

## **BY-LAWS - LOCAL 00128**

### **SIX NATIONS TEACHERS**

(January 2<sup>nd</sup>, 2018)

## **84 members**

### **Local Bylaw 1: Name**

The Six Nations Federal Teachers Local 00128 of the Union of National Employees of the Public Service Alliance of Canada. This organization is known as Local 00128 of the Union of National Employees (UNE), PSAC.

### **Local Bylaw 2: Aims and objectives**

#### *Local Bylaw 2 Section 1*

This local will protect, maintain and advance the interests of the employees of Indigenous Services Canada under its jurisdiction.

#### *Local Bylaw 2 Section 2*

This local unconditionally subscribes to, and accepts as its governing documents, the Constitution of the PSAC and the bylaws of the Union of National Employees.

#### *Local Bylaw 2 Section 3*

This local fully supports the PSAC in its efforts to improve and protect the wages, salaries and other terms and conditions of employment of all PSAC members.

### **Local Bylaw 3: Membership**

People eligible for membership are employees of Indigenous Services Canada in the jurisdiction of the local and are also members of the Union of National Employees of PSAC. The jurisdiction of this local may be as assigned from time to time by the Union of National Employees. In situations where disputes arise regarding jurisdiction, the national executive will be called upon to render a decision.

### **Local Bylaw 4: Membership dues**

#### *Local Bylaw 4 Section 1*

The amount of dues payable to PSAC and the Union of National Employees will be in accordance with the provisions of the PSAC Constitution and the bylaws of the Union of National Employees, as determined by each group's respective conventions.

#### *Local Bylaw 4 Section 2*

In addition, local dues will be set as a flat rate of \$6.00 per member, per month. The local will inform the Union of National Employees of any changes to its dues, with supporting minutes as evidence. (Members may obtain information regarding their local dues on the Union of National Employees website.)

#### *Local Bylaw 4 Section 3*

The local may amend its membership dues by a majority vote of its membership present and voting at an annual, regular or special meeting, provided that the local has posted notice of this motion at least 30 days before the meeting date.

### **Local Bylaw 5: Local executive**

#### *Local Bylaw 5 Section 1*

The term of office for the local executive will be for a two- year period commencing with election at the Annual General Membership meeting and following the taking of the oath of office.

#### *Local Bylaw 5 Section 2*

The executive officers of this local will consist of, but not be limited to, those listed in Union of National Employees Bylaw 3, Section 4. a President, a First Vice-President, a Second Vice-President, a Secretary, a Treasurer, a Chief Steward, a Human Rights representative, a Health and Safety lead representative, one Steward for each of the 5 (five) schools, and a JOSH Representative for each of the 5 (five) schools.

All of the above officers will be elected at a General meeting of the Local in November, following the rules for elections of the Public Service Alliance as outlined in the By-Laws of this same organization, except the stewards and JOSH representatives, who are to be appointed/elected at the school level. If any positions are not filled at that meeting, further elections will be held at the next General meeting of the Local. All members should be encouraged to take on the important position of Steward, representing fellow workers experiencing difficulties in the workplace. Due to a perceived or real potential for a conflict of interest, in their role as management's only representative in the workplace, the positions of Stewards to represent Teachers shall be held by any member other than a Principal or Vice-Principal of the schools in which our members are employed.

Only signed card-carrying members shall be eligible to hold any office in this Local Executive.

#### *Local Bylaw 5 Section 3*

Vacancies on the local executive that last for less than six months will be filled on an interim basis by the local executive's remaining members. Vacancies that will last for more than six months will be filled by election at a special or general meeting of the local. This meeting can be held no later than 45 days from the date at which the local executive became aware of the vacancy.

#### *Local Bylaw 5 Section 4*

For the role of the position of local president, see UNE Policy LOC 8.

#### *Local Bylaw 5 Section 5*

For the role of the position of local vice-president, see UNE Policy LOC 8.

#### *Local Bylaw 5 Section 6*

For the role of the position of local secretary/treasurer, see UNE Policy LOC 8.

#### *Local Bylaw 5 Section 7*

For the role of the position of local health and safety representative, see UNE Policy LOC 8.

### **Local Bylaw 6: Finances**

#### *Local Bylaw 6 Section 1*

No officers of this local may enter into any financial contractual understanding of agreement without prior approval by the national executive or incur any expenses on behalf of the local in excess of \$200.00 without the prior approval of a majority of the members present at a regular monthly or special meeting. With the agreement of three or more members of the executive, the local may spend up to \$1,000.00 per year for charitable donations.

#### *Local Bylaw 6 Section 2*

For audited annual statements, see Bylaw 5, Section 9.

#### *Local Bylaw 6 Section 3*

Locals will approve at least three and no more than five signing officers—one of whom is normally the local's treasurer—to hold signing authority for the local's bank withdrawals. Each cheque issued by the local will carry signatures from two of these officers to be valid. Amendments to these administrative arrangements should be made with the local's bank or credit union after new officers are elected.

### **Local Bylaw 7: Meetings**

#### *Local Bylaw 7 Section 1*

The local's elected officers will hold at least six regularly scheduled executive meetings each year. These meetings will be held to ensure the local properly conducts its business on matters such as collective bargaining, labour-management relations, human rights and health and safety promotion, and consideration and maintenance of membership lists.

#### *Local Bylaw 7 Section 2*

The local's membership meetings will be held at least three times a year in November, February and May. Flexibility will be allowed in the scheduling to accommodate school scheduling and teachers needs.

#### *Local Bylaw 7 Section 3*

Following a 30-day notice of meeting, the quorum for a general membership meeting will be at least 7 members in good standing

*Local Bylaw 7 Section 4*

The local's president, a majority of its executive officers or a petition of at least 7 of members in good standing may call a special meeting of the local. Reasonable notice of this meeting will be provided.

*Local Bylaw 7 Section 5*

An annual membership meeting will be held in accordance with the Union of National Employees bylaws for the purpose of receiving annual reports, electing officers and considering other business.

*Local Bylaw 7 Section 6*

Elections will be conducted by secret ballot and will proceed in the order of President, First Vice-President, Second Vice-President, Secretary, Treasurer, Health and Safety Officer, Chief Steward, Human Rights Representative, in the respective odd or even years.

President	Odd numbered years
First Vice-President	Even numbered years
Second Vice-President	Odd numbered years
Secretary	Even numbered years
Treasurer	Odd numbered years
Health and Safety Officer	Even numbered years
Chief Steward	Odd numbered years
Human Rights	Even numbered years

**Local Bylaw 8: Amending local bylaws**

*Local Bylaw 8 Section 1*

A local's bylaws may be amended by a two-thirds majority vote of the members present at a membership meeting, provided 30 days' notice of the meeting has been issued and posted.

*Local Bylaw 8 Section 2*

All amendments and corresponding annual general meeting minutes must be forwarded to the Manager of Administration, Union of National Employees.

**For further information related to local issues, please see:**

Bylaw 3, Sections 4,8,10,14 and 15—*Election of Officers*

Bylaw 4, Sections 14—*Local dues*

Bylaw 5—*Money and finances*

Policy FIN 2—*Financial assistance for locals/members*

Policy LOC 8 – *Duties of Local Officers*