membership records, and shall provide accurate information to the Treasurer regarding the amount of monies to be forwarded to the State and National organizations.
- B. The Public Relations Committee shall deal with external and internal communications. The responsibilities of this committee are to inform the public of activities of the Association and to provide information about educational matters on the local, state, and national levels. Internal communications shall be disseminated in the publications of the Association or in a manner determined by the committee. It shall be the duty of the committee to prepare and maintain a continually updated "telephone tree" for use by the Association leadership. The Public Relations Committee shall be composed of the Public Relations Chairperson, the editors of the Association's publications, and members selected by the President.
- C. The In-Service Committee shall formulate a program of in-service training courses which will improve the training of the Association members as per the bargaining agreement.
- D. The Grievance and Contract Implementation Committee shall be responsible for the proper implementation of the agreement between the Rome Teachers Association, Inc. and the Superintendent of Schools. In the event that the terms and conditions of this agreement are violated this committee shall file and process grievances in the manner provided in the agreement. It shall be the responsibility of this committee to keep the membership informed as to the contents of the agreement. One member of the Grievance Committee shall be required to attend each Executive Committee meeting in an advisory, non-voting capacity. The committee shall report to the aggrieved or the head rep of the affected unit the status of the grievance including the final wording of written documents prior to their submission.
- E. The Social Committee of the Association shall arrange the social activities. This shall include a function each year to honor those retiring from active service.
- F. The Negotiations Committee shall be responsible for negotiations leading to an agreement with the Superintendent of Schools as provided for by the appropriate state law. This committee shall work closely with the Grievance and Contract Implementation Committee to insure proper knowledge of the agreement. If by 10 days prior to the beginning of school an agreement has not been reached between the Rome School District and the Rome Teachers Association, Inc., the following shall take place:
1. Prior to the beginning of school a general membership meeting will be held to apprise the members of the current status on negotiations.

2. After this meeting, the Executive Committee ~~and~~ under advisement of the Negotiating Committee will be authorized to take whatever action they deem necessary to achieve an agreement.
- G. The New Teacher Orientation Committee shall carry on a program of orientation for newly hired teachers in the Rome City School District.
  - H. The Special Services Committee shall provide programs of special interest and service to the members of the Rome Teachers Association, Inc.
  - I. The Political Action Committee shall work for the selection of candidates who support the furtherance of public education, shall acquaint the membership with legislative activity which deals with education, and shall take an active role in the election of the local Board of Education. They shall also be responsible for the yearly VOTE-COPE campaign.
  - J. The Labor Council Committee shall consist of those members who are duly sworn representatives to the Central New York Labor Council.
  - K. The Real Estate Committee shall be responsible for overseeing the administration and maintenance of all real property owned, leased, or rented by the Rome Teachers Association, Inc. and all real property in which the Rome Teachers Association, Inc. owns stock.
  - L. The Elections Committee shall be responsible for all elections held by the RTA.

ARTICLE VII  
SPECIAL COMMITTEES - APPOINTMENT AND DUTIES

- Sec. 1.
  - A. The President shall appoint the following Special Committees: Budget, Constitution and By-Laws, Retired Teachers, and Nominating. All Special Committees shall be appointed as needed by the President subject to approval by the Executive Committee. All special committees shall report to the Representative Council upon a request from a member of that council.
  - B. The Student Scholarship Committee shall be composed of four RTA members and the President of the Rome Teachers Association, Inc. They shall select the student or students each year to receive the RTA Scholarship and shall follow the regulations as set in the By-Laws.
- Sec. 2.
  - A. The President of the Rome Teachers Association, Inc. or his appointee shall represent the Association on any committee established by the Board of Education, the Superintendent or his/her designee, or established in the negotiated agreement which calls for an Association representative.
  - B. The President of the Association shall have the power to appoint Association representatives on any joint committees established. This shall include the Educational Policy Committee.

ARTICLE VIII  
 ELECTIONS

- Sec. 1.
  - A. A nominating committee, consisting of 5 members appointed by the President, shall select a slate of four candidates for officers and three candidates for Executive Committee at large. The committee shall report its nominations to the Representative Council by the March meeting of that body. The committee will inform the membership of the slate of nominees by March 20. However; if this date falls during the spring recess, notification to members will take place no later than the second school day following the recess.

No later than this date the membership shall be informed of (1) the offices to be filled by election, (2) the time and place for submitting nominations, and (3) the proper form for submitting nominations. This information may be combined with the notification which informs the membership of the slate of nominees selected by the Nominating Committee.

- B. Any member of the Association may submit a candidate for an elected office by presenting to his building representative a petition signed by ten (10) members of the Association at least three (3) weeks prior to the election date.
- C. Not less than 15 days prior to the election, notice thereof shall be mailed to each member at his last known home address. The mailing of this election notice will also contain a ballot with the entire slate of candidates.

Sec. 2. A. Nominees for President and Vice-president shall have been members of the Association for at least two (2) consecutive years prior to the election. They will be elected jointly, as a team.

Sec. 3. A. All officers shall be elected by secret ballot on the last Thursday in April when school is in session. The election in each unit will be supervised by the members of the Representative Council in the manner provided in the By-Laws. The results of this election shall be communicated immediately, by the Elections Committee, to the presiding officer of the Representative Council and to all the candidates listed on the ballot. These results shall also be posted in each building and published by the Association. The new officers shall assume office on July 1st following the April election.

B. The Association Secretary shall preserve all election records including ballots for a period of one (1) year.

Sec. 4. A. Election of Representatives to the Representative Assemblies of the New York State United Teachers (NYSUT) and the American Federation of Teachers (AFT) shall be by the membership of the Rome Teachers Association, Inc. This election shall be in accordance with the Constitution and By-Laws of the aforementioned organizations. Said election shall be conducted by the Elections Committee of the Association at the same time the general election is done. Elected representatives will serve a two year term. Elected representatives shall be active members of the Association. In the event an elected delegate is no longer an active member of the unit, they shall relinquish their position to the next available alternate. RTA members who are elected state officers of NYSUT are designated as additional RTA delegates to the AFT Convention at no cost to the RTA or loss of local representation.

B. Elected representatives to the Representative Assemblies shall serve as the representatives of the Association to their elected organizations and shall carry out the responsibilities of these positions.

#### ARTICLE IX MEETINGS

Sec. 1. A. Representative Council and the Executive Committee shall meet monthly during the school year. The Executive Committee shall meet at a date preceding the Representative Council meeting. Special meetings may be held as necessary.

B. A General Meeting shall be held at least once a year. Meetings of the general membership may be called by the President, by a majority of the Executive Committee or by petition of fifty (50) members. The petition must be submitted at least ten (10) days prior to the suggested date for the meeting.



ARTICLE X  
AMENDMENTS

- Sec. 1. A. All proposed amendments to this Constitution shall be submitted to the Representative Council. A two-thirds vote of the members of the Council voting shall be necessary to present an Amendment to the General membership.
- Sec. 2. A. A majority vote of members voting by secret ballot shall be necessary for adoption of an amendment, said amendment having been posted in individual schools and/or made available in writing to each member for at least ten (10) school days prior to the voting day.
- B. When voting on an amendment in or during a general meeting of the Association, adoption of said amendment shall require a majority vote of the members present and voting.
- Sec. 3. A. The President shall establish the Constitution and By-Laws special committee whenever the Representative Council sees a need to review or study areas of the Constitution and By-Laws or when the President is petitioned by fifty (50) members of the Association to rule on the constitutionality of an issue or proposed action.
- Sec. 4. A. If any portion of this Constitution is found to be in conflict with the existing agreement with the Superintendent of Schools or with New York State or federal law, the agreement or appropriate law shall take precedence.

ARTICLE XI  
BY-LAWS

- Sec. 1. A. By-Laws to this Constitution are hereby created. They are appended to this Constitution and are part of the governing regulations of the Association. By-Laws are of a more permanent nature than are motions passed by the Representative Council which normally meet needs and conditions existing for a short duration of time.
- B. The By-Laws section of the Constitution and By-Laws is meant to provide the officers and members of the Rome Teachers Association, Inc. with smooth and workable procedures for carrying out their responsibilities in the affairs of the Association, to enumerate and clarify their duties, and to further facilitate the efficient functioning of the Association in all its endeavors.
- Sec. 2. A. A majority vote of members voting of the Representative Council shall be necessary to amend the By-Laws.
- B. A petition signed by twenty-five (25) members of the Association would require the President to establish the special committee on the Constitution and By-Laws and cause the committee to review and give an opinion as to the constitutionality of a proposed or approved By-Law hereinafter proposed or enacted. Such a review and opinion would be a binding decision. If the Constitution and By-Laws Committee advised that a particular proposed or approved By-Law is unconstitutional, such By-Law shall be submitted to the full membership as proposed in the amendment process of the Constitution.
- C. Any part of the By-Laws as initially approved or amended which is or may become inconsistent with main body of the Constitution, shall be null and void and shall have no effect.

ARTICLE XII  
EQUAL RIGHTS OF MEMBERSHIP

- Sec. 1. A. The Rome Teachers Association, Inc., will not practice discrimination toward any individual on the basis of race, color, religion, sex, national origin, age, disability, political activities, beliefs or association activities.

ARTICLE XIII  
DUES

- Sec. 1. A. The annual dues for active membership in the Association shall not exceed .0075 of the previous year's base salary,.

Staff members whose annual salary does not meet the New York State United Teachers' minimum salary cap will be pro-rated in accordance with the New York State United Teachers' dues schedule.

- B. Dues for retiree members
1. Dues for retiree members shall be 10% of the local portion of the active member dues.
  2. Dues for those retirees age 75 and older shall be fixed at \$15.00.
- C. Per diem substitutes shall have their dues capped at 1/4 active membership dues.

**BY-LAWS TO THE CONSTITUTION  
OF THE  
ROME TEACHERS ASSOCIATION, INC.**

**ARTICLE I  
AUTHORITY IN DISPUTES**

- Sec. 1. A. The final authority in the settlement of disputes shall be Robert's Rules of Order Revised.
- B. A Parliamentarian shall be appointed by the Vice-President and shall be present at all Representative Council meetings to implement Robert's Rules of Order.

**ARTICLE II  
ORDER OF BUSINESS**

- Sec. 1. A. At every regular meeting of the Representative Council the following order of business shall be followed:
- A. Roll Call
  - B. Minutes of the Secretary
  - C. Treasurer's Report
  - D. Committee Reports
    - 1. Executive Report
    - 2. Old Business
    - 3. New Business
    - 4. Negotiations Committee
    - 5. Membership Committee
    - 6. Special Services Committee
    - 7. Grievance Committee
    - 8. Public Relations Committee
    - 9. WINK
    - 10. In-Service Day
    - 11. In-Service Courses
    - 12. Political Action Committee
    - 13. Social Committee
    - 14. Labor Council
    - 15. Funding Committee
    - 16. Real Estate Committee
    - 17. New Teacher Committee
    - 18. Other Committees
  - E. Questions and Answers
  - F. Announcements
  - G. Adjournment
- B. By a two-thirds vote of members present and voting, at any regular meeting, the order of business may be set aside for that meeting.

**ARTICLE III  
ELECTION PROCEDURES**

- Sec. 1. A. The following procedures are applicable to all elections or referenda of the Association.
- Sec. 2. A. The Nominating Committee and the Election Committee shall adhere to the applicable provisions in the Constitution and to the sections hereinafter enumerated.

- B. The Membership Committee Chairman shall provide a list of Rome Teachers Association, Inc. members to the Election Committee twenty (20) days prior to Election Day. The Election Committee shall cause the delivery of ballot boxes and instruction sheets to each membership unit no later than the day preceding the election.
- C. Each ballot shall be deposited in the ballot box provided.
- D. Voting shall be completed by 3:45 P.M. and the Representative Council members shall immediately deliver the ballot box to the Election Committee for tabulation. The Election Committee shall have the power to set reasonable deadlines for delivery of ballots. Failure to comply with these deadlines may cause such undelivered ballots to be null and void. Any candidate has the right to have an observer at the preparation, mailing, collecting, and counting of the ballots, and at the polling places.
- E. After reconciliation and accounting of ballots delivered, the Election Committee shall co-mingle all ballots in one large container, from which the counting of ballots will begin after at least one-half of the units have reported in with ballot boxes. The Election Committee shall then tally the votes and report the totals to all Association officers and all candidates. The report shall be in terms of ballots cast for each candidate, blank ballots, void ballots, and write-in votes, all of which, when totaled, must equal the number of persons voting. Successful candidates shall be listed in summary form.
- F. In the event of a close election, a recount of the ballots may be requested at any time up to six (6) school days after the election.

- Sec. 3.
  - A. Nothing herein contained shall be interpreted as a denial of the right to cast a write-in vote in the election.
  - B. To cast a write-in vote, the voter will print the name of the write-in candidate, make a line for indication of choice, mark an "X" or "check mark" above that line showing his vote. Any write-in vote shall show clear intent of choice, and if this intent is reasonably clear to the Election Committee, that vote shall be valid.
- Sec. 4.
  - A. The names of newly elected Representative Council members and alternates shall be given to the RTA Secretary.
  - B. The number of representatives per unit for the following school year shall be based on the unit's membership as of the first day of school.

**ARTICLE IV  
DUTIES AND RESPONSIBILITIES OF REPRESENTATIVES**

- Sec. 1.
  - A. Representatives in each unit shall, to the best of their ability, knowledge, and judgment, carry out the following inherent functions of their office, which are:
    - 1. Representation
    - 2. Reporting
    - 3. Association Information
    - 4. Recruitment
    - 5. RTA-Administration Liaison
    - 6. Contract Implementation
    - 7. To assist in Grievance Processing
  - B. Representatives shall be encouraged to conduct at least one meeting of their membership each month to:
    - 1. Summarize past and present activities of the Association.
    - 2. Ascertain the desires and opinions of members of the Association.
    - 3. Foster greater interest and participation in the Association

This meeting may be in the form of a report at a regularly scheduled faculty meeting as provided in this agreement.

**ARTICLE V  
AGENCY FEE**

- Sec. 1.
- A. Any person making service fee payments to the union in lieu of dues under agency shop provisions in the Union's Collective Bargaining Agreement, shall have the right to object to the expenditure of his/her portion of any part of an agency shop fee deduction which represents the employee's pro-rate share, if any, of expenditures by the organization in aid of activities or cause of a political or ideological nature only incidentally related to terms and conditions of employment.
  - B. Such objections shall be made, if at all, by the objector individually notifying the Union President and Treasurer of his/her objection by registered or certified mail, during the period between September 1-15 of each year.
  - C. If the objector is not satisfied with the decision of the President or the Treasurer, an appeal may be taken by such person to the Union Executive Committee within thirty (30) days following such decision (receipt of such rebate or receipt of notice of such allocation.) If the objector remains dissatisfied, he/she may file an appeal there from to the local's governing body by lodging the appeal with the President of the Union within thirty (30) days following receipt of the Executive Committee decision which appeal shall be heard at the next regular meeting of the governing body. The governing body shall render a decision within thirty (30) days after hearing the appeal.
  - D. If he/she is dissatisfied with the governing body's action, the objection may be submitted to the American Arbitration Association for final and binding resolution. The arbitration shall be conducted according to the labor arbitration rules of the American Arbitration Association.
  - E. Costs for the arbitration shall be borne equally by the Union and the individual filing the appeal.

**ARTICLE VI  
AWARDS**

- Sec. 1.
- A. The Rome Teachers Association, Inc. will present a ~~\$1,200.00~~ **\$2,000** Scholarship to an RTA member's dependent who is a graduating senior of a public high school and who meets qualifications for admittance to an accredited college. (Motion passed by Rep Council 4/12/06)
  - B. The scholarship shall be awarded in equal installments at the beginning of each semester. The payments shall be continued as long as the student remains in good standing.
  - C. The selection shall be made by a committee as outlined in Article VII of the Constitution.
  - D. The criteria for selection will be need and scholarship.
- Sec. 2.
- A. Special Recognition Awards as defined in Article IV Section 3-F of the Constitution shall be granted upon recommendation of the Executive Committee and a two-thirds vote of the Representative Council.

**ARTICLE VII**

- Sec. 1. A. The Rome Teachers Association, Inc. shall pay the following positions in lieu of expenses:
  - 1. President
  - 2. Vice-President
  - 3. Treasurer
  - 4. Secretary
  - 5. Negotiators
  - 6. All committee chairpersons
  - 7. Assistant P.R. Chairperson
- B. One-half of this sum shall be payable on December 1 and one-half shall be payable on May 15.

**ARTICLE VIII  
OFFICE SECRETARY**

- Sec. 1. A. The Association shall employ a secretary to carry out duties of a clerical nature in the Association office. The secretary shall cause the office equipment to be kept in good working order and shall keep proper files of Association documents.
- B. Time sheets will be turned in to the Treasurer for compensation. The Association shall provide proper Social Security coverage for the secretary.

**ARTICLE IX  
ASSOCIATION BUDGET**

- Sec. 1. A. The President shall submit a proposed operating budget for the Association no later than the May Representative Council meeting.
- B. To assist the President in the preparation of the budget, he may call into service the special committee on the Budget.