

November, 2010

CITE Constitution

Article 1: Name

The name of this body shall be: Conference of Independent Teachers of English (hereafter "CITE"), affiliated with the Conference of Independent Schools, 'CIS (Ontario)'.

Article 2: Objectives

The objectives of CITE shall be:

1. to host an annual conference at a Member School;
2. to promote writing by conducting an annual creative writing contest and by publishing an anthology of student writing;
3. to provide members with opportunities for professional growth, social networking and support;
4. to unite English teachers, Department Heads and other interested parties in furthering literacy, and improving English teaching and learning;

Article 3: Membership

Membership in CITE is open to English, media studies, language arts and ESL/ELL teachers employed in CIS (Ontario) Schools and their designates. No fees shall be levied for CITE membership, and all projects shall be undertaken on a cost-recovery basis. Financial responsibility for the annual CITE conference, INCITE publication and other initiatives shall be borne by the host school.

Article 4: Management

Management of the Management shall be vested in the CITE Executive, composed of the elected CITE officers, Chair, Conference Chair, Conference Chair-Elect, Administrator, Communications Officer, Professional Development Coordinator and Treasurer from the membership at large. All members of the CITE Executive shall be voting members. The Conference Chair-Elect may invite conference committee members to attend meetings in an *ex officio* capacity. All voting within the Executive shall be by majority.

CITE shall operate under the umbrella of CIS(Ontario), with CIS(Ontario) providing communications and promotional roles and advice to the Executive. CITE will keep CIS (Ontario) informed of all minutes.

Article 5: Amendment of the Constitution

The CITE Executive or 10 voting members of CITE may propose amendments to this Constitution. Proposed amendments shall be submitted to the Chair in writing not less than thirty days before the Annual General Meeting. All proposed amendments shall be considered legitimate unless they are found to be contrary to the laws of Canada. Where proposed amendments are ruled illegitimate, the sponsors of the amendment shall be duly notified in writing by the Chair. All legitimate amendments shall be distributed to the membership not later than fourteen days prior to the Annual General Meeting. To be passed, an

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amendment to the Constitution shall require a two thirds vote of the members present and voting at the Annual General Meeting.

Article 6: Amendment of the Bylaws

The CITE Executive or 10 voting members of CITE may propose amendments to the Bylaws. Proposed amendments shall be submitted to the Chair in writing not less than thirty days before the Annual General Meeting. The CITE Executive shall review all proposed amendments and shall submit legitimate amendments to the Annual General Meeting. All proposed amendments shall be considered legitimate unless they are found to be contrary to the laws of Canada or to the Constitution of CIS (Ontario). Where proposed amendments are ruled illegitimate, the sponsors of the amendments shall be duly notified in writing by the Chair. All legitimate amendments shall be distributed to the membership no later than fourteen days prior to the Annual General Meeting. To be passed, amendments to the bylaws shall require a majority vote of the members present and voting at an Annual General Meeting.

Article 7: Editorial Changes to the Constitution and Bylaws

The CITE Executive may make such editorial or grammatical changes in this Constitution or the CITE Bylaws as do not change their substance and meaning. These changes shall take effect upon their approval by the CITE Executive.

Article 8: Dissolution

The CITE Executive or 10 voting members of CITE may propose dissolution of CITE. Proposals for dissolution shall be submitted to the Chair in writing not less than thirty days before the Annual General Meeting. All proposals for dissolution shall be considered legitimate unless they are found to be contrary to the laws of Canada. Where proposals for dissolution are ruled illegitimate, the sponsors of the proposals shall be duly notified in writing by the Chair. All legitimate proposals for dissolution of CITE shall require a two thirds vote of the members present and voting at the Annual General Meeting.

If such a proposal is passed, it shall be subject to confirmation. If the number of votes at the Annual General Meeting in favour of the proposal to dissolve equals or exceeds two-thirds of the full membership, the proposal will be deemed to have been confirmed and no further voting is required. If the number of votes at the Annual General Meeting in favour of the proposal to dissolve is less than two-thirds of the full membership, the vote to dissolve must then be presented to the full membership by mail or secure electronic voting for confirmation or rejection. The recommendation must be supported by two-thirds of the responding members.