

**Occasional Teachers' Local Annual General Meeting**

**Monday, May 28th, 2018**

**4:30 - 6:30pm**

**ETFO Teachers' Local Office, 28 Centennial Drive, Seaforth**

**(Right beside the Hospital)**

**Seaforth, Ontario**

**Executive Regrets:** Gayle VanAltena is attending Status of Women training in Toronto

- 1. Meeting called to order at 4:39pm by Kim Finlayson.  
Welcome and Introductions of Executive Members**
- 2. Reading of the ETFO Harassment Policy and FNMI Statement - Mindy Deichert**
- 3. Approval of the agenda.** Mover: Luke van Schaik, Second: Mindy Deichert, carried
  - a. Timed item Dinner 5:30 pm**
- 4. Approval of the minutes from the last general meeting on Tuesday, October 24**

Mover: Jane Marie Mitchell, Second: Luke van Schaik, carried.  
**Minutes can be viewed on the website at**  
<http://occasionalteachers.com/minutes/>.
- 5. Elections**
  - a. Announce acclamations by Elections Co-Chairs Wendy Hastings and Luke van Schaik**
  - b. Filling of 2 vacant positions for member-at-large**  
Mark Reble & Amber Townsend  
Mover: Luke van Schaik, Second: Mindy Deichert, carried
- 6. ETFO Election Video played**
- 7. ETFO Violence Prevention Videos (During dinner break)**

## **8. Health and Safety Report, Wendy Hastings & Kim Finlayson**

- a. Update from MOL Meeting
- b. Show Incident Flow Chart and reminder to fill out appropriate forms each and every time there is an incident.
- c. Next H&S Meeting scheduled for Thursday, May 31

## **9. Constitution Committee Report, Toni Gale**

The committee met to review the constitution on April 4. A discussion regarding equity seeking language took place and was brought forward to the executive for consideration. The Executive decided to bring the suggestions forward to the membership at the AGM. This discussion will take place immediately following the adoption/discussion of the committee reports.

## **10. PL Chairs' Report, Communications Officer Report, Kim Finlayson**

Our goal to revitalize professional learning for members has been realized. The variety of workshops have expanded cross-curricularly including Science, Social Studies, Literacy, Numeracy, Arts, FNMI, Voice Care and have covered FDK, Primary, Junior and Intermediate divisions. In order to offer variety of workshops and increase the probability workshops would run at or closer to capacity, the Occasional Teachers' Local joined forces with the Teachers' Local in order to offer joint PL whenever possible. This collaboration was easier as I too am the Co-Chair for the Teachers' PL Committee. The securing of presenters began in early August since the sooner the Professional Learning requests go to ETFO, the more likely Locals will receive full or partial funding and/or presenters. The process for 2018-19 PL has already started as a result of the overwhelming popularity of the Crayola - Artful Math Workshop and a presenter has been secured for September 2018. In addition, members on this year's Crayola waiting list will receive a special invitation prior to the opening up of registration to all teachers. Pooling resources and having access to more potential attendees has been a positive experience and a workshop has yet to be cancelled due to low registration and all workshops have been at capacity and all but one had a waiting list. The additional resources also meant meals could be provided, along with related resources and handouts. Workshops have only been posted on the Elementary Teachers' and Occasional Teachers' groups on Google Ed. with a link to the registration and a separate link to the "waiting list". Reminders were sent to members who registered about a week prior to the event to ensure the attendance of the registrants. If someone cancelled, the waiting list was used and if a member cancelled the day of, a link for registration was reposted. The percentage of contract teachers attending workshops offered to members from both Locals ranged from 40-61%. To date, the following workshops have been provided: *Classroom Management for Occasional Teachers (2*

*Part), FNMI Workshop; Crayola - Artful Math; Brain Gym (2 Sessions); Daily Five Literacy Workshop; Inspire and Inquire (Primary); Mining Matters - Earth Science Workshop, Voice Care and Learning in the Early Years (2 Parts) which began this year. An additional workshop has been scheduled in June, the Building and Enriching Partnerships in Kindergarten. For the first time, DECE s will be able to join their ETFO teaching partners. After attending a workshop, participants were asked to fill out a very short online survey to provide feedback on the presenter(s), food, location and to make suggestions for further PL. The PL Committee will be meeting the afternoon of Tuesday, June 26th to review the workshop feedback and discuss plans for next year. If you have any requests for professional learning please email me prior to the meeting in June.*

### **11. Grievance Update**

- a. Evaluation Process - Grievance initiated as the Local believes the Administrators failed to follow the outlined evaluation process for occasional teachers.

### **12. Social Justice and Equity Report, Kim Finlayson**

Bids and Bites was a huge success with over 160 in attendance and \$10, 198.00 raised. A shout out to all of the businesses from Huron and Perth who donated this year. Thank you also to all of the staff and schools who donated. Finally, thank you to Lindsay McNichol, former OT Local Vice President & Treasurer who purchased \$4000 in backpacks, lunch boxes and school supplies for the children at the Huron and Perth Women's May 2018 GM Tentative Minutes Shelters which were on display at the Bids and Bites Fundraiser. Our Local contributed \$2000 and ETFO matched our donation through the Incentive Funding program. Let's hope we can budget to continue this work in 2018-19.

### **13. Political Action/Public Relations, Gayle VanAltena**

ETFO's goal is to ensure our members make it out to vote on June 7. ETFO is supporting Andrea Horwath and the NDP party. The NDP is promising to conduct a review of Ontario's funding formula and end EQAO testing, invest in repairing crumbling schools and base special education funding on actual student needs. These are critical changes that ETFO and other education stakeholders have called for to improve the province's education system.

**14. Goodwill Committee Report, Kim Finlayson**

A get well card has been sent out to a member who suffered a broken wrist. The Local still requires the assistance from members...let me know if someone has suffered an injury, family loss or had a new addition to the family etc. If I don't know I cannot send a card, donation etc. as outlined in our Goodwill Policy. All it takes is a quick email or leave a message on the answering machine.

**15. Collective Bargaining Report, Kim Finlayson**

The new executive will be forming a Collective Bargaining Committee in the Fall. This committee will prepare a quick survey and send it out to the membership in order that the Local has an understanding of the needs of members before examining the Collective Agreement prior to its expiry in August of 2019.

**16. Motion to accept committee reports.** Mover: Luke van Schaik, Seconder: Sarah Kyle and Carried

**17. Treasurer's Report, Luke van Schaik**

Current Balance in our accounts as of April 27/2018

Chequing	\$ 73394.58
GICs 1+1	\$ 3,295.08
Money Market	\$ 5,069.98
Total Balance of	\$ 81759.64

**a. See attached treasurer's report of actual spending in comparison to the budget. Motion needed to accept the treasurer's report.** Mover: Luke van Schaik, Seconder: Jane Marie Mitchell, carried.

**b. Appointment of Auditors for the 2017-2018 year end report. Each auditor will receive a half day's release to complete the audit.**

Auditors: Jane Marie Mitchell and Michael Keen.

Mover Luke van Schaik, Second: Daniel Green, carried

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

Open Discussion

**19. New Business**

Constitution Edits: grammatical changes as screened in green. Mover: Toni Gale, Secunder: Mindy Deichert, carried. Wording changes to Article 9.1.1 will be proposed for Constitution Committee to review Fall 2018.

**20. Open Forum for Discussion/Questions from Members**

- a. Hiring Practices
- b. Violence Prevention

**21. Draw for Door Prizes**

**22. Next meeting date: General Meeting - October/November - TBA**

**23. Adjournment - Motion**

Mover: Luke van Schaik