



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. read the resolutions before going to Annual Council and seek clarification or information, if needed
3. attend and be attentive at all Council sessions
4. conduct yourself professionally during all Annual Council activities
5. if you are to miss a session of Annual Council you must notify the local nominating chair (coordinator of delegates) prior to the start of that session

Attending the pre-council meeting is a great way to become informed

Each delegate will be sent a booklet containing all the resolutions that will be considered at council. At this 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. Any questions about resolutions will be answered at this meeting.

Annual 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 nominating 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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NSTU local general 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/Local Committee Involvement	Rep/Committee Member	Local member who attends meetings	Local member only

Other	At our discretion, for tie-breaking situations, the committee will consider: provincial committee participation, John Huntley Internship completion, CONTACT participation, submission of resolutions, Professional Association activities, and participation in NSTU activities
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ANNUAL COUNCIL 2019 DELEGATE EXPRESSION OF INTEREST FORM

*Please complete and submit the form in person at a
General Meeting, electronically or via fax.
hfxconominations@nstu.ca
F|902-468-7782*

Deadline for Submission: **Thursday, January 3, 2019** (no later than 5:00 PM). Selection of Annual Council delegates and alternates will be announced at our January membership meeting.

Name: First name Last name		
School: School name		
Home Mailing Address: Address Line 1		
City: City/Town		Postal Code: Postal Code
NSTU or non-employer e-mail address: e-mail		
Contact phone number: 10-Digit Phone Number		
I am a (please select <i>ALL</i> that apply)		
<input type="checkbox"/> NSTU Representative	<input type="checkbox"/> Returning Delegate	<input type="checkbox"/> Substitute Teacher
<input type="checkbox"/> Local Committee Member	<input type="checkbox"/> First Time Delegate	<input type="checkbox"/> Active Reserve
If you are a returning delegate, how many years have you attended Annual Council? Number of years		
If you are a Local committee member, on which committee do you serve? Committee name		
Do you attend Local committee meetings regularly? YES <input type="checkbox"/> NO <input type="checkbox"/>		
If you are a NSTU Representative, how long? Number of years		
Do you attend Local meetings regularly? YES <input type="checkbox"/> NO <input type="checkbox"/>		
If you are new to Annual Council, would you like a mentor? YES <input type="checkbox"/> NO <input type="checkbox"/>		
If you are a returning delegate, would you like to be a mentor? YES <input type="checkbox"/> NO <input type="checkbox"/>		
I have read and understand "The Role and Responsibilities of Annual Council Delegates". YES <input type="checkbox"/> NO <input type="checkbox"/>		
Please list any other involvement in NSTU activities (e.g. provincial committees, John Huntley Internship, CONTACT, submission of resolution, Professional Association activities, participation in NSTU activities)		
NSTU Activities		