

LCTA DUES POLICY

Membership shall take effect upon the completion of all membership forms, but legal services and representation shall not be available until the first payment of dues. To be a member in good standing, a member must complete all membership forms and be up to date with the payment of dues. If a member requires legal services or representation after they have completed all membership forms but before their first payment, the member shall be required to pay three (3) months in advance.

Membership may be denied, suspended, or revoked from the organization for conduct detrimental to the best interests of the Leon Classroom Teachers by a vote of 50% +1 of the members present and voting at a meeting of the Board of Directors sitting in Executive Session.

There shall be two payment methods for Leon Classroom Teachers Association members: check and electronic dues. Members who pay by check shall pay in increments of 6 months or for the remainder of the fiscal year if the amount of time is less than 6 months. (Credit cards may become an option upon approval of the LCTA BOD.)

Upon failure to meet a scheduled payment of dues, a member will receive written notice from Leon Classroom Teachers Association that thirty (30) calendar days from the date of the default in payments that individual's membership status is voided, and all benefits and services incidental to membership shall cease. Such notification will be processed within five (5) days of the failure to meet a scheduled payment of dues or as soon as practicable.

Suspending membership with LCTA is the sole responsibility of the individual member. No refunds shall be provided unless the leave of absence process is finalized by the individual member prior to a payment day. For check-paying members, a refund may be provided for pre-paid dues after the leave of absence process has been finalized. Notification of such request must be made in writing by the individual member seeking a leave of absence. Individuals on a leave of absence who are not paying dues shall not be a member of the Leon Classroom Teachers Association and all benefits and services incidental to membership shall cease until the office is notified of their return from their leave of absence. Upon their return notification to the office and first payment, all rights and responsibilities shall be restored as a member of the Leon Classroom Teachers Association.

Canceling membership with LCTA is the sole responsibility of the individual member. No refunds shall be provided. For check-paying members, a refund may be provided for pre-paid dues when a written request is made and such a refund is approved by the LCTA BOD at a regularly scheduled meeting. Thirty (30) days after notification in writing to Leon Classroom Teachers Association of a member's withdrawal from deduction of dues, that individual's membership status is voided and all benefits and services incidental to membership shall cease.

A member may revoke their membership by contacting the LCTA office and requesting a dues revocation form. Upon completion of the dues revocation form, membership shall cease. Dues revocation forms shall require a signature from the requestor via fax, mail, or hand-delivery to the Leon Classroom Teachers Association office.

The above provisions may be waived by the President, Vice President, Secretary, and Treasurer upon a showing of extenuating circumstances.

Adopted July 18, 2023