

**\*VIRTUAL MEETING\***



**SATURDAY**

**May 1, 2021**

*Zoom waiting room opens at 9:00 a.m.*

**Call to the**  
**74<sup>th</sup>**  
**Annual Business**  
**Convention**

Complete packets of Convention Registration materials will be **emailed** shortly to Local Presidents and AFT Connecticut Officers, following deliberations of the Convention Program Committee.

<b>DEADLINE</b>	<b>FOR</b>
<b>March 1, 2021</b> (Monday)	submission of PROPOSED AMENDMENTS to the AFT Connecticut Constitution
<b>April 1, 2021</b> (Thursday) (emailed/postmarked)	submission of NOMINATIONS for the Joseph H. Soifer Award, and the Unionist of the Year
<b>April 1, 2021</b> (Thursday)	submission of PROPOSED DUES-RELATED AMENDMENTS to the AFT Connecticut Constitution
<b>April 10, 2021</b> (Saturday)	submission of RESOLUTIONS for consideration by Convention delegates



Locals must comply with the following in order for their delegates to be virtually seated:



Dues paid through at least	<b>February 2021</b>
Dues must reach the AFT office by	<b>April 16, 2021</b> (Friday) <i>15 days prior to the Convention</i>
Submitted to AFT Connecticut	Names and addresses of your principal executive and financial officers, current executive board members, membership roster, copy of your current constitution, copy of your Audit/Review/Internal Review/Financial Statement Compilation (see <b>Is Your Local In Good Standing?</b> sheet in this packet)



Email Anna Mowrey ([AMowrey@aftct.org](mailto:AMowrey@aftct.org)) for more information.



# 2021 Convention

## Tentative Agenda:

**9:00am** Zoom Waiting Room opens

**9:30am** Business Session

**Welcome & Greetings**

**AFT Connecticut Business**

Call to Order

Adoption of Rules for Debate

Minutes of 73rd Convention

President's Report

Credentials Committee Report

Constitutional Amendments

Budget Approval

Resolutions

Legislative Update

**11:00am** Jurisdictional Caucus Breakouts

**11:30am** Credentials Committee Report

**Elections**

**12:00pm** Election Results

The 74th  
Annual Business  
Convention will  
convene on:

SATURDAY  
MAY 1, 2021  
VIRTUALLY VIA  
ZOOM

Email Anna Mowrey:  
[amowrey@aftct.org](mailto:amowrey@aftct.org)  
for more information.

**ARTICLE III - MEMBERSHIP**

Section 3 A local which has retired members, part-time members, laid-off members, members on unpaid leave, and trainees who pay the regular membership dues of the local **and for whom full per capita is paid to AFT Connecticut and AFT** will be able to count them as full members in determining the delegate strength of the local at any State or National convention.

Section 6 All locals shall maintain affiliation in good standing with AFT Connecticut, the AFT, the Connecticut AFL-CIO, and the appropriate local central labor body.

**ARTICLE VIII - GOOD STANDING**

Section 1 To be in good standing in AFT Connecticut, locals must meet the following requirements:

- a. Payment of per capita to AFT Connecticut, on all members, with arrears not to exceed two (2) months;
- b. Current in submission to AFT Connecticut of names and addresses for the principal executive and financial officers;
- c. Current in submission to AFT Connecticut of the names and addresses of current members of the local's executive board;
- d. Current in submission of a membership roster to AFT Connecticut;
- e. Current in submission of a copy of the local's up-to-date constitution to AFT Connecticut: and
- f. Current in submission of a copy of the local's annual audit or financial review (as required to AFT) to AFT Connecticut.

Section 2 Only affiliates in good-standing shall be eligible for:

- a. Representation at the AFT Connecticut convention. In order to satisfy such good-standing requirements and in addition to the deadlines otherwise set forth in the AFT Connecticut constitution and bylaws, each local must provide the AFT Connecticut with the information required in section 1 (a-f) at least 30 days prior to the date of the convention. The requirements of Section 1 (a-f) above may be extended for good cause at the sole discretion of the AFT Connecticut upon request by the Local.

**ARTICLE IX - REPRESENTATION**

Section 1 Delegates and/or alternates to the Convention and Delegate Assembly from a local shall be elected by secret ballot. Members of each local must be given suitable opportunity to nominate candidates for the office of delegate and alternate. Notice of the right to make nominations must be sent to each member or given a prominent place in the local publication and on the bulletin boards. Notice of the right to make nominations and notice of the election may be combined in one notice. Written notice announcing the time and place of election of delegates must be mailed to each member at least fifteen (15) days prior to the election. The results of the election must be published and the ballots kept for one year.

Section 2 Each local must send to the State Office a certified list and official credentials of all elected delegates and alternates not later than

fifteen (15) days prior to the date of the Convention. Only delegates and alternates on this certified list shall be registered and seated at the Convention.

Section 3 In the event of non-delivery in the AFT Connecticut Office of the certified list and official credentials of the elected delegates and alternates, the Convention Body may approve the seating of the delegates and alternates.

Section 4 In conformity with Article III, Section 4; Article IX, Sections 6 and 7; and Article X, Section 1a. and b., Section 2a. and b.:

- a. One delegate and/or alternate to the AFT Connecticut Delegate Assembly or the AFT Connecticut Annual Convention may be elected by each affiliated local having a membership of twenty-five (25) or less.
- b. For each additional fifty (50) members or major fraction thereof, an additional delegate may be elected.
- c. Each AFT Connecticut Retiree Chapter, including the AFT Connecticut "At-large" Chapter, shall be entitled to elect one delegate to the AFT Connecticut Delegate Assembly and one delegate to the AFT Connecticut Annual Convention. This delegate shall be entitled to one vote.
- d. Those members for whom one-half or more dues are paid shall be counted as full dues paying members.

Section 5 For the purpose of this Article, **membership shall mean the average number on which the per capita has been paid for the first twelve months of the fourteen month period immediately preceding the month in which the Convention meets** provided that:

- a. Only Locals in Good Standing at the time of the Convention shall be entitled to representation. Per capita is due and payable on or before the fifteenth of each month for that month. (A local is in arrears if the local's dues have not been paid on the sixteenth (16th) day of the month that the per capita payment was due.)
- b. Notwithstanding Article VIII, Section 1a and Section 2, Article IX Section 5a, Article X Section 3; in the event the Convention is held on a date later than the 15th day of the month, a Local shall be considered in good standing and be entitled to representation at the Convention if said Local is two months in arrears on the date of the Convention. (For example: per capita not paid in April and also not paid by May 15, said Local remains in good standing for purposes of representation at Convention if Convention is held between May 16 – May 31) This provision is limited to representation at the Convention. Any Local in arrears for two months shall revert to its appropriate status on the date after the convention pursuant to Article VIII and Article X, Section 3.
- c. In the case of locals which have been chartered during the year preceding the Convention, the average shall be computed on the basis of the number of months of affiliation, the minimum for such computation to be two (2) months.

Section 6 For Convention delegates and voting strength purposes, agency fee payers are counted as members. For members of non-bargaining locals who are required to pay agency fees to a non-AFT local, the delegate and voting strength is the same as the per capita paid to AFT Connecticut.

Section 7 On roll call votes at the Annual Convention each local shall be entitled to a number of votes equal to the average membership as defined in Section 5 of this article. The votes of a local shall be distributed as evenly as possible among its delegates present at the time of voting, but shall not be fractioned. Any additional votes shall be equally assigned by lot or by an objective formula which shall be reported to the AFT Connecticut Secretary/Treasurer, with no delegate getting more than one additional vote.

Section 8 If a delegate leaves the Convention, his/her place in the Convention may be taken by an alternate, if any has been certified as provided in Section 2, in the order as listed on the Certified List of Delegates and Alternates. In the event that there are no alternates, the absent delegate's votes shall be evenly distributed among the remaining delegates present.

#### ARTICLE XI - AMENDMENTS

Section 1 Proposed amendments to the Constitution may be submitted either by request of the Executive Committee, Delegate Assembly or by request of a local.

Section 2 Proposed amendments shall be submitted either to a convention or to ratification by two-thirds (2/3) of the locals, the method to be decided by the Delegate Assembly.

Section 3 If a proposed amendment, other than a dues amendment, is to be submitted to a State Convention, it must reach the state office **at least two (2) months before the date of the convention**. If a proposed dues amendment is to be submitted to the State Convention, it must reach the state office **at least one (1) month before the date of the Convention**. The Office of the President shall make all reasonable attempts to notify the locals, either electronically or in hard copy, of all proposed amendments.

Section 4 A two-thirds (2/3) affirmative vote by those voting shall be needed to amend the Constitution.

#### ARTICLE V – BUDGET AND AUDIT

Section 1 The Finance and Budget Committee shall prepare and present a one year budget to the Executive Committee for recommendation to the Delegate Assembly. The Delegate Assembly has the duty to recommend a budget to the Business Convention.

Section 2 All AFT Connecticut locals paying per capita tax on less than its entire dues-paying membership shall be subject to suspension by the Executive Committee. The Executive Committee may require a local to produce proof of membership where reason exists to believe such local is violating this provision. If the local shall fail or refuse to produce such proof on request, the Executive Committee shall order an audit of the

local. Cost of said audit may be assessed to the local at the discretion of the Executive Committee.

#### ARTICLE I – PROCEDURES AND SPECIAL RULES OF ORDER FOR CONVENTIONS

Section 3 Resolutions to the Convention may be introduced by locals or the Delegate Assembly or by the Executive Committee. **No resolution shall be introduced after the 21st day prior to the start of the Convention, except by the consent of 2/3 of the delegates on the floor.** All resolutions shall bear the signatures of at least two elected officers of the local introducing the resolution, or two AFT Connecticut officers, if introduced by the Delegate Assembly or the Executive Committee. The officers signing the resolution shall certify that the resolution was approved for submission to the Convention either by the Executive Board or membership of the local or by the AFT Connecticut Delegate Assembly/Executive Committee. The resolution shall be submitted to the President of AFT Connecticut, AFT, AFL-CIO.

#### ARTICLE IV – OFFICERS

Section 1 All officers shall be elected in convention in odd-numbered years for a two (2) year term. The method of the election shall be the same as prescribed by the AFT and shall be by roll-call vote.

Section 2 The officers of AFT Connecticut shall be

- President
- Vice President
- Special Vice President (optional)
- Secretary/Treasurer
- Twenty-four (24) Vice Presidents

Of the twenty-four (24) Vice Presidents, eighteen (18) shall represent the membership at-large. Six (6) of the twenty-four (24) Vice Presidents shall represent specific divisions. These divisions are:

- AFT Connecticut Teachers
- AFT Connecticut Paraprofessionals and School-Related Personnel
- AFT Connecticut Nurses and Health Professionals
- AFT Connecticut Higher Education
- AFT Connecticut Public Employees
- AFT Connecticut Retirees

Section 5 Nomination and Election

a. A member who is a candidate for a particular AFT Connecticut office shall present to Chair of the Convention Credentials Committee, a petition indicating the position sought not later than ten (10) days before the Convention is scheduled to begin. This petition must contain the signatures of at least twenty-five (25) members of AFT Connecticut in good standing. A second method by which a member may become a candidate for a particular AFT Connecticut office is by presenting to the Credentials Committee Chair by 10:00 a.m. of the day of the election, a petition indicating the name of the particular office being sought and the signatures of at least ten (10) Convention delegates. The delegates to the Convention shall be informed of the names of the candidates for

each office. If new positions(s) are created by the Convention, nominations shall be made from the floor.

- b. Each delegate may not cast more than his/her allotted votes (per Article VII) for each of the following officers:
- President
  - Vice President
  - Secretary/Treasurer

Each delegate may not cast more than his/her allotted votes (per Article VII) for any individual candidate on the ballot for the eighteen (18) non-Divisional Vice President positions.

- c. A plurality of the votes cast shall be required to elect the President, the Vice President, and the Secretary/Treasurer. The eighteen (18) candidates for the non-Divisional Vice President positions receiving the greatest number of votes shall be declared elected. In the event of a tie for any office, a run-off election shall be held by roll call vote.
- d. After July 1, 2019, a Special Vice President may be elected if, in the opinion of the Executive Committee, a Special Vice President is required to meet the unique needs of the education, healthcare, or public employee divisions. The Executive Committee will direct the Personnel Committee to identify the following:
- A. a description of duties for the position
  - B. a schedule of the approximate hours per month for the position, and the number of months for the position
  - C. compensation for the position, which will be limited to salary no more than three times the Secretary/Treasurer's salary. There will be no benefits beyond salary for the position.
  - D. a recommended candidate or list of candidates for the position

The report of the Personnel Committee must be approved by a per capita vote of at least 50%+1 of the members of the Executive Committee present for the vote. The description, hours, and compensation for the position (A, B, and C above) will be considered passed or defeated by the vote of the Executive Committee.

Candidates will be recommended by the Executive Committee and elected at the first Delegate Assembly meeting following the recommendation of the Executive Committee. The term of the Special Vice President shall not extend beyond the next election of Constitutional Officers.

The President and Vice President will cast votes as delegates of their local.

- e. Divisional Vice Presidents
- The six (6) Divisional Vice Presidents shall be nominated by petition as stated in Section 5 of this Article above.
  - The six (6) Divisional Vice Presidents shall be chosen in Convention Caucuses (with division as defined in Section 2 above) having one (1) Vice President. A majority of the delegates present and voting in each Caucus shall elect the Vice President from that division.

- In cases where a local represents members from multiple constituent divisions, the local may send a different delegate to each Caucus to which the local is entitled to representation.
- No local shall have more than one Divisional Vice President.
- No delegate shall vote in more than one Caucus.

f. At the Convention, each Candidate may have one (1) person speak in support of his or her candidacy.

g. Officers elected at the Convention shall be designated "officers elect." They shall be entitled to attend all officers' meetings, shall take office July 1st, and shall be formally installed at the next regular Delegate Assembly meeting.

*G:\CONVENTIONS - ALL\2021\00 FIRST CALL\1 FIRST CALL CONSTITUTION LANGUAGE.docx*



## **IS YOUR LOCAL IN GOOD STANDING?**

- a. Are you up to date (not more than 2 months in arrears) on your payment of Per Capita Taxes to AFT Connecticut?
- b. Have you submitted the names and addresses of your principal executive and financial officers to AFT Connecticut?
- c. Have you submitted the names and addresses of your current executive board to AFT Connecticut?
- d. Have you submitted your membership roster to AFT Connecticut?
- e. Have you submitted a copy of your current constitution to AFT Connecticut?
- f. Have you submitted a copy of your Audit/Review/Internal Review/Financial Statement Compilation (see additional information below) to AFT Connecticut?

**IF THE ANSWER TO ANY OF THESE QUESTIONS IS 'NO' THEN YOU ARE NOT A LOCAL IN GOOD STANDING. REQUIRED DOCUMENTS CAN BE EMAILED OR MAILED TO AFT CONNECTICUT (SEE ADDITIONAL INFORMATION)**

## ADDITIONAL INFORMATION

Audit? Review? Internal Committee Review? Financial Statement  
Compilation?

Which report is my local required to submit?

Number of Members	Minimum Reporting Requirement*
2500+	Audit Performed by Independent CPA
1000-2499	Review Performed by Independent CPA
300-999	Review Performed by Internal Committee
1-299	Financial Statement Compilation

\*This is the minimum reporting requirement, a local may opt to have the next level of report prepared. For example, a local with 350 members may opt to have a review prepared by an Independent CPA.

What is considered a “current” report?

<b>If your fiscal year ends on...</b>	<b>Then a current report would be for the year ending...</b>
June 30 <sup>th</sup>	June 30, 2020
August 31 <sup>st</sup>	August 31, 2020
September 30 <sup>th</sup>	September 30, 2020
December 31 <sup>st</sup>	December 31, 2019

Documents may be emailed to Anna Mowrey: [amowrey@aftct.org](mailto:amowrey@aftct.org)

Or mailed to AFT Connecticut, 35 Marshall Road, Rocky Hill, CT 06067