

Occasional Teachers' Local Executive Meeting

Teachers' Local Office

Wednesday, September 11, 2019

4:30 pm

Present: Kim Finlayson, Wendy Hastings, Gayle VanAltena, Sarah Kyle, Luke Van Schaik, Mindy Deichert, Amber Townsend (electronically) and Mark Reble

Regrets: Toni Gale

1. Meeting called to order at 5 pm
Volunteer required to take minutes as Toni is absent. Mindy to take minutes.
2. Reading of the ETFO Harassment Policy and Truth and Reconciliation Statement by Gayle Van Altena.
3. Approval of the agenda mover: Luke Van Schaik seconder: Gayle VanAltena, carried
4. Approval of the minutes mover: Wendy Hastings; seconder: Mindy Deichert, carried
5. Business arising from the last meeting(s) and/or action items from June Executive meeting:
 - ETFO committees and executive updates were sent to Toronto
 - Financial projection is done and sent, Luke has been in contact with the auditors
6. **Health and Safety Report, Luke Van Schaik**
2019-20 Meeting Dates: September 26
 - OTs reminded to visit our website <http://occasionalteachers.com/> and click on "Let us Know" to access forms (Employee Accident/Incident Report) necessary after an incident
7. **PL Chairs' Report, Kim Finlayson**
Have begun contacting presenters for workshops.

Upcoming Professional Learning

- Wednesday, October 23 Book Club - The Gifts of Imperfection
- Tuesday October 29th- Brain Gym (Sarah Kyle is facilitating)

8. Communications Officer Report, Gayle Van Altena

- Spoke with approximately 10 newly hired OTs August 29 to introduce them to what ETFO has to offer
- Updating communications with personal emails
- Update website

9. Grievance Update, Kim Finlayson

No Report

10. Social Justice and Equity Report, Kim Finlayson

No Report

11. Political Action Report, Gayle Van Altena

- Attending Leadership Sept. 25, 26
- Attending PAROTS in Lindsay Oct 3

12. Goodwill Committee, Sarah Kyle

No Report

13. Constitution Committee, Toni Gale

Gender-neutral pronouns will be discussed in the Fall.

14. Motion to accept committee reports

mover: Mark Reble; seconder: Luke Van Schaik, carried

15. Treasurer's Report, Luke Van Schaik

a. Current Balance in our accounts as of

Chequing	\$ 77, 186.33
GICs 1+1	\$ 3,360.78
Money Market	\$ 15,161.90
Total Balance of	\$ 95,709.01

- b. See attached treasurer's report of actual spending in comparison to the budget.
- c. Secretary to sign cheques.
- d. Year End Review Presented by Luke, moved: Luke Van Schaik, seconded: Amber Townsend, carried
- e. Set Budget as an executive, based on proposal
- f. Luke Van Schaik proposed the budget to take to the general meeting moved by: Luke Van Schaik seconded by: Wendy Hastings, carried

16. Collective Bargaining Report, Kim Finlayson

- All member meeting will be announced and held in combination with the Teachers' Local (Details will be discussed.)
- Update from CB Committee, Meeting held earlier today
- Central Vote October 17 (tentative date)

17. President's Updates

- ★ Labour Management Meeting - Next meeting September 18th
- ★ Office Insurance Update
 - Invoice forthcoming
- ★ PAM Reimbursement has been sent to ETFO
- ★ Reimbursement for President's Release has been sent for April, May and June of the last school year.

18. New Business

- Correspondence Folder (Nothing)

19. Next meeting/event dates:

ETFO Leadership - September 25, 26 2019 - Gayle, Mindy, Sarah, Kim attending

OT Executive-

Representative Council - October 9, 10 - Kim, Mindy

Collective Bargaining Conference - October 28,29 - Mindy, Gayle, Kim

General Meeting - October 24

ETFO Treasurers' Training - October 2 - Luke

OT Health and Safety - October 1 - Luke

OT PA/PR Meeting - October 3 - Gayle

Upcoming PL

October 23 - 4:30 Book Club "The Gifts of Imperfection"

October 28 or 29 Brain Gym

20. Adjournment

To Do:

- Book GM (Kim)
- Gayle → update website with PL info
- Sarah → apply for funding backpack drive

Meeting adjourned:

Moved: Sarah Kyle, Seconded: Luke Van Schaik, carried