



Roles and Responsibilities of Delegates & Alternates Representing Halifax County Local at NSTU Annual Council

Please note: The term “delegate” in this document refers to both voting and alternate delegates.

Annual Council

This is the highest legislative body of the Nova Scotia Teachers Union and this is where decisions are made about policy, procedures and the future of the NSTU. As the name suggests, Annual Council is a yearly meeting of the NSTU. It is held during a weekend in late April or May and it brings together the provincial executive, local delegates, RRC chairs, staff officers of the NSTU, committee representatives and representatives from special associations. At any given time there are over 300 people present in the council chamber.

The purpose of the Council is to consider resolutions that have been submitted by; the locals NSTU Locals, Committees, Regional Representative Councils, Professional Associations and the Provincial Executive, and to pass the budget for the upcoming year. There are other areas of business, but those are the two main purposes. Debate is lively and delegates are encouraged to participate.

Delegates' Responsibilities

Every local is entitled to send a number of voting delegates and alternates to council. The number is based on the number of members in a local. Halifax County Local has the largest delegation, averaging forty over the past years.

Each delegate is provided hotel accommodation and a meal allowance, plus child care and certain other expenses, at the expense of the provincial NSTU.

Responsibilities of a delegate:

1. attend the pre-council meeting in April
2. be informed about the resolutions before going to Council
3. attend and be attentive at all Council sessions
4. conduct yourself appropriately during all Council activities
5. notify the local nominating chair prior to Council session of your absence

You can become informed about resolutions by attending the pre-council meeting.

Each delegate will be sent a booklet containing all the resolutions that will be considered at council. At his meeting we will determine which Halifax county delegates will speak to each Halifax County resolution at council. We will also review other procedures that relate to delegates' responsibilities.

Council sessions

Friday evening, Saturday morning, Saturday afternoon and Sunday morning and afternoon.

Absenteeism

Absenteeism has been a problem in past years. We have had delegates simply not show up for sessions, resulting in lost votes and creating a negative impression of our local.

If you are unable to commit to the entire weekend it is better to give up your spot to someone who is able to attend all sessions.

Representing the largest local in Nova Scotia

It is important that delegates remember they are representing Halifax County during these sessions. The expectation is that we have a full delegation. Our delegation sits together as a group and we expect our delegates to be attentive and ready to debate on our local members' behalf. To be reading other materials, distracted by electronic devices or doing something that may indicate that you are not giving your full attention to the Council proceedings is unacceptable. It reflects badly on our Local.

There is a certain amount of socializing during Council weekend, providing teachers an opportunity to network with teachers across the province. This is an important aspect of council, but moderation and common sense are advised. Remember your primary responsibility is to be representing our local members at Council.

Voting

We have never forced the vote of our delegation to council. Each delegate is to vote according to his or her own opinions. However, in the interest of local solidarity, we would ask that you refrain from actively debating against resolutions being brought to Council by our local. The time for that debate would have been at the meeting when the resolution was ratified in the first place (November general meeting).

Alternate Delegates

While attendance is important for delegates, sometimes there are unavoidable circumstances when a delegate has to be absent from a given session. The local pays all the expenses for the alternates (the amount varies but works out to be about \$600 per person), who are included in the delegation, but vote only when they are replacing a voting delegate for a particular session. Alternates may speak to resolutions if they request permission from the chair. This permission is usually granted.

The local nomination chair, acting as the coordinator of delegates for our local, must be notified prior to the session so that an alternate delegate can fill in. Prior notice is required because the alternate delegates are accepted by a council vote before a session begins. Once the session has started the substitution cannot be made. All Council delegates and alternates should be in council chambers 10 minutes before the start of each session.

Mentoring

For those who are new to Annual Council, Halifax County Local makes mentoring available before and during Council. There are Council delegates with many years' experience who are ready to advise and assist our newer delegates and alternates. Let the committee know in advance if you would like to have a mentor.

Selection Rubric

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School Rep Meeting Attendance AND/OR Committee Meeting Attendance	75% or more of meetings attended	50 - 75% or more of meetings attended	Less than 50% of meetings attended
Attendance at Annual Council	Greater than 5 years' experience	1 - 5 years' experience	0 years' experience
School Rep/Committee Involvement (Local Level)	Rep/Committee Member	Local member who attends meetings	Local Member only
Other	At our discretion for tie-breaking situations. Provincial Committees, John Huntley, CONTACT, Council Participation, Submission of		



ANNUAL COUNCIL 2018 DELEGATE EXPRESSION OF INTEREST FORM

Please complete and submit the form electronically or print and fax.

HfxCoNominations@nstu.ca

F|468-7782

Deadline for Submission: Monday, January 8, 2018 (no later than 5:00 PM)

Name:

Home Mailing Address:

City/Town:

Postal Code:

NSTU E-mail address:

School:

Phone Numbers: (h) _____ (s) _____ (c) _____

Please Check ***ALL*** that apply, I am a:

Committee Member

First Time Delegate

Returning Delegate

School Rep

Substitute Teacher

Active Reserve

If you are a returning delegate, how many years have you attended council? _____

If you are a Committee Member, what committee do you serve on? _____ Do you attend Committee meetings regularly? _____

If you are a School Rep, how long _____ Do you attend Local meetings regularly? _____

If you are new to Annual Council, would you like a mentor? _____

If you are a returning delegate, would you like to be a mentor? _____

For NSTU Reps:

Was your school's NSTU Online Membership Registry submitted or not submitted by Nov 30?

For all applicants:

I have read and understand "The Role and Responsibilities of Annual Council Delegates".

Yes

No

Please list any other involvement in NSTU activities (e.g. Provincial committee, special associations, John Huntley Internship, CONTACT, etc.)

**SELECTION OF COUNCIL DELEGATES/ALTERNATES
WILL BE ANNOUNCED AT OUR MEMBERSHIP MEETING, January 24, 2018**