

NORTH EAST TEACHERS' ASSOCIATION (NETA) CONSTITUTION

Article I. Name

The name of this organization shall be “North East Teachers’ Association” (NETA).

Article II. Membership

The membership of NETA shall include:

- A.** members of the Saskatchewan Teachers’ Federation employed by the North East School Division (NESD), and
- B.** substitute teachers who have substituted in the North East School Division and have become members of NETA for the current school year.

Article III. Aims and Purpose

The aims and purpose of NETA shall be:

- A.** to further the objectives of the Federation provincially and locally;
- B.** to support the professional growth of members;
- C.** to bargain collectively on behalf of members for a local collective bargaining agreement subject to the local bargaining provisions of the Education Act, 1995;
- D.** to ensure effective communications between members and the Federation;
- E.** to ensure effective representation of members in Federation affairs.

Article IV. Fees

- A.** The annual NETA fee shall be approved by the membership at the spring Annual General Meeting.
- B.** Members will pay full fees if contracted 50% or more. Teachers contracted less than 50% shall pay half fees.

Article V. Rules of Procedure

All Annual General Meetings shall be conducted in accordance with Robert’s Rules of Orders.

Article VI. Organization of Governance

The governing bodies of NETA shall consist of the following:

A. General Meeting of the Members

- 1.** There shall be 2 of these meetings each year open to all members.
- 2.** The President may call a meeting any time the Executive or Representative Assembly deems it necessary.
- 3.** The President shall call a meeting within 30 days of receiving a petition signed by at least 25% of the membership.
- 4.** Quorum shall be 50% plus one of those present.
- 5.** At a General Meeting, members shall:
 - a)** approve fees and annual budgets;
 - b)** approve audited financial statements;
 - c)** approve proposed amendments to the constitution;
 - d)** elect Presidents, Vice-Presidents, Councillors, and Committee Chairs and members;
 - e)** hear reports from the Executive, Councillors, and Committee Chairs.

B. Representative Assembly

- 1.** The Representative Assembly shall consist of one representative from each school (2 representatives from a school with more than 20 members), one representative from the Administrators' Group, and one representative from the coordinator/consultant/ed. psych. group.
- 2.** The term of service for Representatives shall be one school year.
- 3.** The President shall call at least 4 Representative Assemblies during the school year. Additional meetings may be called at the discretion of the President.
- 4.** Quorum shall be 50% plus one of the members present.
- 5.** The Representative Assembly shall:
 - a)** act as a forum for debate and discussion;
 - b)** provide information to members;

- c) receive feedback from members;
- d) make policy decisions on behalf of the members of NETA;
- e) elect 3 members to serve on the Executive Committee.

C. Executive Committee

1. The Executive Committee shall consist of:

- 1. President
- 2. Vice-President
- 3. Chief Councillor (elected by the Councillors at the General Assembly)
- 4. Chair of Local Implementation and Negotiation Committee
- 5. Chair of Professional Development Committee
- 6. Chair of Social and Political Advocacy Committee
- 7. Chair of Social Committee
- 8. Secretary/Treasurer
- 9. three Members-at-Large
- 10. Councillors

2. The term of office for the President shall be 2 school years, beginning July 1.

3. The term of office for all other elected Executive Committee members shall be one school year, beginning July 1.

4. A member may hold more than one position within the NETA governance structure.

5. The President shall call at least 4 meetings of the Executive Committee during the school year.

6. Additional meetings may be called at the discretion of the President.

7. Quorum shall be 50% plus one of the members present.

8. The Executive Committee shall:

- a) act and speak on behalf of the members;

- b)** lead the members in planning and vision-setting;
- c)** arrange the effective operation of the Association;
- d)** provide services to members;
- e)** appoint members to Committees and a Secretary – Treasurer;
- f)** make decisions to carry out the purposes of the Association in accordance with the policies, budgets and directions established by the General Meetings and Representative Assemblies.

ARTICLE VII. COMMITTEES

NETA shall operate with 5 Standing Committees:

A. Local Implementation and Negotiations Committee (LINC)

- 1.** LINC shall consist of the Chair and 4 additional members, elected at the spring General Meeting.
- 2.** The LINC shall conduct a needs assessment of the members prior to engaging in the bargaining process.
- 3.** The LINC shall negotiate on behalf of the membership a contract with NESD with the aim of securing fair and reasonable conditions of employment.
- 4.** Ratification of a contract will consist of 50% plus one.
- 5.** LINC will meet regularly and as needed to examine and deal with implementation issues.
- 6.** LINC Chair shall act as the teacher representative on Grievance Committees established per the local agreement.
- 7.** The Chair (or designate) shall report the activities of the Committee to the Representative Assemblies and at the spring General Meeting. The report to the General Meeting shall include the financial statement of the Committee.

B. The Professional Development Committee

- 1.** The PD Committee shall consist of the Chair and 4 members, elected at the spring General Meeting.
- 2.** The PD Committee shall plan all professional development opportunities for NETA members, including conventions.

3. The Chair shall call such meetings as may be necessary to organize and supervise the activities of the Committee.

4. The Chair (or designate) shall report the activities of the Committee to the Representative Assemblies and at the spring General Meeting. The report to the General Meeting shall include the financial statement of the Committee.

C. Social and Political Advocacy Committee

1. The SPA Committee shall consist of the Chair and 4 members, elected at the spring General Meeting.

2. The SPA Committee shall facilitate dialogue, understanding, and advocacy with the membership or the public on matters related to social and political issues and publicly funded education, including the teaching profession and the professional organization

3. The Chair shall call such meetings as may be necessary to organize and supervise the activities of the Committee.

4. The Chair (or designate) shall report the activities of the Committee to the Representative Assemblies and at the spring General Meeting. The report to the General Meeting shall include the financial statement of the Committee.

D. Social Committee

1. The Social Committee shall consist of the Chair and 4 members, elected at the spring General Meeting.

2. The Social Committee shall plan or supplement social activities or events for the purpose of building networking opportunities within the Association.

3. The Chair shall call such meetings as may be necessary to organize and supervise the activities of the Committee.

4. The Chair (or designate) shall report the activities of the Committee to the Representative Assemblies and at the spring General Meeting. The report to the General Meeting shall include the financial statement of the Committee.

E. The Communications Committee

1. The Communications Committee shall consist of the Vice President, acting as chair, and four members elected at the spring General Meeting.

2. The Communications Committee shall with the assistance of the Secretary-Treasurer maintain, and update the website of the association, to communicate with members.

3. The Communications Committee shall build, promote and reflect the professional image of teachers, the local association, and the Saskatchewan Teachers' Federation through local and regional media.

4. The Chair shall call such meetings as may be necessary to organize and supervise the activities of the Committee.

5. The Chair (or designate) shall report the activities of the Committee to the Representative Assemblies and at the spring General Meeting. The report to the General Meeting shall include the financial statement of the Committee.

ARTICLE VIII. Local Association Officers` Duties

A. The President shall:

- provide professional leadership;
- be the official spokesperson for the Association;
- call and preside over the Executive Committee meetings, Representative Assemblies, and General Meetings.
- call special meetings of the Representative Assembly or General assembly, as deemed necessary;
- act with the Secretary –Treasurer as custodians of NETA`s funds;
- assume a Councillor`s position.

B. The Vice-President shall:

- aid the President in his/her duties;
- perform the President`s duties in his/her absence;
- chair the Nominating Committee;
- chair the Communications committee
- host the Induction Ceremony;
- host the Superannuation Ceremony.

C. The Chief Councillor shall:

- Chair the Resolutions Committee, when convened
- Lead the North East Teachers' Association Mini-Council
- Report (or designate someone to report) the activities of the Councillors, and the Annual Meeting of Council, to the Representative Assemblies, and to the spring General Meeting.

D. Councillors shall:

- attend all Council meetings;
- act as agents of the STF;
- offer advice and guidance to NETA members who need assistance in their professional duties and relationships.

E. Members-at-Large shall:

- Sit as voting members of the Executive Committee
- Share ideas, guidance and expertise with the Executive Committee
- Communicate, or reflect the comments, suggestions and concerns of the members to the Executive Committee
- Be appointed to serve as members, and chairs, of committees when asked by the Executive
- Greet superannuates at the Superannuate Celebration accompanying the Annual Meeting
- Count ballots, and return results of elections to the Chief Electoral Officer (Secretary)

F. The Secretary –Treasurer shall:

- maintain and distribute all records of all NETA meetings – Executive Committee, Representative Assembly, General Meetings;
- keep NETA`s constitution current and available to members;
- maintain accurate financial records of all monies received and disbursed by NETA;
- present a running financial report to the Representative Assemblies;
- prepare an annual financial report for consideration at the spring General Meeting;

- submit all books and papers to be audited yearly.

- Serve as the Chief Electoral Officer during elections held at the Annual Meeting.

G. Committee Chairs shall:

- organize and preside over Committee meetings;

- recruit, mentor, and support Committee members;

- facilitate the review of Committee plans, programs, and goals;

- facilitate training and research related to the Committee`s mandate.

H. Assembly Representatives shall:

- attend and contribute to Representative Assemblies, providing the perspective of those who elected them while acting on behalf of all members by:

- acquiring information about issues facing NETA, sharing it with those in their schools, and seeking feedback from them;

- reporting Assembly decisions and the reasons for them.

I. STF School Staff Liaisons shall:

- liaise between the school and NETA Executive or STF by :

- reporting to the school staff on STF meetings and local and provincial issues, ensuring that their implications are understood and discussed;

- gathering and distributing information as requested by the STF;

- linking members to supports and services within the STF;

- conveying information on teacher concerns to NETA and the STF.

ARTICLE IX. Election to and Removal from Office

A. The election of the Executive Committee members (except the Secretary-Treasurer and the 3 members-at-large) shall take place at a General Meeting to be held between May 1 and June 30. They shall begin their duties on July 1.

B. The Nominating Committee shall gather and present a slate of officers to the members at the Meeting. Nominations shall also be accepted from the floor.

C. Elections shall be held by secret ballot, under the guidance of the Nomination Committee. The candidate with the most votes shall be declared elected.

D. The elected Councillors shall gather immediately after the General Meeting to elect, from among themselves, a Chief Councillor. The Councillor who receives the most votes shall be declared elected.

E. In the event of a tie, the nominee with the fewest votes shall be dropped from the slate and a new vote shall be conducted.

F. The removal of an Executive Committee member may be carried out through a vote of 80% of the Representative Assembly and must be affirmed by a majority vote of a General Meeting.

ARTICLE X. Substitutions and Vacancies

A. Any vacancies occurring during the term of office shall be filled by appointment by the Executive Committee.

B. In the case of the President vacating his/her position, the vice-President shall fill the position.

C. The Executive Committee shall appoint a substitute for a Councillor who is unable to attend Council meetings and activities.

ARTICLE XI. Constitutional Amendments

A. There shall be a Notice of Motion to amend the Constitution given to members at least 2 weeks in advance of a General Meeting.

B. Amendments to the constitution may be made by a two-thirds vote the members present and voting at a General Meeting.

C. The Notice of Motion may be waived by a vote in favour of 80% of those present and voting.

ARTICLE XII. Dissolution of the North East Teachers' Association

A. NETA may be dissolved by a majority vote of the membership.

B. At a General Meeting, the membership shall make decisions about the disposition of any assets that NETA has.

C. Provision shall also be made for the disposition of records and archival materials.