

Occasional Teachers' Local Executive Meeting

***Teachers' Local Office
Monday, November 25th***

4:30 pm

Present: Kim Finlayson, Gayle VanAltena, Sarah Kyle, Luke Van Schaik, Mindy Deichert, Amber Townsend and Mark Reble

Regrets: Toni Gale, Wendy Hastings

1. Meeting called to order at 4:43 pm
2. Reading of the ETFO Harassment Policy and FMNI Statement by Gayle Van Altena.
3. Approval of the agenda Moved by Luke van Schaik, seconded by. Mark Reble Carried.
4. Approval of the minutes Moved by Luke van Schaik, seconded by. Mark Reble Carried.
5. Business arising from the last meeting(s) and/or action items from September Executive meeting:

Online motion: Amber motions, Gayle seconds that a smaller filing cabinet be purchased. Carried.

- Keeping the larger one for storage of binders.

Online motion: Gayle motions, Wendy seconds that we sponsor public skating and swimming during Christmas and March Breaks. Carried.

- Swimming in Vanastra at Christmas, March Break
- Skating in Wallace → Christmas break and March break
- Swimming in Wingham at March Break

Member Incentive funding applied for and received to purchase winter toques for members and jackets for Executive members. ETFO provided \$948.30 towards the \$1587.27 purchase.

6. **Health and Safety Report, Luke Van Schaik**
2019-20 Meeting Dates:

- 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
- (Sarah) Attended Health and Safety Conference in Toronto on November 7&8.
 - November 7 pm:
 - Updates on Ministry Initiatives
 - We were grouped by how our JHSC are run within our boards. We discussed what we do (online reporting, truncated safety plans, training etc..) Interesting to hear the differences between boards.
 - Waterloo OT→ PPM 151 - OT's not included in this and should be.
 - We had a guest speaker Andrew King former president of steelworkers union. Message → was we are at a place now to change things that are going on.
 - November 8:
 - Had 5 modules to choose from, I chose to learn about Noise and its Effects and what we can do about it in the classroom. We had an interesting guest speaker → Sonia Lal an Occupational Hygienist with the Occupational Health Clinics in Toronto.
 - Guest speaker: Heather Ann McConnell labor lawyer who discussed health and safety issues she deals with from school boards. Discussed cases her and colleagues have worked on from TCDSB v OECTA.
 - Dec 2nd and 3rd - Upcoming meeting on violence in the classroom. Luke attending
 - January 17th - Upcoming meeting on Temperature Concerns - Luke attending
- Reports have been down, action items → draft email to all members about the importance of the incident reports, including notifying me if Yellow duotangs are not in use, remind about location, include flow chart
- Yellow Duotang - Not being used, not being presented to Occasional teachers, not helpful

7. PL Chairs' Report, Kim Finlayson

Attendance has dropped and there haven't been waiting lists this year. Had to extend the intermediate workshop to include junior teachers to ensure more than 10 in attendance.

Cancellation policy has been challenged, but Locals are standing firm. There are 5 outstanding PL Cancellation Fees to be collected; 3 have been collected. "Second notices" went to on November 19th.

Presenter, Lori Johnson, for the OT Take Three - Literacy, Numeracy, Differentiated Instruction Workshop had to cancel due to weather. Was able to cancel a portion of the food with the cater, but ended up having what was already made sent to the school for staff. Rescheduled for Monday, June 8 PA Day, morning.

Upcoming Professional Learning

April 20th Climate Change and Social Justice

April 28th Crayola: Numeracy Through Art (at the Seaforth Legion)

June TBA Introduction to Music for Primary, Junior

June 8th OT Take Three - Literacy, Numeracy, Differentiated Instruction - Luke facilitate Interview Workshop - TBA

8. Communications Officer Report, Gayle Van Altena

- Website has been updated - "Let Us Know" has current flow chart for Violent Incidents and surveys for communication to our Local are up to date and links to Board Forms are current, PL up to date
- Hats and jackets have arrived. Receiving positive feedback from members who have received a hat
 - Kim thanked Gayle for purchasing the coats and handing out hats.
- Attending Media Training December 6 in London

9. Grievance Update, Kim Finlayson

10. Social Justice and Equity Report, Kim Finlayson

Meeting the morning of Tuesday, December 10th.

Bids and Bites is Thursday, April 30th in Seaforth

11. Political Action Report, Gayle Van Altena

- Attended PAROTS in Lindsay October 3. Discussed various ways other Locals bring members out to General Meetings
 - **every** member in attendance receives a \$10 gift card for a variety of sources
 - draw for iPad
 - draw for free AQ- they receive voucher, they must register and complete and then get reimbursed from local
 - Resource Swap- bring resources no longer needed/ask teachers to contribute and members go home with new resources

Also discussed getting responses to Collective Bargaining Surveys by offering the chance to win a prize to anyone who completes it by a certain date
- Attended Lobby Training November 8
 - Our Local should have received and Indigenous Teaching Resource
 - Urged to have Locals meet with MPs and/or Trustees, there is \$ for up to 5 days release time/ Local , Plenty of resources on the Building Better Schools Website
- Attending PA/PR January 23&24

12. Goodwill Committee, Sarah Kyle

- Sent out a congratulations on a new baby card
- In Memoriam Donation - Kim to purchase
- Executive Gifts - Kim to purchase Indigo gift card in the amount of \$80

13. Constitution Committee, Toni Gale

Gender-neutral pronouns will be discussed in the Fall of 2020.

14. Motion to accept committee reports Moved by Luke, seconded by Sarah.
Carried.

15. Treasurer's Report, Luke Van Schaik

a. Current Balance in our accounts as of	
Chequing	\$ 61,542.62
GICs 1+1	\$ 3,360.78
Money Market	\$ 15,161.90
Total Balance of	\$ 80,065.30

- b. See attached treasurer's report of actual spending in comparison to the budget.

- c. Secretary to sign cheques.
- d. Sign Reimbursement information for ETFO, completed by Luke.
- e. Quicken has been updated and paid for the current year as of November 7, 2019

Luke moves to accept the treasurer's report, seconded by Gayle. Carried.

16. Collective Bargaining Report, Kim Finlayson

A survey has been developed based on the approved Preliminary Submission in order to determine the importance of each item to members.

- Share survey
- First negotiations meeting is set for Tuesday, January 7th at 9 am (Derek Hulse, Kim, Gayle, Mindy, Mark) then 10 am with the Board.
- Embed link for draw for all members who complete CB Survey.

17. President's Updates

- ★ Labour Management Meeting
 - Health and Safety Incident/Newsletter

- ★ Filing Cabinet - as discussed on line a smaller version needs to be purchased, larger one can be used for storage at the rental office.

- ★ POTS June 15-17 Renfrew Round Trip Airfare from London \$500; Train from London at \$319 leaving a day earlier. The organizers are providing bus transportation from the airport and train station, assuming there will be a fee for this.

- ★ In May HR interviewed and there were 38 people recommended for the Roster. HR added 24 to the Roster at that time. Since HR was unsure where things were going due to redundancies etc, they held back from putting all successful applicants on the list and put 14 on the emergency list, and those OTs would be moved to the Roster once it was known if there was room. We have since sent information to those 14 stating they would be added to the list once paperwork was returned. The reason we are still needing to hire so many OTs is due to the number of OTs that didn't reactivate, took leaves, are in LTAs, have a contract etc. HR is interviewing December 3rd and 5th in hopes of reaching our cap.

★ Need to hire 55 occasional teachers according to the November Cap Review.

★ Unfilled jobs

- September - No unfilled jobs
- October - 8 days with unfilled jobs; 18 unfilled jobs
- **November - Kim to update prior to sending out minutes.**

18. New Business

- Correspondence Folder
 - Donations from ETFO of \$500 each to Optimism Place and Emily Murphy Centre

- #ETFOstrong Photo
- POTS to Renfrew - Flights to Ottawa, Bus/Shuttle from airport
Luke van Schaik moved that Kim register for the June POTS conference and book flight, seconded by. Mark Reble Carried.

19. Next meeting/event dates:

ETFO Leadership - September 2020

OT Executive- January/February - TBD based on bargaining

Representative Council - February (4) 5-6 and May (12) 13-14

Collective Bargaining Conference - TBA 2020

General Meeting - May/June 2020

ETFO Treasurers' Training -

POTS - June 15-17, Renfrew

20. Adjournment was moved by Amber at 6:29. Carried.

To Do:

Kim - Email Sylvia VanCampen regarding the interview workshop (include Luke, Mark in email)

→ Donation for Kent, and ornament

→ Executive Gifts - Kim to purchase Indigo gift card in the amount of \$80

→ purchase \$50 gift cards LCBO or Indigo (purchase once draw has been done)

→ tweak question #8 on survey and send out to executive to try as a test, add preferred method of contact to survey (e.g., twitter, insta, email etc..)

→ send to personal emails about appropriate use of preps