

Occasional Teachers' Local Executive Meeting

Monday, May 25, 2015

At the Teachers' Local Office, Seaforth, Ontario

4:30 pm

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

Regrets: Kimberly Albers

1. Meeting called to order by Kim Finlayson at 4:37pm.
2. ETFO Harassment Policy was read by Wayne Stewart.
3. Wayne Stewart motioned to approve the agenda and it was seconded by Darlene Ellison. Carried
4. Motioned by Darlene Ellison, seconded by Wayne Stewart to approve the meeting minutes from Thursday, April 16th, 2015. Kimberly is to post the April minutes on the new website along with the treasurer's report which was shared separately by Lindsay McNichol.
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. Kimberly was not present to update us on this process.
6. **Health and Safety Report, Nadine Fletcher**
No report as the next meeting is on Thursday, May 28, 2015.
7. **PL Chairs' Report, Nadine Fletcher, Terri Houston**
Nadine received a notice that the invoice for Surviving While Smiling was not paid, Kim hand delivered to the ETFO Office on Thursday, May 14th when she attended Representative Council.
8. **Communications Officer Report, Lindsay McNichol**
Just recently, after receiving the updated roster, I have started collecting personal emails from our members. Bulletins 18, 19 & 20 were mailed out to 50 of our members whom

myself and Kim have followed up with since and asked for personal email addresses. At the current time I have 33 members that have not provided me with their personal emails.

Kim will speak to Derek about options other than mailing as the postage is becoming too costly.

9. Grievance Update, Kim Finlayson Nothing to report.

10. Social Justice and Equity Report, Kim Finlayson

Bids and Bites was a tremendous success, raising \$6630 which is approximately \$2360 more than the last two years. As well, \$4000 in backpacks and school supplies were sent home with the women's shelters. Reimbursement application for \$2000 from the ETFO Incentive Funding has been submitted. As well, Kim Finlayson completed the assembly of the thank yous to the various donors and they will be delivered by Kent Cleland, Krista Ehgoetz-Brown and Kim Finlayson as soon as possible.

It has been proposed the funding for backpack program to be issued in two cheques, one for \$2000 in August and the other once the incentive funding is approved. This will allow the purchaser to take advantage of back-to-school sales without carrying the debt load on a personal credit card.

11. Environmental Committee Report, Wayne Stewart, No Report

12. Political Action Report, Wayne Stewart

The *Keep Hydro Public* campaign is now sending out daily updates as things ramp up. They also have a rally planned in conjunction with the CUPE Ontario Convention on Thursday May 28, 12:30 pm at Queen's Park.

13. Goodwill Committee Report, Darlene Ellison

Two baby cards have been sent.

14. Constitution Committee, Wayne Stewart

Proposed constitutional changes have been made to the "Duties of the Collective Bargaining Committee" Section 7.3.2. These changes will be sent out on First Class this week to be voted on at the Annual Meeting on June 15, 2015. Wayne will send these proposed changes out this week.

15. Motion to accept committee reports

Wayne Stewart motioned to accept the committee reports, seconded by Nadine Fletcher. Motion carried.

16. Treasurer's Report, Lindsay McNichol

- a. Current Balance in our accounts as of Sunday, May 24, 2015

Chequing	\$ 44,408.13
GICs 1+1	\$ 3 210.95
Money Market	\$
Total Balance of	\$ 47,619.08

- b. Lindsay is having difficulty with the new program and will send an updated treasurer's report on or before Wednesday via google drive. Nadine motioned to accept the treasurer's report and it was seconded by Darlene Ellison. Motion carried.
- c. Lindsay and Kim will be meeting on Wednesday morning to sign cheques and ensure the books are up to date.
- d. ***Important Reminder for All Executive***
All executive are to have expenses in via google drive in advance of Monday, June 15th so Lindsay may have the cheques written prior to the AGM. This is to ensure cheques are cashed prior to the end of the month and expenses are accounted for in this fiscal year.

17. Collective Bargaining Report, Wayne Stewart

Local Bargaining

Your local committee has your Preliminary Submission prepared and ready to go. Wayne Stewart, Kim Finlayson and Derek Hulse will be meeting with the Board for the first time on Tuesday, June 23rd with the hopes of setting ground rules and presenting our preliminary submission. No time has been set for this meeting. Kim will confirm with Derek that it is printed and ready to be presented.

Central Bargaining

See Bulletin 21 for the latest central bargaining information.

18. President's Updates

Lindsay and I attended Representative Council on May 13 - 14.

POTS reminders were issued for booking the hotel, paying for theatre tickets and the hospitality suite.

We rushed through much of the business portion of our Representative Council meeting in order that all presidents, delegates and observers could be bused to Queen's Park to join OSSTF in the protest on Thursday, May 14 from 11-1. It was a beautiful day for a protest and the speeches from the various politicians and union leaders were inspiring.

19. Correspondence Folder

Nothing in the correspondence folder.

20. New Business

- OT List Cap Monitoring
 - As of May 25, 2015, the Board needs to hire 19 OTs to the list.
- Nepal Donation - Wayne moved that the Local donate \$200.00 to the Nepal disaster and it was seconded by Nadine. Motion carried.
- Provincial Annual Meeting
Delegates, Lindsay McNichol and Terri Houston, must fill out registration forms after the meeting. Kim asked several OTs and Jean Twigg has agreed to attend the PAM. Her registration has been completed and she has been provided with the travel information. Kim will fax the delegates registration forms and rooming lists later this week.
- June 2015 POTS will be hosted by our Local in Stratford.
 - Pens and sticky note pads have arrived.
 - Kim will put in for the executive release this week.
 - A "Gingersnap" bracelet was purchased for the draw for POTS. Proceeds from the draw will be going to the Sunshine Foundation.
 - The notepads and pens from Teachers' Local were picked up
 - Lindsay will contact Wayne and Darlene with a time for Sunday beverage pick up and registration.
- Unsuccessful Evaluation Follow-Up Document was reviewed. The Local agrees this should be brought forward to HR.

- Wayne Stewart attended the 2016-17 School Year Calendar Meeting. Compensation for WHIMS and all the other unpaid requirements that OTs complete were discussed. Full support of the committee was achieved for compensation. A half day pay was put forward and will be presented to Jodi Baker as a possible solution by Shelley King.
- There is a new Concussion course that all AMDSB will be required to complete in 2016-17. It is still recommended that all occasional teachers continue to send students with head injuries and bumps to the office for evaluation by the representative with First Aid Training.
- Data Projector is currently missing. If it is not located by June 15th it is recommended that one be purchased for use at the AGM.
- AGM is Monday, June 15, 2015 at the Seaforth Golf and Country Club. All OTs must RSVP by Friday, June 5th. Kim will post a notice for all OTs on First Class.

21. Next meeting dates:

Kim Finlayson and Lindsay McNichol meeting **Wednesday, May 27th** to sign cheques and complete related bookkeeping tasks.

POTS in Stratford - **June 7, 8, 9** - Wayne Stewart (3), Kim Finlayson (3), Lindsay McNichol (3), Darlene Ellison (3) Nadine and Terri (Monday)

General Meeting - **Monday, June 15, 2015 Seaforth Golf and Country Club at 4:30 pm**

First Collective Bargaining Meeting with the Board - **Tuesday, June 23, 2015**
Wayne Stewart and Kim Finlayson to attend with Derek Hulse, ETFO Staff Officer

Provincial Annual Meeting - **Monday, August 17 through Thursday, August 20, 2015** - Delegates are Kim Finlayson, Lindsay McNichol, Terri Houston, Jean Twigg

22. Adjournment

Wayne motioned to adjourn the meeting at 5:35 pm.

Executive Action Items:

1. Kimberly is to post the April minutes on the new website along with the treasurer's report which was shared separately by Lindsay McNichol.
2. Status of new website and old website. Need to update the website with executive minutes from the current year. Kimberly was not present to update us on this process.
3. Kim will speak to Derek about options other than mailing as the postage is becoming too costly.
4. Wayne Stewart to send out the proposed constitutional this week, which will be well in advance of the constitution guidelines.
5. Lindsay McNichol will be meeting with the representative from the Festival Inn to confirm attendance and finalize other details.
6. Lindsay to follow up with James McCormick to find out who to issue the \$200 Nepal cheque to.
7. Kim Finlayson to purchase a data projector if necessary.
8. All executive to have expenses via drive in advance of Monday, June 15th so Lindsay may have the cheques written prior to the AGM. Cheques must be cashed prior to the end of the month to be accounted for in this fiscal year.
9. Kim Finlayson is to fax the PAM registration, rooming list and all other relative correspondence to ensure delegates are registered for the August meeting.