

DRAFT Occasional Teachers' Local Executive Meeting Minutes

Online

Wednesday, June 23, 2021

1:00 pm

Present: Kim Finlayson, Gayle VanAltena, Sarah Kyle, Mindy Deichert, Samantha Gowanlock and Mark Reble

Regrets:

1. Meeting called to order at 1:05 pm

Timed Item: Collective Bargaining update by Heather Aggus, ETFO Staff Officer at 1:30. This item will be in camera.

2. Reading of the ETFO Equity Statement, ETFO Human Rights Statement and ETFO Land Acknowledgement by Gayle Van Altena.

3. Approval of the agenda

Mover: Mindy

Seconder: Gayle

All in Favour: Carried

4. Approval of the minutes

Mover: Mark

Seconder: Mindy

All in Favour: Carried

5. Business arising from the last meeting(s) and/or action items from May Executive meeting: none

6. **Health and Safety Report, Mindy Deichert**

2020-21 Meeting Dates:

- OTs reminded to visit our website <http://occasionalteachers.com/> and click on “Let us Know” to access forms (Employee Accident/Incident Report) necessary after an incident
- Injuries at home while teaching online vary case by case
- Yard duty vests were handed out, so everyone should have their own high vis vest (Kim can make sure)

7. PL Chairs’ Report, Kim Finlayson

Attended the PLOTS, Professional Learning Occasional Teachers Conference on Tuesday, May 23 via Zoom.

- Discussed best practices, timing of workshops, dependent care subsidies, AQ/Subsidies/Resource Rebates, “Happy Clickers”, and Draws.
- Lengthy discussion on evening workshops - number of locals having increased participation with virtual, evening sessions (with start times from 7-8:30 pm)
- Lengthy discussion regarding hybrid and combination remote/in person workshops.
 - We would request a minimum of 3 facilitators (One person managing the in person, one monitoring the meet and chats, and one presenter) - other boards are doing one, but difficult. We believe it is only manageable with 3.
- Will be bringing these issues for discussion to our PL Committee Meeting on Monday, June 21st at 1 pm.

Professional Learning Committee Report

The professional learning partnership with the Teachers’ Local continues to work well and allows a larger variety of workshops to be offered and ensures we have the minimum number of attendees to hold the workshops. Due to the COVID 19 pandemic, all PL sessions were held via Zoom limiting our selection to those presenters who made the transition to the online format. As a result, plans are to host the Crayola and Music workshops, postponed last year, when in-person sessions are able to resume. Although attendance was down, we did see a variety of members take part, many for the first time. Ten workshops were held, including our second book club, featuring *Onward, Cultivating Emotional Resilience in Educators*, which was split into two groups (too many participants for one session) and both usually met on a monthly basis. Liz Twomey returned and presented a remote learning-inspired resource, “Rockin’ Reflex”; Sue MacVicar-Stewart presented I Am the Teacher: Classroom Management for the Occasional Teacher (a two part workshop); Kim Spratt and Brooke Charlebois teamed

up and presented two workshops “Arts and Mental Health” and “Renewal in the Arts” (Primary Focus). In addition we coordinated with the Bluewater and Simcoe OT Locals and hosted Lorna Lamour who addressed Pregnancy and Parental Issues specifically for Occasional Teachers. At the request of the Local, the Board organized and provided two technology workshops, Google Classroom Tips and Tricks and Maplewood for Report Card Writing. As well, Jacqueline Whelan presented Climate Change and Social Justice, which was a workshop sponsored by the Teachers’ Local Environment Committee. The final workshop was held on Monday, May 17th, Mind Full to Mindfulness by Amanda Hardy and due to low registration numbers permission was granted by ETFO to invite our DECE and EA Colleagues. After attending a workshop, members are asked to complete a follow-up online survey to evaluate the presenter, content and provide suggestions for future learning. The PL Committee is meeting on June 21st to review the feedback and plan topics for the following year. The PL Cancellation Policy remains in place; there were only two cancellations with fees collected. The committee will be discussing workshop formats and whether or not to continue with the virtual format. I also would like to thank Tracey James-Britton’s Grade 8 class who has recently provided permission for their land acknowledgements to read at the beginning of our PL sessions. Members have expressed their gratitude for the more personal land acknowledgements. Finally, thank you to all who take the time to attend workshops and please email if you have any suggestions for future professional learning topics.

- Purchased ***Things I Wish I Knew as a Teacher***, single copy (Written by Robert J. Hamilton, a retired principal/teacher in Halton.)
 - Kim to read and see if worth buying more for new hires
- Purchased ***Active Start and Fundamental Stages, Beyond Fundamentals and Learning to Train***, single copy for local, possibility of sending one or two to each school in the board

Movement to purchase the above books for the executive

Moved: Mark

Seconded: Sarah

All in Favour: Carried

Upcoming Professional Learning - Workshops Possibilities

Prep Coverage Topics - Outdoor PE, Music, Art, Drama

- *Physical and Health Education Canada [PHEC](#)*

a. *Three Resources for K-8 - Active Start and Fundamental Stages, Beyond Fundamentals, Learning to Train (Have a PE program that meets the child at their level.)* **10 fundamental skills** Ordered a sample from OT PL Budget Line today.

- *Teacher Wellness - online spa days (KF, LI_E), online beer/cider tasting (KF), mindfulness/yoga (KE-B) or social event*
spa - virtual from the Jan O'Rourke, in Dublin (50.00 gift card)
Illume spa- Elsa mini pedicure kits
- *Coding - KF*

Coding - ETFO has an awesome webinar

[for all of etfo webinars for math..the coding one is the last one](#)

Prep coverage - music, arts and drama

Teacher Wellness - yoga, bingo, meet up a bar for appetizers and drinks

LCBO - beer or cider online in the fall

Black swan - beers to guide tasting / job site in stratford spring fling

- *NAP Assessment - KF*
 - Kim is going to reach out to Kristy Illman about presenting for the NAP and reaching out to Don for math for junior intermediate.
- *LAP Assessment - KF*
- *Running Records - KF*
- New Math Curriculum (financial literacy) should be provided by the Ministry and/or Board.
- Mental Health Mental Wellness - Kathy Boyd - share links in August 31st for all members (Google Groups) KE-B
 - This will put everything in one place, allowing teachers to use it throughout the year
- Book Club - *Things I Wish I Knew When I Was a Teacher*
- Examine requests for future PL from members and make a list of potential topics for 2021-22, including the request below.
- Mark: wanting the interview coach for OTs. KF to look into

Author Request which I indicated I would bring to the PL Committee:

My name is Brock Greenhalgh. I am a member of ETFO-WR, and I have recently published a children's book, historical nonfiction, about the 1934 Chatham All-Stars. I have been presenting virtually to school groups and will also be doing a book talk with my colleagues in the Waterloo Region.

I am wondering if the Avon Maitland Teacher Local would be interested in booking me for a virtual presentation. My schedule is fairly flexible at the moment. I would love the opportunity to share the book with you and your colleagues.

I have attached a backgrounder that explains my connection to the story and goals moving forward. I look forward to hearing from you.

Thanks for your time and consideration.

Brock Greenhalgh

- **Hard Road to Victory: The Chatham All-Stars**
 - Purchase one per school 36 +one per Local and 3 French Copies (Kim will purchase with remaining funds for all school today and get receipt to Drew prior to Thursday.) **Kim ordered 39 English copies (one for each school, plus one for each Local) and 3 French copies today and requested a letter from the author to send with the books to promote virtual and in-person author visits.**

8. Communications Officer Report, Gayle Van Altena

New hires were given requests for personal emails

9. Grievance Update, Kim Finlayson

- Two grievances currently in progress - one regarding payment for Health and Safety Training and another for excessive supervision time.
- As a result, we will be providing a review of professional judgement and the requirements of a 5 day cycle during the GM.
 - 40 minute uninterrupted lunch daily
 - This may be different if you are covering two different part time positions
 - 80 minutes of supervision
 - 1500 minutes of instructional time (300 per day) which includes the 240 minutes of prep
 - Must be in the building 15 minutes prior to the start of the day
 - Prorated based on FTE
 - Administrators can direct your instructional time

10. Social Justice and Equity Report, Kim Finlayson

Backpack Program Update - Sarah Kyle

- Spent half of the money on lots of things, to be split up and delivered
- Half back has been approved to be reimbursed

11. Political Action Report, Gayle Van Altena

- Nothing to report

12. Goodwill Committee - Sarah Kyle

- Kim sent out a card and gift card to a member who found out she had cancer
- Need a new Goodwill Committee chair.

Moved: Gayle

Seconded: Sarah

All in Favour: Carried

13. Constitution Committee, Mark Reble

14. Motion to accept committee reports

15. Treasurer's Report, Mark Reble

- Under on most categories, but there are still some things to add
 - a. Current Balance in our accounts as of Friday, June 18, 2021

Chequing	\$ 84 724.70
GIC 01	\$ 3 473.85
GIC 02	\$ 15 725.93
Total Balance	\$ 103 924.48
 - b. See attached treasurer's report of actual spending in comparison to the budget.
 - c. Secretary to sign cheques.
 - d. Auditor Selection at the June GM (voting in the meeting)

Moved: Mark

Seconded: Mindy

All in Favour: Carried

16. Collective Bargaining Report, Kim Finlayson

Local negotiations have stalled. The Local and Board had made great gains and believe I can say we were close to signing off, when the Board refused to discuss the hiring language in light of the repeal and court challenge related to Regulation 274. It is unlikely negotiations will resume prior to the settling of this court challenge.

Update as of June 7th - the court ruled in favour of the unions - Boards must resort back to previous hiring practices followed under Regulation 274 until all of the Local agreements have been ratified. Meeting with the board to review the past practices which will be in place for this year.

- Long Term List - Applications will be received from June 16 - 18, 3 days only, which was agreed to by the Local and is in line with past practice during this time of the school year.
 - Without prejudice and precedence, internal applicants who have worked 20 days in a 10 month period in the last 5 years and have 3 supervisor references, and if successful will be eligible to be placed on the Long Term List without an interview.
 - Without prejudice and precedence, external applicants who have worked 20 days in a 10 month period in the last 5 years and have 3 supervisor references, will be eligible for an interview and if successful placed on the Long Term List.
 - The goal is to have successful applicants on the Long Term List in time for permanent and LTA job postings which will come out after June 22. The hiring guidelines for these jobs will be shared with the Local in writing sometime prior to the official hiring of the teachers. Here are the “unofficial” guidelines.
 - She mentioned the focus will be on internal candidates unless not enough OTs apply, she said more than 60. Which I don't see being a problem as we have more than that in LTAs this year, and new hires should have easily worked 20 days even if they haven't been in an LTA.
 - My assumption is references are the key, as you must have 3 very strong references from administrators to be placed on the Long Term List, so occasional teachers must be positive the administrators used will show them in the most positive light.

- Openings for contract positions become available to those on the Long Term List as of June 23rd. (Applicants from the permanent teachers for new contract positions end on June 22.) Will post and the top 5 in seniority with qualifications will receive an interview. Some jobs will be posted to both the Long Term List and to the Roster with consideration given to those on the Long Term List first.
- Jobs will be posted for 3 days once the Letter of Understanding has been issued (Regulation 274 says 5 days) as this is past practice for the summer hiring and September/October reorganization to quickly place members in classrooms.
- Administration will recommend to HRS (Michelle Ahrens) after interviews.
- Openings in a school will increase the FTE of current members in that school first (e.g., if they have the qualifications), then post to occasional teachers.
- LTAs - positions will be posted on mass, hiring will be centrally driven by HRS
- Administrators will receive the top 10 applicants in seniority and provide their top 4 chooses to HRS
 - Will be filled beginning with 1.0 full year, moving down in FTE for the full year, then to the shorter positions (begin with the most desirable positions)
 - Back to the top 5 if still available (discipline letters considered, never been a problem), consider specialties (e.g., French, SERT)

17. President's Updates

With the fluctuations during the school year from, in person learning and remote learning, occasional teachers have demonstrated resilience and I have faith we will get through this health and education crisis. I want you to know your Local is here to support you. Reach out via email or phone. Our contact information can be found on the website, by using the link provided.

[Local Website](#)

Math Proficiency Test - About 20% have to rewrite the test.

Bill 254 Charter Challenge was won. Spending Limitations during election periods no longer apply except the month prior to the election. May to June 2022. There is the possibility new legislation will be passed.

- Update June 10, the Ford government plans to invoke the notwithstanding clause and annul Justice Edward M. Morgan's

recent decision to strike down restrictions on third-party advertising during elections.

Roster Cap Update

- Should be hiring 130 members to the roster; however, there are approximately 100 LTAs and 80 members returning from leaves as of July 2, 2021. So I made it clear when I provide the information to HR that we probably need to hire approximately 50 OTs unless they believe there will be that many LTAs next year. Also indicated the cap should be revisited in late August or after the September reorganization for a clearer picture.

- Unfilled jobs
There was an increase in unfilled jobs during remote learning this time, with a substantial increase in June. Usually, the number of unfilled jobs is under 10, however, we did have one day at 13 and another at 18. Since returning from the break there were: 4 unfilled jobs in April, 6 unfilled jobs in May, and as of June 15th, 83 unfilled jobs.

- CLC Convention
 - Enjoyed the Caucus meetings every morning with the majority of the ETFO Delegation - we had presentations from the candidates running for office which was very helpful prior to votes
 - Passed a large number of motions and resolutions; however, the secretary/treasurer and outgoing president chaired the meeting which was interesting and led to a few issues.
 - The meeting platform and voting was seamless and more efficient than ETFO, but may not be const efficient for a smaller delegation. There were over 4000 delegates.
 - Would be interested in attending when it is held in person to do a comparison.
 - Thank you for the opportunity to attend

18. New Business

PAM Food Allowance (\$150 for two days last year, change to \$300 for four days this year) - Amount provided to delegates who attend PAM in August. Also need to discuss lieu time for attendance. ETFO Provincial will be providing \$150 to delegates and paid alternates for a food allowance for this year's Provincial Annual Meeting.

PAM Delegates Food Allowance \$300

Moved: Mark

Seconded: Gayle

All in Favour: Carried

PAM Delegates 4 Days of Lieu

Moved: Mark

Seconded: Sarah

All in Favour: Carried

Support for POTs fundraiser for the Algoma Hospice - Often purchase a gift for a draw, but this year it was an online Bingo Fundraiser which I was not able to attend. Is the Local interested in providing monetary support?

Moved: Mark

Seconded: Mindy

All in Favour: Carried

POTS June 2022 Update

- New Hotel in Goderich is too small to host POTS
- Haven't heard from the Festival Motor Inn or the Arden Park
 - Mindy will pop in and ask on Saturday (week of June 13, 2022, 60 rooms, with 60-80 people Monday-Wednesday, give Kim's number as contact)
- Will be contacting Benmiller Inn

19. Correspondence

Read thank you from the Algoma OT Local

20. Next meeting/event dates:

POTS - June 14, 15 (Kim Finlayson)

CLC Convention - June 16-18 (Kim Finlayson)

Provincial Annual Meeting - August 16 - 19 (Mindy Deichert, Kim Finlayson)

ETFO Leadership - September 22-23 (All Committee Chairs Invited)

OT Executive- TBA

Representative Council - October, February, May TBA

Collective Bargaining Conference - March TBA

General Meeting - October TBA

ETFO Treasurers' Training - TBA

Upcoming PL TBA

20. Adjournment at 2:42

Moved: Mark

Seconded: Sarah

All in Favour: Carried

To Do: