

**To:** ETFO Thames Valley Teacher Local Members  
**From:** Craig Smith, President, ETFO Thames Valley Teacher Local (ETFO TVTL)  
**Date:** January 6, 2025  
**Regarding:** **REMINDER - ETFO Provincial Constitution, By-Laws and Annual Meeting Resolutions Submission Form**

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## **ETFO Provincial Constitution, By-Laws and Annual Meeting Resolutions Submission Form**

- Resolutions for consideration at the ETFO Provincial Annual Meeting must be submitted to ETFO Thames Valley Teacher Local and passed at the February 13, 2025 General Meeting.
- Members wishing to submit resolutions can download the ETFO Provincial Constitution, By-Laws and Annual Meeting Resolution Submission Form at [www.etfothamesvalley.com](http://www.etfothamesvalley.com) under Communiqué.
- Please return the completed form to the ETFO Thames Valley Teacher Local office by 4:00 p.m. Tuesday, January 7, 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](mailto:etfotvtl@etfothamesvalley.com)

**ETFO PROVINCIAL  
CONSTITUTION, BY-LAWS  
AND ANNUAL MEETING RESOLUTION SUBMISSION FORM**

***PROCEDURES***

1. **ETFO Provincial Reference Book 2024 - 2025** will be in the schools shortly. Please refer to Article IX for information regarding the process for proposing resolutions to the Annual Meeting.
2. When completing this form, please refer to the specific Article and / or Section number to be amended.  
e.g.:moved that Article IV, Section 2, 4.2.1 be amended to read . . . (or be amended by “the addition of” or “the deletion of”).
3. A member of the ETFO Thames Valley Teacher Local Federation Annual Meeting Committee may contact you if your resolution is unclear, requires changes to keep it in order with the rest of the Constitution or if it can be combined with another resolution received.
4. The resolution will be shared with the membership at least 15 days prior to the next Thames Valley Teacher Local’s General Meeting (February 13, 2025).

**ETFO PROVINCIAL ANNUAL MEETING RESOLUTION SUBMISSIONS**  
must be received by ETFO Thames Valley Teacher Local by  
**4:00 p.m. Tuesday, January 7, 2025.**

**ETFO PROVINCIAL ANNUAL MEETING RESOLUTION FORM  
Constitution and By-Laws 2024 – 2025**

For Office Use # _____
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**MOVER**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

School: \_\_\_\_\_ Home Phone: \_\_\_\_\_

**SECONDER**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

School: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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**RATIONALE** (Up to 100 Words): \_\_\_\_\_  
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**Completed forms must be submitted to ETFO Thames Valley Teacher Local  
by 4:00 p.m. Tuesday, January 7, 2025.**

**Email: [etfotvtl@etfothamesvalley.com](mailto:etfotvtl@etfothamesvalley.com)  
Or  
Fax: 519-474-3664**