

## ***Occasional Teachers' Local Executive Meeting***

***September 17, 2014***

***4:30 pm***

***At the Teachers' Local Office, Seaforth, Ontario***

Present: Kim Finlayson, Wayne Stewart, Kimberly Albers, Terri Houston, Lindsay McNichol, Nadine Fletcher, Darlene Ellison

Regrets: none

1. Meeting called to order by Kim Finlayson at 4:37pm.
2. Reading of the ETFO Harassment Policy by Wayne Stewart.
3. Approval of the agenda.  
Nadine moves to approve the agenda as screened, Darlene seconded, motion carried.
4. Approval of the minutes from the last meeting on June 17, 2014.  
Once approved, Kimberly will post the September minutes on the new website. Kim A. to email Nicole King for June 17, 2014 executive minutes. They will be approved online once Kim gets them. We will need a mover and seconder, then post right away as approved.
5. Business arising from the last meeting(s) and/or action items from June Executive meeting:
  - Status of new website and old website. Need to update the website with executive minutes from the current year.
6. **Health and Safety Report, Nadine Fletcher**  
September 25th is the next meeting and Terri (alternate) will be going in place of Nadine.
7. **PL Chairs' Report, Nadine Fletcher, Terri Houston**  
PL has not started up yet. Nadine needs to email Krista Brown about what she has signed our local up for in terms of professional learning with ETFO. Use Trina McBride and Judy Hoffmeyer as a resource from the board office in terms of planning any type of technology workshop. A New Member workshop should be held in the near future (include anyone hired in the last 2 years). Kim A. will assist in planning and preparing the first workshop. She will also pass the door prizes over to Nadine.

**8. Communications Officer Report, Lindsay McNichol**

- Discussion of newsletter frequency, content etc.

Newsletter on website - once PL is up and running then we can include workshop dates and a blurb about the workshops being offered. The newsletter will be sent via personal email and sent only when we have information to pass along.

Wayne will include a blurb about negotiations. Nadine and Terri include a blurb about professional learning. Send blurbs to Lindsay to put in the newsletter.

- Collective Bargaining Bulletin to go out today.

**9. Grievance Update, Kim Finlayson**

We have a new collective agreement officer (Derrick Husle). Postage costs were discussed and it was decided to email the collective bargaining bulletin to all personal emails we have on file and mail it out to those members who have not yet submitted their personal email.

No grievances at this point.

**10. Social Justice and Equity Report, Kim Finlayson**

Incentive Funding Application Status (Backpack Program)

Needs to be done soon. Terri needs to complete as she has to sign off. She needs to make 4 copies of the receipts (original to ETFO, 1 to Kim F., 1 to Lindsay, and 1 to file).

Charter Dinner and Auction is in April in Mitchell. Krista Brown is organizing the event.

**11. Environmental Committee Report, Wayne Stewart - no Report**

**12. Political Action Report, Wayne Stewart**

A huge thank you to all members who assisted with Provincial candidates in the election. We watch carefully the strike of the British Columbia Teachers and wish them the best. Please watch for updates on First Class under the OT icon.

British Columbia teachers have a tentative agreement.

Wayne has a webinar coming up on Sept. 30th on how to mobilize your members.

**13. Goodwill Committee Report, Darlene Ellison - no report**

Darlene to email Nicole King about sending guidelines for goodwill.

**14. Constitution Committee, Wayne Stewart - no report**

### **15. Motion to accept committee reports.**

Terri moves to accept the committee reports, Nadine seconded the motion, motion carried.

### **16. Treasurer's Report, Lindsay McNichol**

a. Current Balance in our accounts as of Wednesday, September 17, 2014

Chequing	\$31,982.77
Cashable GIC	\$3 185.33
Total Balance of	\$35,168.10

- A. See attached treasurer's report of actual spending in comparison to the budget. Motion needed to accept the treasurer's report.
- B. Presentation, Approval of Year End Report for 2013-14. The auditors have both reviewed and signed off on the year end report and will be delivered to ETFO Toronto tomorrow.

\*\*If release needs to be given to Chief Negotiator it can be taken from President's release.

#### Notes about the Proposed Budget

- Under goodwill and gifts, we tweaked the proposed to better reflect what happened in the previous year.
- Under the Local meetings and committees - executive meetings, moving more money to meetings and decreasing mileage as we have less members on the executive committee this year.
- Under office expenses - decrease furniture and equipment and increase supplies.
- Under environmental committee - \$1 as a place holder and can put \$50 elsewhere if needed.
- Under release time - decrease environmental committee release and put more money in chief negotiator and Vice President.
- Need to get the GIC built up again, especially with the uncertainty of the collective bargaining this year.

Lindsay motions to accept the year end report, Darlene seconded the motion, motion carried.

Lindsay motions the budget be accepted as screened, Terri seconded the motion, motion carried.

Lindsay moves to accept the current fiscal year report, Terri seconded the motion, motion carried.

## **17. Collective Bargaining Report, Wayne Stewart**

- It is with great disappointment and sadness I announce that ETFO Staff Officer, Carolyn Walker has been reassigned to the Northern Locals. Derek Hulse, is our new Staff Officer and ETFO Chief Negotiator for our Local.
- A meeting of the Presidents and Chief Negotiators was held at the Provincial office on September 11th. On the agenda was a confidential central bargaining update with the Ontario Public Schools Boards' Association and a preview of the 2014 collective bargaining members' communications campaign.
- ETFO has arranged three more meetings with OPSBA and the government on September 19th, 26th, and 27th.

**Important : Please make sure that we have your personal email for information concerning bargaining updates!**

## **18. President's Updates, Kim Finlayson**

- Form Letters (Templates) for leaves of absence have been approved and posted under the Elementary OT icon in the forms folder as of September 3. Notification has been sent out to all members via First Class.
- Many questions regarding the hiring process for contracts and LTAs have risen. Time should be set aside at the GM for discussion regarding regulation 274 and the Board's hiring practices.

## **19. New Business**

- Correspondence Folder  
A beautiful Thank You note was received from Karen Carter.
- June 2015 POTS will be hosted by our Local in Stratford. Gift Bags - share costs with Bluewater - \$5 per bag/president. Figured about \$500. We have no accommodation costs. Lindsay motions to give \$5/bag/person to match Bluewater's \$5 per bag for the POTS gift, Terri seconded the motion, motion carried.
- Provincial Annual Meeting Report, Lindsay McNichol -  
I attended the ETFO 2014 Annual Meeting August 11-14 at the Westin Harbour Castle Hotel along with Kim Finlayson and Jennifer Kelly. On Monday, I attended two sessions, one of which gave me an overview of what the Annual General Meeting was and the orders of the meeting. Nothing could have prepared me for the moment I walked in that door and

saw some 600+ teachers with their own pros and cons to each and every resolution. As a first time delegate, I listened, as many resolutions were defeated or passed. Two main resolution topics of this years Annual Meeting were electromagnetic sensitivity and inclement weather days. There were many guest speakers including Hassan Yussaf, President of Canadian Labour Congress, Andrea Horwath, Leader of the Ontario Democratic Party, Diane Redsky from the Canadian Women's Foundation and Hon. Kathleen Wynne. Each speaker addressed different areas where improvement needs to be made not only in Ontario but across the province.

- General Meeting Planning - Agenda, Location etc. October 28th, 2014 at Board Office - Maitland Rooms A & B (will let us know if they are available)
  - Discuss Regulation 274, Board Hiring Practices
  - Budget Approval for 2014-15, Levy Setting, Year End Report
- Google Hangouts - could we use it for meetings?

#### **20. Next meeting dates:**

ETFO Leadership - September 18 (evening), 19 - Kim Finlayson (P), Nadine Fletcher (HS)

Representative Council - October 8,9 - Kim Finlayson

ETFO Leadership - October 16 (evening), 17 - Wayne Stewart (PA), Nadine Fletcher (PL), Terri Houston (SW)

ETFO Treasurers' Training October 1st – Lindsay McNichol

General Meeting - October 28th at the Board Office

Tuesday in November for the next executive meeting

#### **21. Adjournment** at 7:10pm.

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#### Action Items:

Kim F.

- bring Karen Carter's Thank you note for next meeting
- butterfly chocolates for POTS and Charter Dinner and Auction
- book Maitland Rooms A&B for General Meeting - October 21st, 2014

Kim Albers

- 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
- pass door prizes on to Nadine

Nadine

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

Wayne

- write blurb about collective bargaining for upcoming newsletter

Darlene

- email Nicole King about guidelines for goodwill spending