

To: ETFO Thames Valley Teacher Local Members
From: Craig Smith, President, ETFO Thames Valley Teacher Local (ETFO TVTL)
Date: January 27, 2025
Regarding: Thames Valley Teacher Local Constitution Proposed Amendments

Members are invited to submit proposed amendments to the Local Constitution and By-Laws using the following process:

- 1) **Proposed amendments** to the Constitution and By-Laws may be submitted on the Proposed Amendment Submission Form by fax (519-474-3664), email (etfotvtl@etfothamesvalley.com), sent in mailbag (send by February 10, 2025), or dropped off in-person. An additional copy of the form may be downloaded from the Local's website. Proposed amendments must be received by the ETFO Thames Valley Teacher Local office **by 4:00 p.m., Monday, March 3, 2025.**
- 2) **Any active Member** may submit a proposed amendment.
- 3) **All proposed amendments** will be distributed to the membership by the week of April 1, 2025.
- 4) **The proposed amendments** will be voted on by all Members who attend the **ETFO Thames Valley Teacher Local Annual Meeting on Wednesday, April 23, 2025.**
- 5) **The mover and seconder** of a proposed amendment **must be present** at the ETFO Thames Valley Teacher Local Annual Meeting on Wednesday, April 23, 2025 to put forward their amendment.
- 6) For Constitutional amendments, a quorum of the Local Annual Meeting must be present.
- 7) **Sixty percent (60%) of the Members** present at the Local Annual Meeting **are required to vote in favour of an amendment for it to pass.**

For more information regarding this **Communiqué** please contact the Local office by phone at 519-474-3150, or by email at etfotvtl@etfothamesvalley.com.

PROPOSED AMENDMENT SUBMISSION FORM

ETFO Thames Valley Teacher Local Constitution and By-Laws 2024 – 2025

PROCEDURES

1. Please refer to the specific Article and / or Section number to be amended in the ETFO Thames Valley Teacher Local Reference Book 2024 - 2025

e.g.: moved that Article 3.2 be amended to read . . . (or be amended by “the addition of” or “the deletion of”).

2. A member of the ETFO Thames Valley Teacher Local Constitution Committee may contact you if your proposed amendment is unclear, requires changes to keep it in order with the rest of the Constitution or By-Laws or if it can be combined with another proposed amendment received.
3. The proposed amendments will be distributed to the membership by the week of April 1, 2025.
4. The **mover and seconder** of a proposed amendment **must be present** at the **ETFO Thames Valley Teacher Local Annual Meeting on Wednesday, April 23, 2025** to put forward their amendment.
5. **PROPOSED AMENDMENTS MUST BE RECEIVED BY THE ETFO THAMES VALLEY TEACHER LOCAL OFFICE BY FAX (519-474-3664), EMAIL (ETFOTVTL@ETFOTHAMESVALLEY.COM), MAILBAG (SENT BY MONDAY, FEBRUARY 10, 2025), OR IN-PERSON BY: 4:00 P.M., MONDAY, MARCH 3, 2025.**

**ETFO Thames Valley Teacher Local
Constitution and By-Laws 2024 - 2025
"PROPOSED AMENDMENT FORM"**

For Office Use:

MOVER

Name: _____ School: _____
(Please Print)

Personal Email: _____ Personal Phone #: _____

SECONDER

Name: _____ School: _____
(Please Print)

Personal Email: _____ Personal Phone #: _____

MOVED THAT:

RATIONALE *(Up to 100 words):*

Completed forms must be submitted to ETFO Thames Valley Teacher Local office by fax: 519-474-3664, email: etfotvtl@etfothamesvalley.com, mailbag (sent by Monday, February 10, 2025), or in-person by 4:00 p.m., Monday, March 3, 2025.