



February 27, 2024

# **Special Board Meeting Package**

**VIRTUAL MEETING**

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

**SPECIAL BOARD MEETING #2**

Tuesday February 27, 2024	Virtual Meeting (Google Link for internal use only)
<b>AGENDA</b>	

1. Call to Order Chair
2. Land Acknowledgement Chair
3. Roll Call Exec Asst
4. Declaration of Conflict of Interest Chair
5. Approval of Agenda and Consent Agenda for February 27, 2024 Chair
6. Consent Agenda - NIL Chair
  - 6.01 Business Arising from the Committee of the Whole
  - 6.02 Confirmation of Minutes
  - 6.03 Presentation of Reports and Accompanying Motions
    - A. Education
    - B. Executive Committee Report
      - i. Student Trustee Reports
    - C. Finance/Audit
    - D. Human Resources
    - E. Operations
    - F. Committee Updates
      - i. Early Years Education Advisory Committee
      - ii. Finance
      - iii. Audit
      - iv. Indigenous Education Advisory Committee
      - v. Ontario Public School Boards Association
      - vi. Parent Involvement Committee/School Councils
      - vii. Special Education Advisory Committee
      - viii. Supervised Alternative Learning
7. Students Come First Presentation - NIL Chair
8. Delegations/Presentations (see KPDSB Policy 205) - NIL Chair
9. Discussion (Business Arising from the Committee of the Whole) J. Marion
  - 9.01 – Local Bargaining and Ratification of Memorandum of Settlement for OSSTF Education Assistants (EA), Occasional Teachers (OT), and Office/Clerical/Library (OCL)
10. Director of Education Update -NIL

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|--|-------|
| 11. Correspondence – NIL                     | Chair |
| 12. New Business and Notices of Motion - NIL | Chair |
| 13. Next Meeting Date: April 9, 2024         | Chair |
| 14. Adjournment                              | Chair |

*Δ indicates an attachment included in the meeting package*

**Report on Local Bargaining and Ratification of  
Memorandum of Settlement with the (OSSTF) Keewatin-Patricia  
ESPBU – Education Assistant's (EA's)**

The Board Bargaining Team consisting of Jasmin Marion, Richard Findlay, Chantal Moore, Jen Gray and Kelsey Wellwood met virtually and in person with our Local and Provincial Representatives of the OSSTF Keewatin Patricia Education Assistant group, between April 13<sup>th</sup>, 2023, and February 16<sup>th</sup>, 2024. Members of the OSSTF-ESPBU (EA) team included President Cindy Hayward, Jennifer Sinclair, Shirley Kowalchuk and Kaytlyn Sollows.

The parties successfully reached a Memorandum of Settlement on February 21, 2024. That signed document is attached. The agreed to language along with anything that remained status quo from the 2019-2022 collective agreement, as well as anything requiring incorporation from the Provincial Memorandum will form Part B to the Provincial Memorandum of Settlement (Part A).

The parties worked together to clarify processes and clean up language surrounding definitions, leaves of absences, allocations for absences and the staffing process. Regarding language surrounding allocations for absences/leaves, this included a change for Ill Child leave. There has been an increase for this group from two (2) ill child days to four (4) which now aligns them with other employee groups. The Board tracked data, ran reports to weigh the cost benefit knowing this was very important to the membership. Through much discussion and through the Board seeking the language that they needed to have changed and/or removed the parties were able to achieve this increase of two ill child days.

An impactful positive change for the Board was finally sought to remove all specific dates and language within the agreement regarding Board Policy and Procedures. There will no longer be Policy or Procedures contained within or attached as appendices to the Collective Agreement and instead will only be referenced within. This prevents any contravention of Board Policy and Procedures that may have occurred in dealing with applying the language and in case of grievance or arbitrations.

Two other definitions that oversaw much change are the bereavement and compassionate leave clauses. The addition of language to clarify processes, expanding the definition of family and making these consistent across employee groups and as we have now seen in all settlements thus far.

One change that will have some financial impact to the Board but was very important for both parties to assist in recruitment and retention was the slight change made to the Vacation Pay entitlement. However, the Board was able to keep bussing support for students as additional hours but at the regular rate of pay not as overtime pay.

Finally, another great improvement for both parties, and one that was extremely important to the Board, regards our Speech Language Assignment EA's. These EA's will no longer be susceptible to repeated bumping/displacement out of their assignment each year during the

Respectfully submitted by:  
Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager

staffing Spring process. This is crucial, as these EA's are more senior which is where the Union sought to keep, but the Board spends weeks and months of training to ensure that the implementation of the speech program to students is of the highest quality. The importance of this assignment, and the constant change in staffing created by the movement of staff in and out of EA's in this positions was disruptive to our students. This change will help us to achieve what we work for each day; high quality programming, support, and education to obtain the best results and outcomes for our students.

The Local will be ratifying this agreement with their membership by March 8<sup>th</sup>, 2024.

We look forward to continuing to work with the Bargaining Unit to update the existing collective agreement and implementing the new language.

Respectfully submitted by:  
Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager

**Report on Local Bargaining and Ratification of  
Memorandum of Settlement between the  
Keewatin-Patricia District School Board  
and  
OSSTF Occasional Teachers (OSSTF-OT)**

The Board Bargaining Team consisting of Jasmin Marion, Richard Findlay, Shawnda Norlock, Wayne Mercer and Madison White met virtually and in person with our Local and Provincial Representatives of the OSSTF Keewatin Patricia Occasional Teacher union between October 3<sup>rd</sup>, 2023 and December 19<sup>th</sup>, 2023. Members of the OSSTF-OT team were Joel McGrath, Roger Cormier, Rick Wilcox, and Anastasia Wojtyniak.

The parties successfully reached a Tentative Memorandum of Settlement on February 19, 2024, which is attached. The attached agreed to language that will amend the existing local terms and conditions (Part B) of the current Collective Agreement and along with the Provincial Memorandum of Settlement reached on September 21, 2023, (Part A) will form the 2023-2026 Collective Agreement.

Some of the highlights of the process and the local language include the following:

At the Board's request to implement sought after changes, certain terms in the agreement will now remove any dated or attached reference to specific Board Policy and Procedures. Both parties agreed that this will help prevent confusion and contradiction between language in the collective agreement and Board Policy. The Board hopes to continue in their efforts to keep aligning the language so as not to contradict or supersede lawful processes and/or central language.

The reasons that an Occasional Teacher may be removed from the Roster were updated and all Occasional Teachers now must attempt to work a minimum of ten (10) days (pro-rated) per school year, if work is available. Employees on a leave of absence, or for acceptable reasons they did not take a shift shall be exempt from the ten day threshold.

Both parties continue their commitment to ensuring that Occasional Teachers, specifically Long-Term Occasional Teachers, are provided opportunities for training on issues like progress reports and report card writing with new language being introduced.

Changes were made to leave language including Bereavement, Compassion and Union/Federation Leave. These changes were made in good faith by both parties to again ensure our priorities between student needs and achievement and the needs and rights of memberships are maintained.

Most of the items this round were to clean up housekeeping and language to more gender-neutral terms, which will be implemented throughout the entire new agreement not just in the agreed to articles

The Local ratified the agreement with their membership on February 20, 2024.

Respectfully submitted by:  
Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager

We look forward to continuing to work with the Bargaining Unit to update the existing collective agreement and implementing the new language.

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Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager

**Report on Local Bargaining and Ratification of  
Memorandum of Settlement with the (OSSTF) Keewatin-Patricia  
Office/Clerical/Library (OCL)**

The Board Bargaining Team consisting of Jasmin Marion, Richard Findlay, Natalie Pearson, Taryn Vachon and Kelsey Wellwood met virtually and in person with our Local and Provincial Representatives of the OSSTF Keewatin Patricia OCL group, between April 13<sup>th</sup>, 2023 and February 16<sup>th</sup>, 2024. Members of the OSSTF-OCL (Office/Clerical/Library) team included, President Cindy Hayward, Kristal Cadger, Jennifer Randell and Angie Lichty.

The parties successfully reached a Memorandum of Settlement on February 21, 2024. That signed document is attached. The agreed to language along with anything that remained status quo from the 2019-2022 collective agreement, as well as anything requiring incorporation from the Provincial Memorandum will form Part B to the Provincial Memorandum of Settlement (Part A).

The parties worked together to clarify processes and clean up language surrounding definitions, leaves of absences, allocations for absences and the scope of work for this group. Regarding language surrounding allocations for absences/leaves, this included a change for Ill Child leave. There has been an increase for this group from two (2) ill child days to four (4) which now aligns them with other employee groups. The Board tracked data, ran reports to weigh the cost benefit knowing this was very important to the membership. Through much discussion and through the Board seeking the language that they needed to have changed and/or removed the parties were able to achieve this increase of two ill child days.

An impactful positive change for the Board was finally sought to remove all specific dates and language within the agreement regarding Board Policy and Procedures. There will no longer be Policy or Procedures contained within or attached as appendices to the Collective Agreement and instead will only be referenced within. This prevents any contravention of Board Policy and Procedures that may have occurred in dealing with applying the language and in the case of grievance or arbitrations.

Two other definitions that oversaw much change are the bereavement and compassionate leave clauses. The addition of language to clarify processes, expanding the definition of family and making these consistent across employee groups and as we have now seen in all settlements thus far.

One change that will have some financial impact to the Board but was very important for both parties to assist in recruitment and retention was the slight change made to the Vacation Pay entitlement. The Board has struggled in recruiting for twelve (12) month positions and needed a way to stay competitive to recruit while showing appreciation to our long-standing employees who work the twelve months. The movement in the ten (10) month group aligns with other ten (10) month employees.

Respectfully submitted by:  
Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager



Finally, the parties worked together collaboratively to ensure that a Professional Development plan is maintained and worked together to outline in new language how this will be achieved.

The Local will be ratifying this agreement with their membership by March 8<sup>th</sup>, 2024.

We look forward to continuing to work with the Bargaining Unit to update the existing collective agreement and implementing the new language.

Respectfully submitted by:  
Richard Findlay, Superintendent of Human Resources  
Jasmin Marion, Human Resources Manager