

# Moreno Valley Educators Association

## BYLAWS

Amended January 13, 1999, February 10, 1999

Amended March 5, 1999, June 2, 1999, March 13, 2002

Amended 05.09.07, 06.02.10, 08.24.11, 02.08.12, 08.21.13, 08.16.17, 10.09.19

### I. NAME AND LOCATION

The name of this Association shall be the Moreno Valley Educators Association/CTA/NEA. Location is 12125 Day Street, M407 Moreno Valley, CA 92557 in Riverside County. Phone number is (951) 485.0545 Fax number is (951) 208-6846.

### II. PURPOSES

The primary purpose of this Association shall be:

- A. To represent its members in their relations with their employer and to seek to be the exclusive representative of appropriate units of school employees in all matters relating to employment conditions and employer-employee relations, including, but not limited to, wages, hours, and other terms and conditions of employment;
- B. To form a representative body, capable of developing group opinion of professional matters, to speak with authority for teachers;
- C. To provide an opportunity for continuous study and action on issues relevant to the profession.
- D. To raise the standards for education support professionals;
- E. To provide a means of representation for all members including ethnic/minority members;
- F. To promote professional attitudes and ethical conduct among members;
- G. To encourage cooperation and communication between the profession and the community; and
- H. To foster good fellowship among members.

### III. AFFILIATION WITH CTA/NEA

- A. The Moreno Valley Educators Association shall be a charter chapter of the California Teachers Association (CTA).
- B. The Moreno Valley Educators Association shall be an affiliated local association of the National Educators Association (NEA).

### IV. MEMBERSHIP

- A. Active membership shall be open to any person who is engaged in or who is on limited leave of absence from professional education work, as an employee of the Moreno Valley Unified School District, and whose primary assignment is such as not to hold supervisory and/or evaluative responsibility over other certificated employees.
- B. Membership may be granted upon initiation of payroll deduction or upon payment of annual Association/CTA/NEA dues appropriate to the class of membership.
- C. The right to vote and to hold elective office or appointed positions within the Association shall be limited to those members whose dues are currently paid.
- D. All members shall be eligible to receive special services, to obtain assistance in the protection of professional and civil rights, and to receive reports and publications of the Association.
- E. Active members shall be eligible to vote in all elections, hold elective office or appointive position, receive special services, obtain assistance in the protection of professional and civil rights, and receive reports and publications of the Association.
- F. Active members shall adhere to the Code of Ethics of the Education Profession. (Addendum #1)
- G. The rights to and privileges of membership shall not be abridged in any way because of age, sex, race, color, ethnic group, marital status, national origin, or sexual orientation.
- H. No elected representative of the Association may be disciplined without a due process hearing, which shall include the established appellate procedure, as defined in the Standing Rules (III, A).

- J. The membership year shall be that period of time from September 1 of any given calendar year through August 31 of the following calendar year.
- K. Membership commences upon the submission of a signed membership form.

**V. DUES, FEES, AND ASSESSMENTS**

- A. The basic annual dues level for active members shall be sufficient to cover the operating expenses of the Association, the dues of CTA, and the dues of NEA.
- B. A voluntary amount of \$2.00 of the member's annual local dues will be placed in the account of MVEA Scholarship Fund from current member local contributions. These monies will remain segregated from the general membership account. Winners of the Scholarship will be chosen by the Scholarship Committee.
- C. A voluntary amount of \$8.00 of the member's annual local dues will be placed in the account of EduPAC Candidates from current member local contributions. These monies will remain segregated from the general membership account. Actual amount per member will be adjusted by the MVEA Executive Board to reflect the need of the EduPAC and budget of MVEA.
- D. The Association portion of the basic annual dues shall be established by action of the Representative Council no later than the last regularly scheduled May meeting.
- E. Membership shall be continuous after initial enrollment until delinquent or until a change in professional status shall make the member ineligible for membership. If by October 31 of any calendar year, a member has neither paid the established annual membership dues for the current membership year, nor made satisfactory arrangements for payment, then that person's membership shall be considered delinquent and the name dropped from the rolls.

**VI. POLICY-MAKING BODY**

- A. The policy making body of the Association shall be the Representative Council. The Representative Council, comprised of members of the Association, derives its powers from, and shall be responsible to the membership.
- B. The Representative Council shall be composed of the following active members:
  - 1. Executive Board, ex officio.
  - 2. Faculty Representatives, elected on the basis of one person, one vote.
  - 3. The following additional representatives:
    - a. Committee Chairpersons, ex officio, non-voting
    - b. CTA State Council Representatives, ex officio
    - c. Any members of the Association who hold CTA/NEA offices or committee appointments, ex officio, non-voting.
- C. The Representative Council shall:
  - 1. Establish Association policies and objectives.
  - 2. Adopt the budget of the Association in the spring of the current school year.
  - 3. Authorize the establishment of, or approve discontinuance of, committees recommended by the Executive Board, on or before July 1.
  - 4. Establish the dues of the Association.
  - 5. Elect a CTA State Council representative to the Executive Board, on or before July 1, for a one-year term-if no Executive Board member is elected to State Council.
  - 6. Approve the appointment and removal of members of the Negotiating Team, Grievance, Budget, District Benefits, JFMC and other regularly standing committees.
- D. The Representative Council shall meet no fewer than ten (10) times per year. The number, place and time of the meetings are to be decided by the Executive Board.
- E. Special meetings of the Representative Council may be called by the President, the Executive Board, or by the petition of twenty (20%) of the membership.
- F. Special meetings of the Representative Council shall be called for a specific purpose and no other business other than that for which the meeting is called may be transacted.
- G. Notices and agendas for all meetings of the Representative Council shall be sent to all members of the Representative Council at least two days prior to the date of the meeting.
- H. For emergency meetings of the Representative Council, during crisis situations, the Executive Board shall adopt procedures to notify representatives of meeting time and place.

- I. A quorum for all meetings of the Representative Council shall consist of 51% of all work sites represented or 51% of all member representatives.
- J. See VII B.

**VII. FACULTY REPRESENTATIVES TO THE REPRESENTATIVE COUNCIL**

- A. Faculty Representatives shall be elected by and from the active membership for each faculty group. Such elections shall be by open nominations and by secret ballot. The elections for Faculty Representatives shall be held during the month of May and the results shall be reported to the Chair of the MVEA elections committee by May 31<sup>st</sup> of each year.
  - 1. The MVEA Election Committee shall visit each newly opened school site and assist in running an election for Site Representatives during the first month of the new school's existence.
- B. Members of the Representative Council shall serve a term of one year, except for CTA State Council members, whose terms are set by CTA. [Moved from Representative Council J]
- C. Each faculty group shall be entitled to one representative for every 15 Association members on the faculty as per the Standing Rules with a minimum of two representatives per school. Each itinerant group, as designated in the Standing Rules, shall have one representative for every 15 members. Further, each site may select an alternate selected on the following criteria: one per elementary, two per middle and three per high school.
- D. Active members who are not represented through an individual school faculty group shall be counted as a special faculty group, entitled to the same representation on the Representative Council as individual school faculty groups.
- E. Faculty Representatives shall:
  - 1. Conduct constant and on-going liaison between the Representative Council and the active members of the faculty unit.
  - 2. Serve as the official channel through which written communications and publications can be easily and quickly transmitted between the Association and the active members.
  - 3. Represent the views and input of the active membership of the faculty in votes taken in the Representative Council, conducting frequent and regular meetings and/or polls of such membership for this purpose.
  - 4. Perform such additional duties as prescribed by the Executive Board.
  - 5. Arrange for the election of representatives to the site budget and discipline review committees.
  - 6. Approve the appointment and removal of members of the Negotiating Team, Grievance, Budget, District Benefits, JFMC and other regularly standing committees.
  - 7. Alternates may attend when a faculty representative is absent as per Standing Rules (VI, D).
- F. Vacancies: Vacancies in the office of Representative for whatever cause may be filled by properly elected replacements.
- G. A reimbursement will be provided as per the Standing Rules.
- H. No Executive Board Member shall serve as a Faculty Representative.
- I. A Faculty Representative shall not conduct an election in which he/she is a candidate

**VIII. OFFICERS**

- A. The officers of the Association shall be a President, a Vice-President, a Secretary, and a Treasurer.
- B. These officers shall be and remain currently paid-up local, state and national (Active) members as a condition for nomination to and service in their respective positions during their terms in office.
- C. These officers shall be elected by and from the Active membership of the Association. Such election shall be by open nomination and secret ballot.
- D. Officers shall be elected for a term of two (2) years, commencing on July 1 of any calendar year. The offices of President, Vice-President, Secretary, and Treasurer shall be elected in even number calendar years.
- E. A vacancy shall be deemed to exist in the case of death, resignation, or inability to serve in any of the offices of the Association. In the event of a vacancy occurring in the office of President,

- the Vice-President shall assume the office. In the event a vacancy occurs in the other offices, a special election of the Association shall be held to elect successors to fill the unexpired terms.
- F. The President shall be the Chief Executive Officer of the Association and its policy leader.
- G. The President shall have an extended year of twenty-five (25) contract days. All members of the Executive Board shall assist the President in accomplishing the objectives of the Association.

**1. The President shall:**

- a. Preside at all meetings of the Association, the Representative Council, and the Executive Board;
- b. Prepare the agenda for the meetings of the Association, the Representative Council and the Executive Board;
- c. Be the official spokesperson for the association including community activities and involvement;
- d. In conjunction with the Chair of Political Action, be actively involved in the selection and recommendation of prospective School Board members;
- e. Actively involve Executive Board members in the ongoing operations of the association;
- f. Attend, or send a representative, to the JFMC and District Benefits Committee.
- g. Approve use of Association release time;
- h. Appoint all chairpersons and members of committees with the approval of the Executive Board by the beginning of each school year;
- i. Appoint the chairperson and members of the Bargaining Team with the approval of the Executive Board by the beginning of each school year;
- j. Call meetings of the Association and Executive Board;
- k. Suggest policies, plans and activities of the Association and be held responsible for the progress and work of the Association;
- l. Attend, or send representation to, meetings of the Service Center Council of which the Association is a part;
- m. Attend, or send representation to, other CTA/NEA meetings and or trainings as directed by the Representative Council through budget or policy planning;
- n. Meet with members at their school sites;
- o. Inform members in writing, within five days, of major changes in the operations such as the resignations of the President, Executive Director, Second Vice President, recall of a committee;
- p. Be familiar with the governance documents of the Association, CTA and NEA;
- q. Propose the procedures for grievance processing for ratification by the Executive Board and the Representative Council.

**2. The Vice-President shall:**

- a. Serve as assistant to the President in all duties of the President;
- b. Assume the duties of the President in the absence of the President;
- c. Serve as coordinator of committee activities at the direction of the President;
- d. Plan and develop the training for the Association;
- e. Recommend committee members to the President for approval of the Executive Board;
- f. Appoint members to interview panels;
- g. Serve as liaison to committees as determined by the Executive officers.
- h. Review lease and service contracts;
- i. Be responsible for the formation and distribution of the Association's calendar of activities.

**3. The Secretary shall:**

- a. Keep a careful and accurate record of the proceedings of each meeting, regular or special, of the Association, Representative Council, and Executive Board;
- b. Be responsible for the distribution of minutes and notice of meetings;
- c. Keep an accurate roster of all committees;

- d. Carry on the correspondence pertaining to the affairs of the Association as directed by the President;
  - e. Organize elections per Standing Rules (VIII);
  - f. Serve as liaison to the Election Committee;
- 4. The Treasurer shall:**
- a. Receive all funds belonging to the Association and be responsible for their safekeeping and accounting;
  - b. Pay out such funds upon the orders of the President;
  - c. Prepare a monthly written financial report for the Representative Council and Executive Board;
  - d. Be responsible for an annual audit to the membership;
  - e. Submit membership and financial reports to CTA, NEA, and other agencies as required by law;
  - f. Serve as Chairperson to Budget Committee;
  - g. Present budget proposals to the Representative Council;
  - h. Organize analysis of budget; and
  - i. Conduct a needs assessment of the membership for the strategic plan.

## **IX. EXECUTIVE BOARD**

- A. The Executive Board shall be composed of the elected officers. The offices of one Director of Elementary School, one Director of Middle School, and one Director of High School shall be elected in even number calendar years for a term of two year. The offices of Second Vice President, two Directors of Elementary School, one Director of Middle School, one Director of High School, and one Director of Special Education shall be elected in odd numbered calendar years for a term of two years.
- B. All members of the Executive Board shall be and remain currently paid-up local, state, and national (Active) members as a condition for nomination to and service in this position.
- C. The Executive Board shall meet prior to each regular meeting of the Representative Council and at such times as the President may deem necessary or upon written petition of a majority of the members of the Executive Board.
- D. The duties of the Executive Board shall be to.
  - 1. Coordinate the activities of the Association.
  - 2. Act for the Representative Council when school is not in session.
  - 3. Direct the bargaining activities and grievance processing of the Association, subject to policies set by the Representative Council.
  - 4. Approve the majority vote appointment and by two-thirds (2/3) vote removal of members of Bargaining Team, Grievance, Budget, District Benefits, JFMC and other regularly standing committees;
  - 5. Recommend a budget for the Association to the Representative Council.
  - 6. Monitor the establishment and staffing of committees. Any actions shall be ratified by the Representative Council.
  - 7. Adopt the Standing Rules for the Association.
  - 8. Exercise all of the business and organizational powers and duties for the Association as prescribed by law and these bylaws, subject to any restrictions which may be imposed by the Representative Council.
  - 9. Approve all lease and service contracts before final signing.
  - 10. Recommend an Executive Director candidate for approval by CTA.
  - 11. Hire and dismiss, with input from the personnel committee, office personnel including short-term help when needed.
  - 12. Adopt grievance procedure; and
  - 13. Direct the grievance activities of the Association.
- E. No more than two members of the Executive Board shall serve as liaison/members to any regularly appointed MVEA committee.
- F. A quorum for all meetings of the Executive Board shall consist of more than half of the Executive Board.
- G. All elected officials are responsible to maintain all provisions of the contract and be

involved in representation of Association members.-

H. The Second Vice President shall:

1. Track and facilitate all grievances.
2. Maintain significant data relative to contract maintenance.
3. Serve as liaison to the Grievance Committee.
4. Serve as liaison to the District's Director of Certificated Personnel.
5. Provide grievance training.
6. Serve as liaison to the Negotiations Team and Bargaining Support Committee.
7. Help keep an accurate roster of the Association along with the Segment Directors.

I. The Directors of Elementary School, Middle School, High School, and Special Education shall:

1. Provide representation and leadership for the members in their segment.
2. Be working in a position at the segment they are representing
3. Help maintain an accurate roster of the Association along with the Second Vice President
4. Conduct 2 segment meetings per year.
5. Serve as a Board Liaison to an MVEA Committee as assigned at an Executive Board Meeting unless otherwise listed in these By Laws (XII.D.)
6. Assist with resolution of site issues at their segment level.
7. Monitor site and District committees.

J. A reimbursement will be provided as per the Standing Rules.

**X. MEETINGS OF THE GENERAL MEMBERSHIP**

- A. Meetings of the Association may be called by the President, the Executive Board, or by the written petition of twenty percent (20%) of the Active membership.
- B. Notices of the Association meetings including date, place, time, and purpose of the meeting shall be made available to all members of the Association at least two (2) days before the meeting except during crisis situations.
- C. For emergency meetings during crisis situations the Executive Board shall adopt procedures to notify the Association membership of meeting dates, places, and times.
- D. A quorum for meetings of the Association shall be fifty percent plus one (50% + 1) of the Active membership.

**XI. BARGAINING TEAM**

- A. The duties of the BARGAINING Team are to represent and bargain for all bargaining unit members.
- B. The President shall appoint all members, alternates, and the chairperson of the Bargaining Team with the concurrence of the Executive Board.
- C. All efforts will be made to compose the team of a Chairperson, and two representatives each from the elementary, middle, and high schools.
- D. Vacancies created by resignation, inability to serve, or removal shall be filled by nominations by the President and ratified by the Executive Board from a list of alternatives.
- E. The Executive Board by two-thirds (2/3) vote, may remove a member of the Bargaining Team.
- F. The Bargaining Team shall be under the direction of the Executive Board, and shall report its activities to the Executive Board, as the Board requires.
- G. The Bargaining Team is empowered to reach tentative agreements with the district subject to ratification by the Active membership.
- H. Responsibility and authority for directing the bargaining process on behalf of the Association is vested in the Executive Board subject to policies established by the Representative Council.
- I. The bargaining unit shall be surveyed to determine contents of the proposed contract demands and the contract proposal for the unit shall be approved by the Representative Council.
- J. The Negotiations Team shall report its activities on a regular basis to the Executive Board and the Representative Council.

- K. The Executive Board shall provide for the dissemination of information regarding bargaining and the activities of the Bargaining Team to the general membership.
- L. Agreements reached between the Bargaining Team and the school Board or its representatives, shall be considered tentative and not binding upon the Association until such agreements have been ratified by the Active membership. In the appropriate unit(s) unless such ratification shall have been specifically waived or otherwise delegated by that Active membership.

**XII. GRIEVANCE PROCESSING AND GRIEVANCE COMMITTEE**

- A. The Executive Board shall adopt, with the approval of the Representative Council, the procedures for grievance processing.
- B. These procedures shall include, but not be limited to, the following:
  - 1. Provide for representation to assist all members of the bargaining unit(s) in grievance processing.
  - 2. Attend training for handling grievances; and
  - 3. Evaluation of the Association's grievances policies and procedures.
- C. The Grievance Committee shall be nominated by the President and approved by the Executive Board and the Representative Council.
- D. All efforts will be made to compose the Committee of a Chairperson, two representatives each from the elementary, middle, and high schools, and two representatives from support services. The Second Vice President shall be the Board liaison.
- E. The Chairperson of the Committee for the following year shall be appointed by the President with the consultation of the Committee.
- F. Vacancies created by resignation, inability to serve, or removal shall be filled by the President with the approval of the Executive Board and the Representative Council.
- G. The Committee shall:
  - 1. Report its activities to the Executive Board and to the Representative Council at regularly scheduled meetings.
  - 2. To make recommendations concerning the grievances when the grievant requests arbitration.
  - 3. Prepare reports based on adopted criteria, "Determination for Appropriateness for Arbitration."
  - 4. Report to the Executive Board, its rationale for recommendations for or against arbitration.
  - 5. Provide minutes of the Grievance Committee meetings to the Elementary, Middle, and High School Directors.

**XIII. NOMINATIONS AND ELECTIONS**

- A. The chapter President must provide Active members an opportunity to vote in all elections.
- B. Chapter presidents do not have the option of deciding whether an election shall be held.
- C. An appointed Election Committee shall be responsible for over-seeing elections.
  - 1. The President shall appoint members to the Committee.
  - 2. All efforts will be made to compose the Committee of a Chairperson, and two representatives each from elementary, middle, and high schools.
  - 3. Alternates will be added as needed to count ballots, provided they are appointed by the President with the approval of the Executive Board.
- D. Election of officers shall be conducted in the months of April and May by secret ballot of the general membership.
- E. Elections shall be conducted with:
  - 1. Open nomination procedure;
  - 2. Secret ballot;
  - 3. All Active member vote;
  - 4. Record of all voters receiving or casting ballots; and
  - 5. Majority vote, unless otherwise specified.
- F. State Council Representative Elections shall be conducted in accordance with CTA

Guidelines after the chapter or service center council has been notified to do so by the CTA Elections Committee

- G. NEA State Delegate elections shall be conducted in accordance with CTA guidelines.
- H. NEA Local Delegate elections shall be conducted in accordance with CTA/NEA guidelines.
- I. The duties of the Elections Committee shall be to:
  - 1. Ensure that all Association/CTA/NEA election codes and timelines are followed;
  - 2. Establish election timelines;
  - 3. Develop and carry out timelines and procedures;
  - 4. Prepare ballots for election of officers and such other elections as may be necessary;
  - 5. Count the ballots and certify the results;
  - 6. Handle initial challenges.

**XIV. COMMITTEES**

- A. Committees, except as otherwise provided in these bylaws, may be established and discontinued by the Executive Board, subject to approval by the Representative Council.
- B. Each committee shall submit periodic reports to the Executive Board at Representative Council.

**XV. PARLIAMENTARY AUTHORITY**

- A. Robert's Rules of Order, newly revised, latest edition, shall be followed at all meetings of the Association, the Representative Council, and the Executive Board.
- B. The President may appoint a Parliamentarian to serve at Representative Council and General Membership meetings.

**XVI. AMENDMENTS/PROCEDURES**

- A. These Bylaws may be amended by a two-third (2/3) vote of the representatives at any regular or special meeting of the Representative Council. Notice in writing of a proposed Bylaws amendment shall have been submitted to the Secretary and provided to the members of Representative Council at the meeting preceding the one at which a vote is taken.

**XV. MINORITY REPRESENTATION**

- A. The Representative Council and the Executive Board shall have minority representatives based on MVEA's minority membership.
- B. "Minority" shall mean those persons designated as minority by statistics published by the United States Bureau of the Census.

**XVI. MVEA EDUCATORS FOR POLITICAL ACTION COMMITTEE**

- A. The MVEA Educators for Political Action Committee (EduPAC) is established for the following purposes:
  - 1. To inform members of legislation, voting records, and positions of legislators and candidates that may affect the member's classroom working conditions, rights, and benefits.
  - 2. To serve as a voluntary funding structure through which MVEA members may give direct and indirect financial contributions as allowable by law to support or oppose such: (a) state and local candidates for office, (b) state and local issues (including ballot measures) as deemed worthy of support (or opposition) from the standpoint of educational issues and without regard to partisan consideration.
  - 3. It is the intent of EduPAC to work in a cooperative manner, rather than in isolation from other district employee groups, to support our schools in an effective way.
- B. The MVEA EduPAC shall consist of at least six (6) members.
  - 1. Each member shall be nominated by the President and approved by the Executive Board and the Representative Council on an annual basis.
  - 2. The Chairperson of EduPAC shall be appointed by the President, subject to approval of the Executive Board and the Representative Council.
  - 3. The Treasurer of MVEA shall serve as the Treasurer of EduPAC.



- C. Funds. A voluntary amount of \$8.00 of the member's annual local dues will be placed in the account of EduPAC Candidates from current member local contributions. These monies will remain segregated from the general membership account. Actual amount per member will be adjusted by the MVEA Executive Board to reflect the need of the EduPAC and budget of MVEA.
1. Amounts may be spent for any purpose that is consistent with the political action goals as approved by the MVEA Executive Board and the Representative Council.
  2. No amount of funding or support in kind can be given to:
    - a. Support or oppose any city or county school board candidate, or community college board candidate, unless they are considered supported or recommended by MVEA.
    - b. Support or oppose a local education initiative or ballot measure, unless this is consistent with the position (support or oppose) of MVEA.
  3. Funds may be spent for either candidates or issues with the recommendation of the Executive Board and Representative Council as allowable by law.
    - a. Funds for candidates will be considered spent from Article XVI, Section C1.
    - b. Funds for issues will be considered spent from Article XVI, Section C1.
    - c. Funds may be used to support candidates for state or local office, or for the Moreno Valley Unified School District school board if recommended by the EduPAC, MVEA Executive Board, and the Representative Council following the procedures outlined in Article XVI, Section C4.
  4. Recommendation. Candidates and office holders recommended by NEA/CTA/MVEA will be deemed recommended unless action is taken by the MVEA Executive Board to withhold recommendation.
    - a. EduPAC may become involved in the recommendations process by interviewing candidates or legislators of state-level office and forwarding recommendations to CTA.
    - b. EduPAC may recommend a candidate for local office, such as school board, after a fair and thorough process in which:
      - (1) All candidates are given equal access to the committee through interviews and written position statements and a good faith effort has been made to determine their positions on important issues facing education.
      - (2) The Executive Board may determine that incumbents deemed to be friendly based on their voting records may be exempted from the interview process but should respond to questions on current issues facing education.
      - (2) Spokespersons for both sides of an issue or ballot measure are given equal access to the committee and a good faith effort will be made to determine the facts and relevance to education.
      - (3) Recommendations are made by the EduPAC, adopted by the Executive Board and ratified by the Representative Council.
      - (4) For school board elections and other elections that have a direct impact on other employee groups, EduPAC will make every effort to establish ways of coordinating the campaign process with other associations such as the local Classified Employees Association and the local Administrators Association after common recommendations have been made.
      - (5) Early Endorsement Procedure for School Board Elections  
If the Executive Board determines that an early endorsement (prior to the close of filing) of a school board candidate shall be made, the President shall appoint, and the Executive Board confirm, a committee to interview the candidates. The committee shall subsequently report to the Executive Board who shall determine if an early endorsement shall be made. If the Executive Board chooses to recommend an early endorsement, the candidate(s) names shall be taken to the first

available Rep Council meeting for the final endorsement confirmation of the Association.

- c. No funds or support in kind may be spent on campaigns or positions not recommended by MVEA. EduPAC may issue recommendation letters or statements of recommendation with reasons for the recommendation for purpose of press releases or member education after approval of MVEA President or Designee.

## ADDENDUM #1

### CODE OF ETHICS, TEACHING PROFESSION (CAC Title 5: Sec. 80130)

**Preamble:** The educator believes in the worth and dignity of human beings. The educator recognizes the supreme importance of the pursuit of truth, devotion of excellence, and the nurture of democratic citizenship. The educator regards as essential to these goals the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the guarantee of equal educational opportunity for all. The educator accepts the responsibility to practice the profession according to the highest ethical standards.

The educator recognizes the magnitude of the responsibility being accepted in choosing a career in education and engages individually and collectively with other educators to judge colleagues and to be judged by them, in accordance with the provisions of this code.

**Principal I. Commitment to The Student:** The educator measures success by the progress of each student toward realization of potential as a worthy and effective citizen. The educator therefore works to stimulate the spirit of inquiry the acquisition of knowledge and understanding and the thoughtful formulation of worthy goals. In fulfilling these goals, the educator:

- \* encourages the student to independent action in the pursuit of learning and provides access to varying points of view,
- \* prepares the subject carefully, presents it to the students without distortions and - within the limits of the time and curriculum - gives all points of view a fair hearing,
- \* protects the health and safety of students,
- \* honors the integrity of students and influences them through constructive criticism rather than by ridicule and harassment,
- \* provides for participation in educational programs without regard to race, color, creed, national origin or sex - both in what is taught and how it is taught,
- \* neither solicits nor involves them or their parents in schemes for commercial gain thereby insuring that professional relationships with students shall not be used for private advantage,
- \* shall keep in confidence information that has been obtained in the course of professional services, unless disclosure serves professional purposes or is required by law.

**Principal II. Commitment to The Public:** The educator believes that democratic citizenship in its highest form requires dedication to the principals of our democratic heritage. The educator shares with all other citizens the responsibility for the development of sound public policy and assumes full political and development of policy relating to the extension of educational opportunities for all and for interpretation of educational programs and policies to the public. In fulfilling these goals, the educator:

- \* has an obligation to support his profession and institution and not to misrepresent them in public discussion. When being critical in public, the educator has an obligation not to distort the facts. When speaking or writing about policies, the educator must take adequate precautions to distinguish the educators' private views from the official position of the institution.
- \* does not interfere with a colleague's exercise of political and citizenship rights and responsibilities.
- \* ensures that institutional privileges shall not be used for private gain. Does not exploit pupils, their parents, colleagues, nor the school system itself for private advantage. Does not accept gifts or favors that might impair or appear to impair professional judgment does not offer any favor, services, or thing of value to obtain special advantage.

**Principal III. Commitment to The Profession:** The educator believes that the quality of the services of the education profession directly influences the nation and its citizens. The educator therefore exerts every effort to raise professional standards, to improve service, to promote a climate in which the exercise of professional

judgment is encouraged, and to achieve conditions, which attract persons worthy of trust to careers in education. In fulfilling these goals, the educator:

- \* accords just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities.
- \* does not use coercive means or promise special treatment in order to influence professional decisions of colleagues.
- \* does not misrepresent personal professional qualifications of his colleagues, and will discuss these qualifications fairly and accurately when discussion serves professional purposes.
- \* applies for, accepts, offers, and assigns positions of responsibility on the basis of professional preparation and legal qualifications.
- \* uses honest and effective methods of administering educational responsibility. Conducts professional business through proper channels. Does not assign unauthorized persons to educational tasks. Uses time granted for its intended purposes. Does not misrepresent conditions of employment. Lives up to the letter and spirit of contracts.

**Unprofessional Conduct:** This code is a set of ideals, which the teaching profession expects its members to honor and follow. Any violation is unprofessional. However, to constitute unprofessional conduct and cause for suspension, revocation or denial of a certification document, or renewal thereof, such violations shall be only those which either involve jeopardy to student welfare; evidence malice, serious incompetency or bad judgment; or show a consistent pattern of misconduct.

This code of ethics is not an exhaustive enumeration of acts or conduct, which constitute unprofessional conduct. (CAC Title 5; Sec. 30131)