

The Constitution

Kamloops Thompson Teachers' Association



Effective July 1, 1997

Revised May, 2017

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Clause I - Name

The name of this Association shall be the Kamloops Thompson Teachers' Association herein also referred to as the Association, or the K.T.T.A. It is a certified local of the British Columbia Teachers' Federation, herein also referred to as the BCTF.

Clause 2 - Objects

The objects of this association shall be:

- a. To promote the cause of education in the public schools of School District #73 (Kamloops Thompson)
- b. To raise the status and promote the welfare of the teaching profession in the district of Kamloops Thompson.
- c. To carry on such activities as may from time to time be ignited, prescribed , or approved by the governing bodies of the Association or the British Columbia Teachers' Federation.
- d. To represent its members and to regulate relations with their employer through collective bargaining of terms and condition s of employment.

Clause 3

The business of the society shall be carried on in School District #73 (Kamloops Thompson) and in surrounding districts.

Clause 4

This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society may distribute its money and other property to its members.

BY-LAWS

By-Law 1 - Societies Act

Where the Constitution or the By-Laws of the Association are inconsistent with the Societies Act, the provisions of the Societies Act prevail.

By-Law 2 - Membership

- a. Active Membership - Membership in the Kamloops Thompson Teachers' Association shall be in accordance with the constitution of the British Columbia Teachers' Federation. Membership in good standing in the KITA requires local and federation membership and the full payment of all fees, dues and levies.
- b. Associate Membership - Any person holding membership other than active membership in the British Columbia Teachers' Federation may become an associate member of the association on application to the executive and on payment of the annual fee prescribed by the executive committee.
- c. Honorary members may be elected at any general meeting provided that such election is not in conflict with the constitution of the British Columbia Teachers' Federation.
- d. Members in good standing of any other local association of the British Columbia Teachers' Federation shall be received by transfer, and enrolled by the secretary without payment of any additional fee.

By-Law 3 - Executive Committee

- a. Officers - The table officers of the association shall consist of a president, first vice- president, second vice-president, and immediate past president. That the position on the KTTA Executive of immediate past-president shall be limited to a one-year term immediately following the term as president. If a president is elected for a second term, an additional member-at-large will be elected to replace the past president.

b. The executive shall consist of the 4 officers and 6 members-at-large , except in years when the past president is replaced under the provisions of by-law 2(a) when there shall be 3 officers and 7 members-at-large, and the local association representatives of the BCTF, the chairpersons of the standing committees, and the treasurer.

The election of members-at-large shall be on a ward system of representation, with 1 representative elected from Barriere, Chase, Logan Lake and North Thompson , and 2 representatives from Kamloops. If there is no candidate nominated from any one of these areas , then that member-at-large position shall be elected from at-large nominations of the entire Association. Election of all member-at-large positions shall occur as per By- Law #5 - Election.

That so long as the BCTF allocates representatives to the KTTA based on pre-amalgamation ratios, the election of Local Association Representatives shall be on a ward system of representation, with 1 representative from the former North Thompson district and 3 representatives from the former Kamloops district. If there is no candidate nominated from the North Thompson, then that Local Association Representative shall be elected from nominations from the entire Association. Election of all Local Association Representatives shall occur as per By-Law #5 - Election.

c. Duties of the Executive Committee - The Executive Committee shall, subject to the authority of general meetings of the Association and of the Staff Representative Council, govern the Association.

d. Quorum - A quorum of the Executive Committee shall be 50 per cent of the members. If no quorum is attained, the meeting may be rescheduled a minimum of 48 hours later and the quorum shall be the members present.

e. Chairperson - The Executive Committee shall select its own chairperson from among its members.

f. President Term Limit- The position on the KTTA Executive of president shall have a limit of three (3) consecutive years. That is, an individual member who has held the position of president for three (3) consecutive years cannot hold that same position for the year immediately following the third consecutive year. The only exception to this term limit would be where this position remains vacant after the election. In such a case, a person could assume this position for a fourth year if they are elected at a subsequent call for nominations. The term limit would again apply for the following year.

By-Law 4 - Staff Representative Council

a. The Staff Representative Council shall consist of the members of the Executive Committee, committee or task force chairpersons, and staff representatives elected by October 15 in each school year on the basis of one for every 24 staff members or fraction thereof in each school unit. A school unit shall be defined as the school or schools and annexes, if any, under the supervision of a principal, except that members of the K.T.T.O.C. shall be defined as a school unit. (AGM, 1984)

i) Should a staff representative not be elected to a school before October 15, then the Executive Committee may appoint a member from the Executive Committee teaching at that school to act in that capacity.

ii) In the event that no such person exists, then the Executive Committee may appoint any member of the Executive Committee to act in that capacity.

iii) Should the position of staff representative at a school be vacated, then the staff may elect a new staff representative notwithstanding the deadline noted above.

b. A quorum at Staff Representative Council meetings shall be 50 per cent of the members.

Should a quorum not be attained, the meeting may be rescheduled no sooner than one week later and the quorum at that meeting shall be the members present. Notice of the meeting shall be communicated to all staff representatives.

c. The Staff Representative Council shall have the power to act on behalf of the Association subject to direction from a General Meeting.

d. Chairperson - The Staff Representative Council shall select its own chairperson.

e. Agenda - That the agenda Staff Rep Council meetings shall be set by the President in cooperation with the Staff Rep Council chairperson(s).

By-Law 5 - Election

a. To be elected to a Table Officer or released KTTA position(s) covered in this by-law the member must receive at least 50 percent plus one of the ballots cast in a secret ballot except where there is only one candidate, he/she may be elected by acclamation . If no member receives at least 50 percent plus one of the ballots cast then a Run-Off election will take place between the two candidates with the largest share of votes. If a Run-Off is required for a Table Officer or released KTTA position, it shall be by a secret ballot of the membership.

b. The vice-president's and other released positions(s) shall be elected by separate and secret ballots of the whole membership after the election of the president has taken place. The election of the first vice-president to be followed by the election of the second vice-president to be followed by the election of the Professional Development Chair. If no member receives at least 50 percent plus one of the ballots cast then a Run-Off election will take place between the two candidates with the largest share of votes.

c. To be elected to any other KTTA position(s) covered in this by-law the member must receive at least 50 percent plus one of the ballots cast in a secret ballot except where there is only one candidate, he/she may be elected by acclamation.

d. Members-at-large of the Executive Committee, the local association representatives, chairpersons of standing committees, and the treasurer shall be elected at the annual general meeting.

e. Kamloops Thompson Teachers' Association delegates to the Annual General Meeting of the British Columbia Teachers' Federation shall be elected at a general meeting.

f. Active members only shall be eligible to vote and hold office.

g. Whenever a vacancy occurs in the Executive Committee by death, resignation, or by removal from membership in the association, the vacancy shall be filled by election at a general meeting. In the interim, the KTTA Executive may appoint a member to fill that position, except for the position of President .

By-Law 6 - Duties of Officers

a. The duties of officers and of the members of the Executive Committee shall be as defined by Robert's Rules of Order, newly revised 1970, when not in conflict with any clause of this constitution. These rules shall also govern the procedure of all meetings.

b. The newly elected Executive Committee shall, on July 1, assume the responsibilities for the affairs of the association.

c. The president shall be the presiding officer of the association and a member ex officio of all committees and subcommittees (appointed by the Executive Committee). He/she shall have general supervision of all matters and affairs of the association.

d. The first vice-president, or in his/her absence, the second vice-president, shall perform the duties of the president in his /her absence.

e. The treasurer shall:

1. have the care and custody of all monies of the association. He/she shall disburse monies beyond the budget allocation only on instructions of 75 per cent of the Staff Representative Council present a meeting thereof or on instructions of a general meeting.
2. deposit all monies received at a chartered bank and/or credit union to the credit of the association, and shall draw of the funds by cheque signed in accordance with a resolution of the Executive Committee;
3. produce a quarterly financial statement

By-Law 7 - Standing Committees

- a. Standing Committees - The standing committees of the association shall be: Bargaining Committee, Liaison Committee, Professional Development Committee, Local Action Committee, Public Relations Committee, Social Justice Committee, Health & Safety Committee, Social Committee, Aboriginal Education Committee and the Teachers-on-Call Committee.
- b. Reporting - the chairperson of each standing committee shall report as necessary to general meetings, Staff Representative Council meetings, and to the Executive Committee.
- c. Membership - Members of each standing committee shall be co-opted by the chairperson in consultation with the president and subject to the approval of the Executive Committee.

By-Law 8 - Committees or Task Forces

From time to time committees or task forces may be formed by a resolution of a general meeting, the Staff Representative Council, or the Executive Committee. KTTA representative appointments to emergent Joint, Board, Superintendent or Ministry Committees shall first be by Executive appointment upon open advertisement to all members unless no member is forthcoming or time-lines prevent such advertisement, then the Executive Committee and /or Table Officers may so appoint.

By-Law 9 - Fees and Levies

- a. The Association annual fee shall be determined at the Annual General Meeting and shall be payable in accordance with the constitution of the British Columbia Teachers' Federation.
- b. That a Bargaining Defense Fund be established, and that the fees include a portion to be set aside for said fund.
- c. For extraordinary expenses, a general meeting of the Staff Representative Council may propose a levy to applied upon the active membership of the association. A majority of the votes cast in a referendum ballot of the membership shall be paid by each active member on or before a date to be fixed by the Executive Committee, and any member who fails to comply with this requirement shall not be in good standing until such levy be paid.

By-Law 10 – Meetings

a. Meetings of the Kamloops Thompson Teachers' Association shall be open only to members in good standing together with guests admitted with the approval of the meeting. Members other than active members shall not participate in any manner in matters relating to collective bargaining.

b. Annual General Meeting - The annual general meeting shall be held in late May or June of each year for the purpose of:

- i. receiving committee reports;
- ii. electing members-at-large to the Executive Committee, local association representatives, the treasurer and chairpersons to the standing committees;
- iii. determining the budget for the following year;
- iv. dealing with such other business as may properly be brought before the meeting .

c. Special General Meeting - Special General Meetings shall be held at the call of the President, the Executive Committee, Staff Representative Council, a General Meeting, or at least five per cent of the active members of the association and shall be held within 10 school days of the receipt of the request. Such Special General Meetings shall be held for any purpose properly considered by the membership.

d. The Staff Representative Council shall meet at least three times a year and a General Meeting (inclusive of the Annual General Meeting) shall be held at least four times a year.

e. Notice of all meetings shall be given through the staff representatives. Notice of all meetings, except special general meetings, shall be displayed in staff rooms not less than one week prior to holding the meeting. A proposed agenda shall be posted along with the notice . Special general meetings may be called provided staffs are notified 24 hours in advance.

f. Executive Committee meetings - The Executive Committee shall meet at the call of the President or at the call of 50 per cent of its members .

By-Law 11 - Voting

a. The voting body at all general meetings shall consist of all active members in good standing present.

b. Voting at Staff Representative Council meeting shall be limited to members of the Staff Representative Council, as defined in by-law 3(a), or their deputies.

c. Voting at all meetings shall be by a show of hands except when a ballot is demanded by one-third of the members present.

d. Voting for the approval or rejection of the collective agreement and governing clauses shall be by a secret poll of the whole membership, and shall require a majority of the ballots cast.

By-Law 12 - Quorum

At any general meeting of the association, a quorum shall be five per cent of the number of active members in good standing.

Should a quorum not be attained, the meeting may be rescheduled no sooner than one week later and the quorum at that meeting shall be the members present. Notice of the rescheduled meeting shall be sent to all worksites not less than 72 hours prior to the meeting.

By-Law 13 - Audit

The accounts of the society shall be audited by a person or persons elected at the annual general meeting or failing such election, by a person or persons named by the Executive Committee.

By-Law 14 - Inspection of the Books

Any member of the society shall, by giving five days' notice, have the Right to inspect the books of account and records of the society.

By-Law 15 - Amendments to the Constitution and By-Laws

The constitution and by-laws may be amended by an assenting vote of 75% of the members present at a general meeting, provided that notice of such amendment shall have been circulated to the membership at least one month prior to the meeting.

By-Law 16 - Conflict of Interest

- a. Should any member be in a real or perceived conflict of interest regarding discussions or motions presented at any Association meeting, that member will remove him/herself from that portion of the meeting.
- b. Should any representatives of the Association be in a real or perceived conflict of interest in his/her representations, that representative will remove him/herself from that position.
- c. Should any Table Officer, member of the Executive Committee, or a Chair of a Standing Committee submit or activate an application for Vice-Principal, Principal, or Excluded Staff Person, the member shall notify the Executive Committee and shall vacate his/her position forthwith. The vacancy shall then be filled in accordance with the Constitution and By-Laws.

d. Should a member vacate *or* be removed from his/her position as described in Part c., the Association agrees to seek and abide by BCTF legal advice regarding its legal obligations for that member .

e. Members who are enrolled in the district's Leadership Development Program (LDP) shall not serve as a Table Officer, on the Executive Committee, or as a Chair of a Standing Committee until their term in the program ends.

f. Members who are enrolled in the district's Leadership Development Program (LDP) should not serve as a BCTF AGM delegate or attend BCTF Rep Assembly meetings.

By-Law 17 - In-Lieu Time

1. It is recognized that union duties are voluntary and can be performed during or after the work day/year.

2. The KTTA may consider in-lieu union release days to members who request it if the following conditions are met

a. The member has performed bona-fide and exceptional work for the KTTA at a time other than her/his regular work day/year and the member was requested to conduct this work by a released officer of the KTTA.

b. It was not practicable for the member to provide the work during the instruction work day/year.

c. Such requests are only granted on an exceptional basis.

d. The member shall appear before or make written submissions to the KTTA Executive and demonstrate how this request is justified. An Executive member may make submission on behalf of the member. The decision will be communicated by the President or designate.

e. A majority of the KTTA Executive grants the request for in-lieu time through a secret ballot vote.

f. The in-lieu time requested must be prospective.

By-Law 18 - Commitment to Solidarity

The following Commitment to Solidarity guides the conduct of members participating in KTTA meetings:

- I. We believe that Union solidarity is based on the principle that all members are equal and deserve mutual respect.
 2. We understand that an inclusive Union is a strong Union, and commit to embracing both unity and diversity.
 3. We commit to ensuring that members of equity-seeking groups are welcomed, fully included, and treated equitable and respectfully at all Association meetings and events.
 4. We believe that all members have the right to feel safe and be treated with dignity at KTTA meetings.
 5. We commit to conducting all KTTA meetings in an environment free from harassment, discrimination, and intolerance.
 6. We undertake to give our full attention to members, presenters, and invited guests who address our meetings.
 7. We value vigorous discussion, welcome active participation, and encourage members to share perspectives and debate positions because through such debate we develop strong policies and practices.
 8. We appreciate that our Union has a long and spirited tradition standing up for firmly held views, and that we do this internally with each other and externally as a collective.
 9. We respect our democratic processes and understand that, once our decisions are made, the collective position prevails.