

Minutes of Delegates' Assembly No. 1  
Wednesday, September 20, 2017, 4:30pm  
Lakeside Academy

1. **Opening Remarks:** James Montminy called the meeting to order at 5:20pm. Heidi Yetman welcomed everyone and reminded delegates to fill out their information form and send it to the Union Office as soon as possible. She presented the Executive table. Elementary teachers have been sent an email regarding a new initiative for Grade 1 and Kindergarten.

2. **Adoption of the Agenda:** Moved by Kathleen Gardner, seconded by Cecilia Lopes,

**THAT** the agenda be approved with the following additions:

- Varia

- Grievance (by Chris Diaz)
- Email addresses (by Augusta Aalders)
- CASP (by Erica Lamothe)

**CARRIED**

3. **Approval of Minutes:** Moved by Andrew Stepancic, seconded by Kathleen Gardner,

**THAT** the minutes of the meeting of May 31, 2017, be approved.

**CARRIED**

4. **Correspondence:** None

5. **Business Arising:**

a) **VAR:** Approval has been given by LBPSB to send recommendations to the delegates. Delegates are to send this information to their VAR chair. It is based on the collective agreement.

6. **New Business:**

a) **Local Negotiations:** There have been no meetings with LBPSB yet, but we are prepared in all three sectors. Pasquale Machado gave an update of what has been prepared for Adult and Vocational Education. A survey will be sent to Adult and Vocational teachers to see whether they would like to have more pedagogical days as part of the PTU demands, or not.

**b) PTU Executive: Officer-at-Large:** We would like to replace Arlene Tennant (who is replacing Layla Barocca as the Vice-President Elementary) with an elementary delegate to become the Officer-at-Large. If you are interested, please contact the union by Friday, September 22. We are also looking for some people to be on the Intercultural Committee: one person from Elementary and one person from Continuing Education. Please let the union know if you are interested.

**c) Workplace Survey:** Heidi Yetman, together with the professional staff union president and the support staff union president, has created a workplace survey. Delegates are asked to get as many people as possible to fill it out. It will be sent out to all teachers this week. Delegates are asked to talk about it to the teachers at their schools; and are asked to make sure that all teachers at their school have received it and to inform the union if there are teachers who have not received it.

**7. Staffing and Technical:**

**a) Youth:** Presented by Ann Granger. Eight teachers from the priority list have still not been placed. Contracts will be signed on October 19 and 24. Teachers will receive an invitation. The total number of release days for IEPs has been sent to the delegates. You need a minimum of 155 days worked to go up a salary step (this is for regular teachers only). A memo will be sent as to which of the 8 special leave days will be counted towards the 155 days, and which will not.

**b) Continuing Education:** Verbal report presented by Pasquale Machado. There has been movement in collaboration between the school board and the union. There has already been a whole day LRC meeting this year. There is a link in the PTU Newsletter to a blog on contracts. Please encourage all Continuing Education teachers to read it.

**8. Finance and Budget:**

**a) Revenues and Expenses - May 2017:** Presented by Heidi. Expenses for the Executive are low because not all expense reports have been submitted. \$1500 was donated in June to the Red Cross during the Quebec floods.

**9. Committee Reports:**

**CPIC:** Verbal report presented by Marie-Pier Michaud. DPIC chairs are to send in their plan for the year. Intent for credit courses must be sent in prior to taking a course. All conferences were approved except for one where a teacher was accompanying students. Teachers are reminded that conferences where teachers accompany students cannot be funded by CPIC.

**EPC:** Nothing to report.

**Health and Safety:** Report presented by Pasquale Machado.

**Commissioners:** Nothing to report.

**SNCP:** Report presented by Heidi Yetman. There was a discussion about possibly creating a Special Needs survey.

**SNAC:** Nothing to report.

**10. Varia:**

- **ProHealth presentation:** This was given prior to the beginning of the meeting.
- **Procedure of grievances:** There was a question regarding the procedure.
- **Emails:** Staff leaving the Board will lose their email addresses. It is their responsibility to move their contacts to another email address. They should contact I.T. if they are unsure of how to do this.
- **CASP:** Discussion was held. It will be brought up at Special Needs.

**11. Adjournment:** Moved by Lisa Nelson,

**THAT** the meeting be adjourned.

**CARRIED**