

# Local Chapter Constitution Template

Dated: April 30, 2017

The name of this association shall be The Rocky Mountain Place-Based Learning Network, subsection of the Windermere, Golden and Kimberly Teachers' Unions and chapter of the Environmental Educators' PSA.

## GOALS

The goals of this association shall be:

1. To promote greater awareness, understanding and appreciation of the environment and nurture skills in teachers to use Place-Based Education.
2. Engage new educators in exploring outdoor, environmental, place-based education.

## Base of operation

The operations of the association are to be carried on in School District 6.

## By-Laws

### Article 1—Membership

Membership shall be open to any person who is a member of the local teachers' union and / or the PSA. The membership year shall be September to September.

### Article 2—Fees and Financial Records

- a. Membership fees shall be established by resolution at each annual general meeting of the association.
- b. The financial records of the association shall be maintained by the treasurer and shall be open to the membership and to the executive of the parent provincial specialist association.

### 3—Officers

The officers shall be president, vice-president, past president, secretary, treasurer, professional development chairperson, and membership coordinator.

Officers shall be elected for a term of one year at the annual general meeting.

### Article 4—Committees

- a. The executive committee shall be the officers of the association.
- b. Committees may be appointed by the executive committee from among the members of the association. Such committees shall be responsible to the executive committee.
- c. Wherever a vacancy occurs in the executive committee through any cause, the executive committee shall name a member to fill the vacancy until the next general meeting.

### Article 5—Meetings

- a. The annual general meeting of the association shall be held each year at a time and place to be designated by the executive committee.
- b. Other general meetings of the association may be held from time to time as ordered by the executive.

Article 6—Representations to outside agencies

Any representations made by the chapter to an authority outside the local teachers' union (on a local issue to the school board) or PSA (on a provincial matter to the Ministry of Education) should be conducted through the local teachers' union or the EEPsA executive.

Do we have to include information about non-members being in attendance at the meetings / events?