

DISTRICT 26
ANNUAL GENERAL MEETING
Wednesday, October 21, 2020
Virtual Meeting via Microsoft Teams
6:00 PM
AGENDA

1. Call to Order
2. Welcome
3. OSSTF Pledge / Motto
4. Anti-Harassment Statement
5. Approval of Agenda (RES – PROCEDURE 2020-01)
6. Approval of Minutes of the District AGM of May 9, 2019 (RES – PROCEDURE 2020-02)
7. Awards Presentation
 - 7.1 District Awards
 - 7.2 Roll call of retirees 2019-2020
 - 7.3 Roll call of 25-Year Service Pin recipients
8. District Executive 2020-21
 - 8.1 Presentation of Acclaimed Candidates for District Executive
 - 8.2 Other Executive
9. Constitutional Amendments & Other Resolutions
10. Report of Treasurer and presentation of the 2020-2021 Budget (RES-BUDGET 2020-01)
11. Report of Provincial Executive
12. Reports of the Officers (Written reports - questions only):
 - 12.1 Bargaining Unit Presidents
 - 12.1.1 TBU
 - 12.1.2 OTBU
 - 12.1.3 PSSP
 - 12.2 District Officer
 - 12.3 Committee for Equity and Diversity Officer
 - 12.4 Communications and Political Action Officer
 - 12.5 Education Services Officer
 - 12.6 District Health and Safety Officer
13. Other Business
 - 13.1 Appendix A – OSSTF District 26 Anti-Harassment Policy
14. Adjournment

1. **CALL TO ORDER**

2. **WELCOME**

The Ontario Secondary School Teachers' Federation acknowledges and thanks the Haudenosaunee ("Ho-den-no-show-nee"), Algonquin, Huron-Wendat ("Huron-when-dat"), Anishinabewaki ("Onish-shin-naw-bay-walk-key"), of this territory and other Indigenous Peoples for sharing this land so that we may come together today in a good way.

Head Table:

David Warda, Executive Officer, OSSTF

Crystal Watson, District President

Stephanie Sheeler, 2020-21 PSSP President

Tanya Crosbie, District Officer

Elpis Law, 2020-21 District Secretary

Adrienne McEwen, TBU President

Elaine Warner-Laxton, OTBU President

Kris Ross, 2020-21 District Treasurer

Other Executive Members:

Susan Thorpe, Health & Safety Officer

Divina Hogan, 2020-21 CPAC Chair

Pamela Linklater, Education Services Chair

Lisa Elminowski, Equity and Diversity Chair

Alison Dennis, 2020-21 District Vice-President

3. **OSSTF PLEDGE**

I solemnly dedicate myself to promote and advance the cause of education.

I will strive to achieve and maintain the highest degree of professional competence and will always uphold the honour, dignity and ethical standards of my profession.

I pledge my loyalty and support to the Ontario Secondary School Teachers' Federation and will comply with the Constitution, By-laws, Policies and established practices which govern its members.

OSSTF MOTTO

Let us not take thought for our separate interests, but let us help one another

4. **ANTI-HARASSMENT STATEMENT**

A member of OSSTF/FEESO has the right to a workplace and union environment free from harassment and bullying. Harassment and discrimination are not joking matters. They have a destructive effect on the workplace environment, individual well-being, and union solidarity. Such actions are always unacceptable. As members of OSSTF/FEESO, our goal must be to protect human rights, to promote mutual respect and trust, and to foster inclusion.

OSSTF/FEESO is committed to strengthening member solidarity and takes seriously its own responsibility to ensure that members are treated with respect and dignity at all provincially sponsored OSSTF/FEESO events and meetings. Any member who feels targeted by harassment or discrimination must be able to speak up and know their concerns will be responded to immediately in accordance with District 26 Anti-Harassment Complaints and Resolution Policy and Procedure.

The designated Anti-Harassment Officer for OSSTF, District 26, 2019-2021 is Tanya Crosbie, cell phone 613-802-9818.

5. **APPROVAL OF AGENDA (RES – PROCEDURE 2020-01)**

BIRT the agenda be approved.

Moved by:

Seconded by:

PROCEDURE 2020-01

6. **APPROVAL OF MINUTES OF THE DISTRICT AGM OF MAY 9, 2019
(RES – PROCEDURE 02)**

**DISTRICT 26
ANNUAL GENERAL MEETING
Thursday, May 9, 2019
North Grenville Municipal Centre
6:30PM**

Unapproved Minutes

**Reconstructed due to loss of original draft minutes*

1. Call to Order
2. Welcome
3. OSSTF Pledge / Motto
4. Anti-Harassment Statement
5. Approval of Agenda (Resolution – Procedure 01)
6. Approval of Minutes of the District AGM of May 2, 2018 (Resolution – Procedure 02)
7. Awards Presentation
 - 7.1 District Awards
 - 7.2 Roll call of retirees 2018-2019
 - 7.3 Roll call of 25 year pin recipients
8. District Executive
 - 8.1 Presentation of Acclaimed Candidates for District Executive
 - 8.2 Vacant Positions
 - 8.3 Candidates for Contested Positions and Speeches (maximum 5 minutes)
 - 8.4 Other Executive
9. Report of Treasurer and presentation of the 2019-2020 Budget
10. Reports of the Officers. (Written reports- questions only):
 - 10.1 President (D26 Appendix A AGM)
 - 10.2 Bargaining Unit Presidents

10.2.1 TBU

10.2.2 OTBU

10.2.3 PSSP

10.3 District Officer

10.4 Committee for Equity and Diversity Officer

10.5 Communications and Political Action Officer

10.6 Education Services Officer

10.7 District Health and Safety Officer

11. Other Business

12. Adjournment

1. Call to Order

2. Welcome

The Ontario Secondary School Teachers' Federation acknowledges and thanks the Haudenosaune People of this territory and other Indigenous Peoples for sharing this land so that we may come together today in a good way.

Head Table:

Paul Caccamo, Executive Officer (soon to be Vice-President), OSSTF

Steven Newstead, Executive Assistant, OSSTF

Crystal Watson, Acting District President

Danny Thomas, TBU President

Jim Mulville, PSSP President

Elaine Warner-Laxton, OTBU President

Adrienne McEwen, District Officer

Richard Scharf, District Treasurer

Paula Jones, District Secretary

Other Executive Members:

Health & Safety Officer, Shelley Bulloch

CPAC Chair, Tanya Crosbie

Educational Services Chair, Pamela Linklater

Equity and Diversity Chair, Lisa Elminowski

District President, Elpis Law

3. OSSTF Pledge

I solemnly dedicate myself to promote and advance the cause of education.

I will strive to achieve and maintain the highest degree of professional competence and will always uphold the honour, dignity and ethical standards of my profession.

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OSSTF/FEESO is committed to strengthening member solidarity and takes seriously its own responsibility to ensure that members are treated with respect and dignity at all provincially sponsored OSSTF/FEESO events and meetings.

Any member who feels targeted by harassment or discrimination must be able to speak up and know their concerns will be responded to immediately in accordance with OSSTF/FEESO Policies and Bylaws and the Resolution and Complaint Procedure, as approved by AMPA.

The designated Anti-Harassment Officer for OSSTF, District 26, 2017-2018 is Adrienne McEwen, cell phone 613-246-4472

5. APPROVAL OF AGENDA (RESOLUTION – PROCEDURE 01)

BIRT the agenda be approved.

Moved by:

Seconded by:

CARRIED

Procedure 2019-01

6. APPROVAL OF MINUTES OF THE DISTRICT AGM OF MAY 2, 2018 (RESOLUTION – PROCEDURE 02)

BIRT, the minutes of May 2, 2018 be approved.

Moved by:

Seconded by:

CARRIED

Procedure 2019 - 02

7. AWARDS PRESENTATION

7.1 Awards

Rhonda Kimberly-Young award: Kris Ross

Marjorie Laphen award: Gord Zubyck

7.2 Roll call of retirees 2018-19

Mary Bellemare	Marilyn MacGregor
Paul Chapman	Walter McWilliams
Heather Churchill	Pat Messner
Deanna Corbett-White	Paul Murray
Jan de Pater	Marilyn Parkinson
Ann Drummond	Cynthia Smith
Morley Dulmage	Robert St. Onge
Carol Fortune	Sharon Taugher
Muriel Franklin	Danny Thomas
Bryna Lewis	Patty West
Gary Lotz	

7.3 25 year pin recipients:

Ronald Kevin Bell	Angela Marie Jones
Sharon Bourque	Judy Ann Lamarche
Derrick Scott Byrd	Kimberley Ann Merkley
Christine Campbell-Sauve	Scott Gordon Reaney
John Gennaro Ciampaglia	Lawrence Neil Smith
Steven Garry Dalgity	Voula Stavroula Strachan
Jevon August Groves	Patty West
Rosemarie Hughes-Dendy	

8. DISTRICT EXECUTIVE

8.1 Presentation of Candidates Acclaimed to District Executive Positions

As per Bylaw 4.4.11 of the District Constitution, the following District nominees have been elected by acclamation:

President – Crystal Watson
Vice President – Elpis Law
Treasurer – Richard Scharf
Educational Services Committee Chair – Pamela Linklater
District Health and Safety Officer – Shelley Bulloch
Committee for Equity and Diversity Chair – Lisa Elminowski
Communications and Political Action Chair – Tanya Crosbie

8.2 Vacant Positions

As per Bylaw 4.4.13 In the event that no nominations are received for a position in accordance with Bylaw 4.4.3, the District Executive shall solicit nominations and appoint to the available position. This process shall begin after the results of all pending ballots, as described in bylaw 4.4.9, have been made public.

Secretary – *Vacant*

8.3 Candidates for Contested Positions and Speeches (maximum 5 minutes):

As per the following bylaws:

- 4.4.7 All candidates nominated in accordance with the Bylaws and standing for election shall have the opportunity for a brief speech at the Annual General Meeting, if multiple candidates exist for a position
- 4.4.7.1 When multiple candidates exist for one position, the order of speeches shall be determined by lot
- 4.4.7.2 Speeches shall not exceed five (5) minutes in duration

District Officer Position (listed alphabetically by last name):

- Tanya Crosbie
- Alison Dennis
- Del Jones
- Pamela Linklater
- Mandy Steele
- Crystal Watson

Speech Order
TBD

8.4 Other Executive for 2018/2019, as reported by the Bargaining Units:

Teacher Bargaining Unit	
President	Adrienne McEwen
Vice President	Pamela Linklater/Elpis Law
Secretary	Alison Dennis
Treasurer	Tanya Crosbie
Chief Negotiator/Contract Maintenance Officer	Rob Shaheen
Grievance Officer	Rob Shaheen
TBU CBC Chair <i>Bylaw 15.2.1: The Chair of Collective Bargaining, who shall be elected from among the members of the Collective Bargaining Committee at the first meeting of the Committee in each Federation year.</i>	To Be Determined
TBU Council Representative <i>Bylaw 19.4.11: The Bargaining Unit Council shall elect, at its first council meeting of each Federation years, the Bargaining Unit Council representative who will be a member of the Bargaining Unit Executive and will perform duties as assigned by the Bargaining Unit Executive.</i>	To Be Determined

Occasional Teacher Bargaining Unit	
President	Elaine Warner-Laxton
Vice President	Eric Rylands
Secretary	<i>vacant</i>
Treasurer	Louise Lanctot
Chief Negotiator	<i>contested</i>
Grievance Officer	<i>contested</i>
Health & Safety Representative	Susan Thorpe
Education Services Representative	John Bouwers
Communications & Political Action Representative	<i>contested</i>
Equity & Diversity Representative	Ralph Wightman

Professional Student Services Personnel	
President	Jim Mulville
Vice President	Shelley Bulloch
Secretary	Shelley Bulloch
Treasurer	Shelley Bulloch
Chief Negotiator	Mandy Steele
Grievance Officer	Mandy Steele
Health & Safety	Shelley Bulloch
PSSP Members-At-Large	Crystal Embleton Stephanie Sheeler <i>Vacant (2)</i>

9. REPORT OF PROVINCIAL EXECUTIVE

D26 Appendix A AGM

10. NEW BUSINESS

10.1 Report of the Treasurer and presentation of the 2019-2020 Budget

District 26 OSSTF

Comparative Balance Sheet - Comparative Balance Sheet (amounts)

	<u>As at 07/01/2018</u>	<u>As at 04/30/2019</u>	<u>Difference</u>
ASSET			
CURRENT ASSETS			
CIBC	21,326.45	52,294.03	-30,967.58
CIBC Savings account	0.00	0.00	0.00
LTD OTIP	0.00	0.00	0.00
GIC Deposits	333,456.62	383,561.24	-50,104.62
Investments	324,760.25	326,800.69	-2,040.44
Petty Cash	200.00	200.00	0.00
Rebates Receivable (Yr End)	<u>18,340.87</u>	<u>-14,071.51</u>	32,412.38

District AGM Documents and Working Minutes October 21, 2020

TOTAL CURRENT ASSETS	<u>698,084.19</u>	<u>748,784.45</u>	-50,700.26
Fixed Assets			
Office Equipment	<u>1.00</u>	<u>1.00</u>	0.00
TOTAL FIXED ASSETS	<u>1.00</u>	<u>1.00</u>	0.00
TOTAL ASSET	<u><u>698,085.19</u></u>	<u><u>748,785.45</u></u>	-50,700.26
LIABILITY			
CURRENT LIABILITIES			
Salaries Payable	5,785.30	0.00	5,785.30
Other payable	12,244.04	6,451.62	5,792.42
E I Payable	0.00	0.00	0.00
Pension Payable	0.00	0.00	0.00
Income Tax Payable	0.00	0.00	0.00
CPP Payable	<u>0.00</u>	<u>0.00</u>	0.00
TOTAL CURRENT LIABILITIES	<u>18,029.34</u>	<u>6,451.62</u>	11,577.72
TOTAL LIABILITY	<u>18,029.34</u>	<u>6,451.62</u>	11,577.72
EQUITY			
EARNINGS			
Operating Reserve Fund	371,382.16	349,445.98	21,936.18
Strike Contingency Fund	50,000.00	50,000.00	0.00
Extraordinary Exp. Contingency Fund	50,000.00	50,000.00	0.00
Succession & Training Res Fund	100,000.00	97,274.10	2,725.90
Furniture & Equip. Reserve Fund	9,338.20	50,000.00	-40,661.80
LTD OTIP Reserve	0.00	0.00	0.00
TBU Reserves	20,396.32	20,396.32	0.00
Sick Leave Gratuity Reserve	0.00	0.00	0.00
TBU 512 Account Reserve	0.00	0.00	0.00
PSSP PD Funds (Reserves)	6,203.03	6,005.28	197.75
OTBU Reserve	5,309.60	8,657.75	-3,348.15
Retained Earnings	67,426.54	48,700.92	18,725.62
Current Earnings	<u>0.00</u>	<u>61,853.48</u>	-61,853.48
TOTAL EARNINGS	<u>680,055.85</u>	<u>742,333.83</u>	-62,277.98
TOTAL EQUITY	<u>680,055.85</u>	<u>742,333.83</u>	-62,277.98
LIABILITIES AND EQUITY	<u><u>698,085.19</u></u>	<u><u>748,785.45</u></u>	-50,700.26

Generated On: 04/30/2019

Comparative Gross Margin Income Statement - Comparative Income Statement

	Actual 07/01/2018 to 04/30/2019	Budget 07/01/2018 to 06/30/2019	Percent
OPERATING REVENUE			
REVENUE			
Rebate - OSSTF PROVINCIAL OFFICE	194,051.00	231,018.00	-16.00
Summer Leadership BM Reduction	0.00	-1,250.00	-100.00
Levy	75,675.39	87,750.00	-13.76
EI Rebate (FTE based)	58,185.91	56,000.00	3.90
TBU PD Account	0.00	0.00	0.00
2010 PD Account	0.00	11,270.00	-100.00
OTBU PD Account	3,000.00	3,000.00	0.00
OTIP Sponsorship	0.00	19,000.00	-100.00
CPAC Elections	0.00	0.00	0.00
Interest	7,627.56	10,000.00	-23.72
tsf from Operating Reserve Fund	0.00	46,981.00	-100.00
Furniture & Equipment Reserve Fund	0.00	0.00	0.00
TOTAL REVENUE	338,539.86	463,769.00	-27.00
TOTAL OPERATING REVENUE	338,539.86	463,769.00	-27.00
COST OF GOODS SOLD			
Pension & Benefits Workshops	778.85	800.00	-2.64
2010 PD Fund Expense	0.00	0.00	0.00
60 Mobile #2045	2,737.28	0.00	0.00
60 Mobile #2056	0.00	0.00	0.00
60 Mobile #2080	1,186.96	0.00	0.00
PSSP Takeover	0.00	0.00	0.00
Takeover OT	0.00	0.00	0.00
Building Fund Transfer	0.00	0.00	0.00
TOTAL COST OF GOODS SOLD	4,703.09	800.00	487.89
GROSS MARGIN	333,836.77	462,969.00	-27.89
OPERATING EXPENSE			
EXPENSES			
DE Pres & Officer Business travel	1,527.03	2,000.00	-23.65
DE Officer Travel Allowance Bylaw	0.00	5,625.00	-100.00
Provincial Councillor Expenses	0.00	0.00	0.00
D26 Pres & Officer Business Meals	396.14	550.00	-27.97

District AGM Documents and Working Minutes October 21, 2020

District Exec Conference Calls	0.00	400.00	-100.00
District Exec Meetings kms & meal	3,350.62	4,000.00	-16.23
District Officer Salary & Benefits	32,417.25	67,227.00	-51.78
Pre-Ampa Meeting or Call	0.00	110.00	-100.00
AMPA	1,423.33	7,000.00	-79.67
Retirement Gifts	700.32	1,500.00	-53.31
Donations	833.84	1,600.00	-47.89
TBU Ch. Negotiator salary/benefits	32,417.35	72,172.00	-55.08
TBU Grievances	878.89	1,000.00	-12.11
Conferences (CBC - L'ship)	7,134.43	10,000.00	-28.66
TBU CBC Meetings	1,407.22	4,000.00	-64.82
TBU Negotiations	590.02	3,500.00	-83.14
PSSP Negotiations	934.59	1,000.00	-6.54
OT Negotiations	135.80	1,300.00	-89.55
Health & Safety	<u>922.04</u>	<u>1,200.00</u>	-23.16
Total Contract & Negotiations	44,420.34	94,172.00	-52.83
Worksite Events \$ 4.50/member/yr	1,406.13	3,500.00	-59.82
Membership Involvement (fund 2045)	532.77	1,500.00	-64.48
AGM Awards	0.00	1,400.00	-100.00
AGM	0.00	8,000.00	-100.00
SS Grad Bursaries (26 x 500)	12,500.00	13,500.00	-7.41
CPAC	3,445.70	7,300.00	-52.80
Coalition Memberships	369.50	400.00	-7.63
CfED Committee Equity & Diversity	834.23	3,000.00	-72.19
Services Review Committee	0.00	350.00	-100.00
ESC - Education Services	5,864.67	7,370.00	-20.43
Reserve Fund Committee	8.10	227.00	-96.43
60 Mobile - OSSTF Prov	18,900.03	0.00	0.00
Takeover Teacher BU	0.00	0.00	0.00
strike fund donations	250.00	250.00	0.00
Office Rent	42,226.98	47,740.00	-11.55
Office Supplies	2,015.88	2,500.00	-19.36
Office Phone (Rogers & Cogeco)	6,444.11	7,200.00	-10.50
Office Internet	0.00	325.00	-100.00
Office Services	5,948.97	6,000.00	-0.85
Office Subscriptions	0.00	0.00	0.00
Office Equipment	1,789.17	2,200.00	-18.67
Office Library	369.49	474.00	-22.05
Office Misc	<u>0.00</u>	<u>0.00</u>	0.00
Office Expenses	58,794.60	66,439.00	-11.51
TBU Meals	1,522.81	2,000.00	-23.86
TBU Exec Conference Calls	128.46	500.00	-74.31
TBU Travel (Board, PO, Schools etc)	2,848.72	5,500.00	-48.21
TBU Branch Rep Training	2,139.35	3,300.00	-35.17
TBU Council	2,339.88	3,900.00	-40.00

District AGM Documents and Working Minutes October 21, 2020

TBU Pres & Chief Neg. Commute bylaw	2,407.00	11,250.00	-78.60
TBU Misc. expenses	0.00	0.00	0.00
TBU Branch Steward Release Time	0.00	2,750.00	-100.00
TBU Pres. Release Cost /no benefits	32,417.36	72,172.00	-55.08
PSSP Exec Conference Calls	116.95	300.00	-61.02
PSSP Meals	1,495.64	1,500.00	-0.29
PSSP Travel	1,300.20	2,500.00	-47.99
PSSP Meetings-Other	0.00	400.00	-100.00
PSSP AGM	0.00	0.00	0.00
PSSP Conferences/Workshops	0.00	1,000.00	-100.00
Office Manager Wages	26,221.31	38,548.00	-31.98
Office Manager CPP	1,212.62	1,845.00	-34.28
Office Manager EI	603.47	605.00	-0.25
Office Manager Pension	2,375.44	3,200.00	-25.77
Office Manger OTIP/ Benefits	2,763.96	1,040.00	165.77
WSIB Office Manager cost	529.43	289.00	83.19
Office Man. Sick Leave Gratuity	0.00	0.00	0.00
OT Meetings	2,451.05	2,200.00	11.41
OT Communications	0.00	0.00	0.00
OT Executive Release Days	0.00	6,600.00	-100.00
OT Travel	448.04	850.00	-47.29
OT Miscellaneous	0.00	3,000.00	-100.00
OTBU PD Fund	687.00	3,000.00	-77.10
OT Conference Calls	0.00	300.00	-100.00
TOTAL EXPENSES	<u>271,983.29</u>	<u>465,969.00</u>	-41.63
 TOTAL OPERATING EXPENSE	 <u>271,983.29</u>	 <u>465,969.00</u>	 -41.63
 INCOME FROM OPERATIONS	 <u>61,853.48</u>	 <u>-3,000.00</u>	 -2,161.78
 NET INCOME	 <u>61,853.48</u>	 <u>-3,000.00</u>	 -2,161.78

Generated On: 04/30/2019

2018-2019 Forecasts and 2019-2020 Budget Proposal

Acct. #	ACCOUNT NAME	2018-2019		2019 - 2020	
		Budget	Actual	Forecast	Proposed Budget
REVENUE					
4100	Rebate - OSSTF PRO'V'L OFFICE	231,018	194,051	231,018	231,299
4300	Summer Leadership BM Reduction	(1,250)		(1,250)	(1,250)
4500	Levy	87,750	62,270	87,750	130,000
4501	E I Rebate (FTE based)	56,000	58,186	58,186	55,859
4504	2010 PD Account	11,270		10,904	10,831
4800	Interest from Reserves	10,000	7,627.56	11,000.00	10,000
4900	TSF from Operating Reserve Fund	46,981		46,981	13,543
4905	Furniture & Equipment Reserve Fund				
4906	Training & Succession Fund				
4905	OTBU PD Account	3,000	3,000.00	3,000.00	3,000
4506	OTIP Sponsorship	19,000		19,000	19,000
TOTAL REVENUE		463,769	325,135	466,589	472,282

EXPENSE					
DISTRICT EXPENSES					
5050	DE Pres & Officer Business travel	2,000	1,527.03	2,000	2,000
5051	D26 Officer Travel Allowance Bylaw	5,625		5,625	5,625
5100	D26 Pres & Officer Business Meals	550	396.14	550	550
5125	District Exec Conference Calls	400		200	200
5150	District Exec Meetings, kms & meals	4,000	3,350.62	3,000	3,000
5215	DE District Officer Salary & Benefits	67,227	32,417.25	67,227	67,846
5245	Pre-AMPA meeting or call	110		-	110
5250	AMPA	7,000	1,423	6,200	6,200

District AGM Documents and Working Minutes October 21, 2020

5310	Retirement Gifts	1,500	700.32	850	850
5315	Donations	1,600	833.84	1,600	1,600
5322	Conferences (CBC local & Prov PSC, & L'ship)	10,000	7,134.43	10,000	10,000
5327	Health & Safety Committee	1,200	922	1,200	1,700
5330	Worksite Events (\$4.50 / member / yr)	3,500	1,406	2,500	2,500
5340	Membership Involvement	1,500	533	1,500	1,500
5350	AGM Awards	1,400	-	1,000	1,000
5360	AGM	8,000		8,000	8,000
5370	SS Grad Bursaries (25 x 500)	13,500	12,500	12,500	12,500
5400	CPAC	7,300	3,446	3,437	7,300
5405	Coalition Memberships	400	370	500	500
5410	CfED (Committee for Equity & Diversity)	3,000	834	1,000	3,000
5425	Services Review Committee	350			-
5426	Pension & Benefits Workshops	800	779	779	800
5430	ESC (Education Services)	7,370	5,865	6,000	7,370
5438	Reserve Fund Committee	227	8	8	200
5480	Strike fund donations	250	250	250	250
SUB-TOTAL DISTRICT EXPENSES		148,809	74,695	135,926	144,601

OFFICE EXPENSES					
5510	Office Rent	47,740	42,227	50,700	50,819
5520	Office Supplies	2,500	2,016	2,500	2,500
5530	Office Phone (Rogers & Cogeco)	7,200	6,444	5,990	7,200
5535	Office Internet (domain name hosting)	325	-	-	768
5540	Office Services	6,000	6,012	5,908	6,200
5550	Office Subscriptions	-	-	-	-
5560	Office Equipment	2,200	1,789	2,200	3,000
5570	Office Library	474	369	369	-
5580	Office Misc				
SUB-TOTAL OFFICE EXPENSES		66,439	58,858	67,667	70,487

District AGM Documents and Working Minutes October 21, 2020

TBU EXPENSES					
5610	TBU Meals (Board, PO & TBU Meetings)	2,000	1,523	2,000	2,000
5615	TBU Exec Conference Calls	500	128	200	500
5620	TBU Travel (Board, PO & TBU Meetings)	5,500	2,849	5,500	5,500
5625	TBU Branch Rep Training	3,300	2,139	3,300	3,300
5630	TBU Council	3,900	2,340	3,900	4,000
5635	TBU Pres/Ch. Neg. Commute bylaw	11,250	2,407	8,322	11,250
5640	TBU Misc. expenses	-	-		
5645	TBU Branch Steward Release Time	2,750	-	2,750	2,750
5650	TBU Pres. Release Cost/No benefits	72,172	32,417	72,172	69,104
5320	TBU Chief Neg. salary/ no benefits	72,172	32,417	70,009	69,104
5321	TBU Grievances	1,000	879	1,000	1,000
5323	TBU CBC Meetings	4,000	1,407	4,000	4,000
5324	TBU Negotiations	3,500	590	3,500	7,500
SUB-TOTAL TBU EXPENSES		182,044	79,096	176,653	180,008

PSSP EXPENSES					
5325	PSSP Negotiations / Grievances	1,000	935	1,000	5,000
5710	PSSP Executive Conference Calls	300	117	300	300
5711	PSSP Meals	1,500	1,496	1,604	1,700
5712	PSSP Travel	2,500	1,300	2,500	2,500
5713	PSSP Meetings Other	400		400	800
5715	PSSP AGM				
5720	PSSP Conferences / Workshops	1,000	-	1,000	1,000
SUB-TOTAL PSSP EXPENSES		6,700	3,848	6,804	11,300

SALARY EXPENSES					
5810	Office Manager Wages	38,548	26,221	38,136	38,136
5820	Office Manager CPP	1,845	1,213	1,845.00	1,845
5830	Office Manager EI	605	603	605.00	605

District AGM Documents and Working Minutes October 21, 2020

5835	Office Manager Pension	3,200	2,375	3,200	3,200
5840	Office Manager OTIP/ Benefits	1,040	2,764	4,000	4,000
5841	Office WSIB Office Manager cost	289	529	300.00	300
SUB-TOTAL OFFICE EXPENSES		45,527	33,704.96	48,086.00	48,086

OT EXPENSES					
5326	OT Negotiations/Grievances	1,300	136	1,300	5,000
5910	OT Meetings	2,200	2,451	2,200.00	2,200
5911	OT Communications				
5912	OT Executive Release Days	6,600	-	6,600	6,600
5913	OT Sector Council Rep				
5914	OT Travel	850	448	850	850
5915	OT Miscellaneous		-	-	-
5916	OTBU PD Fund	3,000	687	3,000	3,000
5917	OT Conference Calls	300	-	-	150
SUB-TOTAL OCCASIONAL EXPENSES		14,250	3,722	13,950	17,800
TOTAL EXPENSES		463,769	253,924	449,086	472,282

NET INCOME	\$ -	\$ 71,211	\$ 17,503	\$ -
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BIRT that the 2019-2020 District Budget be approved.

Moved by:

Seconded by:

CARRIED

BUDG 2019 - 01 -01

9.1 Budget Resolutions/Motions

9.2 Constitution Amendments:

11.1 Articles of the Constitution may be established, amended or rescinded at the District Annual General Meeting by a three-quarters vote of those members present, eligible to vote and voting.

11.2 Bylaws of the Constitution may be established, amended or rescinded at the District Annual General Meeting by a two-thirds vote of those members present, eligible to vote and voting.

BIRT that bylaw 4.4.9 be amended by the deletion and insertion of

Election shall be by ~~plurality~~ **ranked ballot** vote by secret ballot, by those eligible to vote and voting, in all work sites within one week of the District Annual General Meeting.

Moved by: Danny Thomas

Seconded by: Jim Mulville

CARRIED

CON 2019-01

End of May 9, 2019 Minutes

BIRT, the minutes of May 9, 2019 be approved.

Moved by:

Seconded by:

PROCEDURE 2020 - 02

7. AWARDS PRESENTATION

7.1 Awards

Rhonda Kimberley-Young Award: **Stephanie Sheeler**

Marjorie Laphen Award of Merit: **Jason Marshall**

The Gordie Award: **Divina Hogan**

The Volunteer Recognition Award: **Sam Crosby**

The New Member Award: **Nigel Carlisle**

The Unsung Hero Awards: **Heather Grant, Nigel Carlisle, Janet Craig, Joanne Garlough, Pauline Hicks**

7.2 Roll call of retirees 2020-21

Jennifer Anderson (PSSP)

Nancy Bougie

John Brogan

Christine Campbell (PSSP)

Michael Conway

Brian Dickie

Paul Frey

Brian Giroux

Ann Hess (PSSP)

Pauline Hicks

Catherine (Anne) MacDonald

Lilace McIntyre

Paul Rowe

Suzanne Smith

Marc Trottier

Tim Waring

Hilary Watson

Frances Vander Burg

7.3 25-Year Service Pin recipients:

Sally Ann Dewey	Lisa McDonald
Clem Di Stefano	Natalie Menard-Jeurond
Divina Hogan	Alain Roy
Joe Irvin	Frances Vander Burg
Andrew Lawford	Andrea Ward
Sarah Lewis	Cheryl Williams
Julie Martin	

8. DISTRICT EXECUTIVE 2020-21

8.1 Presentation of Candidates Acclaimed to District Executive Positions

As per Bylaw 4.4.11 of the District Constitution, the following District nominees have been elected by acclamation:

President – Crystal Watson
 Vice President – Alison Dennis
 Treasurer – Kris Ross
 Educational Services Committee Chair – Pamela Linklater
 District Health and Safety Officer – Susan Thorpe
 Committee for Equity and Diversity Chair – Lisa Elminowski
 Communications and Political Action Chair – Divina Hogan

8.2 Other Executive for 2020/2021, as reported by the Bargaining Units:

Teacher Bargaining Unit	
President	Adrienne McEwen
Vice President	Pamela Linklater/Alison Dennis
Secretary	Jeannie Wallace
Treasurer	Kris Ross
Chief Negotiator/Contract Maintenance Officer	Elpis Law
Grievance Officer	Elpis Law
TBU CBC Chair <i>*Selected on September 23, 2020</i> <i>Bylaw 15.2.1: The Chair of Collective Bargaining, who shall be elected from among the members of the Collective Bargaining Committee at the first meeting of the Committee in each Federation year.</i>	Jennifer Gilbert
TBU Council Representative <i>*Selected on September 3, 2020</i> <i>Bylaw 19.4.11: The Bargaining Unit Council shall elect, at its first council meeting of each Federation years, the Bargaining Unit Council representative who will be a member of the Bargaining Unit Executive and will perform duties as assigned by the Bargaining Unit Executive.</i>	Chantal Séguin

District AGM Documents and Working Minutes October 21, 2020

Occasional Teacher Bargaining Unit	
President	Elaine Warner-Laxton
Vice President	Eric Rylands
Secretary	Thomas Hopkins
Treasurer	Louise Lanctot
Chief Negotiator	Louise Lanctot
Grievance Officer	Louise Lanctot
Health & Safety Representative	Susan Thorpe
Education Services Representative	John Bouwers
Communications & Political Action Representative	Ralph Wightman
Equity & Diversity Representative	Ralph Wightman

Professional Student Services Personnel	
President	Stephanie Sheeler
Vice President	<i>Vacant</i>
Secretary	Elaine Gribbin
Treasurer	Elaine Gribbin
Chief Negotiator	<i>Vacant</i>
Grievance Officer	<i>Vacant</i>
Health & Safety	<i>Vacant</i>
PSSP Members-At-Large	Paddy Houston C.J. Kenney Jim Mulville Kathryn Stewart

9. CONSTITUTIONAL AMENDMENTS & OTHER RESOLUTIONS

9.1 Budget Resolutions/Motions

9.2 Constitution Amendments

11.1 Articles of the Constitution may be established, amended or rescinded at the District Annual General Meeting by a three-quarters vote of those members present, eligible to vote and voting.

11.2 Bylaws of the Constitution may be established, amended or rescinded at the District Annual General Meeting by a two-thirds vote of those members present, eligible to vote and voting.

BIRT bylaw 22.5 be deleted.

Bylaws:

22.4 No member on full time release may claim mileage for travel between home and the District Office on regular work days.

22.5 Notwithstanding 22.4, any member on full time release may appeal in writing to the District Executive for an annual travel expense allowance, not to exceed \$5625.00 if he/she feels it is appropriate. (A.14)

Moved by: Richard Scharf

Seconded by: Del Jones

CON 2020-01

9. REPORT OF THE TREASURER AND PRESENTATION OF THE 2020-2021 BUDGET

District 26 OSSTF Comparative Balance Sheet

	Budget 07/01/2019 to 06/30/2020	Actual 07/01/2019 to 06/30/2020	Percent
REVENUE			
REVENUE			
Rebate - OSSTF PROVINCIAL OFFI...	231,018.00	231,300.00	-0.12
Summer Leadership BM Reduction	-1,250.00	0.00	0.00
Levy	130,000.00	111,806.08	16.27
EI Rebate (FTE based)	55,859.00	59,870.22	-6.70
2010 PD Account	10,831.00	-10,229.28	-205.88
OTBU PD Account	3,000.00	3,000.00	0.00
OTIP Sponsorship	19,000.00	19,000.00	0.00
Interest	10,000.00	5,297.30	88.78
tsf from Operating Reserve Fund	46,981.00	0.00	0.00
TOTAL REVENUE	505,439.00	420,044.32	20.33
TOTAL REVENUE	505,439.00	420,044.32	20.33
EXPENSE			
DISTRICT EXPENSES			
DE Pres & Officer Business travel	2,000.00	926.65	115.83
DE Officer Travel Allowance Bylaw	5,625.00	5,625.00	0.00
D26 Pres & Officer Business Meals	550.00	461.97	19.06
District Exec Conference Calls	200.00	0.00	0.00
District Exec Meetings kms & meal	3,000.00	718.05	317.80
District Officer Salary & Benefits	67,846.00	61,954.68	9.51
Pre-Ampa Meeting or Call	110.00	0.00	0.00
AMPA	6,200.00	687.54	801.77
Retirement Gifts	850.00	573.58	48.19
Donations	1,600.00	450.00	255.56
TBU Ch. Negotiator salary/benefits	69,104.00	61,954.68	11.54
TBU Grievances	1,000.00	779.38	28.31
Conferences (CBC - L'ship)	10,000.00	-35.38	-28,364.56
TBU CBC Meetings	4,000.00	100.16	3,893.61
TBU Negotiations	7,500.00	5,415.87	38.48
PSSP Negotiations	5,000.00	1,142.62	337.59
OT Negotiations	5,000.00	5,408.26	-7.55
Health & Safety	1,700.00	11.30	14,944.25
Total Contract & Negotiations	103,304.00	74,776.89	38.15
Worksite Events \$ 4.50/member/yr	2,500.00	844.49	196.04
Membership Involvement (fund 2045)	1,500.00	35.81	4,088.77
AGM Awards	1,000.00	0.00	0.00
AGM	8,000.00	396.63	1,916.99
SS Grad Bursaries (25 x 500)	12,500.00	12,500.00	0.00
CPAC	7,300.00	9,300.00	-21.51
Coalition Memberships	500.00	432.12	15.71
CfED Committee Equity & Diversity	3,000.00	5,982.22	-49.85
Services Review Committee	350.00	0.00	0.00
Pension & Benefits Workshops	800.00	0.00	0.00
ESC - Education Services	7,370.00	4,498.23	63.84
2010 PD Fund Expense	0.00	1,203.44	-100.00
Reserve Fund Committee	200.00	0.00	0.00
strike fund donations	250.00	0.00	0.00
District Expenses	236,555.00	181,367.30	30.43
Office Expenses			
Office Rent	50,819.00	46,962.95	8.21
Office Supplies	2,500.00	3,489.32	-28.35
Office Phone (Rogers & Cogeco)	7,200.00	6,007.93	19.84
Office Internet	768.00	0.00	0.00
Office Services	6,200.00	8,866.80	-30.08
Office Equipment	3,000.00	2,797.77	10.79
Office Library	477.1%	462.61	462.61

District AGM Documents and Working Minutes October 21, 2020

	Budget 07/01/2019 to 06/30/2020	Actual 07/01/2019 to 06/30/2020	Percent
Office Expenses	70,961.00	68,119.02	4.17
Total Office Expenses	<u>70,961.00</u>	<u>68,119.02</u>	4.17
TBU Expenses			
TBU Meals	2,000.00	562.15	255.78
TBU Exec Conference Calls	500.00	98.41	408.08
TBU Travel (Board, PO, Schools etc)	5,500.00	1,954.00	181.47
TBU Branch Rep Training	3,300.00	3,524.48	-6.37
TBU Council	4,000.00	1,456.13	174.70
TBU Pres & Chief Neg. Commute b...	11,250.00	11,250.00	0.00
TBU Misc. expenses	0.00	10,000.00	-100.00
TBU Branch Steward Release Time	2,750.00	861.57	219.18
TBU Pres. Release Cost /no benefits	69,104.00	61,954.67	11.54
TBU Expenses	<u>98,404.00</u>	<u>91,661.41</u>	7.36
Total TBU Expenses	<u>98,404.00</u>	<u>91,661.41</u>	7.36
PSSP Expenses			
PSSP Exec Conference Calls	300.00	73.89	306.01
PSSP Meals	1,700.00	783.59	116.95
PSSP Travel	2,500.00	1,179.20	112.01
PSSP Meetings-Other	800.00	500.00	60.00
PSSP Conferences/Workshops	1,000.00	1,130.50	-11.54
PSSP Subtotal	<u>6,300.00</u>	<u>3,667.18</u>	71.79
PSSP Expenses	<u>6,300.00</u>	<u>3,667.18</u>	71.79
Office Manager Salary Expenses			
Office Manager Wages	38,136.00	41,668.22	-8.48
Office Manager CPP	1,845.00	2,008.38	-8.13
Office Manager EI	605.00	931.29	-35.04
Office Manager Pension	3,200.00	3,750.08	-14.67
Office Manger OTIP/ Benefits	4,000.00	3,250.76	23.05
WSIB Office Manager cost	300.00	184.65	62.47
Salary Expenses	<u>48,086.00</u>	<u>51,793.38</u>	-7.16
Total Salary Expenses	<u>48,086.00</u>	<u>51,793.38</u>	-7.16
Occasional Expenses			
OT Meetings	2,200.00	1,367.79	60.84
OT Executive Release Days	6,600.00	7,015.31	-5.92
OT Travel	850.00	184.50	360.70
OTBU PD Fund	3,000.00	3,000.00	0.00
OT Conference Calls	150.00	102.38	46.51
Occ. Expenses	<u>12,800.00</u>	<u>11,669.98</u>	9.68
Total OCC Expenses	<u>12,800.00</u>	<u>11,669.98</u>	9.68
TOTAL EXPENSE	<u>473,106.00</u>	<u>408,278.27</u>	15.88
NET INCOME	<u>32,333.00</u>	<u>11,766.05</u>	174.80

District AGM Documents and Working Minutes October 21, 2020

Acct. #	ACCOUNT NAME	2019-2020			2020 - 2021
		Budget	Actual	Forecast	Proposed Budget
REVENUE					
4100	Rebate - OSSTF PRO'V'L OFFICE	231,299	231,300	231,300	233,205
4300	Summer Leadership BM Reduction	(1,250)		(1,250)	-
4500	Levy	130,000	111,806	111,806	130,000
4501	E I Rebate (FTE based)	55,859	59,870	59,870	55,859
4504	2010 PD Account	10,831	10,229	10,831	10,945
4800	Interest from Reserves	10,000	5,297	11,000	11,000
4900	TSF from Operating Reserve Fund	3,893	(5,550)	-	31,402
4905	Furniture & Equipment Reserve Fund	-	-	-	-
4906	Training & Succession Fund	-	-	-	-
4905	OTBU PD Account	3,000	3,000	3,000	3,000
4506	OTIP Sponsorship	19,000	19,000	19,000	19,000
TOTAL REVENUE		462,632	434,953	445,557	494,411

EXPENSE					
DISTRICT EXPENSES					
5050	DE Pres & Officer Business travel	2,000	927	927	2,000
5051	D26 Officer Travel Allowance Bylaw	5,625	5,625	5,625	5,625
5100	D26 Pres & Officer Business Meals	550	462	550	550
5125	District Exec Conference Calls	200	-	200	-
5150	District Exec Meetings, kms & meals	3,000	718	718	3,000
5215	DE District Officer Salary & Benefits	67,846	61,955	67,227	68,943
5245	Pre-AMPA meeting or call	110	-	-	110
5250	AMPA	6,200	688	688	6,200
5310	Retirement Gifts	850	574	574	850
5315	Donations	1,600	450	450	1,600
5322	Conferences (CBC local & Prov PSC, & L'ship)	10,000	9,943	10,000	10,000
5327	Health & Safety Committee	1,700	11	11	1,700
5330	Worksite Events (\$4.50 / member / yr)	2,500	844	844	2,500
5340	Membership Involvement	1,500	36	36	1,500
5350	AGM Awards	1,000	-	-	1,000
5360	AGM	8,000	397	397	15,603
5370	SS Grad Bursaries (25 x 500)	12,500	12,500	12,500	12,500

District AGM Documents and Working Minutes October 21, 2020

5400	CPAC	7,300	9,300	9,300	8,800
5405	Coalition Memberships	500	432	432	500
5410	CfED (Committee for Equity & Diversity)	3,000	5,982	5,982	6,000
5425	Services Review Committee	-	-	-	-
5426	Pension & Benefits Workshops	800	252	252	800
5430	ESC (Education Services)	7,370	4,498	4,498	7,370
5438	Reserve Fund Committee	220	-	-	200
5480	Strike fund donations	250	-	-	250
SUB-TOTAL DISTRICT EXPENSES		144,601	115,593	121,211	158,601

OFFICE EXPENSES					
5510	Office Rent	50,819	46,963	50,819	52,300
5520	Office Supplies	2,500	3,489	2,500	2,500
5530	Office Phone (Rogers & Cogeco)	7,200	6,008	6,008	7,200
5535	Office Internet (domain name hosting)	768	-	768	768
5540	Office Services	6,200	8,867	6,200	6,200
5550	Office Subscriptions	-	-	-	2,000
5560	Office Equipment	3,000	2,708	2,708	500
5570	Office Library	-	84	84	-
5580	Office Misc	-	-	-	-
SUB-TOTAL OFFICE EXPENSES		70,487	68,119	69,087	70,700

TBU EXPENSES					
5610	TBU Meals (Board, PO & TBU Meetings)	2,000	562	562	2,000
5615	TBU Exec Conference Calls	500	98	98	-
5620	TBU Travel (Board, PO & TBU Meetings)	5,500	1,954	1,954	5,500
5625	TBU Branch Rep Training	3,300	3,524	3,524	3,300
5630	TBU Council	4,000	1,456	1,456	4,000
5635	TBU Pres/Ch. Neg. Commute bylaw	11,250	11,250	11,250	11,250
5640	TBU Misc. expenses	-	10,000	10,000	-
5645	TBU Branch Steward Release Time	2,750	862	862	5,500
5650	TBU Pres. Release Cost/No benefits	69,104	61,955	61,955	68,943
5320	TBU Chief Neg. salary/ no benefits	69,104	61,955	61,955	68,943
5321	TBU Grievances	1,000	779	779	1,000
5323	TBU CBC Meetings	4,000	100	100	4,000
5324	TBU Negotiations	7,500	5,416	5,416	7,500
SUB-TOTAL TBU EXPENSES		180,008	159,911	163,812	181,936

District AGM Documents and Working Minutes October 21, 2020

PSSP EXPENSES					
5325	PSSP Negotiations / Grievances	5,000	1,143	1,143	5,000
5710	PSSP Executive Conference Calls	300	74	74	-
5711	PSSP Meals	1,700	784	784	1,700
5712	PSSP Travel	2,500	1,179	1,179	2,500
5713	PSSP Meetings Other	800	500	500	800
5715	PSSP AGM	-	-	-	-
5720	PSSP Conferences / Workshops	1,000	1,131	1,131	1,000
SUB-TOTAL PSSP EXPENSES		11,300	4,810	4,810	11,000

SALARY EXPENSES					
5810	Office Manager Wages	38,136	41,668	41,668	43,375
5820	Office Manager CPP	1,845	2,008	2,008	2,094
5830	Office Manager EI	605	931	931	685
5835	Office Manager Pension	3,200	3,750	3,750	3,904
5840	Office Manager OTIP/ Benefits	4,000	3,251	3,251	4,166
5841	Office WSIB Office Manager cost	300	185	185	300
SUB-TOTAL OFFICE EXPENSES		38,436	51,793	51,794	54,524

OT EXPENSES					
5326	OT Negotiations/Grievances	5,000	5,408	5,408	5,000
5910	OT Meetings	2,200	1,368	1,368	2,200
5911	OT Communications	-	-	-	-
5912	OT Executive Release Days	6,600	7,015	7,015	6,600
5913	OT Sector Council Rep	-	-	-	-
5914	OT Travel	850	185	185	850
5915	OT Miscellaneous	-	-	-	-
5916	OTBU PD Fund	3,000	3,000	3,000	3,000
5917	OT Conference Calls	150	102	102	-
SUB-TOTAL OCCASIONAL EXPENSES		17,800	17,078	17,078	17,650
TOTAL EXPENSES		462,632	417,305	427,792	494,411
NET INCOME		\$ -	\$ 17,648	\$ 17,765	\$ -

BIRT the budget for 2020-2021 be endorsed.

Moved by: Kris Ross

Seconded by: Crystal Watson

RESOLUTION – BUDGET 2020-01

11. **REPORT OF PROVINCIAL EXECUTIVE**

12. **REPORTS OF THE OFFICERS**

13. **OTHER BUSINESS**

13.1 **Appendix A – OSSTF District 26 Anti-Harassment Policy**

14. **ADJOURNMENT**

12.1 Bargaining Unit Presidents Reports

12.1.1 TBU President Report – Adrienne McEwen

2019-2020 TBU Executive

Heartfelt thanks to the hard work and dedication put in by this year's TBU Executive: Tanya Crosbie, Alison Dennis, Jennifer Gilbert, Elpis Law, Chantal Seguin, Pamela Linklater, and Crystal Watson.

TBU Council / CBC 2020-04-08

- D26 Annual General Meeting – postponed to fall of 2020
- In-School Staffing Committee – Spring 2020
- Spring Staffing Process 2020
- Teachers asked to work prior to start of school year
- Local negotiations

Meetings with UCDSB

- Ongoing discussions about concerns around Learning at Home, specifically inequities, with Chair of Trustees
- 2020-04-06 Learning at Home implementation
- 2020-04-06 Secondary Staffing Allocations
- 2020-04-23 OSSTF Concerns and Student Engagement
- 2020-04-28 HR Meeting
- 2020-04-29 Privacy Concerns Discussion
- 2020-05-04 HR meeting
- 2020-05-05 Negotiations planning meeting
- 2020-05-06 Spec Ed, PA Days, Exam Days
- 2020-05-08 Local Negotiations
- 2020-05-20 Placement Meeting 1
- 2020-05-19 Synchronous Learning Discussion
- 2020-05-26 Local Negotiations
- 2020-05-27 HR Meeting
- 2020-05-28 HR Meeting
- 2020-05-28 Pay Equity
- 2020-06-01 Class Caps Meeting
- 2020-06-03 Placement Meeting 2

Virtual School Visits

- Tanya, Elpis, and I conducted school visits via MS Teams
- Well received
- Topics of discussion included:
 - o Inconsistency of attendance reporting/tracking
 - o Numerous emails and meetings
 - o Connectivity issues while Learning at Home
 - o Central Negotiations and OECTA Tentative Agreement
 - o Spring Staffing

Local Town Hall

- Over 140 members in attendance
- Many Q and A about Central Agreement

Provincial Council – June 5 – TBU invited

12.1.2 Occasional Teachers' President Report - Elaine Warner-Laxton

Well, it has certainly been a whirlwind of year!

When I look back on the school year of 2019-2020, I am swamped with so many memories.

When Doug Ford announced his cuts to education in March 2019, my heart sank. During the 2018-2019 school year, those Occasional teachers who were interested were finally moving into Contract positions. And then Ford dashed those hopes. We rallied as a union, as a membership, and worked hard to fight those cuts. And before Christmas, we showed our disapproval by walking the picket line, regardless of what it cost us. Many OT's live such precarious lives, living and eating from pay cheque to pay cheque, but we were there!

Negotiations began, primarily at the Central Table, and there seemed to be little progress there as well. Another enemy was looming on the horizon, however, COVID 19, and we were forced to give in, in those extraordinary times, to a less than perfect contract. A 1% increase and a promise of Benefits for a 90-day+ LTO were really the only rewards we got as OT's.

But then it was March 13, and the schools shut down to curb the pandemic. We scrambled to meet our financial needs and learned new terms like CERB. Those with LTO's learned or tried to learn, how to deliver education in a totally foreign format. It was soon quite obvious that school would not re-open before September. For most, it was a relatively quiet summer while your union and the Ministry/Boards worked behind the scenes to figure out how to re-open. That is still an on-going process as I write this, and I fear a second shut-down may be coming...

I wish to thank all of you for your hard work and dedication this past year. Eventually, it will be a memory you will share with the younger teachers, and eventually, you will be enriched by these experiences. I also want to thank my Executive (Eric Rylands, Louise Lanctot, Susan Thorpe, Ralph Wightman, John Bouwers, and Rich Szydlo) who were so supportive and helpful. For me, it was a challenging year on a personal level as I waited through some painful times in hopes of a hip replacement. Postponed in June, the surgery finally came at the end of September, and I am well on my way to recovery. Again, I thank my Exec and all of you who put up with, perhaps, less than exemplary service while I worked my way through this.

2020-2021 will offer new challenges. We need to complete our negotiations at the local level and to continue to wind our way through the various issues of a pandemic. I look forward to the day, perhaps in Spring, when we can once again meet face-to-face and share our stories.

Elaine Warner-Laxton

12.1.3 PSSP President Report - Jim Mulville

I would like to thank this year's PSSP Executive, Shelley Bulloch, Stephanie Sheeler, Paddy Houston, CJ Kenney, and Elaine Gribbin. These individuals came together to support our bargaining unit during difficult times. They have worked tirelessly to fight for our membership. I would also like to thank Mandy Steele who had been a long-time executive member filling numerous roles on our executive who had to step down due to the unexpected layoffs that we experienced in the Spring. We also lost from our executive Crystal Embleton and Donna MacGillivray, two passionate people whose absence will be missed from our executive. Special thanks to Stephanie Sheeler who represented our PSSP membership as Chief Negotiator and Grievance Officer this past year and was a clear, calm, and knowledgeable voice. She will now lead us as our President, and I feel confident in her ability to lead us through these challenging times. Our District Officer Tanya Crosbie although new to the role has been a valuable asset as we navigated these uncertain times.

It is with a heavy heart that I mention the loss of Kathleen Gignac a long-serving member who will be greatly missed by her colleagues and students. We also lost Michael O'Brien last year who was a tireless education worker who touched the lives of so many. We will keep both in our thoughts and prayers, rest in peace.

The combination of the Ford government and financial issues with our school board resulted in our PSSP bargaining unit losing twenty-five valued members. We had hope that central bargaining would be able to negotiate a deal that would return these positions but sadly that didn't happen. Our Provincial negotiation team lobbied and negotiated hard for us but in the end, the pandemic and other unions signing deals early made that task impossible. I believe that our union locally and Provincially had a message that resonated with the public and I hope moving forward that the message helps keep class sizes down and the number of education workers in our schools up.

I spoke with John McAllister our Board Chair in May about the need for mental health supports in our schools and he is still adamant that the mental health needs of our students can be served by the teachers, educational assistants, office administrators, custodial staff, and administrators. Even after I highlighted the exceptional circumstances involving the pandemic we find ourselves in and the increase in anxiety, depression, and violence at the home he still is stoic in his stance. The loss of the Student Support Partner has been swept under the rug by senior management at the Upper Canada District School Board; I implore every member to remind administrators of the value that the SSP role brought to our schools and communities and emphasize the gaps that remain in our system due to this lay-off.

As President this year I have been challenged to be a leader for this bargaining unit and maintain a fulltime job outside of the UCDSB. Without the assistance of Stephanie Sheeler and Tanya Crosbie, it would not have been possible. Stephanie was our point person for all strike information and job action, and she handled that difficult job wonderfully. She was also our Chief Negotiator and Grievance Officer, two jobs that require a lot of time and energy and once again she was fantastic in that role and I appreciate all the hard work that she put into that. It has been an honour to be the President of our bargaining unit for the last few years and I will cherish the friendships that I have developed by being part of our local bargaining unit, our district executive, and our Provincial representative.

Yours in Solidarity,

Jim Mulville

District 26 PSSP President

12.2 District Officer Report – Tanya Crosbie

Member Wellness during COVID-19

COVID-19 and Learning at Home have been a rollercoaster ride for our membership as a whole. Some members are adapting well to this change, some even have improved healthwise, others, however, had been struggling mentally, emotionally, physically and/or financially. To assist our members, we have been keeping the pressure on the board to consider our educators' wellbeing when giving directives, and provide resources and avenues of getting support. I feel the board is now being effective at providing the resources and support tools but still continues to lack in acting in a manner that promotes educator wellness. We will continue to keep the pressure on our board in this area.

Workplace Accommodations and Sick Leave Use during COVID-19

The utilization of sick leave by our members has generally slowed, compared to the trend in late Fall/Winter, during COVID-19. A few members who were on prolonged sick leave have returned to work now that teaching is completely done online. On the flip side of that, there is an equal number of members who have had to access sick leave because of ergonomic/physical issues created by working online so much or mental health issues related to trying to balance home and work expectations.

Workplace accommodations are being arranged by the board. The board is willing to provide blue light filters for school devices, arrange equipment to be taken from the school to assist (i.e. monitors, printers) and make small modifications to expectations. The board however will NOT waive the requirement for asynchronous learning to accommodate members' medical needs. The board went as far as stating that it is an "essential duty" for a teacher. As OSSTF, we did not agree to it being an "essential duty", but the member did receive extensive modifications to allow them to complete asynchronous learning.

PD Funding Applications

We have received a record number of PD funding requests for individual credit courses, much more than the number of workshop/conference funding requests and the ABQ funding applications we normally receive. It was decided for accounting accuracy, we are holding members to a deadline date of the last week of June to submit 2019-20 application and if a course/workshop/conference occurs in the summer that it will be considered part of the 2020-21 school year. This has been communicated on our website and I have stated it for all members who have applied this Spring.

QECO for Certification

OSSTF and the Board have met to discuss the process of switching to QECO for Certification Rating Statements. The board had some questions regarding the QECO evaluation system, but other than that we were in agreement. The board is in the process of updating their instructions to members when requesting a new rating statement and arranging for retroactive pay for members who have already submitted their QECO rating statements.

Finalizing Strike Details

By the end of June, we are required to finalize all attendance data for all our members. Over the past few weeks, I have been checking holes in attendance, following up with the board on errors in pay as a result of strike days, finalizing strike paycheque distribution and complete a pension top-up report for Provincial OSSTF.

12.3 Committee for Equity & Diversity – Lisa Elminowski



Annual Report 2019-2020

- Met four times throughout the year – twice in person, and twice virtually after schools were closed.
- Started an inquiry regarding the board's Safe Schools Reporting Form, which omits the indication of an offense motivated by hate or bias; to be continued in 2020-2021.
- Planned a follow-up 2SLGBTQ+ workshop for staff; postponed because of job actions, then school closures.
- Made/ordered materials for annual Human Rights Week packages for each school, including buttons, White Ribbon campaign materials, info for the Moose Hide campaign, custom CfED human rights flyers, etc.; distribution postponed because of job actions, then school closures.
- Supported the Canadian Labour Council by sponsoring a table at their Women's Day breakfast.
- Updated the land acknowledgement used at all OSSTF D26 meetings to include all the First Nations represented across the UCDSB.
- Purchased and distributed pink anti-bullying t-shirts to all D26 branch stewards, committee members, district execs, and bargaining unit execs.
- Followed-up on job-action accommodation concerns regarding accessibility, accommodations, and confidentiality.
- Initiated the CfED Student Grad Award (certificate and lapel pin), given to two students per school for their work in supporting equity and diversity in the school community. This will now be an annual award, with enough pins ordered for four more years.
- Started developing online "how-to kits" for staff to run specific awareness campaigns with student groups (ie: Red Dress Campaign for MMIWG); to be continued in 2020-2021.
- Donated \$100 each (\$2400 total) to various foodbanks, shelters, and pride organizations throughout the UCDSB who continued to support our most vulnerable communities during the pandemic.
- Consulted with D26 exec on revisions to the Anti-Harassment Policies and Procedures.
- Most committee members are returning for the 2020-2021 committee 😊

12.4 Communications and Political Action Committee – Tanya Crosbie

To begin, a big thank you to the committee for all their work this year. Although this year was not what was expected, it was still action-packed and a successful year all due to the dedication of the CPAC members.

Over the past few years, CPAC has been revising our district's communication strategies and developing the member mapping strategic plan. This year we achieved the goal of moving union email communication to members over to personal email addresses. This allows us to communicate more effectively with all members and share confidential information as needed. Although this major component has been achieved, we will continue to enhance communications and work towards further member engagement.

Back in the fall, we had the privilege of receiving and judging your students' work for the OSSTF Student Achievement Awards. This year's theme was "One Strong Woman." All student entries received a certificate of participation and our local winners in each category received a certificate and gift card. New this year, Educators who mentored these students received a small token of appreciation for their involvement. Provincial CPAC has planned the next theme as "Kindness is a renewable resource", however, due to the pandemic, the Provincial contest is being held back until further notice. All D26 members however can still promote this opportunity to their students NOW, with the expectation that work may not be submitted until the following school year to Provincial OSSTF. CPAC is currently discussing running a local contest. More details to follow.

On December 14, 2019, we hosted this year's member engagement event at Upper Canada Village. Our members and their families got to enjoy the "Alight at Night" presentation, and free train, carousel and horse rides. As a new addition this year, we offered a dramatic reading of "Dave Cooks the Turkey" along with our children's party, where families could have pictures taken with Santa, participate in games and activities and enjoy a light snack and refreshments.

Again this year, OSSTF sponsored the "Coldest Night of the Year" event for Cornerstone Landing Youth Services in Smiths Falls on February 22, 2020. Cornerstone Landing is a non-profit group who are doing their part to eliminate youth homelessness in the greater Lanark County area.

In addition to our committee work, CPAC members have also been representing our union on the 3 local labour councils that cover our board geographically. Our work on these labour councils allows us to network with other union representatives, engage in activism for campaigns such as "Power of Many" and "Restore our Rights", and hold community awareness events such as Day of Mourning and Labour Day.

Last but definitely not least was the extensive political action that occurred this past school year. Beginning at the end of June 2019, CPAC assisted with the organization of rallies, public awareness campaigns and board of trustees presentation related to the unexpected layoffs of our Student Support Partners. Shortly following, CPAC promoted and held events related to our Province-wide "No Cuts to Education" campaign and assisted with various job-action and strike activities. This abruptly ended when the pandemic began, and political action was then focused on ensuring protection for workers and providing quality education for all.

I will conclude my report by thanking everyone for allowing me the opportunity to be our District's CPAC Chair for the past few years. It has been a rewarding experience that has brought me much personal growth and a deeper understanding of the political role Educators play in Ontario. I am stepping down from this role to allow the opportunity for another OSSTF leader to expand their knowledge and skillset in better serve our district. I am thrilled to pass over the reins to Divina Hogan, Almonte DHS. Although not the Chair, I will continue to be very involved in CPAC and you can still count on me to be at the next rally providing signs and waving our OSSTF flag.

12.5 Educational Services Committee – Pamela Linklater

The Educational Services Committee faced many issues this year. The attempts to offer two separate workshops (***Racial Justice and The Science of Learning***) both fell to the wayside as strike action and uncertainty about the future of the school year took precedence at the forefront of our members' minds. The third workshop that had been in the books for the spring, ***Dealing with People You Find Difficult***, had to be cancelled due to the pandemic.

However, we were about to team up with Districts 15 and 27 to offer an online PD workshop, in the "Pandemic Ed" series, entitled ***Can Privacy be Protected in an Online Learning Environment?*** Featuring Dr. Tommy Cooke. While there was a good turnout for the online audience, I was not given exact numbers as to how many 26 members took part.

Ed Services had two final items for the 2019-20 school year. Firstly, we created our newsletter, with a focus on resources to help our members in the era of digital learning. Secondly, we created a teacher's planner for our members, which will be available for the 2020-21 school year in both digital and hard copies (a limited number of hard copies will be available, as they are being printed and bound with our remaining budget for the 2019-20 school year).

Almost every committee member has expressed interest in remaining on the committee for the coming school year.

In solidarity,
Pamela Linklater

12.6 Health & Safety Officer Report – Susan Thorpe

OSSTF Members:

- 8 Incident Reports (as provided to the JHSC September 2019- June 2020)
- Violence Incident Logs (Bill 168) - 0 incidents were reported to date, though there were 44 involving either workers

"Ontario's Occupational Health and Safety Act sets out the rights and duties for occupational health and safety of all parties in the workplace. The act provides for enforcement of the law in cases where compliance has not been voluntarily achieved. The requirements for violence and harassment in the workplace establish minimum standards and set out the rights and duties of all those who have a role in dealing with workplace violence and workplace harassment. One of the primary purposes of the Occupational Health and Safety Act is to facilitate a strong Internal Responsibility System (IRS) in the workplace. The IRS means that everyone in the workplace has a role to play in keeping workplaces safe and healthy. Workers in the workplace who see a health and safety problem such as a hazard or contravention of the Act in the workplace have a duty to report the situation to the employer or a supervisor. Employers and supervisors are, in turn, required to address those situations."

-MOL Website Workplace Violence (2017)

Continues on next page

On-Line Workplace Violence Incident Form

This is now available to all staff on Insite and it is the new protocol for filling out the Violence in the Workplace reporting form. This form allows all staff to access to the online forms immediately and have the supervisor get immediate notification that an incident of violence occurred. ***It is imperative that you file this report as soon as possible for all violence incidents because you have the right to report the threat or action of violence against you. This includes threats both verbal and physical. Please ensure all staff fill out the forms as it is the duty under the OHSA to report all violence in the workplace.*** Our health and wellbeing is the foremost important factor for a safe and healthy work environment.

Dual reporting requirement: Both the school board's workplace violence reporting form and the Safe Schools Incident Reporting Forms must be completed if:

- the incident meets the definition of workplace violence (OHSA); and
- the alleged assailant is a student; and
- the student may also have engaged in a serious student incident.

Continue to do the exceptional work you do in a safe manner and report things when you see general hazards that pose a risk. Our Health and Safety Site Reps are available to assist and their continued dedication and direction to members at each site is appreciated.

As previous year's reports have indicated, slips, trips and falls continue to be a contributing issue of lost time or injury to our membership and the staff of UCDSB. Please monitor your areas for all hazards (water, uneven rugs/floors, ice or un-cleared snow during the winter months) and report it to your supervisor as a Health & Safety issue that you want addressed. Just a reminder, for your own health and safety, be mindful in choosing appropriate foot wear for the season and conditions as this could be a contributing factor as to why people slip, trip or fall.

This year, one of our major challenges was the different health and safety concerns resulting from the closure of our school building, including the ergonomic issues from working with technology at home and the mental and emotional stresses. We have continued to bring these issues forward and to provide our input to the plan for school reopening through the many JHSC meetings that were held virtually through Microsoft Teams.

District 26 Health and Safety Committee

Tanya Crosbie and I attended a Workers Health and Safety Centre workshop in June, about COVID-19 to be better able to advocate for safer working conditions with school reopening.

If you have any suggestions that you would like to see as part of ongoing Health and Safety PD contact the District Office.

I would like to acknowledge David Firlotte and Tanya Crosbie who represent our members on our JHSC and their time and effort in keeping our members safe in the workplace, whether that be in a school board building or at home. Please, feel free to contact myself, or the District Office regarding Health and Safety matters.

Regards,

Susan Thorpe
District Health and Safety Officer

Appendix A – OSSTF District 26 Anti-Harassment Policy

This District 26 Anti-Harassment Complaints and Resolution Policy and Procedure shall only apply to any OSSTF/FEESO meeting or event sponsored by District 26 or by any of its constituent Bargaining Units.

A. Principles of Respectful Workplace and Federation Environments

A member of OSSTF/FEESO District 26 has the right to a workplace and union environment free from harassment and bullying.

Harassment and/or discrimination are not joking matters. They have a destructive effect on the workplace environment, individual wellbeing, and union solidarity. Such actions are not only destructive, they can be illegal.

Inadvertent, hidden and systemic harassment and/or discrimination must be identified and addressed. The roots of systemic harassment and discrimination include but are not limited to racism, sexism, homophobia and transphobia. OSSTF/FEESO District 26 does not condone harassment and/or discrimination on the basis of age, national or ethnic origin, colour, religion, sex, gender identity, sexual orientation, race, socio-economic status or mental or physical disability.

Harassment and/or discrimination can take many forms and may be verbal, physical or psychological. They can involve a wide range of actions including comments, gestures or looks, pictures, messages, touching, or more aggressive actions. These acts may be indirect or overt; they may be isolated or repeated.

Acts of harassment and/or discrimination are always degrading, unwelcome, and coercive. They are always unacceptable, regardless of intent. If the impact of an act has a negative effect, it will be addressed as harassment."

As members of OSSTF/FEESO District 26, our goal must be to protect human rights, to promote mutual respect and trust, and to foster inclusion.

We cannot condone or tolerate intimidating, demeaning, hostile, or aggressive behaviour against another member. We cannot condone these behaviours when we witness them.

As OSSTF/FEESO District 26 members, we must speak out against this conduct and stand together to protect human rights. We must take action.

OSSTF/FEESO District 26 is committed to strengthening member solidarity, and in addition to representing members' interests in the workplace, takes seriously its own responsibility to ensure that members are treated with respect and dignity at all locally sponsored OSSTF/FEESO District 26 events and meetings.

Any member who feels targeted by harassment and/or discrimination must be able to speak up and know their concerns will be responded to immediately in accordance with OSSTF/FEESO District 26 Bylaws and the Resolution and Complaint Process as found in the OSSTF/FEESO District 26 Policies and Procedures.

B. Policy and Procedures

What is Harassment?

Harassment and discrimination can take many forms and may be verbal or psychological. They can involve a wide range of actions including comments, gestures or looks, pictures, messages, touching, or more aggressive actions. These acts may be indirect or overt, they may be isolated or repeated.

These actions may relate to, but are not restricted to, an individual's race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, age, record of offences, religion, marital status, socio-economic status, family status, or mental or physical disability.

What is not Harassment?

Vigorous professional debate or disagreement during federation discussions or during meetings, in and of itself, does not constitute harassment. Similarly, firm advice given by federation officers/representatives does not constitute harassment nor do innate personal attributes in and of themselves, such as a naturally loud voice, physical appearance, or substantial physical size.

Conflict of Interest

In the event that the Anti-Harassment Officer or a member of District Executive is a party of the harassment complaint or has a conflict of interest related to either party, they shall declare a conflict of interest and excuse themselves from the Complaint Resolution and Appeals Procedures.

Complaint Resolution Procedure:

Step 1

The member, or an advocate acting on behalf of the member, verbally or in writing, should make known to the individual that their conduct/behaviour constitutes harassment or discrimination and is unwelcome. The member, or advocate, should request that the offensive behaviour(s) cease.

Step 2

If the member (or advocate) is not comfortable approaching the individual or if there is a recurrence of such behaviour(s) following a resolution at Step 1, the member should approach a designated Anti-Harassment Officer at the activity and ask the officer to act on their behalf. If no Anti-Harassment Officer has been designated, the member should approach the OSSTF representative in charge of the event or activity (i.e., the presiding officer), and request the complaint be addressed.

Step 3

The Anti-Harassment Officer (or appropriate designate), upon request of the complainant, will investigate the complaint promptly and confidentially, including separately interviewing the parties and any witnesses, with a view to resolving the problem informally and having any offensive behaviour(s) stop.

Resolutions at this stage may include (but are not limited to): dismissal of the complaint as vexatious, frivolous, or not meeting the definition of harassment, a verbal apology, a warning from the presiding federation officer, or relocation of the respondent within the venue. If, in the judgment of the Anti-Harassment Officer and/or presiding federation officer, the offending member should leave the activity or event, such a request will be made, and appropriate steps taken to ensure compliance.

Step 4

If the complaint cannot be resolved informally, the Anti-Harassment Officer will ensure that the federation event or activity can proceed without further harassment. The complainant will be asked to put the complaint and all relevant information in writing. If the complainant chooses to provide such a written complaint, it will be submitted to the District Officer or designate for action. As per District 26's Anti-Harassment Policy and Procedures, the Anti-Harassment Officer and/or designate will conduct an investigation, determine if the behaviour falls under the definition of harassment, and decide on appropriate remedial action. The parties involved will receive a written report stating the findings and any action taken.

The complainant may request local Bargaining Unit/District officers to assist in filing the written complaint. The respondent may request local Bargaining Unit/District officers to assist in preparing a rebuttal, defence, or appeal.

Decisions made by the Anti-Harassment Officer or designate may be reviewed by the Bargaining Unit or District Executive at the request of the member.

The District shall keep a confidential file of all records and reports related to the investigation of written complaints for a period of five years.

None of the above restricts a member's right to file a complaint with the Ontario Human Rights Commission or to make a complaint to police.

Anti-Harassment Appeals Procedure:

Members of District 26 affected by a decision resulting from a complaint under the District Anti-Harassment Policy and Procedures may appeal this decision using the following procedure:

Step 1

Within 10 business days of the decision, the affected member (herein called the Appellant) shall submit a request in writing to the District Executive for an Appeal Hearing.

Step 2

Within 2 business days of receiving the request, the District Executive shall appoint 3 members of the District Executive (herein called the Anti-Harassment Appeals Committee) to consider the appeal.

Step 3

Within 10 business days of the formation of the Anti-Harassment Appeals Committee, it shall meet to consider the appeal.

Step 4

The Anti-Harassment Appeals Committee shall review the complaint, the investigation process and findings, and the decision.

Step 5

Following the review, the Anti-Harassment Appeals Committee shall either confirm or modify the decision.

Step 6

The decision of the Anti-Harassment Appeals Committee shall be consistent with the District's Anti-Harassment Policy and Procedures.

Step 7

The Anti-Harassment Appeals Committee shall report the decision on the Appeal to the District Executive within 5 business days after the meeting at which the Appeal is considered.

Step 8

Within 2 business days of receiving the decision of the Anti-Harassment Appeals Committee, the District Executive and/or Bargaining Unit President shall communicate the decision to the Appellant in writing.

Step 9

The decision of the Anti-Harassment Appeals Committee shall be considered final and not subject to any appeal within the District.