

DRAFT UNTIL APPROVED BY MEMBERSHIP AT THE SPRING GM

ETFO AMDSB OT General Meeting

Tuesday, October 24, 2017

4:30 Teachers' Local Office
28 Centennial Drive
Seaforth, Ontario
(Building beside the Seaforth Hospital)

Executive Regrets:

1. **Call to Order**
Kim Finlayson called the meeting to order at 4:27pm
2. **Reading of the ETFO Harassment Policy and Introduction of the Human Rights Officers - Toni Gale**
3. **Welcome Guests, Introduce Executive**
Executive introduced and listed the roles they serve.
4. **Approval of the Agenda**
Motion to approve the agenda as screened - Darlene Ellison, seconded by Gayle VanAltena, carried
5. **Approval of the Minutes** - moved by Wendy Hastings, seconded by Toni Gale, carried
6. **ETFO Presentation by Monica Rusnak, ETFO Vice-President Female**
7. **Working Dinner provided by Huron Shores Catering.**
8. **Treasurer's Report, Kim Finlayson**
In light of the resignation of Lindsay McNichol, Kim will present the 2016-17 Year End Report and the Proposed 2017-18 Budget in a section by section basis. With questions being asked at the end of each section.

Current Balance as of Monday, October 23, 2017

Community Plan Plus Account \$73 017. 24

GIC 1 \$ 5 060.00

GIC 2	\$ 3 249.59
TOTAL	\$81 326. 83

- Presentation of the Year End

Kim Finlayson motioned that the Year End Report be accepted as screened and reviewed, seconded by JaneMarie Mitchell, carried.

- Presentation of the Budget

Kim Finlayson motioned the budget be approved as screen, leaving the levy as is for 2017-18 fiscal year, seconded by Toni Gale, carried.

- Presentation of the Treasurer's Report

Kim Finlayson motioned the report be approved as screen, seconded by Gayle VanAltena, carried.

9. **President's Report**, Kim Finlayson

As always, please email or call if you have any questions. I typically check my email in the evenings and usually on weekends; however, rarely without my cell phone, so feel free to text as well - 519-318-6444 if you need an response immediately.

- *The 2017-19 Extension Agreements provided for a lump sum of 0.5% of wages earned in the 2016-17 school year to be paid by November 1, 2017. In accordance with the terms of the Extension Agreements, this is in recognition of potential expenses for professional development, supplies or equipment or for other professional expenses. Members on statutory leaves for any part of the 2016-17 school year will not be adversely affected. Their lump sum payment will be calculated as if they earned their normal wages for the period they were on leave. This does not apply to daily OTs.*

This lump sum is subject to all normal deductions (income tax, EI, CPP) but is NOT considered earnings for the purposes of pension. Both OTPP and OMERS have informed us that this payment is a reimbursement for expenses incurred during employment. As a result of this information, ETFO will be instructing Boards that dues should NOT be deducted from the amounts paid.

Local released officers on board payroll should receive this 0.5% lump sum through their respective school boards. The school boards should not bill the locals for the lump sum on their release invoices.

- After reviewing the number of occasional teachers available for work in October, the Board has been instructed to hire 46 new OTs to the roster.
- The Central Table agreement for the reduction in junior and intermediate class sizes and special education funding provided increases in status for contract teacher and additional contract hiring this fall. Without this additional funding, redundancies would have occurred.

10. Collective Bargaining Report, Kim Finlayson

- The Elementary Occasional Teachers' Collective Agreement can now be found on The Core under HR Services and Collective Agreements.

11. Social Justice and Equity Report, Kim Finlayson

Bids and Bites - Fundraiser for Local Women's Shelters in Huron and Perth Counties will be held on **Thursday, April 26** at the Seaforth Arena. Everyone is welcome. Check out your closest school for details and tickets closer to the date.

Backpack Program - The Local has applied for ETFO Incentive Funding in the amount of \$2000 in order to provide a total of \$4000 worth of backpacks and school supplies to the Local Women's Shelters in Huron and Perth Counties. Lindsay McNichol has agreed to continue supporting this program and is going to be shopping for the items.

12. Professional Learning Report, Kim Finlayson

FULL DAY PAID PL FOR OCCASIONAL TEACHERS

- To receive a full day of pay, daily occasional teachers must complete two of the following requirements.

- Attend the November 3 PL Session facilitated by the Board. On the morning of November 3, occasional teachers will be offered sessions in literacy, numeracy and violent accident and incident reporting procedures.

- OTs are also encouraged to complete the mandatory online health and safety training on or before November 3. Only occasional teachers completing the training by the end of November 3 will be eligible for a half day's pay. This training can be found in The Core, Corporate Services, Safe School Training.

Attended conference last month and received the list of PL offered by ETFO. Most of the workshops are booked and online registration links will be posted under the Elementary Occasional Teachers Group via google ed.

List of upcoming workshops

- October 30 FMNI (Full)
- November 6, 27 Classroom Management for OTs (Two Part Session) (Full)
- November 20 Artful Expression, Crayola (Full)
- December 6 Brain Gym
- January 18 and 25 Two part Reading and Writing Assessment
- March 28 and April 4 Two part Inquire and Inspire Primary
- TBA Voice Care Workshop
- TBA Interview Skills
- April 23 Mining Matters

13. Communications Officer Report, Gayle VanAltena

- Continuing to compile list of personal emails. Anyone who hasn't submitted theirs already, please send to gaylvana@gmail.com

14. Goodwill Report, Darlene Ellison

Lindsay McNichol was recognized for her years of service in a variety of roles (PL, VP, Treasurer, Communications,...) and will be thanked again at the December Executive meeting and formal dinner.

15. Annual Meeting Report, Gayle VanAltena

- August 14-17, President-Kim Finlayson, Vice President- Lindsey McNichol and Members at Large- Toni Gale and Gayle Van Altena attended the Annual ETFO, Provincial Meeting. The four days consisted of presentations, debates and voting for Annual Meeting Resolutions, meeting Candidates and listening to their speeches vying for a position on the 2017-2019 Provincial Executive, recognizing ETFO's many award winners and after the presented 2017-2018 budget, the delegates proposed, debated, and voted on amendments. Final approval was granted for the 2017-18 budget and our new/continuing Provincial Executive members were voted into their 2017-2019 positions. **Provincial Executive members are:**

PRESIDENT	Sam Hammond, Hamilton-Wentworth Teacher Local
FIRST VICE-PRESIDENT	Karen Campbell, Elementary Teachers of Toronto
VICE-PRESIDENTS	Nancy Lawler, Bluewater Teacher Local Monica Rusnak, Ontario North East Teacher Local
OTF TABLE OFFICER	Diane Dewing, Upper Canada Occasional Teacher Local

EXECUTIVE

Gundi Barbour, Upper Grand Teacher Local
 Adelina Cecchin, Greater Essex County Teacher Local
 Gail Bannister-Clarke, Peel Teacher Local
 Nathan Core, Waterloo Region Occasional Teacher Local
 Mary Fowler, Durham Teacher Local
 Joy Lachica, Elementary Teachers of Toronto
 David Mastin, Durham Teacher Local
 Mario Spagnuolo, Greater Essex County Teacher Local
 Greg Weiler, Waterloo Region Teacher Local

16. **Political Action Chair Report**, Gayle VanAltena

- Together with members of our Teacher's Local, I distributed pencils, brochures and information pertaining to ETFO's Building Better School's Campaign during the 2017 International Plowing Match, September 19th-23rd. We provided a sensory pool of corn and colouring pages designed by AMDSB students that

were enjoyed by many children. We were able to interact with close to 3500 adults- a very positive public forum for our local to gain support!

17. Health and Safety Report, Wendy Hastings

Joint Health and Safety Meeting (September 28, 2017)

- Question regarding wet floors in schools with no full time custodial staff
If a concern speak to the principal. We need to all work together to provide safe Environment for staff and students.

- Question regarding new flexible seating options being provided in classrooms
If there is pushback from students have a conversation with the principals
No sitting on ledges etc.
Clean up is the responsibility of the custodian
Teachers need to check with principals before bringing in personal flexible seating options from outside board supplied options

- Question regarding practising of alternative routes of exit for fire drills
Up to the principal to how the drills are run and which ones are practised. We should be doing this however it might take steps to get this into place again.

- All Health and Safety information is posted on the boards in the Staff Room of Schools.
Names and numbers of those to contact if you have a question.
- New training added: Electrical Safety in response to issue with use of extension cords in schools.
- Employee Incident Report is more user friendly. Sign off page included to close the gap on communication and action being taken.
- System Memo on AED to be checked and batteries replaced on those not working

Regional Health and Safety Training (October, 2017)

- ETFO Action on Violence in Schools - multi-year strategy to address concerns and make changes to support safety for all stakeholders
- Review of Reporting Workplace Violence and Serious Student Incidents
- Review of Safety Plans and OT right to be informed of students that present a risk to their safety, information shared is basic on what you need to know
- Review of legal responsibility to complete forms, even for near misses. Include Workplace Violence Report Form, Safe Schools Incident Report Form

- Kerri Havens moved to approve the Health & Safety report as screen, seconded by Maureen Miles-Kramer, carried.

18. Open General Question Period

- Discussed hiring practices to Long Term Positions

- Reviewed of whom to contact for email issues etc.

New Business

- Executive Vacancy Update:
 - Vice President - Mindy Deichert
 - Treasurer - Kim Finlayson for the time being as no members came forward.
 - Executive Member at Large - Sarah Kyle

19. Adjournment at 6:23pm - moved by Mary Molyneaux, carried