

CONVENTION 2012 ■ APRIL 13-15 ■ THE FAIRMONT SAN JOSE

**OUR STATE**  
**OUR FUTURE**  
**OUR FIGHT**



**California Federation of Teachers**



*{70th Annual CFT Convention}*

**GET READY FOR  
CONVENTION**

**The Seventieth Convention of the  
California Federation of Teachers**

is hereby called to convene in The Fairmont San Jose on Friday,  
April 13, 2012, at the hour of 10 a.m. and will remain in  
session three days or until such time as it has given full  
consideration to such matters as legally may be  
brought before it.

California Federation  
of Teachers  
AFT, AFL-CIO



— *Joshua Pechthalt, President*

# Step by Step

## PREPARING FOR CONVENTION

**The annual CFT Convention is the highest policy-making body of the Federation.**

The union's vitality and democracy depend upon participation in the Convention by delegates from locals in good standing.

The constitutional provisions for CFT Conventions have been adopted to ensure CFT members representation in the policy-making of their union. Delegates will decide important resolutions and constitutional amendments and elect delegates to the AFT Convention and the California Labor Federation Convention.

Your local's packet of materials includes this official Convention call, your local voting strength, delegate and alternate forms, committee choice forms, and credential cards.

**Please study this information carefully, and plan now to ensure representation from your local.**

### 1 How to elect delegates

#### **How local unions nominate and elect delegates**

Delegates must be nominated and elected according to the CFT By-Laws and the Labor-Management Reporting and Disclosure Act, commonly referred to as the "Landrum-Griffin Act." This federal law, and the AFT and CFT Constitutions, require that:

1. Each member shall have a reasonable opportunity to be nominated as a delegate.
2. Notice of election of delegates shall be mailed to each member at least 15 days in advance of the election.
3. Election shall be by secret ballot.
4. Results shall be published and records (including ballots) kept for one year.

The president or other elected union officer may serve as a delegate without a special election provided:

- He or she was elected to office by secret ballot according to provisions of the Landrum-Griffin Act, and
- The local constitution or by-laws state that one of the duties of office is to be a delegate to the CFT Convention.

Although many locals divide expense allocations equally by common practice, the Labor Department has ruled that expenses need not be distributed equally among the delegates, provided that the rule for allocating the expenses is passed before the nomination of candidates. The guiding principle to follow is that the rule must be reasonable and able to be uniformly enforced.

#### **REQUIREMENTS FOR LOCAL DELEGATIONS TO BE SEATED**

- Your local's CFT per capita payments through **January 2012** must be received by **March 30**.
- Your list of elected delegates and alternates must be sent to the CFT Bay Area office by registered or certified mail postmarked by **March 30**.

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## Members-at-large elect by mail ballot

Members-at-large may nominate and elect delegates to the Convention by mail ballot in conformity with federal law. The number of delegates and alternates will be based on the aggregate number of the members-at-large.

The CFT Secretary Treasurer shall conduct an election for the delegates and alternates no later than two months prior to the Convention by a secret mail ballot listing all nominees and their employers. The nominees receiving the highest number of votes will be considered delegates and the next highest, the alternates.

### HOW MANY DELEGATES TO ELECT

- A local or council of locals shall be entitled to one delegate for the first 25 members, plus one delegate for each additional 25 members or fraction thereof. (CFT By-Laws, Article I, Section 7a)
- The number of delegates allowed shall be based on the local's average membership from **January 2011 through December 2011**.
- For locals chartered during the year preceding the Convention, the average shall be computed using the months of affiliation, with a minimum of two months.
- Locals are not required to nominate and elect the full number of delegates allotted, provided that the local passes a rule prior to the nominations setting the number of delegates to be elected.

## Small locals can form a council to elect delegates

Locals from contiguous geographic areas with fewer than 100 members each, but in the aggregate fewer than 300 members, may form councils of locals to elect a common delegate to the Convention. (CFT By-Laws, Article I, Section 2)

1. Locals which form such a council under this section must adopt a common resolution and send a copy of it to the CFT Bay Area office by **February 16**.
2. The resolution may be worded as follows: "(Name and number of local) at a regular meeting on (date) the purpose of sending a delegate to the CFT Convention on April 13, 2012. (Name and number of local) nominate the following member(s) for the office of delegate from the (name of the council)."
3. The resolution must contain the names of the delegates, their addresses, the signatures of the local president and secretary, and the local seal.
4. The CFT Secretary-Treasurer must be provided with a list of locals comprising the council.
5. Credentials from each local in the council naming the elected delegate(s) must be sent to the CFT Bay Area office by **March 30**.

## 2 How to submit constitutional amendments

- Locals or councils may submit to the Convention amendments to the CFT Constitution and By-Laws as provided in the Constitution (Article VII) and the By-Laws (Article IV). A two-thirds vote of delegates present and voting is required to amend the Constitution; a majority vote is required to amend the By-Laws.
- A proposed amendment must be signed by two elected officers of the local certifying that it was approved by the membership or the local's executive board for submission to the Convention.
- Proposed amendments must be submitted to the CFT Bay Area office eight weeks prior to the Convention, no later than **February 17**.

## 3 How to submit resolutions

- Resolutions may be introduced by locals, by the State Council, by the Executive Council, by CFT standing committees, by Division Councils, or by Convention committees.
- A proposed resolution must bear the signatures of two elected officers of the local or council, or the signatures of two committee members, certifying that the resolution was approved for submission to the Convention. Resolutions from local unions must be approved for submission by the membership or by the local's executive board.
- Resolutions introduced later than six weeks prior to the opening of the Convention must be approved by a two-thirds vote of the delegates and follow the procedures for late submissions.
- Resolutions must be submitted to the CFT Bay Area office six weeks prior to the Convention, no later than **March 1**.

### GET CONVENTION DOCUMENTS ONLINE

At [www.cft.org](http://www.cft.org), you can find a Microsoft Word template to write resolutions, and fillable pdfs for delegate and alternate lists, committee choice forms, and delegate credential cards. You can also find a link to reserve hotel rooms and lots more information about CFT Convention 2012.

[tinyurl.com/Convention2012](http://tinyurl.com/Convention2012)

Return constitutional amendments, resolutions, delegate lists, and committee choice forms to:

#### Convention

CFT Bay Area Office

1201 Marina Village Pkwy., Suite 115

Alameda, CA 94501

Phone: (510) 523-5238 Fax: (510) 523-5262

Email: [jgloria@cft.org](mailto:jgloria@cft.org)

## DELEGATES TO ELECT DELEGATES

Nominations will be taken from the floor of the Convention for delegates to the AFT Convention and the California Labor Federation Convention.

Voting by local delegations will take place Saturday evening at 7:00 p.m. Those candidates receiving a majority of votes shall be elected. If a runoff is necessary, voting will also take place Sunday morning at 7 a.m.

## 4 Make sure CFT per capita paid

Your local's CFT per capita payments through **January 2012** must be received by **March 30**.

## 5 Return local delegate lists

Lists of elected delegates and alternates must bear the signatures of the president and the secretary of the local, and the seal of the local. Your local's list must be sent to the CFT Bay Area office by registered or certified mail postmarked by **March 30**.

## 6 Return delegate choices for committee service

All amendments and resolutions are first reviewed by one of the Convention committees. These committees are given the task of recommending whether an amendment should be adopted, whether a resolution needs modification, what action the Convention should take concerning the resolution, and the order of importance for resolutions to be considered.

- All delegates are encouraged to participate in these important sessions to ensure the democracy of the Convention process. Only assigned members of the committee may debate and vote upon resolutions before the committee.
- Each delegate who wishes to serve will be assigned to one Convention committee. The CFT President shall appoint delegates to committees, giving weight and consideration to balance and to service on standing committees. Members of CFT standing committees who are delegates shall be appointed to the corresponding Convention committees to coordinate the work of those bodies.
- The CFT President shall appoint Convention committee chairs and members of the Constitution Committee with the approval of the Executive Council.
- On the forms provided, delegates can designate the committees on which they wish to serve. The forms must be returned to the CFT Bay Area office by **March 30**.

## 7 Get your credentials in order

Convention credentials must bear the signatures of the president and the secretary of the local, and the seal of the local. Each delegate must bring a credential card to Convention registration **April 12–14**.

## TIMELY AND TOPICAL WORKSHOPS!

CFT Convention workshops provide delegates with opportunities to learn about developing trends and challenges, and acquire information to assist them in being successful on the job and in their unions.

### Workshop topics include:

#### Training for all:

Union 101  
Negotiating contracts  
Leading a local union  
Legal updates  
Educational issues  
Health and safety  
Internal organizing  
Coalition building  
Member political action  
Fair taxation policy  
Retirement preparation

#### Something for every constituency:

Early childhood  
K-12 teachers and classifieds  
Charter schools  
Adult education  
Community college faculty and classifieds  
Part-time faculty  
University employees  
Private sector  
Retirees



# CONVENTION AT-A-GLANCE

## Countdown

FEBRUARY 17	MARCH 1	MARCH 22	MARCH 30
<ul style="list-style-type: none"> <li>Constitutional amendments due</li> <li>Resolutions to form Councils of Locals due</li> </ul>	<ul style="list-style-type: none"> <li>Resolutions due</li> <li>Notify CFT of special needs under the Americans with Disabilities Act</li> <li>Notify CFT of child care needs</li> </ul>	<ul style="list-style-type: none"> <li>Room reservation deadline at The Fairmont San Jose</li> </ul>	<ul style="list-style-type: none"> <li>Per capita payments through January 2012 due to CFT</li> <li>Local delegate lists and committee choice forms due</li> </ul>

## Accommodations

### HOW TO RESERVE A HOTEL ROOM

You can make room reservations at The Fairmont San Jose by phone or online. The deadline to reserve rooms is **March 22**.

#### Toll-free phone reservations: (800) 441-1414

Say you are a delegate to the California Federation of Teachers' Convention to obtain the Convention room rate and have your credit card ready to guarantee your reservations.

#### Web reservations: [tinyurl.com/Convention2012-reservations](http://tinyurl.com/Convention2012-reservations)

Use the link above or click on the hotel link from the Convention page at [www.cft.org](http://www.cft.org). Make sure you request an email confirmation of your reservations.

#### The Fairmont San Jose

170 South Market Street, San Jose CA 95113  
Phone: (408) 998-1900  
[www.fairmont.com/sanjose](http://www.fairmont.com/sanjose)

**ADA accommodations** The CFT will make every effort to assist in ensuring that accommodations at The Fairmont San Jose are in compliance with the Americans with Disabilities Act, and will attempt to accommodate any special needs so that delegates may participate fully in Convention activities. If a delegate anticipates a special need ensuing from a disability, the delegate should call the CFT Bay Area office at (510) 523-5238 by **March 1**.

**Child care** can be made available for the children of delegates according to the criteria adopted by the Executive Council. To learn more, or to notify CFT of child care needs, call the CFT Bay Area office at (510) 523-5238 by **March 1**.

## Program

### TENTATIVE SCHEDULE

#### Thursday, April 12

5:00 p.m. – 9:00 p.m. Registration

#### Friday, April 13

8:00 a.m. – 7:00 p.m. Registration  
9:30 a.m. – 10:00 a.m. New Delegate Orientation  
10:00 a.m. – 12:00 p.m. General Session I  
1:00 p.m. – 2:00 p.m. Workshop  
2:15 p.m. – 3:15 p.m. Workshop  
3:30 p.m. – 5:30 p.m. Resolutions Subcommittees  
5:30 p.m. – 6:45 p.m. Union Social  
7:00 p.m. – 10:00 p.m. Division Councils

#### Saturday, April 14

7:30 a.m. – 8:45 p.m. Constituent Breakfasts  
8:00 a.m. – 5:30 p.m. Registration  
9:00 a.m. – 11:45 a.m. General Session II  
12 Noon – 1:15 p.m. Ben Rust Award Luncheon  
1:30 p.m. – 2:30 p.m. Workshop  
2:45 p.m. – 3:45 p.m. Workshop  
4:00 p.m. – 7:00 p.m. General Session III  
7:00 p.m. – 8:00 p.m. Voting

#### Sunday, April 15

7:00 a.m. – 9:15 a.m. Voting (if runoff necessary)  
7:30 a.m. – 9:00 a.m. Awards Breakfasts  
9:30 a.m. – 1:00 p.m. General Session IV