



# *Call for Members - 2020/21*

## **OSSTF TTBU Constitution and Steering Committee**

The Constitution and Steering Committee is a Standing Committee of the OSSTF Toronto Teacher's Bargaining Unit, whose terms of reference are outlined in Bylaw 3 of the Constitution, Bylaws, and Policies booklet.

### **BYLAW 3 - STANDING COMMITTEES**

#### **3.1.4 Constitution and Steering Committee**

3.1.4.1 The committee shall consist of those Members who have an expressed interest in the work of the Committee and who have applied for membership on the Committee prior to the first meeting of the Committee each Year, or Members appointed by the Executive.

#### **3.1.4.2 Duties**

3.1.4.2.1 propose amendments to this Constitution and Bylaws and Policies and report to the Council;

3.1.4.2.2 provide advice and assistance to the Bargaining Unit including the Bargaining Unit Executive and Members on matters related to Constitution, Bylaw and Policy amendments upon request;

3.1.4.2.3 review & monitor this Constitution, Bylaws and Policies annually;

3.1.4.2.4 make recommendations on constitutional issues of the Bargaining Unit upon Request;

3.1.4.2.5 act as a steering committee and provide a Chair for all Council Meetings and general meetings.

It has been the practice of the TTBU to have a steering committee for all TTBU general meetings and Council meetings. This includes a meeting of the Constitution and Steering Committee prior to each Council meeting. The first meeting of the 2020/21 school year will take place at **4:30 pm on Wednesday, September 16, 2020** and will include an orientation session.

If you are interested in joining this committee, please complete the attached application form and return to the OSSTF Toronto Office **by noon on Thursday, September 10, 2020**.

**FORMS MUST BE EMAILED TO MICHELLE LEBLANC AT**  
[mleblanc@osstftoronto.ca](mailto:mleblanc@osstftoronto.ca)

# OSSTF TTBU Constitution and Steering Committee

I am interested in joining the OSSTF TTBU Constitution and Steering Committee for the school year 2020/21.

Name: \_\_\_\_\_

School: \_\_\_\_\_

Contact Information: Home Phone - \_\_\_\_\_

School Phone - \_\_\_\_\_ Extension: \_\_\_\_\_

E-mail - \_\_\_\_\_

As a member of the OSSTF TTBU Constitution and Steering Committee, you will be privy to information prior to the general member population and/or the Executive members. As such, members of this committee **MUST** keep the information confidential. In light of the need for confidentiality, all meetings of the steering committee will be held in Executive Session<sup>1</sup>.

Please read the duties (outlined in Bylaw 3 of the OSSTF Teachers' Bargaining Unit Constitution, Bylaws and Policies) and the Footnote re: Executive Session, and then sign below. Your signature signifies that you have read and agree to keep any information presented at the meetings of this committee confidential.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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<sup>1</sup> All matters discussed in Executive Session must remain **absolutely confidential** to those members present during the session. Violation of this provision of confidentiality is punishable under the disciplinary procedures of OSSTF. *The Minutes of an Executive Session must be read and acted upon only in an Executive Session.*