

CONSTITUTION
VALLEY STREAM TEACHERS' ASSOCIATION
(VSTA)

2025

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ARTICLE I: NAME

This organization shall be known as the Valley Stream Teachers' Association – (“VSTA”)

ARTICLE II: PURPOSE AND OBJECTIVES

Section 1 – The Purpose of this organization shall be to advance and secure the professional and economic interests of the instructional staff of the Valley Stream School Districts (13, 24, 30, Central High School District) and members of other bargaining units of the VSTA with special regard for the interest of students and the Valley Stream School Districts.

Section 2 – The VSTA shall advance the following objectives:

Sub-Section(s)

- 1: To improve the quality of education within the Valley Stream School Districts.
- 2: To negotiate and administer collective bargaining agreements.
- 3: To identify and promote practices and strategies that enhance student achievement in safe and supportive learning environments.
- 4: To secure the conditions necessary to the greatest efficiency of our members and the institutions where they work.

ARTICLE III: MEMBERSHIP

Section 1 – Each member of the VSTA shall be entitled to all of the rights, privileges and benefits of the VSTA including but not limited to participation in union activities, the right to vote, and the right to hold office, subject to limitations as set forth in this Constitution, By-laws and Policies of the VSTA.

Section 2 – Membership shall be open to all persons for whom the VSTA bargains collectively unless otherwise limited by express provision of this Constitution, By-laws or Policy.

Sub-Section(s)

1. Active membership shall be established and maintained by the payment of dues.
2. In order to maintain membership in good standing, all members must complete their dues payment via salary deduction. Any member on unpaid leave will have their membership paused until their return to work or until a formal letter of withdrawal is submitted.

Section 3 – Categories

Sub-Section(s)

1. The VSTA shall be empowered to arrange membership categories for employees of the component school districts.
2. Category number one shall be composed of teacher members on the regular and part-time teachers' salary schedule of Union Free School Districts 13, 24, 30 and the Valley Stream Central High School District, except those personnel on an Administrative Salary Schedule or those whose duties are exclusively administrative duties. (Teacher Units)
3. Category number two shall be composed of educational officer personnel on the regular and part-time educational office personnel salary schedule of Union Free School Districts 13, 24, 30 and the Valley Stream Central High School District. (EOP Unit)
4. Category number three shall be composed of teaching assistant members on the regular and part-time teaching assistant's salary schedule of Union Free School Districts 13, 30 and the Valley Stream Central High School District. (TA Unit)
5. Category number four shall be composed of registered nurse members on the regular and part-time registered nurses' salary schedule of Union Free School Districts 13, 24, 30 and Valley Stream Central High School District. (RN Unit)
6. Category number five shall be composed of full-time teacher aide members of Union Free School District 13. (Classroom Aides)
7. Category number six shall be composed of supervisory aide members of the Valley Stream Central High School District. (Supervisory Aides)

Section 4 – No discrimination shall be shown towards individuals on the basis of sex, religion, color, race, marital status, sexual orientation, gender identity, national or ethnic origin, age, disability or political activities and beliefs.

Sub-Section(s)

1. The VSTA is committed to protecting and supporting the legal and professional rights of its members.
2. Each active member shall have the right to run for office, vote for officers, attend building, unit, district and Executive Council meetings, receive meeting minutes, and be eligible for all services and benefits the organization may provide for its members.

Section 5 – Maintaining Good Standing

Sub-Section(s)

1. No person shall be permitted to vote in any election or referendum if they are not in good standing prior to the date of the election, or if their membership is paused

- prior to the date of the election. Any paused member shall be permitted to vote if dues are current.
2. No person shall be permitted to run for office who has not been a member in good standing for at least six (6) months prior to opening of the Nomination/Declarations period.
 3. Membership shall terminate upon the receipt of a signed letter of resignation from a member or the loss of eligibility for membership.
 4. Any individual who pay dues directly and does not remit dues payments by the required dates shall lose the right to vote, nominate, run for or hold office and shall be dropped from membership after a reasonable time.
 5. Any member who wishes to drop their membership must do so within the annual Drop Period beginning August 1st and ending on August 31st. Any member who drops their membership at any other point in the year will nonetheless be obligated to continue payroll due deductions until the beginning of the next Drop Period. Notice of Intention to drop Membership in the VSTA must be made in writing by Certified Mail to the President of the VSTA.
 6. A Non-Member may request reinstatement as a member of the VSTA at any time.
 - A. The Non-member shall sign a Membership Enrollment form containing a Payroll Dues deduction and authorization.
 - B. The Non-member shall be required to pay back all unpaid membership dues since the last date of membership in good standing.
 - C. The non-member shall be assessed a reinstatement penalty of 20% of all unpaid membership dues since the last date of membership in good standing.
 - D. The reinstated member shall not be eligible to receive services or benefits for issues that occurred while a non-member.
 7. An Amnesty Period will be established for a period of 30 days each year, at the discretion of the President. During the Amnesty Period, any Member who dropped their membership or failed to enroll within the first three months of employment will be able to enroll during the month designated by the President with a repayment of 100% of their "local dues". If the member declines in August of a given year, no amnesty shall be granted until the following year. Amnesty shall only be granted once in a member's career.

ARTICLE IV: ORGANIZATIONAL STRUCTURE

Section 1 – The Organizational structure of VSTA is as follows:

Sub-Section(s)

1. The VSTA shall be composed of twelve (12) units with representation on the Executive Council. The first seven units respectively are the teacher members of Union Free School Districts 13, 24, 30 and the Memorial Junior High School Unit and the three high school units; Central, North and South.
2. The eighth unit is the educational office personnel members of Union Free School Districts 13, 24, 30 and the Valley Stream Central High School District.
3. The ninth unit is the teaching assistant members of the Union Free School Districts 13, District 30, and the Valley Stream Central High School District.
4. The tenth unit is the registered nurse members of the Union Free School Districts 13, 24, 30 and the Valley Stream Central High School District.
5. The eleventh unit is the full-time teacher aide members of the Union Free School District 13.
6. The twelfth unit is the supervisory aide members of the Valley Stream Central High School District.
7. The geographical unit in the elementary districts consists of the territory encompassed by the respective elementary school districts. In the junior high and high school units, the unit consists of territory served by the respective school buildings.

ARTICLE V: ANNUAL FINANCE REPORT/DUES

Dues schedules for all categories of VSTA membership shall be recommended by the Finance Committee as part of its annual report, subject to the approval of the Executive Board ratified by a majority of those voting. The entire membership of the VSTA must be notified of the vote on the annual report at least one month prior to the Executive Council Vote via the VSTA electronic platform, email or text.

ARTICLE VI: GOVERNING STRUCTURE

Section 1 – The Governing structure of VSTA is as follows:

- a. VSTA Officers
- b. Unit Officers
- c. President Advisory Committee
- d. Executive Council
- e. Delegates to State and National affiliates (provided affiliation is maintained)

Sub-sections(s)

1. An incumbent officer who retires or resigns their position within the Valley Stream School System (13, 24, 30, Central High School District) shall not be permitted to retain office. Except that if the President resigns for purposes of retirement, he or she shall be permitted to complete the term of office to which they were elected, if approved by a majority vote of the Executive Council. If not approved by a majority vote of the Executive Council, he or she shall retain office until a special election, which must be held to elect a new President within 60 days. A retired President shall not be permitted to run for successive terms.
2. Any individual holding office who is on leave and/or absent from district responsibilities for a period of 75 days or more must request a leave of absence in writing if they are not fulfilling the obligations of their VSTA office. Such leave may be granted at the discretion of the President in consultation with the Executive Committee. If for any reason a leave is not granted, or a leave is not requested, the office held shall be deemed vacant and may be filled in accordance with this Constitution, By-laws and established VSTA policy.
3. The President shall appoint a Lead Unit Leader from each elementary district (13, 24, 30) to serve on the President's Advisory Committee on an annual basis.

ARTICLE VII: OFFICERS

Section 1 – The Officers of VSTA shall be as follows:

Sub-Section(s)

1. VSTA OFFICERS – President, Vice President (High School), Vice-President (Elementary), Secretary-Treasurer
2. UNIT OFFICERS – Unit Leader and/or Co-Unit Leader, Executive Council Representatives (Delegates)
3. DELEGATES TO STATE AND NATIONAL AFFILIATES (Provided such affiliation is maintained)

Section 2 – Terms of Office are as follows:

Sub-Section(s)

1. VSTA Officers shall be elected for a term of three (3) years.
2. Unit Officers shall be elected for a term of one (1) year.
3. Delegates to State of National Affiliates shall be elected for a term of three (3) years (provided VSTA maintains affiliation).

ARTICLE VIII: PRESIDENT'S ADVISORY COMMITTEE

Section 1 – A President's Advisory Committee shall meet monthly during the school year at times designated by the President. Additional meetings may be called at other times by the President or by petition on one half (1/2) of its members. It is understood that inclement weather or other unforeseen circumstances may necessitate the cancellation and/or rescheduling of meetings.

Section 2 – The President's Advisory Committee shall be composed of elected VSTA Officers and Unit Leaders

Section 3 - The primary role of the President's Advisory Committee shall be to serve in an advisory role to the President, review matters of concern to the VSTA and its members and make recommendations to the Executive Council on policy and other matters for its consideration.

ARTICLE IX: EXECUTIVE COUNCIL

Section 1 – The Executive Council shall be the principal governing body of the VSTA. Only a membership referendum process shall supersede decisions of the Executive Council. (See Article X for Referendum Procedures). The Executive Council shall serve as the representative body of the membership.

Section 2 – The number of representatives to the Executive Council shall be based on a unit's active membership in VSTA as of January 31 of the current academic year.

Section 3 – Each unit shall be entitled to one delegate for each fifteen active members or major fraction (eight) thereof in the unit.

Section 4 – Each unit shall be entitled to at least two delegates to the Executive Council regardless of the number of active members in the unit.

Section 5 – The unit leader shall be the first delegate from the unit to the Executive Council in the case of Co-Unit Leaders, they shall serve as the first two delegates to the Executive Council.

Section 6 – Each member to the Executive Council shall have one vote.

Section 7 – The Executive Council shall meet monthly during the school year at times designated by the President. Additional meetings may be called at other times by the President or by petition of one half (1/2) of the members of the Executive Council. It is understood that inclement weather or other unforeseen circumstances may necessitate the cancellation or rescheduling of meetings.

Section 8 – Delegates to the State and National Affiliates shall be at large members of the Executive Council (Provided affiliation is maintained).

Section 9 – The Executive Council shall have the following power and responsibilities:

Sub-Section(s)

1. To formulate and adopt policies and resolutions to govern the actions of the VSTA
2. Upon the recommendation of the President establish special committees
3. To adopt an annual budget as recommended by the finance committee
4. To adopt the annual finance committee report
5. To authorize the establishment of new chapters
6. To fill vacancies as specifically provided for in this Constitution, By-laws or Policies of the VSTA
7. To establish dues
8. On an annual basis notify the entire membership of the proposed calendar of Executive Council meetings and inform them of their right to attend. Members who are not elected to the body but are in attendance may not debate or speak to items on the agenda but shall have the right to address the Executive Council on any matter. The Chair shall have the right to limit each speaker and may limit the total time available for comments.
9. To approve the written contract of any employee of the VSTA with a 2/3 vote of the Executive Council.

ARTICLE X: REFERENDUM

Section 1 – The highest level of governance of the VSTA shall be the referendum of the entire membership.

Section 2 – Positions or policies established by referendum shall not be subject to reversal or modification by any VSTA governing body or by a subsequent referendum for a period of at least one (1) year.

Section 3 – A referendum shall be held by:

Sub-Section(s)

1. Order of two-thirds (2/3rds) majority of the Executive Council with a quorum present
2. Petition of at least thirty percent (30%) of the active membership with at least 10 percent (10%) of each unit's membership as signatories to the petition

Section 4 – After receipt of order or request for referendum, it shall be the duty of the Elections Committee to present the question to be voted on to the membership within ten (10) school days of its receipt by that committee.

Section 5 – Following this there shall be a period of twenty (20) school days during which the proponents and opponents shall be given the opportunity to debate the issue through the regular channels of the VSTA.

Section 6 – At the end of this twenty (20) school day period, the Elections Committee shall provide for the casting of votes by all members of VSTA.

Section 7 – The Elections Committee will be responsible for the conducting and supervising of such referendums.

Section 8 – Exclusions – Matters not subject to referendum are:

Sub-Section(s)

1. Employment, assignments, promotion, discharge or compensation of staff
2. Dues of VSTA
3. Amendments and/or interpretation of the Constitution and By-laws
4. Programs requiring budgetary expenditures of funds
5. Powers specifically assigned to other bodies/officers by the Constitution, By-laws and Policies of the VSTA

ARTICLE XI: NOMINATIONS/DECLARATION OF CANDIDACY

Section 1 – Elections – All elections for officers of the VSTA shall be by secret ballot and conducted according to rules of the Election Committee and policies that may be established by the Executive Council.

Section 2 – Beginning no later than March 1, the Standing Committee on Elections shall seek candidates for the elective offices to be filled. Each candidate must submit a declaration form to the committee by the date designated.

Section 3 – Beginning not sooner than the date of the February Executive Council meeting or later than March 1, the Elections Committee shall open the Nominations/Declaration period for the length of but not less than twenty five (25) nor greater than thirty-five (35) days. All nominated, including self-nominated candidates, must submit a Declaration of Candidacy not later than the date designated.

Section 4 - Each candidate shall be entitled to appoint poll watchers/tellers who along with the Election Committee will count the ballots and certify the election(s) results.

Section 5 – Only active members as defined by this Constitution may seek office.

Section 6 – A complete listing of candidates will be publicized through regular VSTA channels not later than three (3) school days after the close of the nominations period.

Section 7 – Nominees will be given the opportunity to have materials distributed by VSTA via mailboxes and/or VSTA electronic platform.

Section 8 – In matters pertaining to elections, where policies, procedures and constitutional guidance exist, they shall be controlling. The ultimate authority shall be provided by the Landrum-Griffin Act.

Section 9 – Voting

Sub-Section(s)

1. Voting for officers shall be by secret ballot at times and in locations designated by the Elections Committee.
2. The Election Committee shall prepare a ballot listing in random order all candidates for office by respective office.
3. The Election Committee shall provide for polls, tellers and voter validation sheets.
4. All complaints regarding elections must be in writing, signed and addressed to the Elections Chair. Such complaints must be mailed (Certified-Return Receipt) not later than ten (10) days after the vote. Complaints that do not follow the procedures and/or are untimely shall not be considered for review and determination.
5. Voting shall take place in the month of May at a date established by the Elections Committee but not sooner than thirty (30) days after the close of nominations.

Section 10 – Plurality

Sub-Section(s)

1. Officers shall be elected upon receiving a plurality of the vote. In the event of a tie, a runoff election must take place within 30 days. Either party may choose to concede before the runoff election takes place.
2. Write-in votes shall not be permitted.
3. If the number of nominated/declared candidates is less than or equal to the number of office vacancies, the election may be dispensed with, and all the candidates may be declared elected.

Section 11- Reporting Election Results

VSTA Officers and Unit Leaders shall be notified of all election results upon final tabulation. Within three (3) school days the result shall be communicated to membership.

ARTICLE XII: AMENDMENTS AND BY-LAWS: ADOPTION

Section 1 – Amendments to the Constitution and By-Laws

Sub-Section(s)

1. An amendment to the Constitution may be proposed by any member of the Executive Council.
2. A proposed amendment to the Constitution shall be submitted in writing at a meeting of the Executive Council. The Executive Council shall vote on the proposal at the meeting following its initial presentation.
3. A proposed amendment to the Constitution shall be approved by a two-thirds (2/3rds) vote of the Executive Council, a quorum being present and ratified by a two-thirds (2/3rds) vote of membership participating in the vote. This membership vote shall be taken on the same date throughout the individual district Units or building Units within thirty (30) school days after the action of the Executive Council. The procedures for the vote shall be governed by the Election Committee.
4. Each member of the VSTA shall be informed of proposed amendments in writing at least ten (10) school days before the date upon which a vote will be taken.
5. Any newly ratified amendments to the VSTA Constitution shall be distributed to the membership in full via email and posted for member view on the VSTA electronic platform. A list of revision dates shall be included on the cover page of the VSTA Constitution.
6. The annual referendum on affiliation is governed by Article XIII and will be held every three (3) years along with Officer elections.

Section 2 – The By-Laws

Sub-Section(s)

1. An amendment to the By-Laws shall be submitted in writing to the Executive Council. The Executive Council shall vote on the proposal at the meeting following its Initial proposal.
2. An amendment to the By-Laws shall be ratified by a two-thirds (2/3rds) vote of the Executive Council voting, providing a quorum is present. It shall then become law.

ARTICLE XIII: AFFILIATIONS

Section 1 – Affiliates – The VSTA shall be affiliated with the New York State United Teachers and its national affiliates.

Sub-Section(s)

1. Such affiliation shall be subject to an annual referendum to be held on the same day scheduled for elections.
2. See Appendix “A: for sample ballot.
3. Continued affiliation status shall be determined by a majority vote of the members participating in the referendum and voting for continued affiliation.
4. In the event a majority of the voters do not support continued affiliation, VSTA shall become an independent Union. Disaffiliation shall occur immediately upon the certification of the vote by the Elections Chair.
5. The Secretary-Treasurer shall notify our statewide and national affiliates in writing via certified mail return receipt to be mailed not later than thirty (30) days following the vote if a disaffiliation occurs.
6. The following provisions of this Constitution, BY-laws and VSTA Policies including but not limited to:
 - By-Law Officer Vacancies – Eliminate Delegates to Affiliates
 - By-Law Duties of the President – Eliminate last sentence
 - By-Law Vice Presidents – Eliminate the last sentence
 - Article VI - Section 1 – Eliminate (1e)
 - Article VII – Section 1 – Sub=Section 3 – Eliminate
 - Section 2 – Sub-Section 3 – Eliminate
 - Article 1X - Section 8 – Eliminate

Shall be modified as described above should disaffiliation take place.

7. In the event any state or national affiliate shall attempt to place the VSTA in an administrator or trusteeship status and/or curtail the independent decision making of democratically elected Officers, the President shall be authorized to expend any available funds and take all necessary action to ensure the democratic decision of the membership is left intact.

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BYLAW: DUTIES OF THE PRESIDENT

The President shall act as the official spokesperson for the VSTA. This person shall be the Executive Officer and shall preside at all meetings of the Executive Council and general membership meetings. This person shall be authorized to appoint members to all standing committees and other committees created by the Executive Council. The President is authorized to appoint and dismiss staff and others appointed to non-elected, stipend positions and enter into agreements with regards to the operation and leasing of office space for VSTA in consultation with the Executive Council. Further the President is authorized to expend the necessary funds to retain outside Counsel for any matter deemed pertinent to VSTA in consultation with the Executive Council. In addition, the President shall oversee the operation of the entire organization, make a monthly report to the Executive Council, review all correspondence to and from VSTA, review materials distributed by VSTA, oversee accounts, co-sign all disbursements with the Secretary-Treasurer, request an annual Budget report from the Finance Committee and preside at Executive Committee and Executive Council meetings as well as serve as a de-facto member of all committees. The President shall be a delegate to all affiliates (provided VSTA maintains such affiliation) and is authorized to attend all meetings, conferences and assemblies sponsored by such affiliates as well as other meetings, conferences and conventions of interest to the VSTA.

BYLAW: DUTIES OF THE VICE-PRESIDENT(S) –

Elementary

Secondary

The Vice-Presidents will act in an advisory role to the President on all matters regarding operations, as well as member issues. They will also be assigned responsibilities for the coordination of one or more SRP Units as well as other duties assigned by the VSTA President. If additional delegates to affiliates are necessary, the Vice President(s) will serve in that capacity (provided affiliation is maintained).

BYLAW: DUTIES OF THE SECRETARY-TREASURER

The Secretary-Treasurer shall have charge of VSTA funds and disburse them in accordance with VSTA Policies and Procedures. This officer shall keep records or receipts and expenditure of funds in accordance with generally accepted accounting standards in addition to preparing finance reports for Executive Council meetings. The Secretary-Treasurer shall prepare an annual financial statement as well as work in conjunction with a CPA to perform an annual audit. In addition, the Secretary-Treasurer will serve in an advisory capacity to the Finance Committee as well as oversee membership functions.

BYLAW: DUTIES OF UNIT LEADERS

Conduct monthly Unit meetings.

Attend Executive Committee and Executive Council meetings.

Responsible for regularly reporting Association matters to the Unit including but not limited to placing them on the Unit meeting agenda.

Supervise distribution of material from the VSTA Office.

Updating all membership information for the Unit.

Elementary Unit Leaders are responsible for Educational Consultation in the respective districts.

High School Unit Leaders will attend Educational Consultation under the leadership of the VSTA President or a designee.

Responsible for attending two (2) BOE meetings per year.

Responsible for promoting BOE meeting attendance by members of the Unit.

Attend all VSTA training sessions.

Coordinate Delegate attendance at Executive Council meetings.

Coordinate member participation in community and political action activities.

SRP Unit Leaders will work in conjunction with the Vice-President liaison assigned to their Unit.

Report Unit matters to the President, Vice President or a designee.

BYLAW: DUTIES OF EXECUTIVE COUNCIL DELEGATES

Attend Executive Council meetings

Aid Unit Leaders in reporting Association matters

Attend all VSTA training sessions.

Responsible for attending one BOE meeting per year. May be in lieu of an Executive Council meeting.

BYLAW: PARLIAMENTARY AUTHORITY

The VSTA Constitution, By-laws, Policies and Procedures shall govern the operation of the organization. The latest edition of Robert's Rules of Order shall govern any matter not addressed by the preceding documents.

BYLAW: OFFICER VACANCIES

If a vacancy occurs among Officers between elections cycles, the following procedures shall be utilized:

Delegates to Affiliates – The position shall remain vacant until the next scheduled Election unless the Executive Council by a two-thirds (2/3rds) majority approves a special election (provided VSTA maintains affiliation).

Unit Delegates to the Executive Council – This position will be held by a special election held within 60 days.

Unit leaders – The position will be filled by special election held within 60 days of the vacancy. If a co-unit leader was elected and vacates the position, a special election will be held.

VSTA Officers (except for the President's position) – The President may appoint a replacement with the approval of the majority of the Executive Council for the remainder of the academic year. An election will be held in May to fill the vacancy for the remainder of the term.

If the office of the President becomes vacant, the Executive Council shall elect one of the two Vice Presidents to fill out the term.

Special elections (Unit Leader) that take place in compliance with this bylaw shall be held in accordance with the following:

Not less than ten (10) or more than fifteen (15) school days will be allowed for the Nominations/Declarations period.

The election shall take place not less than ten (10) or more than fifteen (15) days after the close of the declaration period

In the event this process does not result in the election of a Unit Leader, the President may appoint a Vice President (from within or outside of a Unit) to serve as Interim Leader until the next regularly scheduled election. If the appointment of an Interim Unit Leader is necessary, priority shall be given to a Vice-President who is a member of the Unit.

BYLAW: RECALL OF ELECTED OR APPOINTED POSITIONS

Any elected or appointed position could be subject to recall for Constitutional violations, fiduciary malfeasance or acts detrimental to the Union. A special counsel of representation from each building and SRP Unit, The PAC, President's Advisory Council, will meet to address recall concerns.

A 2/3 vote of the Executive Council supporting the recall will authorize a membership vote at the next scheduled Executive Council meeting.

A majority vote of the membership shall take place within 30 days and may result in the removal of the position.

BYLAW: COMMITTEES

Standing Committees:

Finance Committee
Negotiating Committee

For Teacher Contract: up to 10 members total, as per the Teacher's Contract. There shall be a balanced number of committee members from both the elementary and high school districts.

Grievance Committee

Nominations/Elections Committee

PAC Committee

Other – Committees shall be created as needed on the recommendation of the President with the approval of the Executive Council

Each June, the President will announce their recommendation for Chairs of each Committee for the following year. The following September, the Executive Council will vote to approve the recommendations.

BYLAW: QUORUM

Thirty percent (30%) of the total membership of the Executive Council shall constitute a quorum.

Twenty percent (20%) of the total membership of a Unit at a duly called meeting shall constitute a quorum.

BYLAW: TRUST AGREEMENT

The Valley Stream Teachers' Association may enter into an Agreement and Declaration of Trust for the purpose of establishing a Valley Stream Teachers' Association Welfare Fund. Trustees for such a Fund shall carry out the duties set forth in the Trust Agreement and shall be elected in accordance with the provisions set therein and policies of the VSTA.

BY-LAW: CONTRACT RATIFICATION

TEACHER UNIT – As soon as possible after the receipt of an MOA agreed to by the Negotiating Committee, membership shall be provided with a written summary of the proposed Agreement. In addition, membership shall be invited to a meeting to clarify any questions that may exist. The Executive Council shall meet to authorize a membership secret ballot vote on the proposed agreement. There must be a minimum of two school days from the time the summary is

distributed until the date of a membership vote. As an example, if the Summary of the Agreement is distributed on Monday, the earliest the vote may take place is Thursday. This is applicable only to ratification of a comprehensive Collective Bargaining Agreement. This shall not apply to any side agreements, stipulations of settlement or other memoranda.

SRP GROUPS – as soon as possible after the receipt of an MOA agreed to by the negotiating team, membership shall be invited to be provided with a written summary of the proposed Agreement. Members shall be invited to a meeting to have questions answered and participate in a secret ballot vote. This is applicable only to ratification of a comprehensive Collective Bargaining Agreement. This shall not apply to any side agreements, stipulations of settlement or other memoranda.