

MINUTES OF OSSTF DISTRICT 18 EXECUTIVE COUNCIL
March 2, 2017

PRESENT: P. Rawlinson, D. Hawkins, D. Fast, C. Scholten, S. Stuckless, L. Tremble, D. Smith
 T. Mackie Vlietstra, B. Voigt, J. Scott, J. Potocska, J. Martinez, M. Gardner, P. Van Dorp

REGRETS: M. Davis, C. Lampkin, P. Elliott

ABSENT: L. Miszczak

1.0 Call to Order

The meeting was called to order at 1:00PM. J. Scott was appointed the anti-harassment officer for the meeting.

2.0 Chairperson's Remarks

Reminder: Executive members need to acquire a budget line from the Treasurer that will be included in any of their motions requiring a disbursement of funds.

3.0 Approval of the Agenda

The agenda was adopted as printed.

4.0 Approval of the Minutes from January 24th, 2017

The minutes were approved as printed.

5.0 Business Arising from the Minutes/Review of Action Items from last meeting January 24th, 2017

1. P. Rawlinson will send out call for members to form Charitable Donations committee.

2. P. Rawlinson will send out call for members to form Post AMPA Review committee.

6.0 On-Time Motions for Consideration

1. Moved by C. Scholten Seconded by P. Rawlinson

BIRT DEC approve Alissa Pearson to attend the OFL Women's Leadership Summit March 24-26, 2017. Funding will be provided through the Provincial 2015 account.

Motion carried.

2. Moved by J. Scott Seconded by T. Mackie Vlietstra

BIRT District 18 support the UGDSB initiatives for the Week on Mental Health, May 1-5, 2017 by paying for the printing costs associated with the event up to a maximum of \$2,000.00. Funds to be assigned from budget line 5700.

Motion carried.

7.0 Review of Office Manager's Report

The Office Manager highlighted the following in a printed report:

1. Archive room and Storage room in the kitchen have been keyed.

2. Quote has been received for blinds in Room 109.

3. Waiting for quote on phone add-on.

4. Waiting on the technology group for approval of the IN/OUT board.

5. Motion

Moved by P. Rawlinson Seconded by C. Scholten

BIRT DEC approve the expenditure of \$1863.84 from budget line 5450 for blinds in Room 109.

Motion carried.

8.0 Report from Provincial Office: P. Elliott (regrets)

Copies of Paul Elliott's On-Time Report and Late Report were distributed to DEC members.

9.0 Reports of Executive and Related Motions

a) President: Paul Rawlinson

The President highlighted the following in a printed report:

- i. CPAC/Lobby Day – new dates are March 28th and March 29th.
- ii. AMPA update – confirmations have been made.
- iii. District wide members meeting to be held on March 27th, 2017 at Hanlon Convention Centre. Voting options for different BUs were reviewed.
- iv. Violence in schools – Board offered March 28th for meeting with BUPs which may conflict with Lobby Day. Violence Survey meeting is rescheduled to be held at District Office on March 5th at 12:30.
- v. Benefits transition – BU reps will confirm if they choose to attend webinar. Communicate and inform members of the plan rollout on April 1st.
- vi. Suggestions requested on how to name meeting rooms at the District Office.

b) Vice President: Lisa Miszczak (absent)

c) Treasurer: Cindy Scholten

Financial report for March 1st, 2017 was distributed. Budget planning for 2017-2018 will be done in April. Sufficient number of keys are being arranged for the AMPA suite.

d) Secretary: David Fast

No report.

10.0 Reports of District Officers

a) Education Services Officer: Janice Scott

BU Ed Services reps shared ideas at a District meeting; beneficial meeting. Plans to provide District workshops next year will start with a survey of District members.

b) Communications Officer: J. Martinez

Links to BU websites are included on the District website. Submit changes and additions to Jose Martinez. A demonstration tour of the website will be presented at the next DEC meeting.

c) Health and Safety Officer: T. Mackie Vlietstra

The Health and Safety Officer highlighted the following in a printed report:

- i. Attended Psychological Health and Safety seminar.
- ii. Safety plan concerns.
- iii. Asbestos remediation at schools.
- iv. Indoor Environmental Quality Inspection
- v. Ministry of Labour visits to schools.
- vi. Incident report statistics.
- vii. Applied to serve on the Provincial Standing Committee on Health and Safety.

d) Status of Women Officer: Maddie Davis (regrets)

e) Human Rights Officer: Laura Tremble

The Human Rights Officer highlighted various items in a printed report. Planning to attend the Joint Status of Women and Human Rights Conference in May.

f) Political Action Officer: John Potoscka

The Political Action Officer highlighted the following in a printed report:

- i. Telephone townhall on March 7th.
- ii. Council of Canadians – reviewed presentations made at the Guelph Chapter townhall on February 22nd.
- iii. National Day of Mourning on April 28th. Local event takes place at Goldie Mills Park with parade leaving cenotaph at 5pm and ends with reception at GDLC office 40 Baker St.
- iv. Democracy Guelph and MP Longfield hosting townhall on March 2nd, 7-9pm, 286 Water St.
- v. Political Action officer is sourcing a new computer.

11.0 **Reports of Bargaining Unit Presidents and Related Motions**

- a) ESS/WCDSB: Sharon Stuckless
The BU President submitted a printed report highlighting the resignation of the WCDSB Assistant Superintendent of Special Education which is the 5th personnel change in 3 years.
- b) UB OTBU: Mary Gardner
The BU President highlighted several contract items achieved at last negotiation meeting with the Board. Encouraged other BU Presidents to consider the future need for successor bargaining training and noted approaches for bargaining training that Board personnel uses.
- c) UG PSSP: Janice Scott
The BU President submitted a printed report highlighting the following:
 - i. Grievance settled with the Board involving two temporary members.
 - ii. Resolving a human rights tribunal action naming the BU President, Board and OSSTF.
 - iii. Addressing workload issues by identifying the difference between job duties and voluntary activities, and by exploring how to educate Admin on referral process, and by introducing the notion of professional judgement.
 - iv. Reviewed plans underway for the District Office Open House on April 19th, 3-7pm.
- d) UG TBU: Paul Rawlinson
The BU President's verbal report highlighted the following:
 - i. Benefits plan rollout.
 - ii. Contract extension and Bill 115 remedy.
 - iii. School visits.
 - iv. Poster to be distributed for International Women's Day May 8th.
- e) WCDSB/OCT: Peter Van Dorp
No report.
- f) UG ESSP/ECE: Cheryl Lampkin (regrets)
- g) UG OCT/TS: Betty Voigt
The BU President's verbal report highlighted the following:
 - i. Sharing duties with Susan Brighton until she returns to work full time.
 - ii. Many member issues are being resolved at Labour Management.
 - iii. Still waiting for grid update.
 - iv. Noted that PD is a priority in the BU.
 - v. Arbitration is expected to resolve one outstanding grievance.
 - vi. Workload surveys are being summarized.

12.0 **New Business**

- a) In response to email from OTIP, the BU Presidents will decide individually if they want to participate in a webinar on the new benefits plan.
- b) Reminder to Executive Officers to submit 17 copies of their meeting reports which should include the name of their Office or their Bargaining Unit and their name/title.

13.0 **Action Items for the Next Meeting**

- a) Expect notice from Paul Rawlinson calling for Post AMPA Review Committee members.
- b) Expect notice from Paul Rawlinson calling for Charitable Donations Committee members.
- c) On time motions for next DEC meeting are due March 22nd, 2017.
- d) Next BUPs meeting is Wednesday, March 22nd, 2017.

14.0 **Adjournment**

Meeting adjourned at 3:10. Next meeting is on April 12th, 2017.

MINUTES OF OSSTF DISTRICT 18 EXECUTIVE COUNCIL
April 12, 2017

PRESENT: P. Rawlinson, D. Hawkins, D. Fast, C. Scholten, S. Stuckless, L. Tremble, D. Smith
 T. Mackie Vlietstra, J. Scott, S. Brighton, M. Davis, C. Lampkin, J. Potocska, M. Gardner,
 L. Miszczak, P. Van Dorp, P. Bates

REGRETS: J. Martinez

1.0 Call to Order

The meeting was called to order at 1:00PM. S. Stuckless was appointed the anti-harassment officer for the meeting.

2.0 Chairperson's Remarks

Reminder: if bringing late reports to DEC meetings, 18 copies are necessary.

3.0 Approval of the Agenda

The agenda was adopted as printed.

4.0 Approval of the Minutes from March 2nd, 2017

The minutes were approved as printed.

5.0 Business Arising from the Minutes/Review of Action Items from March 2nd, 2017 meeting
 None.

6.0 On-Time/Late Motions for Consideration

On Time Motions:

1. Moved by L. Tremble Seconded by P. Rawlinson

BIRT DEC approve \$500.00 from District budget line 5315 be used to purchase a gift card from Scholastic Kitchener to support Splash 2017.

Amendment to the motion:

Moved by C. Scholten Seconded by S. Brighton

BIRT Motion 1 be amended with the deletion of "5315" and the insertion of "5700".

Motion carried.

Motion 1 as amended:

BIRT DEC approve \$500.00 from District budget line 5700 be used to purchase a gift card from Scholastic Kitchener to support Splash 2017.

Motion carried.

2. Moved by P. Rawlinson Seconded by C. Scholten

BIRT DEC approve PSSP Vice President Tracey Mackie Vlietstra and OTBU President Mary Gardner to attend the CLC Triennial Conference May 8th-12th, 2017 in Toronto as District 18 delegates. Expenses not covered by Provincial OSSTF up to a maximum of \$1850.00 per person would include accommodations (5 nights), mileage @ .50 per km, non-valet parking, meals not provided and incidentals (taxi and gratuities as per OSSTF

guidelines). These expenses, with accompanying receipts, will be paid from District budget line 5350 Political Action.

Motion carried.

Late Motions:

1. Moved by P. Rawlinson Seconded by C. Scholten

BIRT the District 18 Executive Committee strike a committee comprised of 5 members, including the District Treasurer and 4 members from the membership at large, to create guidelines and criteria for the equitable distribution of charitable donations by the District. The committee would provide a report and present any related motions to amend District guidelines to the first DEC meeting of the 2017-2018 school year. A budget of \$1000.00 would be provided to the committee for meeting expenses from District budget line 5700.

Motion carried.

2. Moved by P. Rawlinson Seconded by C. Scholten

BIRT the District 18 Executive Committee strike a committee comprised of 5 members to include the District Treasurer and District President and 3 members from the membership at large, to review past practices and procedures related to AMPA in order to provide recommendations to the District Executive Committee. The committee would provide a report and present any related motions to amend District guidelines to the first DEC meeting of the 2017-2018 school year. A budget of \$1,000.00 would be provided to the committee for the meeting expenses from District budget line 5050.

Amendment to the motion:

Moved by J. Scott Seconded by C. Scholten

BIRT late motion 2 be amended by deleting the number 5 and inserting the number 7 in its place, and by deleting the number 3 and inserting the number 5 in its place.

Amendment to the motion carried.

Late motion 2 as amended:

BIRT the District 18 Executive Committee strike a committee comprised of 7 members to include the District Treasurer and District President and 5 members from the membership at large, to review past practices and procedures related to AMPA in order to provide recommendations to the District Executive Committee. The committee would provide a report and present any related motions to amend District guidelines to the first DEC meeting of the 2017-2018 school year. A budget of \$1,000.00 would be provided to the committee for the meeting expenses from District budget line 5050.

Motion carried.

3. Moved by M. Gardner Seconded by C. Scholten

BIRT the DEC move into the Committee of the Whole for a timed discussion of no more than 7 minutes regarding the possibility of a future motion regarding a joint training exercise, potentially involving all bargaining units and both employers.

Motion carried.

7.0 **Review of Office Manager's Report: Danella Smith**

The Office Manager highlighted the following in a printed report:

1. Room 109 is keyed to the office key.
2. Archive room is ready for use.
3. Shelving in storage room is installed and ready for swag storage.
4. Order has been placed for blinds in Room 109.
5. Planning for AGMs.

8.0 **Report from Provincial Office: P. Bates**

Provincial Executive is moving forward following the ratification votes on the collective agreement extension and Charter case remedy.

9.0 **Discussion Items:**

1. District Technology Committee Update

The following motions from MAC2-2016 were presented for review:

BIRT DEC endorse the District Office Computer Refresh Plan.

BIRT the District purchase the Phone Expansion Module for the District Office Manager at the cost of \$532.50 plus HST from account 5405.

BIRT the DEC approve the extension of the Technology Workgroup for the 2017-2018 Federation year. The workgroup would require a maximum of 3 half day meetings with release time costing approximately \$2500.00.

2. Written Reports for DEC

The Chairperson reviewed the requirements for written reports submitted in advance of DEC meetings.

3. District AGM Restructuring Update

The Chairperson presented a brief outline of the initiative to move to a delegate system for AGMs. The proposal will be presented for endorsement at this spring's AGM.

10.0 **Reports of Executive and Related Motions**

a) President: Paul Rawlinson

Printed copies of the President's report were distributed. The President was not available to highlight items in his report.

b) Vice President: Lisa Miszczak (no report)

c) Treasurer: Cindy Scholten (no report)

d) Secretary: David Fast (no report)

11.0 **Reports of District Officers**

a) Education Services Officer: Janice Scott

Members have been surveyed; next meeting in May.

b) Communications Officer: J. Martinez (regrets)

c) Health and Safety Officer: T. Mackie Vlietstra

Pleased with the attention that violence in the work place received at AMPA. Drop-in visits by the Ministry continue.

d) Status of Women Officer: Maddie Davis (no report)

- e) Human Rights Officer: Laura Tremble (no report)
- f) Political Action Officer: John Potoscka
The Political Action Officer highlighted the following in a printed report:
 - i. The Guelph District Labour Council lost their office space on Baker Street; continuing to look for affordable permanent meeting facilities in central Guelph.
 - ii. National Day of Mourning on April 28th. Local event takes place at Goldie Mills Park.
 - iii. Make It Fair Campaign. "\$15 and Fairness" cards will be presented to Liz Sandals on April 27th.
 - iv. Cards available for signing to support efforts for positive changes being made by the Changing Workplaces Review and modernization of Ontario Labour Laws.
 - v. Pamphlets available on hydro and climate change issues.

12.0 Reports of Bargaining Unit Presidents and Related Motions

- a) ESS/WCDSB: Sharon Stuckless
The BU President submitted a printed report that included the following items: EA and ECE supply replacements and their training, members on Attendance Support Program, spring staffing process, and AGM preparation.
- b) UB OTBU: Mary Gardner
The BU President submitted a printed report that included the following items: concerns about benefits for OT members when they are centrally negotiated, member engagement, amendment to the collective agreement, and lack of notice of highlights on a collective agreement ratified last September.
- c) UG PSSP: Janice Scott
The BU President's verbal report highlighted online polling stats, PD day on April 28th at the District Office and AGM on May 12th.
- d) UG TBU: Paul Rawlinson
Printed copies of the President's report were distributed. The President was not available to highlight items in his report.
- e) WCDSB/OCT: Peter Van Dorp
The BU President's verbal report highlighted negative sentiments about OTIP, a lack of enrolment issues, and ratification voting stats.
- f) UG ESSP/ECE: Cheryl Lampkin
The BU President's verbal report highlighted the following:
 - i. PD day on April 28th at ODSS.
 - ii. AGM on May 1st.
 - iii. LTD issues contrasting members who have been grandfathered with members who are beginning LTD.
 - iv. Gala event on May 10th at Fergus Sportsplex.
 - v. SmartFind not filling absence requests.
 - vi. Violence in the workplace issues.
 - vii. Potential for members to be declared surplus.
 - viii. BART grievance.
- g) UG OCT/TS: Susan Brighton
The BU President's verbal report highlighted the following:
 - i. Ratification voting stats.

- ii. Work refusal due to asbestos.
- iii. Helping members with OTIP issues.
- iv. PD day in April.

13.0 New Business

- a) District Office open house, 3-7PM, April 19th.
- b) Flyer available by Tri-national Coalition in Defence of Public Education.

14.0 Action Items for the Next Meeting

- a) Expect notice from Paul Rawlinson for next BUPs meeting.
- b) On-time motions due Tuesday May 23rd, 2017.
- c) Next DEC meeting on June 13th, 2017.
- d) District AGM on May 31st, 2017.
- e) District Retirement party on June 7th, 2017.

15.0 Adjournment

Meeting adjourned at 3:09.

MINUTES OF OSSTF DISTRICT 18 EXECUTIVE COUNCIL
June 13, 2017

PRESENT: P. Rawlinson, D. Hawkins, L. Miszczak, D. Fast, C. Scholten, S. Stuckless, L. Tremble, D. Smith, T. Mackie Vlietstra, S. Brighton, M. Davis, C. Lampkin, J. Potocska, M. Gardner, T. Trimble P. Kerins

REGRETS: J. Martinez, P. Van Dorp

ABSENT: J. Scott

1.0 Call to Order

The meeting was called to order at 1:02PM. L. Tremble was appointed the anti-harassment officer for the meeting.

2.0 Chairperson's Remarks

The District AGM minutes were distributed for review.

3.0 Approval of the Agenda

Item 13 g) Susan Brighton

New Business items added: Student backpacks, fidget toys/tools.

The agenda was adopted as corrected.

4.0 Approval of the Minutes from April 12, 2017

The minutes were approved as printed.

5.0 Business Arising from the Minutes/Review of Action Items from April 12, 2017

None.

6.0 On-Time/Late Motions for Consideration

On Time Motions:

1. Moved by S. Brighton Seconded by T. Mackie Vlietstra

BIRT DEC appoint Bargaining Unit Presidents Mary Gardner and Sharon Stuckless and Susan Brighton to be members of the District Employment Committee along with the District President and District Vice President from September 1st, 2017 to August 31st, 2018.

Motion carried.

2. Moved by C. Scholten Seconded by S. Brighton

BIRT DEC sponsor the 2018 Edubon in the amount of \$1,000.00

Motion carried.

7.0 Appointment of District Officers and Committee Members

Moved by C. Scholten Seconded by S. Stuckless

BIRT DEC move into Executive session with members of DEC present.

Motion carried.

DEC rose from Executive session 30 minutes later and reported.

1. Moved by C. Scholten Seconded by L. Miszczak
BIRT DEC appoint Maddie Davis to the position of District Status of Women Officer for a 2 year term.
 Motion carried.

2. Moved by P. Rawlinson Seconded by C. Scholten
BIRT DEC appoint Dan Hawkins to the position of District Parliamentary Chair for a 2 year term.
 Motion carried.

3. Moved by C. Scholten Seconded by S. Brighton
BIRT DEC Jose Martinez to the position of District Communications Officer for a 2 year term.
 Motion carried.

Late Motions

1. Moved by P. Rawlinson Seconded by S. Brighton
BIRT DEC authorized the District Treasurer to provide a donation of \$500.00 to the Wellington Water Watchers to assist in the campaign to prevent privatization of water resources. The donation would be from District budget line 5350 Political Action.
 Motion carried.

2. Moved by C. Scholten Seconded by M. Gardner
BIRT DEC approve Cheryl Lampkin, Laura Tremble and Tracey Mackie Vlietstra to attend the CLC Summer School program. Expenses for registration and mileage of \$1,423.00 per person will be paid from Provincial OSSTF Account #2105 Union/Health and Safety Training Programs.
 Motion carried.

3. Moved by P. Rawlinson Seconded by S. Brighton
BIRT DEC approve a budget of \$500.00 to be accessed for activities and expenses associated with the Guelph Labour Council's annual Labour Day Picnic. Funds would be provided from the District Political Action budget line 5350.
 Motion carried.

8.0 **Review of Office Manager's Report: Danella Smith**
 No report.

9.0 **Report from Provincial Office**
 No report.

10.0 **Discussion Items:**

1. District Technology Committee Update
 Implementing technology refresh plan in September. Investigating use of Skype in the meeting room.
2. Written Reports for DEC

The Chairperson reviewed the requirements for written reports submitted in advance of DEC meetings.

3. District AGM Restructuring Update

Looking forward to planning the restructuring of District AGM.

11.0 Reports of Executive and Related Motions

- a) President: Paul Rawlinson
Printed copies of the President's report were distributed. The following items were highlighted: success of the AGM and retirement party, violence in schools, OSSTF presence at the Board orientation day August 30, thank you to David Fast and John Potoscka for their service on District Executive Council.
- b) Vice President: Lisa Mischczak (no report)
- c) Treasurer: Cindy Scholten
Notified members of a conference call on June 26 at 3:45PM to finalize budget numbers.
- d) Secretary: David Fast (no report)

12.0 Reports of District Officers

- a) Education Services Officer: Janice Scott (absent)
- b) Communications Officer: J. Martinez (regrets)
- c) Health and Safety Officer: T. Mackie Vlietstra
Pass on any Health and Safety issues that are happening in the Bargaining Units so the District Health and Safety Officer stays in the loop.
- d) Status of Women Officer: Maddie Davis (no report)
- e) Human Rights Officer: Laura Tremble (no report)
- f) Political Action Officer: John Potoscka
The Political Action Officer highlighted the following in a printed report:
 - i. Update on the Guelph District Labour Council office space.
 - ii. Call for at least 3 volunteers from each BU to prepare for Labour Day activities.
 - iii. For information on CLC Summer School visit ontario@clc-ctc.ca.
 - iv. OFL Convention, November 19-24.
 - v. Annual Health and Safety Dinner at Aberfoyle Community Centre, November 2. Submit nominations for outstanding safety rep in your BU.

13.0 Reports of Bargaining Unit Presidents and Related Motions

- 1. ESS/WCDSB: Sharon Stuckless
No report.
- 2. UB OTBU: Mary Gardner
 - i. Described incident of member to member harassment.
 - ii. A proposal for funding to attend negotiation skills training at Queens U will be presented for consideration in the Fall.
- 3. UG PSSP: Janice Scott (absent)
- 4. UG TBU: Paul Rawlinson
Happy with the way staffing progressed this Spring.
- 5. WCDSB/OCT: Peter Van Dorp (regrets)
- 6. UG ESSP/ECE: Cheryl Lampkin

The BU President's verbal report highlighted the following:

- i. Experienced a good PD day on April 28th at ODSS.
 - ii. Still waiting for staffing dates.
 - iii. Experienced a good gala event on May 10th at Fergus Sportsplex.
 - iv. Noted low attendance at AGM.
 - v. A Health and Safety grievance is in process.
7. UG OCT/TS: Susan Brighton
Thanked DEC members for their personal support during recent absence.

14.0 **New Business**

1. Susan Brighton proposed sponsoring a backpack program for needy students. A motion for consideration will be presented in the next school year.
2. Members discussed the educational value and distraction of fidget devices in the learning environment.
3. Tracey Mackie Vlietstra will be attending the Pride Parade and serving in the booth.

15.0 **Action Items for the Next Meeting**

1. Dan Hawkins will send email with dates for next year's DEC meetings.
2. Next DEC meeting October 3, 2107
3. Next BUPs meeting September 13, 2017

16.0 **Adjournment**

Meeting adjourned at 3:51.

MINUTES OF OSSTF DISTRICT 18 EXECUTIVE COUNCIL
Conference phone call at 3:45PM
June 26, 2017

ON THE LINE: P. Rawlinson, D. Hawkins, D. Fast, C. Scholten, S. Stuckless, L. Tremble, D. Smith, S. Brighton, C. Lampkin, M. Gardner, J. Scott, P. Van Dorp

1.0 Call to Order

The meeting was called to order at 3:45PM. C. Lampkin was appointed the anti-harassment officer for the meeting.

2.0 Approval of the Agenda

Moved by Paul Rawlinson Seconded by C. Lampkin

BIRT that agenda be adopted as printed.

Motion carried.

4.0 On Time Motion for Consideration

Moved by Cindy Scholten Seconded by Paul Rawlinson

BIRT DEC approve the 2017-2018 operating budget as presented.

Motion carried.

5.0 Adjournment

Meeting adjourned at 3:53PM.