

CBE Staff Association
 General Information & Election Meeting
 March 28, 2007

DIRECTORS IN ATTENDANCE: Jean Minifie, Ann Craig, Albert Herscovitch, Cathy Evanochko, Bryan Hicks, Bill Flookes (Manager)

DIRECTORS ABSENT: Lois Robb

MOTION		ACTION ITEMS
03/28/07	<p>1. CALL TO ORDER The meeting was called to order at 7:05 p.m. The meeting was adjourned for 10 minutes as there was not a quorum present. Meeting reconvened at 7:20 p.m.</p> <p>2. GREETINGS & INTRODUCTIONS – Jean Minifie Introduction of Head Table and K.I.T. Team.</p> <p>3. ADDITIONS TO THE AGENDA - None</p> <p>4. FINANCIAL UPDATE - Ann Craig Everyday financial transactions are progressing nicely. A copy of the latest statement is available if anyone would like to look at it. Condo update: We are mortgage free! The remaining mortgage of \$147,407.37 was paid out in December 2006 at an interest savings of approximately \$57,000. The SA Condo unit was recently independently assessed at \$598,200. The purchase price was \$365,000 and approximately \$150,000 was spent in renovations. Jean expressed thanks to the membership for their support in purchasing the condo unit.</p> <p>5. ELECTION OF DIRECTORS – Ann Craig Directors running for re-election March 2007: Cathy Evanochko, Bryan Hicks, Albert Herscovitch.</p> <p>New nominees running for election: Almas Rajwani-Rawji Wanda Stevenson Sherry Vaskovics</p> <p>Call for nominations from the floor: Dorothy Hall Call for nominations from the floor. (No nominations from the floor) Call for nominations from the floor. (No nominations from the floor). Call for nominations from the floor. (No nominations from the floor).</p> <p>Motion by Hilary Smith, seconded by Emily Lukacik that nominations cease.</p> <p>DIRECTORS ELECTED BY ACCLAMATION: Cathy Evanochko Bryan Hicks Albert Herscovitch Almas Rajwani-Rawji Wanda Stevenson Sherry Vaskovics</p>	<p>Carried</p>

6. REPORTS:

a. **Chair Report** – Jean Minifie

Health Spending Account – When our Collective Agreement was ratified last year CBE established a Health Spending Account for ALL permanent employees who fall under the SA Collective Agreement. The CBE contributed \$500 per staff association member which is pro-rated for employees who occupy a position less than full time. An example is that Lunchroom Supervisors would have had the \$500 pro-rated on a 2 hour position which would equal \$143 in their Health Spending Account. The initial \$500 was increased to \$750 as of the 1st of January 2007 with whatever was left over (unspent) from the \$500. So in other words, if your Health Spending Account was pro-rated to your FTE which was a .429 then you would have received \$214 and if you had only used \$114 last year then \$100 would have carried over to the pro-rated amount of \$322 for 2007 making the total amount for this year in your Health Spending Account \$422. Don't forget – every permanent employee who falls under the SA Collective Agreement is entitled to some money from the Health Spending Account

Retirement Benefits – Over the last couple of months I have seen an increase in retirements come across my desk. I truly believe that there will be plenty more before the end of the year. If you need more information call the Employee Information Centre line at 1-877-353-2555. Once the decision has been made to retire the employee is asked to write a letter to the Employee Information Centre. It can be sent through the inter-school mail or by regular mail to the CBE Employee Information Centre at 112 – 28 Street S.E. T2A 6J9. The letter needs to state that the employee wishes to retire along with the effective date. It must be signed and should also include your employee number. The ideal length of notice is approximately 3 months so that all the paperwork with the CBE and LAPP can be completed without delay on the LAPP end. The guidelines for the retirement allowance for someone retiring is in the Collective Agreement, Article 22.4; 22.5; and 22.6 If the retiree has been a Board employee for at least 10 years and is at least 55 years of age and up to age 65 they would be entitled to the Retired Employees Benefit Package. This does not include Alberta Health & Wellness. If the employee has to pay a portion of the premium payments for the Retired Benefit Package the payments are set up to be taken out of the employee's bank account each month. Retiree's can return to work after they retire from the Board or any other job outside the Board. If the retiree returns to work for the Board the guidelines around this are in the Letter of Understanding on pages 67 and 68 of the Collective Agreement. There is no limit on the number of hours a retiree can work.

Article 19 – Last time in negotiations we had an agreement with the CBE that Clauses 19.6 and 19.9 would be what Staff Association members would use as their discretionary days. Article 19 – General Leave of Absence, Clause 19.6 states: Leave of absence with pay, for a period not exceeding two days shall be granted by a principal or supervisor unless the operation/ work requirements of the school or the department prevent the granting of this leave. This leave with pay shall be made up by the employee on an hour for hour basis at a time mutually agreed to by the employee and the principal or supervisor. Article 19.9 states: Upon request, leaves of absence with reduced pay, for a period not exceeding two days per year shall be granted by a principal or supervisor unless the operational/work requirements of the schools or the department prevent the granting of this leave. Pursuant to this clause, the employee will be deducted at the rate of one-half of the pay which would have been received for the employee's scheduled hours of work.

Violence in the Workplace – Bill and I are attending meetings around Violence in the Workplace. I found out at one meeting that the CBE's definition of Violence in the Workplace is completely different from our definition. As everyone is well aware with all of the incidents that happen within our school or workplace, mostly with Education Assistants and students, in the eyes of the CBE it is not violence in the workplace but it is considered an incident. According to them violence and incidents are two different things. The report that we got at the meeting was all about the statistics on Workplace Violence for 2005 and 2006.

These are not the statistics that the Staff Association is interested in. We are interested in what is being done about all of the abuse that Ed Assistants are taking from the kids that they work with. When an incident happens within your location there is an internal reporting procedure – which is to fill out the Incident Report Form and also report the incident to WCB. It is most important to report the incident to the WCB no matter how small you seem to think the incident is. It is another way that violence becomes recognized as a legitimate health and safety issue. If all incidents are reported to WCB then it will be their responsibility to follow-up with the CBE to find out why all these claims are being made. It is the employee’s responsibility to inform their supervisor of the incident. You should be provided with an Incident Reporting Information Package. The supervisor is to complete the Incident Report Form and fax it within 24 hours to 294-8645, and then the employee completes the WCB Workers Report for the incident and faxes it to the Employee Health Resource Centre at 777-6065 as soon as possible after the incident.

Party! Party! – On April 25th from 3:30 until 7:30 p.m. we are having an Open House for all our members – first of all to show off our new digs and then also to have a mortgage burning party as we have paid off the condo. Please come out and help out with the burning of the mortgage and to see our new office. Also please watch the web page for more information.

b. Manager’s Report – Bill Flookes

Focus on Negotiations – hand-out

Negotiations last year brought the Staff Association to the CBE’s attention. We intend to move current negotiations along as quickly as we can. Members of the negotiation team are: Jean Minifie, Bill Flookes, Ann Craig, Albert Herscovitch, Bryan Hicks and Lois Robb.

There are a number of existing issues and grievances:

Maternity Leave – supplementary benefits

Job Share – last year the CBE decided we could no longer have job shares. They have now reintroduced job shares but with restrictions. The job share has to total an FTE of 1.0 and the positions must be equal.

TSS – These are the people who give us our cheques and look after our benefits – those who were transferred to Telus. As Telus changes and our people continue to leave we will have fewer people who have the expertise of dealing with the CBE and this could create problems in the future. Our Collective Agreement expires at the end of August – Telus at the end of December. At present TSS does not have their Collective Agreement together and only have a Memorandum of Understanding.

Team Leaders – This involves PSS (Professional Support Staff). This is a position in-between a Supervisor and Psychologist. Even though this person has extra responsibility they do not receive extra pay.

LTD Rebate – The CBE nominee is holding this up because they are appealing the money being paid to them.

Mutual Interest – hand-out. The Mutual Interest Board is a committee mandated by the CBE to talk about mutual concerns and make recommendations. Members are from CBE, Staff Association and Trustees. The Staff Association presented a proposal to the CBE Operating Budget Steering Committee based on discussions at Mutual Interest. The CBEs presentation to the budget was very similar which is encouraging. Part of the problem is that we as employees do not work the hours and within the position descriptions. We should actually work those hours we get paid for and according to our position descriptions. The Mutual Interest Board has agreed with this.

Education Assistants – There is a possibility that there will be no lay-offs. The vast majority of EAs may be re-assigned or kept in their current locations until placed.

c. **KIT Team Report** – Hilary Smith

We currently have 5 members who magically appear when there is a call for assistance. We have done very well since we first started out. We are down to 17 locations that do not have a liaison in place. It requires very little time – you just add your email address to our list and you pass the information along. We have 5 K.I.T representatives at Highfield, 27 at the Ed Centre and 1 from an Area Office. If you are interested in becoming one of our K.I.T. Team members please let us know. We now have a K.I.T. member on the Board of Directors.

7. QUESTIONS & ANSWERS

Q: The mortgage was paid off rather quickly. Where did the money come from?

A: The money came from the GICs that came due.

Q: There are a few of us who have been with the Board for 30+ years. Vacation time increases with time but once you hit 25 years there are no incentives to stay on any longer. We are talking about retaining employees – is there anything in place for that or am I just dead?

A: The intention is that after 10 years you would receive 35 working days vacation. Negotiations are going in that direction. These are proposals and where we end up could be somewhere else entirely but it is something we are looking at.

Q: I am wondering about the 10 month pay over 12 months. I have never understood why anyone would want that. If we were allowed to choose and I decided not to would I still be able to collect EI over the summer?

A: Yes, that is why it is listed as voluntary.

Q: Is it possible to get vacation pay at spring break?

A: The membership was polled about that issue quite a while ago. It was thought that the money would be more useful at Christmas time and at the end of June but we could poll the membership again. In the proposal it is recommended to be added to each pay so that it is pensionable. Our problem is that we know there are people who count on that lump sum of money – that is why we want to make it voluntary. You can also claim EI over Christmas and spring breaks. If you open up a claim in the summertime your claim is still open for 52 weeks. You do not have another waiting period.

Q: Regarding the letters about testing from Telus. Has anyone else experienced frustration with being tested on things that do not have anything to do with the job?

A: There is a grievance over testing. We are trying to simplify the fields of employment.

8. INTRODUCTION OF ELECTED DIRECTORS

Welcome to the returning Directors and to the newly elected Directors.

9. ADJOURNMENT

Meeting adjourned at 8:50 p.m.