

Occasional Teachers' Local Executive Meeting

Monday, February 29, 2016

4:30 pm

At the Teachers' Local Office, Seaforth, Ontario

Present: Kim Finlayson, Kimberly Albers, Terri Houston, Lindsay McNichol, Darlene Ellison

Regrets: Nadine Fletcher, Ashley Dickey, Wendy Hastings

1. Meeting called to order by Kim Finlayson at 4:43pm.
2. Reading of the ETFO Harassment Policy and FMNI Statement by Lindsay McNichol.
3. Approval of the agenda. Lindsay approves the agenda, Darlene seconded the motion, motion carried.
4. Approval of the minutes from the last meeting on Monday, November 9, 2015. Once approved, Kimberly will post the minutes on the website. Darlene motions to approve the minutes, Lindsay seconded, motion carried.
5. Business arising from the last meeting(s) and/or action items from November Executive meeting:
 - Status of new website and old website. Need to update the website with executive minutes from the current year.
 - Kim will update the website in the next week.
6. **Health and Safety Report, Nadine Fletcher - No report**
Nadine was not present so we will be updated at a later date.
7. **PL Chairs' Report, Nadine Fletcher, Terri Houston**
The last PL that was scheduled (Dec) was cancelled as there was not enough interest. PL will begin again in March. I have emailed for the Math Make it Happen ETFO workshop. It is a full day workshop. I will plan to have it on a PA day.

Need an attendee for PLOTS in April 26th in London. Kim F. will attend this. Terri to forward any info to Kim F.

8. Communications Officer Report, Lindsay McNichol-No Report

9. Grievance Update, Kim Finlayson - Oral Report

- Professional Judgement in new Central Table Agreement.

10. Social Justice and Equity Report, Kim Finlayson & Terri Houston

- Incentive Funding Application Approved for the Backpack Program
- Planning meeting for Bids and Bites was held on Wednesday, February 9. I was unable to attend as it was held the same time as Representative Council. Here is a summary of what was discussed at the meeting:
Going to display the backpacks at the Bids and Bites on Thursday, April 21st, at the Seaforth Community Centre. Our donation for the event, we need to set a price. Terri motions to set the amount to between \$250 and \$300 from the social justice and equity (misc.line) towards a donation or donations to the bids and bites fundraiser. Darlene seconds the motion, motion carried.

11. Political Action Report, Lindsay McNichol-No Report

12. Goodwill Committee Report, Darlene Ellison

- Two get well cards were sent to members.

13. Constitution Committee - No Report

- All executive members are asked to review the constitution and bring proposed changes to the March executive meeting.
- Selection of a new chair for this committee.
- Kim F. to share constitution with us via google drive

14. Motion to accept committee reports.

Darlene motions to accept the committee reports, Terri seconds the motion, motion carried.

15. Treasurer's Report, Lindsay McNicholsee February 2016 Budget**

a. Current Balance in our accounts as of February 25, 2016.

Chequing	\$ 45 362.70
GICs 1+1	\$ 3 236.64
Money Market	\$
Total Balance of	\$ 48.599.34

- b. See attached treasurer's report of actual spending in comparison to the budget. Motion needed to accept the treasurer's report. Lindsay motions to approve the treasurer's report, Terri seconds, motion carried.
- c. PL Chair approval needed to pay Release from ETFO for \$162.30 for Frank Spanguolo for Effective Classroom Management November 25, 2015.
- d. Have we paid the POTS Chairperson Fund \$60?
- e. Via First Class, it was motioned by Nadine Fletcher and seconded by Terri Houston that a \$50 donation be made in memorium for David Livingston, OT President of Ontario North East who recently passed away. Motion carried. This motion was completed online as Kim F. was able to make the donation and receive the receipt while at Representative Council.
- f. Establish a budget committee, once new executive elected. Now we just do a report and then the budget done in the fall.

16. Collective Bargaining Report, Kim Finlayson

- Kim has added in the ratified Local amendments to the existing agreement.
- A template has been provided by ETFO for the central table amendments, but these revisions must be completed in conjunction with the Board.
- CB Conference March 9 and 10
- Complete CB Debriefing as executive input is needed (Kim F. has forwarded the forms to all executive for review.) **Kim will complete the Debriefing Guide and take it to the CB Conference next week.**
- On May 10 Derek Hulse, Staff Officer, and I will be meeting with HR to combine the Local and Central Table agreements. ETFO has provided a template for the central table items.

17. President's Updates

- Confidential Discussion regarding CAS Allegations
- An additional PA Day has been set for May 9th. Half the day will be spent on Health and Safety training and the other half on Ministry initiatives. ETFO encourages teachers to take the prep time they are entitled to that day.

- Mandatory Training for Electronic Attendance is being provided for contract teachers. Contract teachers will be using Board devices to complete the attendance in Maplewood. Occasional teachers will continue to get a paper copy. A few schools are piloting the transition and working out the issues with the new attendance system.
- Attended Representative Council on Wednesday, February 10 and Thursday, February 11 and hot topics for discussion were as follows:
 - ETFO Provincial Annual Meeting August (14) 15-18 at the Sheraton
 - OT Suite for PAM is cancelled this year.
 - No special Sunday rate this year at the Sheraton
 - Anne Rodrigue retires from the Deputy General Secretary position this month and Jerry DeQuetteville has been appointed.
 - Victoria Reaume, General Secretary, retires August 31, 2016 and the process has begun to find a replacement.
 - Discussion regarding Telemarketer Blacklisting. There have been Locals who have had members who have become blacklisted by telemarketers which means they also cannot receive Smartfind/SEMS calls. This is related to job shopping apps. Smartfind does not appreciate the creation of these apps and continues to change its user platform to make these apps obsolete. Upper Grand tracked the benefits of job shopping apps, users received 1 or more jobs every two weeks when compared to OTs not using a job shopping app.
 - Should be examining daily vs. LTA work going forward. Can be done through the levy. I will begin in March.
 - Recommended the Local looks a sick leave provisions in the constitution.
 - Will be reviewing POTS Terms of Reference and proposed changes in preparation for acceptance prior to June POTS. Amendments are to be emailed to Andrew Chitta, Bluewater OT Local.
 - Rep Council Motion Highlights

- Many motions to executive to include references to DECEs in the constitution and reference book were carried.
- Recommendation for ETFO to develop PRS Bulletin with a clear description of what “progressive discipline” is.
- Recommendation for ETFO to develop a PRS Bulletin dealing with the implementation of the new Health Curriculum.
- Recommendation for ETFO Executive to expand the treasurer's training to include skills and duties required by Local treasurers beyond Quicken.
- Recommendation to ETFO Executive to ensure funding is available in the budget to pay release to all partially released presidents/designates who serve on Representative Council Committees. (Currently it is out of the Local release or the member volunteers his/her time).
- Recommendation to change the operating procedures of the ETFO Annual Meeting that a delegate not be permitted to move a motion to call the question (close debate) immediately after he/she has spoken to the question at issue.
- Recommendation that ETFO work with Locals to track daily assignments from the 2014-15 school year and the 2015-16 school year to date to determine the impact of ETFO job action on occasional teachers.
- Recommendation that ETFO study the issue of grid inequity, including the number of step on Local grids, parity with OSSTF grids and experience/qualifications with report to October 2016 Rep Council.
- Recommendation that ETFO study and report the increasing impact of aggressive behaviour and violence in elementary schools. Gather data, case studies and evidence for the

purpose of creating a media campaign informing the public of this reality in the education system. Many members work with challenging students and are facing serious threats and threatening behaviour in the classroom. Several member stories were shared which despite the severity of the incidents are increasingly becoming the norm.

- Teachers are not to be printing report cards; are only responsible for copying, stuffing and filing. **This advisory from the Teachers' Local Steward Meeting was updated to include printing as it was past practice.**
- The Director of Education, Ted Doherty, has reinstated monthly System and Federation Leaders' meetings.
- Contract teachers negotiated 2 unpaid days we can be taken, but are not attached to a holiday. This is not currently available for occasional teachers, but should be considered for the next round of bargaining.
- Room with 2 double beds has been booked for June 10-12 for the POTS conference. May elections will determine who will be attending.

18. New Business

- Set date for Spring GM and elections. Need an elections chair to funnel nominations and facilitate election. Should be early enough for executive to complete PAM Registration forms which are due in May.
 - GM Minutes from Monday, November 9, 2015 need to be posted on the website in draft form.
 - Please make sure the website is up to date prior to April when members will be directed to it for Fall GM Minutes and Elections information. Request for information to be posted can be sent to Lindsay, Kimberly and Kim F.
- Correspondence Folder
 - ETFO All Member Survey is going green flyer
 - Day of Pink, April 13, 2016 flyer

- PRS Bulletin - ALP (Annual Learning Plan) Advice to Members
- Effective Negotiation Skills for Women Leaders, April 28,29 registration flyer
- Seasonal Greetings
- Ontario Human Rights Commission Pamphlets
 - Disability and Human Rights
 - Human Rights, mental health and addiction disabilities
 - Mental health and addiction disabilities
- June 2016 POTS is being held at White Oaks Resort and Spa at Niagara-on-the-Lake. Two spots have been reserved.
- ETFO Annual Report Guidelines
 - I polled ETFO's presnet to see what presidents send to ETFO to meet the Annual Report requirement. Many send the minutes from the Spring AGM. and do not create a new report. This will be what the Local will be doing going forward.
- Perfect Pen & Stationery - Are more items needed?

19. Next meeting dates:

Collective Bargaining Conference- March 9 and 10 - Kim F. attending
 Executive Meeting - April 25th at 4:30pm
 Nominations will close on April 21st
 Representative Council - May 11-12
 General Meeting - TBA May 9th at 4:30 Elections at Legion in Seaforth
 POTS - June 10-12 White Oaks Resort and Spa, Niagara-on-the-Lake
 PL Workshops - March 22nd - Light Table Ideas workshop

20. Adjournment at 7:04pm by Kim Albers.

Action Items:

Kim F.
 -email Nadine about Health and Safety report
 -Kim F. to go to PLOTS

- share constitution with us via Google Drive
- send out an email about keys and attendance
- elections stuff out 30 days prior - out March 25, elections close on April 21st

Lindsay

- budget ready to send out by April 29th

Kim A.

- update website with minutes
- help with elections on May 9th
- add motions from online at the beginning of the minutes in a different colour

Terri

- finish purchasing backpack items