

HGTA CONSTITUTION

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Haida Gwaii Teachers' Association

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CLAUSE 1 NAME

- A. The name of the Association shall be the Haida Gwaii Teachers' Association (HGTA) hereinafter referred to as the Association.
- B. The Association shall be a local association of the British Columbia Teachers' Federation.

CLAUSE 2 OBJECTIVES

The objectives of the Association are:

- A. to promote the cause of education on Haida Gwaii.
- B To promote the status and welfare of the members of the Association.
- C. To represent the Association's members and to regulate relations with their employer through collective bargaining of terms and conditions of employment.

CLAUSE 3 MEMBERSHIP

A. Active Membership

As prescribed in the BCTF Constitution and Bylaws, any person other than an administrative officer, as defined in the School Act, having a valid B.C. Teaching Certificate or Letter of Permission, who resides or works in School District 50, is eligible for active membership in the Association.

- 1) Persons teaching full or part-time in School District 50 shall be members as shall pay full or pro-rata fees in order to maintain active membership.
- 2) Teachers Teaching on Call shall be members of the association.
- 3) Teachers on Leave of Absence from School District 50 shall retain active membership without payment of fees for the portion of the LOA.
- 4) Active Members shall be the only members entitled to vote and hold office.

B. Associate Membership

Retired Teachers may apply to the Executive of the Association for Associate Membership at a reduced fee. Associate members may participate in all activities of the Association, but may not vote or hold office.

C. Honorary Membership

Honorary Membership may be conferred by Resolution of a General Meeting on any person not a teacher, whom the Association wishes to honour.

CLAUSE 4 EXECUTIVE COMMITTEE

A. The Officers of the Association shall be:

The President

Vice-President (Note: some release time may be granted)

The Past President (one year only)

The Recording-Secretary

The Treasurer

The officers of the Association shall all be members of the Executive Committee.

The officers of the Association shall have official signing authority for the Association.

B. Other members of the Executive Committee shall be the following chairpersons:

Indigenous Education

Bargaining

Health and Safety Chair

Political Action Contact

Local Representative

Professional Development

Social Justice

TTOC Chair

C. The Staff Representatives from each school and the AGM Delegates shall also become members of the Executive Committee.

D. Whenever a vacancy of office occurs on the Executive Committee, it shall be filled by nomination of the Executive Committee, subject to ratification by the next General Meeting.

CLAUSE 5 ELECTIONS

- A. The election of the President shall take place at the Winter General Meeting. The election of all other Executive Committee members, except Staff Representatives and AGM Delegate(s) shall take place at the Annual General Meeting in June.
- B. The members of the Executive Committee shall be elected by secret ballot by the active members at the General Meeting, following nominations held in open meeting.
- C. Delegate(s) to the AGM of the BCTF shall be elected at the Fall General Meeting.
- D. The term of office for any elected officer of the Association shall be one (1) year. Terms will normally begin July 1.
- E. Whenever a vacancy of office occurs on the Executive Committee during the school year, it shall be filled by nomination of the Executive Committee, subject to ratification by the next General Meeting.
- F. A member absent from the meeting may be nominated, but the member must have provided written consent for the name to be considered.
- G. Where an officer is elected by acclamation, a motion of support shall be moved.
- H. Any Member who wishes to run as President, Vice-President or Local Representative is required to inform the HGTA Executive, with a Statement of Intent, in writing two (2) weeks in advance of the Winter GM of February (for President) and two (2) weeks in advance of the Spring AGM for Vice President and Local Representative.

CLAUSE 6 DUTIES

- A. The duties of the Officers shall be as defined in BCTF publications and in HGTA Policy.

CLAUSE 7 MONIES/AUDIT

- A. All monies received by the Treasurer shall be deposited in a chartered bank or credit union to the credit of the Association, to be drawn on only by cheque signed by two members as determined by the Executive.
- B. An account of the year's expenses, itemized by the major expenditures, must be submitted by the Treasurer to the general membership at the Annual General Meeting. This account shall include a proposed budget for the next school year.
- C. In accordance with Section 151 of the Labour Relations Code, and BCTF Policies and Procedures 10.D.30, the HGTA books shall be audited annually.
- D. Check signing authority shall be determined by motion of the Executive or a General Meeting.

CLAUSE 8 FEES

- A. The HGTA fees shall be determined by the membership at the Annual General Meeting, and shall be payable in accordance with the policies and procedures of the BCTF.
- B. Fees may be modified by a General Meeting. Notice and voting requirements shall be the same as for a Constitutional Amendment.
- C. Levies may be made at any time for any particular purpose, provided that at least five (5) days notice is given and that the levy is approved by a majority of active members at a General Meeting.

CLAUSE 9 MEETINGS

- A. Executive Committee Meetings shall normally be held once per month during the school year, with the possible exception of December. A schedule of Executive Meeting dates shall be provided following the September meeting, subject to variance by the Executive.
 - 1) Representation from three (3) schools including at least one of GTN, TAH or PORT, and at least one of SNES, GKNS or ALM and 70% of Executive members shall constitute a quorum for Executive Meetings.
- B. General Meetings shall be held three times each year. The Fall General meeting shall be held in September or October. The Winter General meeting shall be held in February or March, prior to the BCTF Annual General Meeting.
 - 1) The HGTA Annual General Meeting shall be held in May or June. Fourteen (14) days' written notice shall be given to the membership by posting at each worksite.
 - 2) Twenty percent (20%) of the FTE membership shall constitute a quorum.
- C. Extraordinary Meetings may be called at the discretion of the Executive Committee, or upon written request of ten (10) active members. Reasonable effort shall be made to provide notice to the membership in addition to posting at each worksite.
 - 1) Twenty percent (20%) of the FTE shall constitute a quorum.
- D. All meetings shall be conducted according to the Simplified Rules of Order outlined in the Members Guide to the BCTF.
- E. Minutes of meetings shall be distributed or posted as soon as reasonably possible.

CLAUSE 10 VOTING

- A. Voting at all meetings shall be by a show of hands, except when a secret ballot is requested as per Simplified Robert's Rules of Order and CLAUSE 5.
- B. Teachers wishing to use, change or cancel a proxy vote must inform the President of the HGTA in writing, 24 hours prior to the start of the meeting, of the name of the person authorized to hold their proxy vote.
- C. The proxy holder may vote as he or she sees fit on all resolutions and nominations or candidates for election unless the teacher has previously indicated how the holder should vote
- D. The maximum number of proxy votes that a member may hold is one (1).
- E. No teacher may lose the right to vote at a general meeting because he or she has authorized a person to hold proxy votes.

CLAUSE 11 COMMITTEES

- A. Association Committees shall be composed of a Chairperson and those representatives selected by the Chairperson, with a list of committee members being provided to the President.

CLAUSE 12 AMENDMENTS

- A. This constitution may be amended by a three fourths (3/4) majority vote of the members present at any General Meeting, provided that notice of such amendment had been submitted in writing to the membership at least fourteen (14) days prior to the meeting.

CLAUSE 13 MISCELLANEOUS

- A. Any individual or group of teachers requesting to submit proposals to the Board of School Trustees or other outside body shall first gain the approval of the Executive Committee, a General Meeting, or the President of the Association, if their intention is to represent the opinions or interests of any teacher or group of teachers within the Association.

CLAUSE 14 POLICY

- A. Policy to regulate the operation and practices of the Association may be set or modified by the Executive or a General Meeting.
- B. Policy may be set or modified by a General Meeting with 14 days' advance notice to the membership. A 75% majority of active members present is required for approval.
- C. Policy may be set or modified by the Executive Committee with 14 days' advance notice to the membership. The lesser of unanimous consent of executive members present or the equivalent of 75% of a General Meeting Quorum is required for approval
($75\% * 20\% = 15\%$ of FTE membership)

CLAUSE 15 Appeal Procedure

- A. The Executive of the HGTA shall be established as an appeal body for the Association.
- B. Members shall have the subsequent right of appeal to the general membership.
- C. Members have the right, within two (2) days of the Executive decision to notify the Executive of their intention to appeal to the general membership at a General Meeting.