

# **CONSTITUTION**

## **Retired Teachers Organization / Nova Scotia Teachers Union**

### **Mission Statement:**

The RTO is the official body representing the retired teachers of Nova Scotia and will advance, promote and protect the welfare of its members.



**“That the RTO shall have its own Constitution and Operational Procedures which shall be approved by the Provincial Executive and this Constitution shall provide for a collaborative relationship between the RTO and the NSTU including, but not limited to, professional development initiatives, special initiatives, joint ventures and support for active teachers.”**

**[Executive Motion: January 2005)**

***Revised October 2010***

**CONSTITUTION: The Retired Teachers Organization**



<b>ARTICLE 1      NAME</b>
----------------------------

The name of the Organization shall be the Retired Teachers Organization of the Nova Scotia Teachers Union.

<b>ARTICLE 2      OBJECTIVES</b>
----------------------------------

The objectives of the Organization shall be to:

- i. Maintain a liaison with the Nova Scotia Teachers Union (NSTU);
- ii. Be a strong voice for education in Nova Scotia, speaking in support of the principles and actions of the NSTU;
- iii. Maintain and increase professional and social contacts;
- iv. Keep informed on educational issues/topics and areas of concern to retirees;
- v. Furnish recommendations and advice to the NSTU on matters affecting the welfare of retired teachers;
- vi. Be knowledgeable of the rights and benefits of retired teachers;
- vii. Have authority to appoint representatives to provincial and national organizations/agencies that have a mandate to promote the interests of retirees and keep the NSTU apprised of any and all representation made to these bodies.

<b>ARTICLE 3      MEMBERSHIP</b>
----------------------------------

**A. Active Member:**

To qualify as an active member of the Organization, a person must pay the annual fee and meet one of the following criteria:

- i. Be in receipt of a pension pursuant to the Nova Scotia Teachers' Pension Act;
- ii. Been in the Faculty and Professional Support bargaining units of the Nova Scotia Community College and be in receipt of a pension pursuant to the Public Service Superannuation Plan;
- iii. Been employed as a teacher pursuant to the Nova Scotia Teachers' Pension Act and in receipt of a pension pursuant to the Public Service Superannuation Plan.

**B. Affiliate Member:**

A retired teacher shall be eligible for Affiliate Membership in the Organization if that person is in receipt of a pension from outside Nova Scotia.

**C. Associate Member:**

- i. A retired teacher shall be eligible to Associate Membership in the Organization, subject to the approval of the RTO Executive.
- ii. Any surviving spouse/partner of a retired teacher shall be eligible for membership in the Organization.

**D. Life Member:**

A person who has held the office of the President of the RTO shall be granted Life Membership in the Organization.

**E. Honorary Member:**

An Honorary Member is a person upon whom the honour has been conferred by the resolution of the Annual General Meeting for outstanding service to the RTO.

**F. Rights, Privileges and Responsibilities:**

The rights, privileges and responsibilities of membership shall be extended as follows:

- i. To Active and Life members the full rights, privileges and responsibilities of membership;
- ii. To Affiliate members the full rights, privileges and responsibilities of membership, except to hold provincial office in the Organization;
- iii. To Associate members the full rights, privileges and responsibilities of membership except in matters of voting and holding office; and,
- iv. To Honorary members the right to attend the Annual General Meeting as an observer and the right to receive RTO publications.

**G. Membership Fees:**

- i. Membership fees shall be established by resolution at the Annual General Meeting of the Organization and approved by the NSTU Provincial Executive. The fee set shall endeavour to allow the Organization to become self-sufficient;
- ii. Life and Honorary members shall be exempt from membership fees;
- iii. Affiliate and Associate members shall submit membership dues annually by September 30; and,
- iv. A revision of membership fees requires a thirty (30) day notice-of-motion to the membership and a 2/3 vote during the Annual General Meeting of the Organization.

<p><b>ARTICLE 4      FINANCIAL</b></p>
----------------------------------------

**A. FISCAL YEAR:**

The fiscal year shall extend through the calendar period defined by the Operational Procedures.

**B. MEMBERSHIP YEAR:**

The membership year shall extend through the calendar period defined by the Operational Procedures.

**C. BUDGET:**

The Executive Committee shall present a budget to the membership at the Annual General Meeting.

<b>ARTICLE 5            EXECUTIVE COMMITTEES</b>
--------------------------------------------------

**A. EXECUTIVE COMMITTEE:**

The Executive Committee of the Organization shall be:

- i. The immediate Past President, a President, a Vice-President, a Secretary, a Treasurer, four (4) Members-at-Large and the RTO Pension Representative on the Nova Scotia Teachers' Pension Committee.
- ii. If a vacancy occurs in the Executive Committee through any cause, the Executive Committee shall name a member to fill the vacancy until the next Annual General Meeting.
- iii. Should a Past President be unable to serve, the Executive shall assign his/her duties to one or more members of the current executive.
- iv. The Executive Committee shall be the decision making body of the RTO between AGMs.
- v. Effective after the Annual General Meeting in 2011 the Executive Committee shall be comprised of the immediate Past President, a President, a Vice-President, a Treasurer, seven (7) Members-at-Large and the RTO Pension Representative on the Nova Scotia Teachers Union Pension Committee.

**B. ELECTION OF EXECUTIVE COMMITTEE MEMBERS:**

- i. Terms of Office for 2008/09:  
The following terms of office will be put in place. Election for President, Vice-President, Treasurer, and the Members-at-Large for Cape Breton/Strait and South-West/Valley will be for a two (2) year term and elections for Secretary and Members-at-Large for Chignecto/Canso and Halifax Regional will be for a one (1) year term.
- ii. Terms of Office after 2008/09:  
All elections will be for a two (2) year term the exemption being the Pension Representative who is elected for a term specified by the Terms of Reference of the NSTU Pension Committee. No one shall hold the same position for more than two (2) consecutive terms, except under exceptional circumstances.
- iii. Terms of Office after 2011/12:  
The election for President and Vice-President shall be held at the Annual General Meeting in 2012. The election of Treasurer shall be held at the Annual General Meeting in 2013. The position of Secretary shall be filled through the election of a Member-at-Large on the Executive Committee.

**C. ELECTION OF MEMBERS-AT-LARGE**

- i. Presidents (or designates) of each Branch will form a Regional Nominating Committee in each of the seven (7) regions.
- ii. The seven (7) regions comprising the following Branches are as follows:
 

<u>Cape Breton-Victoria</u>	Glace Bay and Area
	New Waterford
	Northside Victoria

- |                          |                                                            |
|--------------------------|------------------------------------------------------------|
|                          | Sydney and Area                                            |
| <u>Strait</u>            | Antigonish/Guysborough<br>Inverness<br>Richmond            |
| <u>Chignecto-Central</u> | Colchester-East Hants<br>Cumberland<br>Pictou              |
| <u>Halifax Metro</u>     | Dartmouth<br>Halifax CPX<br>Halifax City<br>Halifax County |
| <u>Valley</u>            | Annapolis<br>Kings<br>West Hants                           |
| <u>South Shore</u>       | Lunenburg<br>Queens<br>Shelburne                           |
| <u>South West Shore</u>  | AER- Baie Ste. Marie (Clare)<br>Digby<br>Yarmouth-Argyle   |
- iii. An election shall be held prior to the 2011 Annual General Meeting in the South Shore region for a three (3) year term and every two (2) years thereafter ;
  - iv. Elections shall be held prior to the 2011 Annual General Meeting in the Strait, Chignecto-Central, Halifax Metro and South West Shore regions and every two (2) years thereafter ;
  - v. Elections shall be held prior to the 2012 Annual General Meeting in the Cape Breton-Victoria and Valley regions and every two (2) years thereafter;
  - vi. One member of the Regional Nominating Committee will be designated by the group as Chairperson and Returning Officer at the winter meeting of the Branch Presidents;
  - vii. Those Branches that opt to nominate a Member-at-Large (M at L) will conduct an election that will be overseen by the Branch President and one name only will be submitted by that Branch to the Regional Nominating Committee no later than April 30;
  - viii. If more than one Branch in a region nominates a candidate for the position of M at L, an election will take place no later than May 15;
  - ix. Voting will be conducted by the Returning Officer;
  - x. A Selection Committee consisting of three (3) members selected by and representing each Branch in the region will cast a vote;
  - xi. In the event of a tie for the lead, the number so tied would be involved in a run-off election;
  - xii. If a subsequent tie ensues, the Returning Officer would draw the name of the successful candidate from those tied for the lead;

- xiii. The M at L must be elected by the region prior to the Annual General Meeting of the Retired Teachers' Organization;
- xiv. The names of the elected Members-at-Large will be presented to the Annual General Meeting of the RTO by the Chairman of the Nominating Committee of the Provincial RTO for information only.

## **ARTICLE 6      GENERAL PROVISIONS**

### **A. NOVA SCOTIA TEACHERS' PENSION COMMITTEE RTO REPRESENTATIVE:**

The Executive Committee shall appoint the required number of representatives to the Nova Scotia Teachers' Pension Committee following their election at the Annual General Meeting, for the term specified by this Committee's Term of Reference.

### **B. ANNUAL GENERAL MEETING:**

All RTO elections shall be decided by ~~plurality~~ **majority** vote.

### **C. AFFILIATIONS**

Any representation by the Organization to external organizations, Government Departments, or agents thereof, shall be consistent with NSTU policy.

### **D. ANNUAL REPORTS:**

The Organization shall submit an audited Financial Statement annually to the Provincial Executive of the NSTU.

### **E. REPRESENTATION AT NSTU COUNCIL:**

Upon invitation, the Organization shall appoint a member or members to attend the Annual Council as Associate Delegate(s) with the rights of same.

### **F. RETIRED TEACHERS LEGACY FOUNDATION:**

The Retired Teachers' Legacy Foundation, as established by the RTO Executive in 1994, shall support sick and/or challenged children of the Province of Nova Scotia.

### **G. CONSTITUTIONAL AMENDMENTS:**

A revision to the Constitution shall require a thirty (30) day Notice of Motion to the membership and a 2/3 vote during the Annual General Meeting of the Organization or at a Special General Meeting called for that purpose.

### **H. QUORUM:**

- i. To constitute a meeting of the Executive the quorum shall be 50% of the Executive as outlined in Article 5A;
- ii. A quorum for an Annual General Meeting or Special General Meeting shall be twenty-five (25) active members in addition to the Executive members in attendance.

### **I. RTO/NSTU LIAISON COMMITTEE:**

- i. That regularly scheduled meetings be held at least three (3) times per year between the Executive (President, Vice-President and Past President) and the NSTU (President, Executive Director or designate and the Assistant Executive Director or designate).

**J. CONFLICT OF INTEREST ITEMS**

- i. Members attending meetings of the Executive, Branch Presidents, Standing or Ad-hoc Meetings must identify possible conflict areas once the agenda has been approved;
- ii. A conflict of interest heading shall appear on the agenda immediately following the item agenda (additional approval);
- iii. Should a conflict of interest occur, either following the presentation of the agenda, or occurs during subsequent discussions, the member's presence during such discussion shall be at the discretion of the Chair.