



NOVA SCOTIA EDUCATIONAL LEADERSHIP CONSORTIUM EDUCATIONAL LEADERSHIP CONSORTIUM OF NOVA SCOTIA (ELCNS)

CONSTITUTION

Adopted June 24, 1993
Revised May 30, 1996: February 13, 2006: October 22, 2015: May 3, 2018: October 4, 2018:
December 13, 2019

ADOPTED October 22, 2015: May 3, 2018: October 4, 2018: December 13, 2019

1.0 NAME

The name of this organization shall be the Educational Leadership Consortium of Nova Scotia (ELCNS).

2.0 PURPOSE

- 2.01** To promote an awareness among all partners in education of the importance of educational leadership.
- 2.02** To provide leadership opportunities through collegial efforts and a pooling of resources and databases that will enhance effective education for students in Nova Scotia.
- 2.03** To expand and develop the opportunity for professional development of educational leaders in Nova Scotia and to develop the potential of those educators aspiring to become leaders.

3.0 BELIEF STATEMENTS

3.01 Educational leaders are individuals who

- 3.01.1** inspire others to lead
- 3.01.2** advance initiatives that support student and professional learning
- 3.01.3** recognize that change in society and schools is inevitable and should be viewed as an opportunity for growth and renewal
- 3.01.4** are life long learners
- 3.01.5** are practicing professionals
- 3.01.6** are reflective and student focused practitioners

3.02 Educational leadership

- 3.02.1** is based on research that is rooted in the integration of theory and practice
- 3.02.2** is broad based as opposed to positional
- 3.02.3** is both formal and informal
- 3.02.4** insures comprehensive approaches to planning, implementation and assessment

- 3.02.5 includes knowledge, practical application, trust and vision
- 3.02.6 is challenging, collaborative, enabling and motivating
- 3.02.7 nurtures the teaching profession by building the capacity of adults to support other adults
- 3.02.8 garners sponsorship for the teaching profession and support for the institution of public education
- 3.02.9 is socially just
- 3.02.10 adheres to the principles of ethical decision making

4.0 MEMBERSHIP

Membership in the Consortium shall be open to the following

4.01 **All Education Entities**

- 4.01.1 Annapolis Valley Regional Centre for Education
- 4.01.2 Cape Breton - Victoria Regional Centre for Education
- 4.01.3 Chignecto-Central Regional Centre for Education
- 4.01.4 Conseil Scolaire Acadien Provincial
- 4.01.5 Halifax Regional Centre for Education
- 4.01.6 South Shore Regional Centre for Education
- 4.01.7 Strait Regional Centre for Education
- 4.01.8 Tri-County Regional Centre for Education
- 4.01.9 Nova Scotia Teachers Union
- 4.01.10 Nova Scotia Department of Education and Early Childhood Development
- 4.01.11 Association of Nova Scotia Educational Administrators (ANSEA)
- 4.01.12 Public School Administrators Association of Nova Scotia (PSAANS)
- 4.01.13 Representatives from the following Nova Scotia universities
 - 4.01.13a Acadia University
 - 4.01.13b Cape Breton University
 - 4.01.13c Mount Saint Vincent University
 - 4.01.13d Saint Francis Xavier University
 - 4.01.13e Universite Sainte-Anne
- 4.01.14 Black Educators' Association (BEA)
- 4.01.15 Mi'kmaw Kina'matnewey (MK)
- 4.01.16 Atlantic Provinces Special Education Authority (APSEA)
- 4.01.17 Nova Scotia Community College (NSCC)
- 4.01.18 Any other associations/organizations as approved by the Board of Directors of the Consortium

5.0 STRUCTURE

5.01 **Board of Directors**

- 5.01.1 The functions of the Board of Directors shall be:
 - 5.01.1a To set the direction of the Consortium
 - 5.01.1b To develop, implement and review policy and the operating procedures of the Consortium

- 5.01.1c To delegate tasks to the Program Committee
- 5.01.1d To approve professional development programs proposed by the Program Committee
- 5.01.1e To elect an Executive Committee and appoint other committees as required
- 5.01.1f To engage an Executive Director(s) to provide the programs of the Consortium
- 5.01.1g To obtain, allocate and monitor finances for the Consortium
- 5.01.1h To report Consortium plans and activities regularly to their respective organizations
- 5.01.1i To promote Consortium plans and activities regularly to their respective organizations

5.01.2 The Board of Directors shall consist of members representative of the following:

- 5.01.2a Centres for Education (7 members)
- 5.01.2b Conseil Scolaire Acadien Provincial (1 member)
- 5.01.2c Nova Scotia Teachers Union (1 member)
- 5.01.2d Nova Scotia Department of Education and Early Childhood Development (1 member)
- 5.01.2e Association of Nova Scotia Educational Administrators (1 member)
- 5.01.2f Public School Administrators Association of Nova Scotia (1 member)
- 5.01.2g Nova Scotia Universities (5 members)
- 5.01.2h Black Educators' Association (1 member)
- 5.01.2i Mi'kmaw Kina'matnewey (1 member)
- 5.01.2j Atlantic Provinces Special Education Authority (1 member)
- 5.01.2k Nova Scotia Community College (1 member)
- 5.01.2l Others as approved by the Board of Directors

5.01.3 Directors shall be appointed by their respective organizations annually.

5.01.4 The Board of Directors shall meet as required but at least three times a year.

- 5.01.4a **May** Annual General Meeting
- 5.01.4b **September/ October** Finalizing priorities and tasks for the year
- 5.01.4c **December** Meet with the Program Committee to review the status of priorities and tasks

5.02 Executive Committee

5.02.1 The purpose of this committee shall be to manage the affairs of the Consortium on behalf of the Board of Directors.

5.02.2 The Executive Officers shall be elected by the Board of Directors from its members at the first meeting of the Board following the annual general meeting, such meeting to be called by the out-going Chairperson. The Executive Committee shall:

- 5.02.2a Be responsible for an annual budget and audit
 - 5.02.2b Develop a set of procedural bylaws for the Consortium
 - 5.02.2c Recommend to the Board of Directors changes and/or amendments to Constitution and/or Bylaws for presentation to the general membership
 - 5.02.2d Ensure there is an annual assessment of the Consortium and its programs and its employees
 - 5.02.2e Advise the Board of Directors on all matters relating to the Consortium
 - 5.02.2f Provide support for and maintain regular contact with the Executive Director(s)
- 5.02.3** The Executive Committee shall consist of the following:
- 5.02.3a Chairperson
 - 5.02.3b Vice Chairperson
 - 5.02.3c Secretary
 - 5.02.3d Treasurer
 - 5.02.3e Executive Director(s) (ex officio)
 - 5.02.3f Two Members at large, (Nova Scotia Department of Education and Early Childhood Development and Universities)
- 5.02.4** The Executive Committee shall meet as required, but at least three times a year.
- 5.02.5** The roles of the Executive officers shall be as follows:
- 5.02.5a **Chairperson**
 - 5.02.5.a.1 Calls meetings as set out in the Constitution
 - 5.02.5.a.2 Prepares an agenda for each meeting
 - 5.02.5.a.3 Chairs the meeting
 - 5.02.5.a.4 Corresponds on behalf of the Consortium
 - 5.02.5.a.5 Performs other duties as assigned by the Board of Directors
 - 5.02.5b **Vice Chairperson**
 - 5.02.5.b.1 Replaces the Chairperson in the event of the Chairperson's absence
 - 5.02.5.b.2 Participates in the preparation of the agenda
 - 5.02.5.b.3 Performs other duties as assigned
 - 5.02.5c **Secretary**
 - 5.02.5.c.1 Records, maintains and distributes meeting minutes and other documents
 - 5.02.5.c.2 Corresponds on behalf of the Consortium
 - 5.02.5.c.3 Participates in preparation of the agenda
 - 5.02.5.c.4 Performs other duties as assigned
 - 5.02.5d **Treasurer**
 - 5.02.5.d.1 Keeps the books of accounts for the Consortium
 - 5.02.5.d.2 Prepares and submits a financial statement

at each meeting of the Board of Directors and the Consortium

5.02.5.d.3 Recommends an auditor to the Executive Committee

5.02.5.d.4 Participates in preparation of the agenda

5.02.5.d.5 Performs other duties as assigned

5.02.5e **Executive Director(s)**

5.02.5.e.1 Serves as the liaison between the Program Committee and the Board of Directors

5.03 Program Committee

5.03.1 The functions of the Program Committee shall be:

5.03.1a To assess needs for Consortium programs in consultation with the Executive Director(s)

5.03.1b To make program recommendations to the Board of Directors

5.03.1c To plan Consortium programs to meet identified needs

5.03.1d To evaluate the effectiveness of Consortium programs

5.03.1e To promote Consortium plans and activities regularly within their respective organizations

5.03.2 The Program Committee shall consist of members representative of the following:

5.03.2a Public School Boards

5.03.2b Nova Scotia School Boards Association

5.03.2c Nova Scotia Teachers' Union

5.03.2d Nova Scotia Department of Education and Early Childhood Development

5.03.2e Public School Administrators Association of Nova Scotia

5.03.2f Nova Scotia Universities

5.03.2g Black Educators Association

5.03.2h Mi'kmaw Kina'matnewey

5.03.2i Nova Scotia Community College

5.03.2j Atlantic Provinces Special Education Authority

5.03.2k Others as approved by the Board of Directors

5.03.3 Representatives of the Program Committee will be selected by their respective boards/organizations.

5.03.4 The Executive Director(s) of NSEL C will chair the Program Committee.

5.03.5 The Program Committee will meet as a committee of the whole at least three times per year:

5.03.5a **May** Review present year's activities and develop a new list of priorities for the Board of Directors

5.03.5b **September** Develop sub-committees to complete the priorities approved by the Board of Directors

5.03.5c **December** Meet with the Board of Directors to provide an up-date on sub-committee work

Sub-committees of the Program Committee will meet as often as required.

6.0 **ANNUAL MEETING**

The annual general meeting shall be held each year, no later than the 31st of May, at a time and place to be determined by the Executive. The agenda for the business meeting shall be prepared by the Executive and shall be distributed to the membership prior to the meeting. Voting shall be limited to active, paid-up members.

7.0 **FEES**

- 7.01** There shall be an annual membership fee as determined by the Board of Directors.
- 7.02** The student count used to determine Public School Board fees will be the September 30 student enrollment.
- 7.03** The fee shall be levied on the basis of the fiscal year April 1 - March 31.
- 7.04** Membership fees shall be due and payable on April 1 of each year.
- 7.05** Program services shall be limited to members in good standing.

8.0 **QUORUM**

Decisions of both the Board of Directors and the Consortium shall require a quorum.

- 8.01** The quorum for the Board of Directors shall be a simple majority.
- 8.02** The quorum for the Executive Committee shall be a simple majority.
- 8.03** In the event that a Board of Director represents more than one (1) organization, for both quorum and voting purposes, one (1) person equals one (1) vote.

9.0 **AMENDMENT PROCEDURE**

The Amendment procedure shall require the following:

- 9.01** A minimum of 30 days notice to the Board of Directors for any changes to bylaws and/or constitution
- 9.02** A 2/3 majority vote of the Board of Directors