

## LSEA Responsibilities and Commitments

### LSEA Officers:

- **President**—(3year term concurrent with V.P.) The chief Association officer who is responsible to chair the Association meetings and operate the LSEA on a day to day basis for the benefit of its members. By the Constitution and Bylaws he/she is a Region 8 member, MEA Representative Assembly delegate and a NEA Representative Assembly delegate.
- **Vice-President**—(3 year term concurrent with President). The person who is responsible to work with the president and in the event of the president's absence conducts the Association's business. By Constitution and Bylaws he/she is Chairperson of the Region 8/LSEA delegation, a MEA Representative Assembly delegate and a NEA Representative Assembly delegate.
- **Treasurer**—(3year term staggered and concurrent with Secretary). The person who is responsible for keeping accurate records of LSEA expenditures and receipts and who writes the checks for bills owed.
- **Secretary**—(3 year term staggered and concurrent with Treasurer). The person who is responsible for keeping accurate records of the meeting minutes of the LSEA Board of Director and Representative Assembly.

### LSEA Board Member

- Responsible for attending board meetings when scheduled
- Three year term. Three shall be elected in successive years.
- Chair or be a member of sub-committees designated by the Board.
- Help set policy of the LSEA.
- Represent LSEA at conferences or functions of the school district.
- Each board member will be a liaison to designated association representatives and also a liaison to LSEA committees.
- Six elementary members and six secondary members
- One elementary and one secondary member shall represent Minority 3-1-G concerns.

## **Region 8 Delegates**

- These delegates are elected to a two year term. One-half of the number of delegates shall be elected in odd number years and the remainder in even numbered years. Terms shall be arranged so that no more than one-half shall expire in any one year.
- The LSEA President and Vice-President and the elected delegates to the MEA Representative Assembly, and the NEA Representative Assembly, shall during their terms of office, be included in the number of delegates to the Region Council to which the LSEA is entitled.
- The Region Council (there are 18 in the state) is the intermediate legislative body between the State (MEA) and the Local (LSEA). The Region Council has it own budget, officers and can set policies which may influence the state.
- Primary purpose is to monitor and direct the MEA Board.
- These delegates are required to attend five (5) meetings per year (Sept., Dec., Feb., March, Apr.) meeting on Wednesday evenings.

## **LSEA/MEA—RA Delegates**

- These delegates are elected for 2 year terms at the local level to be voting representatives at the state level for MEA. One-half of the number of delegates shall be elected in odd number years and the remainder in even numbered years. Terms shall be arranged so that no more than one-half shall expire in any one year.
- The MEA-RA is the highest decision making body of the MEA. It decides and votes on the state budget and policies.
- Alternates will be remaining non winning delegates in order of votes and will be alternates for that year only.

## **LSEA/NEA—RA Delegates**

- These delegates are elected for a 2 year term to represent the local association at the national level. (They are non-voting members to the LSEA RA)
- Term runs from September 1 through August 31.
- The NEA—RA is the highest decision making body of the National Education Association. They vote on budget and NEA policies.

- These delegates are required to attend the five (5) Region 8 meetings per year (see above for times).
- They are also required to attend the National Education Association Meeting held for 7 days beginning at the end of June and going over the 4<sup>th</sup> of July. Travel and expenses are covered by LSEA.

### **Minority persons representing 3-1-G concerns**

- One delegate representing MEA and NEA for a two year term
- Voting representative at the state level for MEA.
- Required to attend two (2) state-wide meetings a year, one (Saturday) in the fall, and one 2 day meeting (Fri-Sat) in the Spring. In addition, RA Delegates are to attend Region 8 meetings (5 per year) to stay informed and have input into upcoming decisions. MEA delegates are voting members of the region.

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### **Duties of Association Representatives (by-law H)**

- To act as representative for members at initial steps of grievance procedures when called upon
- To attend Representative Assembly meetings monthly or send an alternate from his/her building
- To keep faculty members informed about professional association activities, services, achievements and developments, and to provide an opportunity to hold building meetings at least once per month.
- To represent member interests, needs, and wishes at the RA.
- To enroll the members of faculty as LSEA members
- To stimulate active participation in the LSEA.
- To conduct the election for Association Representative(s) and alternate(s) and submit to the LSEA Office on or before the first fall RA. 1 representative per 15 members. (yearly elections)
- To assist in conducting the elections for LSEA
- To carry out such other duties as the Representative Assembly or Executive Board of Directors may determine.