

Fax Number:

Fax Location:



NLTA Branch Registration

September _____ to June _____
Branch _____

This form can be completed online and submitted to the NLTA Office. Go to the website www.nlta.nl.ca, click on "Forms" and go to "Branch Registration Form".

Position	Name	E-Mail Address	Box/Street	Town	Postal Code	School Phone	Home Phone
<i>President</i>							
<i>Vice-President</i>							
<i>Past-President</i>							
<i>Secretary</i>							
<i>Treasurer</i>							
<i>Communications Officer</i>							
<i>Political Action Officer</i>							
<i>Professional Development Officer</i>							
<i>Equity Issues Officer</i>							
<i>Substitute Teacher Rep.</i>							
<i>New Teacher Rep.</i>							
<i>Member-at-Large</i>							
<i>Member-at-Large</i>							
<i>Member-at-Large</i>							

General Information	NLTA Policy Pertaining to Branch Registration	Membership Eligibility																														
Number of Meetings Per Year _____ Location of Meetings _____ What is the total number of NLTA members in the communities served by your Branch? _____ (This number should correspond with the total obtained below.) Do you have a complete listing of your Branch Membership? Yes { } No { } Do you have a Branch Bank Account? Yes { } No { } Bank Account Number: _____ Name of Bank: _____ Location: _____ List property owned by branch: 1. 2. 3. 4. 5.	<p>The second week of May in each year is to be designated as Branch Election Week, at which time branches elect at least a President, Vice-President, Secretary, Treasurer, (Secretary-Treasurer) and Communications Officer.</p> <p>A Preliminary Registration Form should reach NLTA Office as soon after the election as possible and, in any case, by the date of school closing.</p> <p>All officers so elected are to take office at the beginning of the Association year (September 1). However, as with the Provincial President and Executive, it is suggested that newly elected Branch Executives be in power as of August 1st.</p> <p>The Preliminary Branch Registration Form must be filed at the NLTA Office before a branch can receive the first \$200.00 of its Registration Rebate; the remainder of the Registration Rebate and the Membership Rebate are forwarded upon receipt of this official Branch Registration and Audit Form.</p> <p>No branch may be represented at a Joint Council Meeting or Convention unless it is duly registered.</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:20%;">Category</th> <th style="width:20%;">As per By-Law X used in count to determine number of Convention delegates</th> <th style="width:20%;">Eligible to vote, to be a delegate, run for branch elections or for Provincial Executive</th> <th style="width:20%;">Used in initial count for \$6.00 Membership Rebate</th> </tr> </thead> <tbody> <tr> <td>Regular full-time teachers & Teacher Learning Assistant</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Regular Part-time teachers</td> <td>Yes, and each part-time teacher counts as one member.</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Replacement teachers</td> <td>By-Law specifies that either the teacher on leave or his/her replacement can be counted, not both.</td> <td>Yes</td> <td rowspan="2">Only one of the teacher on leave or the replacement teacher can be counted, but not both.</td> </tr> <tr> <td>Teachers on Leave</td> <td></td> <td>Yes</td> </tr> <tr> <td>Substitute Teachers</td> <td>No</td> <td>Yes</td> <td>No, but is calculated and paid separately for registered substitutes who have taught by December 31st of that school year. (List of registered substitutes required from branch.)</td> </tr> <tr> <td>Retired teachers (life members)</td> <td>No</td> <td>No. May attend and speak at meetings but not at meetings or portions of meetings relative to collective bargaining.</td> <td>No</td> </tr> </tbody> </table>	Category	As per By-Law X used in count to determine number of Convention delegates	Eligible to vote, to be a delegate, run for branch elections or for Provincial Executive	Used in initial count for \$6.00 Membership Rebate	Regular full-time teachers & Teacher Learning Assistant	Yes	Yes	Yes	Regular Part-time teachers	Yes, and each part-time teacher counts as one member.	Yes	Yes	Replacement teachers	By-Law specifies that either the teacher on leave or his/her replacement can be counted, not both.	Yes	Only one of the teacher on leave or the replacement teacher can be counted, but not both.	Teachers on Leave		Yes	Substitute Teachers	No	Yes	No, but is calculated and paid separately for registered substitutes who have taught by December 31st of that school year. (List of registered substitutes required from branch.)	Retired teachers (life members)	No	No. May attend and speak at meetings but not at meetings or portions of meetings relative to collective bargaining.	No			
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List name of schools and board office(s) together with community name and number of NLTA members in each which are eligible for membership rebate (as per information in Column 4 above). Please list TLA's separate- Eg; Teachers 10 + TLA's 2 – Total 12

1.	7.	13.	19.
2.	8.	14.	20.
3.	9.	15.	21.
4.	10.	16.	22.
5.	11.	17.	23.
6.	12.	18.	24.