

CONSTITUTION OF THE RIO RANCHO SCHOOL EMPLOYEES' UNION

(RATIFIED BY A VOTE OF TWO-THIRDS OF THE MEMBERSHIP PRESENT AND VOTING ON March 24, 2025)

Article I Name

This organization shall be known as the Rio Rancho School Employees Union, hereafter referred to as RRSEU.

Article II Affiliations

This organization shall be affiliated with parent organization as articulated between RRSEU and AFT.

Article III Objectives

The purpose of this organization shall be as follows:

1. To promote the best interests of children and education in the Rio Rancho Public School District.
2. To advance the standards of the educational institutions in the District.
3. To secure the conditions necessary to the greatest efficiency of staff and schools.
4. To promote welfare of RRPS Employees through the procedures of collective bargaining, Union Management committee, and grievance.
5. To promote mutual assistance and cooperation with its affiliates.
6. To promote the unity and strength of the educational system.
7. To promote political action for the benefit of all working people through the COPE arm of this organization.
8. To encourage cooperation to promote better working conditions for all employees.

Article IV Membership

1. This organization shall consist primarily of employees of the Rio Rancho Public Schools.
2. Supervisory personnel with the rank of assistant principal or above shall not obtain membership.
3. In matters that affect a particular constituency of this bargaining unit, only persons who are members in good standing may vote.
4. Any member who fails to pay dues upon their expiration (plus a 30 day grace period) shall be dropped from the rolls and his/her name removed from the records of the national office, except as provided by majority action of the Executive Council in cases of personal emergency.
5. A member, after subjection to all available laws of due process, may be expelled for acts detrimental to the Union. (See By-Laws.)

Article V Officers

1. The Executive Committee of the RRSEU shall consist of the following officers:
 - A. President
 - B. Executive Vice-President
 - C. Secretary
 - D. Treasurer
 - E. Vice-President-Licensed Personnel
 - F. Vice-President-Related Arts
 - G. Vice-President-Educational Assistants
 - H. Vice-President-Secretarial/Clerical Staff
 - I. Vice-President Support Staff
 - J. Vice-President-Retired Member
 - K. Vice President-Ancillary Staff
2. The Executive Officers of the RRSEU shall be President, Executive Vice-President, Secretary and Treasurer.

Article VI Elections

1. The Executive Committee shall be elected by the members in good standing.
2. The Vice-Presidency positions shall be elected by the members in good standing to represent their respective constituency on the Executive Committee.
3. In order to hold office in the RRSEU, candidates shall have been a member in good standing in this Union for at least one year. Candidates for the office of President shall have served on the Executive Committee for at least one year prior to the term of office.
4. An Election Committee shall be formed to oversee and conduct the elections of all officers and any other required elections.
5. Officers shall be installed after elections and shall assume office on June 1 following an election held no later than May 15 of each calendar year.
6. Vacancies in any office shall be appointed by the Executive Committee.

Article VII Duties of Officers

1. The President shall:
 1. As the Chief Officer of the RRSEU, the President and shall execute faithfully the Constitution and By-Laws of the Local.
 2. Preside at all meetings of the RRSEU Executive Committee and the Executive Council.
 3. Be an Ex-Officio non-voting member of all committees, and only votes in the event of a tie on the Executive Committee and the Executive Council.
 4. Represent the RRSEU when and where necessary and be the spokesperson for the Union.
 5. Make a report to the membership at least once each year summarizing the accomplishments of the unit and outlining plans for the next year.
 6. Supervise all employees of the RRSEU.

2. The Executive Vice-President shall:
 - A. Be a voting member of the Executive Committee and the Executive Council.
 - B. Fulfill the duties of the President in his/her absence.
 - C. Perform such other duties as directed by the President.
3. The Secretary shall:
 - A. Be a voting member of the Executive Committee and the Executive Council .
 - B. Assist the President with correspondence.
 - C. Keep minutes of Executive Committee, Executive Council, and Membership meetings.
 - D. Perform such other duties as directed by the President.
4. The Treasurer shall:
 - A. Be a voting member of the Executive Committee and the Executive Council .
 - B. Carry out the financial transactions of the RRSEU.
 - C. Keep accurate records of all transactions.
 - D. Make regular reports to the Executive Council.
 - E. Perform such other duties as directed by the President.
5. The Vice-Presidents shall:
 - A. Be voting members of the Executive Committee and the Executive Council representing their constituents.
 - B. Hold at least 2 meetings annually with their constituency.
 - C. Perform such other duties as directed by the President.

Article VIII Executive Council

1. The Executive Council shall consist of Executive Committee [ten (10) elected officers] plus Site Liaisons from each work site. Each work site shall be entitled to one Site Liaisons for each fifty (50) employees, or part thereof. The representation shall be based on the employees calculated as of September 1st of each school year.
2. The President shall be Chairperson of the Executive Committee and the Executive Council.
3. The Executive Council shall be the governing body of the RRSEU.
 - A. By-Laws shall be established by the Executive Council.
 - B. The Executive Council shall set policy as directed by the membership at regular meetings.
 - C. It shall have the power to act for the good of the RRSEU and to enact and administer policy that is in compliance with the governing documents.
4. The Executive Council shall employ such persons as it shall deem necessary and determine, implement, and enforce their conditions of employment; these conditions shall also include a grievance procedure.
5. Any member of the RRSEU in good standing may request to appear before the Executive Council to make proposals or to voice complaints. The Executive Council shall be required to place this member on the Agenda or it may be heard during an Open Forum.
6. The Executive Council shall report its minutes at each regular membership meeting when requested. The Executive Council shall not be required to read the minutes of any Council meeting at any member meeting attended by non-members.

Article IX Amendments

1. Amendments to the RRSEU Constitution and/or By-Laws shall be proposed in writing by either:
 - A. A majority of the Executive Committee;
 - B. The Constitution and By-Laws Committee; or
 - C. No fewer than ten percent (10%) of the membership, signed by the members in good standing, and presented to the Executive Council.
2. Upon approval, the Constitution and By-Laws Committee will review, revise and incorporate the membership proposal for presentation at the next Executive Council meeting.
3. The Executive Council of the RRSEU shall bring proposed amendments to the RRSEU Constitution and By-Laws to the general membership for approval.
4. Proposed Constitutional amendments shall be posted to all members of the RRSEU at least 15 days prior to voting.
5. The vote on a constitutional amendment shall be by secret ballot.
6. Adoption of proposed amendments:
 - A. to the Constitution shall require two-thirds (2/3) vote of the members present and voting.
 - B. to the By-Laws shall require a simple majority vote of the members present and voting.

Article X Ratification and Implementation

This Constitution shall go into effect upon ratification by 2/3 of the members casting ballots in a secret ballot referendum.

Article XI Meetings

1. Meetings shall consist of the following:
 - A. Executive Committee Meeting (Executive Officers) shall meet prior the Executive Council Meetings.
 - B. Executive Council Meetings (Executive Officers and Building Representatives) shall meet at least once a month.
 - C. Special Membership Meetings may be called by a majority of the Executive Council, or by the President.
 - D. Emergency meetings of the Executive Committee or Executive Council may be called by the President. The membership need not be notified in advance of such meetings. Every reasonable effort must be made to contact all members of the Executive Committee or Executive Council.
2. A quorum shall consist of a simple majority of members present and voting.
3. Any motion passed by a quorum shall be binding.

Article XII Finance

1. Dues shall include all per capita obligations to national affiliate.

2. Local dues are to be determined by the Executive Council which includes officers and building representatives as set forth in the By-Laws.

Article XIII Committees

1. Committees shall be formed as needed by the Executive Council.
2. Standing Committees shall be:
 - A. Audit Committee
 - B. Bargaining/Negotiation Committee
 - C. Budget and Finance Committee
 - D. Constitution and By-Laws Committee
 - E. COPE Committee
 - F. Election Committee
 - G. Executive Officers Committee
 - H. Grievance Committee
 - I. Membership Committee
 - J. Professional Development Committee
 - K. Sick-Leave Bank Committee
 - L. Union-Management Committee
3. Chairpersons of each of the Standing Committees and all special committees shall be appointed by the President with the consent of the Executive Committee.

Article XIV By-Laws

The By-Laws shall be enacted by the Executive Council upon ratification by simple majority of the members present and casting ballots at the designated Executive Council meeting.

Reviewed and revised January 19, 2010, March 10, 2010, January 8, 2011, January 23, 2011, January 30, 2011, April 18, 2020, and March 24, 2025 by Constitution and By-Laws Committee.

Ratified March 24, 2025