

## **CASS Membership Guidelines (May 1, 2014)**

The membership of the College has six categories:

1. Regulated Member,
2. Provisional Regulated Member
3. Associate Member,
4. Affiliate Member,
5. Life Member, and
6. Honorary Life Member.

### **Regulated Member**

1. An applicant shall be registered as a regulated member, if the applicant meets the following requirements
  - a. is employed as a system education leader by a school board of a public or separate school jurisdiction, charter school, or First Nation school jurisdiction located in the province of Alberta and the employment contract provides that said employee falls outside the scope of the employer's teacher-related collective agreement;
  - b. possesses a Bachelor of Education degree or equivalent from a university in Alberta or from a university of equivalent standard;
  - c. possesses a Master's degree from a university in Alberta or from a university of equivalent standard;
  - d. possesses a teaching certificate issued pursuant to the regulations made under section 94(1)(a) of the School Act;
  - e. possesses three years' experience in a school system in Alberta or in a school system of equivalent standard which is acceptable to the Board of Education that appointed the applicant to a position of system education leader;
  - f. possesses three years' experience in an administrative position in a school system in Alberta or in a school system of equivalent standard which is acceptable to the Board of Education that appointed the applicant to a position of system education leader;
  - g. meets the practice standard as set out in section 4 of this handbook; and;
  - h. provides evidence, as deemed acceptable by the Registration Committee, that the member is in good standing.
  - i. pays the annual fee for regulated members set by the members at the Annual General Meeting.

### **Provisional Regulated Member**

1. An applicant shall be registered as a provisional regulated member where such member has not completed the requirements for regulated membership and the applicant meets the following requirements:

- a. is employed as a system education leader by a Board of Education within Alberta and the employment contract provides that said employee falls outside the scope of the employer's teacher-related collective agreement;
- b. a maximum period of three (3) years shall be permitted to the provisional regulated member to complete the requirements for a membership certificate as a regulated member;
- c. an extension of a provisional regulated membership may be granted if deemed acceptable by the Registration Committee upon written submission with reasons to the applicant.

All regulated and provisional regulated members shall have the right to vote at all Annual General Meetings or Special Meetings of the College to hold office and to attend and vote at Zone meetings.

Any member desiring to withdraw from membership in the College may do so upon written request to the Executive Director and surrender of the registration certificate. The effective date of the member's withdrawal shall be the end of that current fiscal year.

Each member shall promote the objects of the College and shall conform to all rules and regulations of the College whether expressed in its Code of Conduct, bylaws or regulations which may have been, or may be, from time to time adopted by the College. Members who breach the Code of Conduct, bylaws or regulations shall be subject to discipline in accordance with these bylaws and regulations.

### **Associate Member**

1. Associate members are those who are:
  - a. pay the annual associate membership fee approved by the members at the Annual General Meeting,
  - b. hold administrative responsibilities in public and separate school jurisdictions in the Province of Alberta or in Charter Schools or in school jurisdictions located within the First Nations of Alberta; and,
  - c. are within the teachers' collective agreement on whose behalf the ATA is bargaining.
  - d. not eligible for regulated membership.
2. The College retains the right to suspend or withdraw an associate membership for reasonable cause.

All associate members shall have the right to participate in all College activities and to receive College publications but shall not have the right to vote or hold office.

### **Affiliate Member**

An affiliate member

- a. is not eligible for regulated membership; that is the member does not require a teaching certificate;

- b. must be
  - i) an employee of the Ministry of Education in a senior supervisory or consultative position;
  - ii) an academic member of a university faculty;
  - iii) a member of the Saskatchewan League of Educational Administrators, Directors and Superintendents;
  - iv) a member of the British Columbia School Superintendents Association;
  - v) an education administrator from the Yukon, Northwest Territories or Nunavut;
  - vi) in a senior leadership position in a public, separate, francophone or Alberta school jurisdiction;
  - vii) in a senior leadership position in a First Nations Education Authority; or
  - viii) an Executive Director with the Alberta Regional Consortia.
- 2. The College retains the right to suspend or withdraw an affiliate membership for reasonable cause.

### **Life Member**

1. Life membership shall be granted to an individual who, upon leaving a CASS position, has been a member in good standing for a minimum of five (5) years.
2. Life Members who return to active service in positions which make them eligible for regulated membership shall be required to pay all dues and fees of the College during the term of such service.
3. Life members may serve the College at the pleasure of the Board in a consulting or advisory capacity.
4. A life member may attend all College meetings or functions of as a guest of the College and shall be exempt from payment of the annual membership fee unless subsection (2) applies to that individual.

### **Honorary Life Member**

1. Honorary Life Membership may be granted by the Board to a deserving retired or retiring individual with less than five (5) years of membership in the College or to a non-member recognized for distinctive service.
2. Nominations for Honorary Life Membership may be initiated by a zone or by the Board prior to March 1<sup>st</sup> of the year in which Honorary Life Membership is to be bestowed.
3. An Honorary Life Member shall enjoy all of the privileges extended to a Life Member.
4. Honorary Life Members may serve the College at the pleasure of the Board in a consulting or advisory capacity

### **Other**

Individuals eligible for membership in the College who choose not to join may attend zone meetings, by invitation, but shall not be eligible to represent the College or vote on College issues (Zone or Provincial), or be entitled to any other privilege associated with membership in the College.