



BURNABY TEACHERS' ASSOCIATION

#115-3993 HENNING DRIVE, BURNABY, B.C., V5C 6P7

Telephone: (604) 294-8141

Fax: (604) 294-9846

September 2017

To: **BTA Members**

From: BTA Executive Council

RE: BTA STAFF REPRESENTATIVES FOR 2017-2018

Please complete this form as soon as the election is completed and **FAX** (604-294-9846) to the BTA Office or email the office at bta3@bctf.ca by **FRIDAY, SEPTEMBER 29th, 2017** or **BRING IT TO THE BTA REPRESENTATIVE ASSEMBLY** on **SEPTEMBER 26th**, at 4:00 p.m.

Note: "Each school shall be entitled, on a per capita basis, to have one Staff Representative for each 20 BTA members, and one for any major additional fraction thereof and an equal number of Alternates. Schools with less than 20 members shall be entitled to elect one Staff Representative and one Alternate." (BTA Policies and Procedures)

The role of the Staff Rep is crucial to the functioning of the BTA. It is essential, therefore, that each staff select a Staff Rep who is willing to commit to monthly Representative Assemblies and the Staff Rep workshops. If your school has some difficulty in choosing a Staff Rep, please contact the BTA office as soon as possible.

STAFF REPRESENTATIVES:

NAME OF SCHOOL: _____

NUMBER OF BTA STAFF MEMBERS: _____

NUMBER OF STAFF REPRESENTATIVES: _____

NUMBER OF ALTERNATES: _____

Please print names, phone numbers, and personal e-mails **clearly!**
Add additional names on the back (if needed).

PLEASE ASTERISK THE NAME OF THE STAFF REP WHO WILL BE THE PRIMARY CONTACT WITH THE BTA.

NAME	HOME PHONE	<u>PERSONAL</u> E-MAIL	
			STAFF REP
			STAFF REP
			STAFF REP
			STAFF REP
			ALTERNATE

Your email address will be added to the BTA's 2017-2018 Staff Representatives' Contacts' E-list. Please ensure the email address provided is current.

PLEASE RETURN TO THE BTA OFFICE BY FRIDAY, SEPTEMBER 29th, 2017.