

Occasional Teachers' Local Executive Meeting
Online via Zoom

Monday, November 22, 2021 4:30 pm

Present: Kim Finlayson, Gayle VanAltena, Samantha Gowanlock, Brahm Harrison, Kaitlin Fisher, and Tracey Peters

Regrets: Kim Reid (joined at 5:30 pm)

1. Meeting called to order at 4:30 pm
2. Reading of the ETFO Equity Statement, ETFO Human Rights Statement and ETFO Land Acknowledgement by Gayle Van Altena.
3. Approval of the agenda
 - Mover: Gayle VanAltena
 - Secunder: Brahm Harrison
 - All in Favour: Carried
4. Approval of the minutes from previous meeting
 - Mover: Kaitlin Fisher
 - Secunder: Tracey Peters
 - All in Favour: Carried
5. Business arising from the last meeting(s) and/or action items from the October GM and the September Executive meeting:
 - Welcome to Tracey Peters, as she joins the executive as a member at large.
 - Request has been made to support Kids Help Phone on "Country 104.9" with 30 spots over a two week period in December. Kim Finlayson will be contacted to approve the spot.
 - POTS June 13-15, 2022 at the Arden Park in Stratford
 - Attendees
 - Need to know by January who is attending, for how many days (release time covered)
 - Samantha Gowanlock all three days
 - Gayle VanAltena likely Monday and Tuesday

- Brahm Harrison can join one day (whichever is busiest, likely the first day)
- Tracey Peters and Kaitlin Fisher also said that they can help out
 - Need support to coordinate with the hotel, vaccination status check, dietary restrictions etc. basically an administrative assistant (release time provided) - Samantha Gowanlock
 - “Field Trip” Options: Chocolate Tour, Boat Tour, Stratford Festival

6. Health and Safety Report, Kim Reid

- Memo Superior PPE Shared
- New Health and Safety Alternate, due to shortage of those who can do inspections and Kim doesn't have time to commit to doing them - Kim Ryckman is the alternate for us
- Discussion with regards to Notification of Potential Risk Assessment (Yellow Duotangs) (Kim Fin.)
 - The yellow duotangs are the Board’s way of meeting their obligation to notify members of potential risk, in this case the potential for student violence. In terms of liability, teachers can always be held liable for any failure to uphold the duty of care or to follow safety plans. With that said, it is unrealistic for OTs to remember the entirety of a safety plan or several for a full day. In Greater Essex DSB allows OTs to have a copy of the plan which they return with the key at the end of the day. Luke had tried a key ring with important information for OTs to have on them (safety, medical, etc.) Should we bring this suggestion to the Joint Health and Safety Committee so occasional teachers have the information they need to keep themselves and students safe.
 - OTs are reminded to visit our website <http://occasionalteachers.com> to view the flowchart when questions of reporting incidents arise.

7. PL Chairs’ Report, Kim Finlayson

Upcoming Professional Learning

OT ETFO Pregnancy, Parental Workshop	Tuesday, November 23 @ 4:30
Fire to Flow	Wednesday, November 24 @ 4:30

Reading Comprehension Assessment	Tuesday, November 30 @ 4:30
Author Brock Greenhalgh	Monday, January 31 @ 4:30 pm
Spa Night (Virtual)	Thursday, February,10 @ 8:00
Climate Change and Social Justice	Thursday, April 7th 4:30 - 6:15
Fundamental Movement Skills: An Educator's Guide to Teaching Fundamental Movements	Wednesday, February 16 4:30

8. Communications Officer Report, Gayle Van Altena

- Our website has been updated, links work, new flowchart for reporting incidents or violence

9. Grievance Update, Kim Finlayson

- Excessive Supervision grievance has been settled and the member will receive 1.5 days in lieu to be taken by the end of the year.
- Regulation 274 grievance discussion is still ongoing

10. Social Justice and Equity Report, Kim Finlayson, Kaitlin Fisher

- We met on November 4th to divide and prepare to distribute backpacks and school supplies to the women's shelters.
- On November 19, Kaitlin dropped the supplies at the Huron Women's Shelter in Goderich and is waiting for an update from the shelter about what they need/are looking for in the next round of purchases.
 - The Huron Women's Shelter mentioned that they are looking for children's boots and coats as well. We cannot donate these things at this time, as the money has been allocated. However, we will post about this need to our members on the Facebook page, and send on the information to the local Rotaract Club (who has already jumped into action with some fundraising plans for this)

11. Political Action Report, Gayle Van Altena

- Attended ETFO Electoral Process training November 3.
 - Main message: Doug Ford's agenda of funding cuts and privatization of our education system must end

- Members are encouraged to personally donate to a non PC political party
 - A donation of \$100 gives \$75 tax credit
- Members are encouraged to volunteer their services to political campaigns, teachers are natural organizers
- Our ETFO Staff member is Joel Smith
 - Stewart Plus One Meeting was suggested, but because of the OT shortage, it isn't practical/possible at this time

12. Goodwill Committee - Kim Reid

- Brian Raidt card and gift card status
 - *Previous Meeting: Brahm moves, Tracey seconds that the Local purchases a \$50 gift card to send along with the card to Brian Raidt as he is on medical leave. Carried.*
 - Sent out approximately 3 weeks ago
- Haiti Relief Donation - Red Cross **(double check)**
 Donate: \$200
 Mover: Brahm Harrison
 Secunder: Gayle VanAltena
 All in Favour: Carried
- BC Flood Relief Donation - United Way
 Donate \$1,000
<https://uwbc.ca/flood/>
 Mover: Brahm Harrison
 Secunder: Kaitlin Fisher
 All in Favour: Carried

13. Constitution Committee, Brahm Harrison

- Ensuring that all policies present and future have gender neutral language

14. Motion to accept committee reports

Mover: Kaitlin Fisher
 Secunder: Brahm Harrison
 All in Favour: Carried

15. Treasurer's Report, Brahm Harrison

- Status of Signing Authority changes
 - Brahm Harrison confirmed - to pick up invoices and visit the bank

- a. Current Balance in our accounts as of Monday, November 22, 2021

Chequing	\$ 78 533.85
GICs 1+1	\$ 3 479.75
Money Market	\$ 15 725.93
Total Balance of	\$ 97 739.53
- b. See attached treasurer's report of actual spending in comparison to the budget.
- c. Secretary to sign cheques.
- d. Year End Review (September)
- e. Set Budget Committee Meeting (September)

16. Collective Bargaining Report, Kim Finlayson

- Status of Negotiations
 - ETFO OT Local meeting resulted in ratification
 - HR will be bringing it to the board of trustees this week
- Regional Collective Bargaining Meeting, November 1 attended by Brahm, Gayle and Kim F.
- Set date to discuss survey to go out to members regarding Local negotiations, late February/March

17. President's Updates

- ★ Labour Management Meeting November 3, 2021
 - Those who are unvaccinated or didn't complete the online attestation will need to test 3 times each week.
 - HR Services is going through a shuffle during the month of November as a result of a new position and retirements.
 - Labour/Federation Affiliates are requesting changes to the Accident/Incident Reporting System to include psychological health impacts. A formal recommendation will be started at the next JHSC meeting, then to senior staff and the director.
- ★ Collaborative Professionalism Meeting October 27, 2021
 - Working on developing "Belief Statements" and "Identifying Barriers" within AMDSB.
- ★ Unfilled Jobs 2021-22
 - As of today, November 22, 2021 - "Unfilled Jobs" in our elementary schools - 21 jobs went to Secondary Occasional Teachers, 30 jobs went to Emergency Unqualified Persons, 2 jobs went to Emergency Qualified Person

- ★ Cap Update - Currently have 372 on the roster with 106 on leave, 54 in LTAs of 0.5 FTE or greater, and 35 with contracts of 0.5 FTE or greater and who have not requested a leave of absence, leaving 177 occasional teachers available for work. The Board needs to hire 77 occasional teachers to meet the cap of 254.

18. New Business

- Member Mobilization Funding
 - Incentive funding to be more involved with our local
 - Up to \$10 per member that can be applied for
 - In the past, we've purchased toques for members
- Change to posting practice for LTAs and Contracts - Board wishes to only send Notifications out through Apply to Education, no longer will send them out via the Google Group.
 - We like the Google Group due to glitches through Apply to Education
- ETFO All Member Survey Results for 2020-21
 - Any points that should be shared with the Board?
- Hosting a Movie Night - Backpack Full of Cash (Documentary) (Deadline December 17th) [Backpack Full of Cash Trailer](#)
 - Looking into virtual options (streaming with Zoom) and in-person options (Goderich Park Theatre, StarLite Drive In)
- AP 202 Review (Share Screen) (Kim F.)
 - Will be presenting to the board that the majority of members communicated that they did not receive adequate training for online learning
- Correspondence Folder

19. Next meeting/event dates:

ETFO Leadership - September 2022

OT Executive - January

Representative Council - February 2 & 3 in Toronto , May 11-12

Collective Bargaining Conference - March

General Meeting - October

ETFO Treasurers' Training -

POTS- June 13, 14, 15 (Kim F.)

20. Adjournment 6:06 pm

To Do:

- **Brahm Harrison:** pick up invoices and visit the bank
- **Kim Finlayson:** Donations to Haiti and BC
- **Gayle VanAltena:** To inquire with Park Theatre in Goderich and/or Starlite Drive In for hosting the movie night
- **Kim Reid:** Send out memo about PPE at schools when supply teaching
- Other
 - Bring up Yellow Duotangs to the Joint Health and Safety Committee
 - Set date to discuss survey to go out to members regarding Local negotiations, late February/March
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 - Discuss POTS “Field Trip” Options: Chocolate Tour, Boat Tour, Stratford Festival