

To: ETFO Thames Valley Teacher Local Members
From: Craig Smith, President, ETFO Thames Valley Teacher Local (ETFO TVTL)
Date: June 24, 2025
Regarding: **Election of Workplace Stewards/Alternates 2025 – 2026**

ETFO Thames Valley Teacher Local is now looking for the names of the Workplace Stewards/Alternates for the 2025 – 2026 school year. Please hold a staff meeting to determine who will represent your school in these important roles and send the required information to the Local office by Friday, September 12, 2025.

The Workplace Steward must be elected into the position as per our Constitution and By-Laws.

By-Law VII - Section 5 - Duties of Workplace Stewards and Alternates

7.5.1 Workplace Stewards or their Alternates shall:

- a) be elected / appointed by the Active Members within the workplace;
- b) attend Stewards' Council and Workplace Stewards' training sessions;
- c) attend Regional Meetings in their area, General Meetings and the Local Annual Meeting;
- d) help keep Members informed about activities, services, achievements and developments from Federation and the Local;
- e) help keep the Local informed about Members' circumstances/concerns within their instructional site;
- f) act as a poll clerk for Active Member in-school votes;
- g) be a member of the In-school Staffing Committee.

After these positions have been elected, please complete the Workplace Stewards/Alternates Submission Form and fax (519-474-3664) or e-mail (etfotvtl@etfothamesvalley.com) by Friday, September 12, 2025.

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

WORKPLACE STEWARD/ALTERNATES SUBMISSION FORM 2025 - 2026

School: _____

Workplace Steward Information

(Please check spelling of Member names prior to submitting form)

Workplace Steward (1 Main Steward)

Name: _____

Personal E-mail: _____

Workplace Steward Alternate #1

Name: _____

Personal E-mail: _____

Workplace Steward Alternate #2

Name: _____

Personal E-mail: _____

Workplace Steward Alternate #3

Name: _____

Personal E-mail: _____

Workplace Steward Alternate #4

Name: _____

Personal E-mail: _____

Please complete the Workplace Steward/Alternates Submission Form and fax (519-474-3664) or e-mail (etfotvtl@etfothamesvalley.com) by Friday, September 12, 2025.