



Elementary Teachers' Federation of Ontario
Fédération des enseignantes et des enseignants de l'élémentaire de l'Ontario
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MEMORANDUM

TO: Local Presidents
Executive Members
Committee Chairs

FROM: Gene Lewis, General Secretary

DATE: January 9, 2012

RE: REQUEST FOR CAUCUS AT THE 2012 ANNUAL MEETING

The Federation is providing an opportunity for caucus meetings at the 2012 Annual Meeting to take place on Monday, August 13, from 11:00 a.m. to 2:00 p.m. The attached form provides details on requesting approval for a caucus.

CAUCUS REQUEST FORMS MUST:

- include the title of the caucus and who is invited to participate;
- include the name and contact information of the individual completing the form, who will be considered the organizer and chair of the caucus; and
- arrive at the provincial office to the attention of Jim White, Coordinator, Protective Services, by March 1, 2012.

TO CONFIRM RECEIPT OF YOUR APPLICATION OR TO SEEK ADDITIONAL CLARIFICATION OF THE GUIDELINES PLEASE CONTACT:

**Jim White, Coordinator
Protective Services
Ext. 2272
jwhite@etfo.org**

RETURN COMPLETED FORM VIA E-MAIL TO:

REQUEST FOR CAUCUS:

You can find Annual Meeting information and forms at:
www.etfo.ca > **About ETFO** > **Annual Meeting 2012 Documents**

DEADLINE:

MARCH 1, 2012