



Branch Update

Vol. 19, No. 2

January, 2006

Introduction

Happy New Year! I trust that you all enjoyed your Christmas holiday with family and friends

This newsletter can also be found on-line at www.nlta.nl.ca. Just click on "Publications" and then go to "B" for Branch Update.

If you have any comments, questions, or suggestions for the Branch Update, please contact me at the NLTA Office at Extension 222 or via e-mail: gcostello@nlta.nl.ca.

Geralyn Costello
Assistant to the President

Joint Council Meeting

The second regular Joint Council meeting for this year will take place on Friday (all day) and Saturday, March 31 and April 1, 2006. You will receive a registration form from Colleen Wade in advance of this meeting. Please ensure that your forms are returned to her as soon as possible and that you contact her if you wish to have your travel arrangements made by the NLTA Office.

Any branch president who wishes to have an item placed on the agenda during the *Branch Presidents' Forum* should contact me by **Thursday, March 16**, with your request.

Branch Operations Manual

The Branch Operations Manual is now also available on the NLTA website at www.nlta.nl.ca. Click on "Publications" and then go to "B" for Branch Operations Manual.

NLTA Kilometrage Rate

For those of you who travel on NLTA business, please note that the kilometrage rate for December 1, 2005 to February 28, 2006 is 41.2 cents per kilometre.

Branch Registration and Audit

There are still several branches who have not forwarded the Official Branch Registration Form for 2005-06 and Branch Audit Form for 2004-05 to the NLTA Office. These forms must be submitted before the branch can be sent the remainder of its registration and membership rebates. **Please note that branches must be officially registered in order for representatives to attend meetings of the Association including Joint Council.**

Branch Financing Requests

Please note that the NLTA Treasurer and the Finance Committee are responsible for responding to branch requests for additional funding. Please use the *Request for Additional Funding Form* included in your Branch Operations Manual and forward it to Jm Fox, Treasurer.

Contact with Substitutes

The deadline date for the registration of substitute teachers is **January 15th**. The registration procedure is included in your Branch Operations Manual.

Important Dates/Deadlines 05-06

January 15, 2006

Nominations for the Bancroft, Allan Bishop, Barnes and Special Recognition Awards must be **received** at the NLTA Office by this date.

Deadline date for sending branch registration of substitute teachers to the NLTA Office.

February 1, 2006

Deadline for receipt of applications for Educational Leave. Teachers must make prior application to the school board.

March 5-11, 2006

Education Week

March 31, 2006

Deadline for the Centennial Fund Award nominations.

April 1, 2006

Deadline for Johnson Bursary applications.

April 30, 2006

Deadline for Deferred Salary Leave applications and year-end contract resignations.

May 14-20, 2006

Branch Election Week

Retirement Scrolls and Pins

NLTA policy states that any teacher (or school board director/assistant director) who has been a member of the Association for over 20 years and who has accumulated over 20 years of teaching in the province is entitled to a Life Membership Scroll, and those who have taught for less than 20 years will receive an Honourable Retirement Scroll.

Scrolls should be ordered well in advance of the date you will require them. When

ordering the scrolls, please ensure that you have included the teacher's name as he/she wishes it to appear on the retirement scroll; whether the person has taught for 20 years or more in the province; and the teacher's retirement date. (The order form is located in the FORMS section of your Branch Operations Manual.)

Please also ensure that you include in the list of retiring teachers any **substitute teachers** who may be planning on retiring this year. Scrolls and pins should be ordered for them, and they should then be included in any branch function honouring retiring teachers.

A REMINDER TO TREASURERS: Upon proof of expenditure, the Association will reimburse your branch up to \$23 per retiree and retiree's guest for the cost of meals provided at your retirement banquet. Please check with your Branch President to obtain the appropriate reimbursement forms which are contained in the Branch Operations Manual.

Something To Think About . . .

The difference between what we do and what we are capable of doing would suffice to solve most of the world's problems. ~ M.K. Gandhi

Branch Update is published three times a year by the Branch Operations Office of the NLTA. For further information on any items dealt with in this publication, please contact:

Geralyn Costello, Assistant to the President
Newfoundland and Labrador Teachers' Association
3 Kenmount Road
St. John's, NL A1B 1W1

Telephone: 709-726-3223 or
1-800-563-3599, Ext. 222

Fax: 709-726-4302 or
1-877-711-NLTA

E-mail/Web Site: gcostello@nlta.nl.ca
www.nlta.nl.ca