

Occasional Teachers' Local Executive Meeting Agenda
Tuesday, December 9, 2014
Teachers' Local Office
Seaforth, Ontario
4:30pm

Present: Kim Finlayson, Wayne Stewart, Terri Houston, Lindsay McNichol, Darlene Ellison

Regrets: Nadine Fletcher, Kimberly Albers

1. Meeting called to order by Kim Finlayson at 4:35 pm.
2. Reading of the ETFO Harassment Police by Wayne Stewart.
3. Approval of the agenda moved by Wayne, seconded by Terri. Carried.
4. Approval of the minutes from Wednesday, September 17, 2014 moved Lindsay, seconded Darlene. Carried.
5. Business arising from the last meeting(s) and/or action items from the last meeting:

Business carried forward from the last meeting:

Kim A. was absent, thus the status of most of these items is still in question.

- email Nicole King for June 17, 2014 minutes
- post minutes from September 17, 2014 meeting on google drive
- update website with minutes from the past 2 years (still needs to be done)
- pass door prizes on to Nadine

Kim F.

- Brought forward the executive correspondence including Karen Carter's
- Bids and Bites dates are not confirmed, thus Butterfly chocolates for POTS have not been ordered
- Maitland Rooms A&B were booked and the General Meeting was held on October 21st, 2014

Nadine was absent, thus the status of these action items is still in question.

- email Krista about what she has signed our local up for in terms of workshops
- plan New Member workshop for October

Wayne did not create a blurb for the newsletter as there are regular collective bargaining bulletins coming out. The executive has decided to hold off on the newsletter until the correspondence from ETFO slows down.

Darlene received the goodwill guidelines from Nicole King.

6. Treasurer's Report

- a. Current Balance in our accounts as of Monday, December 8, 2014
 - Chequing \$38,161.13
 - Cashable GIC \$3,210.95
 - Total Balance of \$41,372.08

- b. The attached excel report of actual spending in comparison to the budget will be emailed out at a later date when the new Quicken program is installed on the new laptop and all expenses are inputted and up to date.

Lindsay moves to accept the treasurer's report, seconded by Darlene. Carried.

7. Committee Reports

- a. Grievance Update, Kim Finlayson - No Report
- b. Collective Bargaining Report - Wayne Stewart, Kim Finlayson
 - I attended the Collective Bargaining Conference "Navigating Uncharted Waters" on November 20th and 21nd. in Toronto. There was an informative speech by Jane McAlvery about the attack on unions and its effects in North America. Sam Hammond gave a speech about solidarity on the Thursday evening. He stressed the importance of all members to speak and act as one. I attended a workshop presentation about Regulation 274. They discussed the good parts, how it needs to be fixed and areas for further discussion. There was an excellent presentation about "Local Collective Bargaining Committee Terms of Reference". Our constitution needs to be changed to reflect the changes to the School Boards Collective Bargaining Act 2014. Our Collective bargaining goals were presented and discussed.

A Townhall meeting was held for our members on November 25th concerning the vote. Thank you to all members who participated. It was very informative. Kim and I attended a special Presidents and Chief Negotiators meeting in Toronto on December 2nd. Central and Local negotiation items were presented.

Meeting date will need to be set for the Local CB Committee to review the preliminary submission once the central bargaining terms have been finalized.

- c. Health and Safety Report, Nadine Fletcher - I have informed upper management that keys have been missing from some of our schools. Details were not given as one of our members did not want to share the

details. I will be completing part 2 of my health and safety training this Thursday, December 11th.

Additions from Kim Finlayson

Inclement Weather - Huge push from the board for rural schools to be open. Lengthy discussion regarding TIC position when buses do not run and the pressure placed on OTs to drive and fill positions of staff unable to make it.

Reminder has already been sent out stating OTs will be paid if they do not receive 1.5 hours notice of the cancellation.

If you do not feel safe cancel the job and call the school to make sure they know you are not coming and the job is open. If you are in an LTA, contact the administrator and put it in as a weather day. Confirm with your administrator whether OT coverage is needed and complete Smartfind as directed.

- d. PL Chairs' Report, Nadine Fletcher & Terri Houston - We have classroom management part 1 complete. Part 2 is in January. We had a pretty good turn out and I am hoping to organize more in the new year.

The Board has been offering iPad workshops, but posting them under the Ed Centre icon. No one has been applying, so Wayne suggested the workshops be posted under the OT icon as well. Mike Ash is going to make sure this is done.

- e. Communications Officer Report, Lindsay McNichol
Collective bargaining bulletins are being sent out via personal email except for 7 which are mailed.
- f. Social Justice & Equity Report, Kim Finlayson
Bids and Bites date to be finalized, will be the 22nd or 23rd of April.
- g. Status Chair, Terri Houston
Funding for the backpack program has been approved for \$2000. Shopping has begun for the school supplies.
- h. Environmental Report, Wayne Stewart - No Report
- i. Political Action Report, Wayne Stewart

I attended the Leadership Conference on October 16th and 17th in Toronto. The most useful workshop was on Harassment and Discrimination: The Union's role. This workshop emphasised the importance of reporting incidents of workplace violence. Workplace harassment includes: bullying, intimidation or offensive jokes or innuendos, displaying or circulating offensive pictures or materials, or offensive or intimidating phone calls. Every employer must have policy to deal with workplace harassment. Case studies of grievances (without names) were then analysed in groups. We also received our yearly binder of Political Action Resources.

j. Goodwill Report, Darlene Ellison - No Report

k. Constitution Committee Report, Wayne Stewart
No meeting was held. At the Collective Bargaining Conference on November 21nd, there was a presentation about "Local Collective Bargaining Committee Terms of Reference". Our constitution should be changed to reflect the changes to the School Boards Collective Bargaining Act 2014. We need to have a look at our constitution in the near future.

Darlene, Terri, Kim and Wayne will meet in March to examine the constitution and proposed changes by ETFO.

Terri motioned to approve committee reports, seconded by Lindsay. Carried.

8. President's Report

There will be an "in camera" report regarding December 2, 2014 Presidents' and Chief Negotiators' Meeting.

In terms of hiring practices, the Local has agreed to allow the Board to post jobs, contact and LTAs, for three days instead of five from beginning last week until the new year. This will expedite the process for filling contract and LTA jobs which may start January 5th.

I attended Leadership Training on September 25 and 26th. The most useful workshop was with regards to comparing the computer use policies of various boards across the province. The workshop also touched on the importance of ensuring that members use social media responsibility. Our Board has one of the better APs in this regard.

The newsletter is not being produced as there are regular CB Bulletins coming out from ETFO. Members are receiving enough correspondence.

The OT Roster has been reviewed and at this time it is not necessary to hire as we are above the cap.

Lindsay moves to accept the president’s report, seconded by Terri. Carried.

9. New Business

- a. POTS preparations - need to have folders and prices ready for February Representative Council including the following information:
 - i. single occupancy
 - ii. double occupancy
 - iii. only day, no room (just food and room rental)
 - iv. cost for hospitality suite
 - v. cost for play
 - vi. copy of the proposed agenda
- b. Would be beneficial to have Lindsay attend Representative Council in February and May in order to answer POTS related questions as she is the main contact with the Festival Motor Inn. This should not be a problem as the president’s half time release has not be used in full during the Fall of 2014.
- c. Analysis of OT job decline since 2009 - Wayne

Final FTE figures from ETFO and Total Number of Supply Days

2009 - 2010	122.8	X194 = 23 823.2 supply days
2010 - 2011	108.8	X194 = 21 107.2 supply days
2011 - 2012	106.8	X194 = 20 719.2 supply days
2012 - 2013	97.52	X194 = 18 918.9 supply days
2013 – 2014	94.47	X194 = 18 327.2 supply days

% levy in effect 2010 – present

***Since 2009/10, we have dropped $122.8 - 94.47 = 28.33$ FTE. That is a loss of 5496.02 OT days.**

*** From 2012/13 to 2013/14, we lost $97.52 - 94.47 = 3.05 = 3.05$ FTE. That is a loss of 591.7 OT days.**

- d. Analysis revenue from 2013-2014 and the increase in levies - Wayne

2. Passed Revenues

Year	FTE Levy		Number of Supply	Revenue
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			Days	
2009/2010	122.8	X194 days	= 23 823.2 supply days *\$20 flat levy per OT	\$10 000 Estimate 500 OTs X \$20)
2010/2011	108.8	X194	= 21 107.2 supply days (start of % levy)	\$10 342.53 (21107.2 x \$0.49)
2011/2012	106.8	X194	= 20 719.2 supply days	\$10 152.41 (20719.2 x \$0.49)
2012/13	97.52	X194	= 18918.88 supply days	\$9 270.26 (18982.9 x \$0.49)
2013/14	94.47	X194	= 18 327.18 supply days	\$18 693.72 (18 327.2 x \$1.02)

Levy 0.185% or \$.42 per day from 2010- 2013

Levy of \$.40% starting fall 2013

Average Jobs Accepted for 2012-2014

Active Non-Retired OTs

267

Active OTs	Jobs Accepted 2013/14	Average # of Jobs Accepted 2013/14	Average # of Jobs Accepted 2012/13
Retired	2003 (11.2%)	50.0	62.55
Non-Retired	15048 (84.6%)	56.4	70.33
Teachers on Leave	766 (4.3%)	17.4	NA

***Number of non- retired teachers over 200 jobs accepted = 2**

***Number of non- retired teachers 150-200 jobs accepted = 10**

***Number of non- retired teachers 100-150 jobs accepted = 45**

81% of OTs accept 100 jobs or less per year

- e. OTs can be called to fill ECE, EA and DECE positions and will paid at the OCTEA rate and pay dues and receive coverage from that union for those positions.

10. Next Meeting Dates

- a. Meeting with Lindsay, Kim and Festival Motor in January (TBA)
- b. CB Committee, Review of Preliminary Submission (TBA)
- c. ETFO Representative Council - February 11, 12; May 13-14
- d. Executive Meeting - Wednesday, February 18, 2015
(Released for the afternoon; tentative date)
- e. Bids and Bites - April 22 or 23
- f. Hosting POTS in Stratford - June 7-9

11. Adjournment

Lindsay motioned to adjourn the meeting at 6:15pm.

Action Items

Kim F.

- Discuss Bids and Bites details with Krista and order butterfly chocolates

Kim F. and Lindsay

- Meet with Festival Motor Inn during December/ January to finalize prices for the POTs conference prior to February Rep Council

Wayne

- Set a constitution committee meeting in March 2015
- Set a CB Meeting in 2015 once the central table items are ratified
- Continue with analysis of levy, jobs accepted, levy revenue

Nadine and Kim A. as outlined above in Business Arising

Kim A.

-post September executive meeting minutes as approved on website