



OECTA, HEU Advocacy Award

I Purpose:

This award recognizes outstanding service to the aims of the Ontario English Catholic Teachers' Association, and to OECTA, Halton Elementary Unit Members as a teacher advocate.

II Guidelines:

1. Eligibility extends to any member in good standing of Halton OECTA, who has served on the OECTA, Halton Elementary Executive and/or as Staff Rep., CBC Rep., Health & Safety Rep., AGM delegate, or on any OECTA committee.
2. Nominations and a letter of support shall be submitted by Halton OECTA Elementary members only, and accompany the completed official application form.
3. For any nomination to be considered by the committee, the official application form for the Advocacy Award must be completed and signed by the nominator(s).
4. The selection committee will request submission of nominations by mid-May each year. Names of nominees will be kept in strictest confidence.
5. It is intended that this award be presented annually if there is a candidate who fits the nomination criteria.
6. Biographical files for all persons nominated each year and for the recipient of the award for each year are to be kept in the OECTA, HEU Advocacy Award file at the OECTA Unit Office.
7. Nominations will be kept active, for selection purposes, for two (2) years.

Deadline: **First Friday in May – Annually**

Selection By: Committee Members

Fax: 905-335-6684 or email admin@haltonoecta.ca

III Nomination Process:

1. A nominee must have shown leadership in OECTA by working toward the goals and values of the Ontario English Catholic Teachers Association.
2. A nominee must have worked on behalf of teachers (OECTA Members) at the local level and/or at the provincial OECTA level.
3. A nominee must have completed a minimum of ten (10) years total service as a Catholic teacher (OECTA member) and must be a member in good standing.
4. A nominee may have contributed toward the community through participation in community organizations, volunteerism etc. either personally or with OECTA.
5. The official Nomination form must be completed in full.

IV Committee Membership:

The Selection Committee shall be comprised of:

1. A minimum of five members at large who applied for the committee in May/June annually to a maximum of nine (9) committee members.
2. A committee member must excuse themselves from the selection process if their name appears in any candidate's nomination package (as nominator or supporter).

V Selection Process:

1. The selection for the Advocacy Award will proceed with a minimum of five (5) committee members present at the selection meeting.
2. The chairperson will in-service the selection committee members. Nominations that do not meet the criteria, will be eliminated in advance with rationale given to the committee as to why, by the chairperson.
3. The chairperson will distribute the information packages for all candidates to be considered and each will be read individually and privately.
4. A discussion of candidates/nominations may be held once the submissions are all read.
5. The Chairperson will distribute ballots to the committee members for a secret vote.
6. A point system of: first place – 5 points; second place – 3 points; third place – 1 point; will be used by all committee members, including the chairperson.
7. Votes will be tallied in full view of committee members by the chairperson.
8. The candidate with the highest number of points will be declared the award recipient.
9. If five (5) or more nominations have been considered, the two top winners will go to a second vote by the same tally system.
10. In the event of a tie using the tally system, a plurality vote will be held, under Robert's rules, where the chair votes only in the event of another tie vote.



Official Nomination Form

OECTA, HEU Advocacy Award

Must Accompany All Nominations

- I/we wish to nominate: _____
- Of (school or office location): _____
- Nominated by: _____
- Of (school or office): _____
- Number of years the candidate has been an OECTA member: _____
- Any additional support documentation must be submitted by the deadline.

I OECTA Involvement- Local or Provincial participation in the following roles:

- Executive Member, Staff/CBC Rep, Health & Safety Rep, Committee Member, AGM Delegate

II Specific details of teacher advocacy:

Nominator _____

Day / Month / Year _____

1. The number of nominations for any one person has no bearing on the final decision of the committee.
2. All nominations are confidential to the committee alone.
3. The committee's selection shall be final and without prejudice.
4. The committee reserves the right to make no recommendations in any given year.
5. Additional support documentation is encouraged if it is related to OECTA involvement and/or community service.

Submit to:

Nina March, President
OECTA Halton Elementary Unit
Fax: 905-335-6684
or email admin@haltonoecta.ca

Note on Envelope:
OECTA, HEU Advocacy Award
Nomination
"Personal & Confidential"