

## Labour Relations Committee Minutes

**Date:** October 27, 2021 (via Microsoft Teams)

**Time:** 9:00 am

**Prayer Leader:** Management

**Present:** Mark Bodnarchuk, Dolores Douglas, Trudy Gawley, Teresa Hitchings, Tianna Joyce, Katherine Kowal, Ron McLean, Gwen Murphy, Jason Schrader,

### **Agenda:**

1. Opening Prayer Management
2. Additional Agenda Items
  - Mark – 12 month employees – Confirmed Nov. 12 is a work day for all 12 month employees – he is sending an e mail notice out to 3730 employees
3. CUPE 2268 Employee Hours CUPE 2268
  - Remind admin and LATs – CUPE 2268 employees are hourly employees – 30 min lunch at 6.0 hrs  
Specific issues in a few schools – certain LATs and admin; will add to Admin Forum meeting agenda
    - Management are always happy to step in and have conversations from another angle if requested
4. Policy Implementation CUPE 2268
  - Should be Guideline Implementation agenda item – not Policy Implementation
  - LOA Guidelines / Request for Absence/ Leave from assigned duties – Division Guidelines – Compassion Leave: Death: out of town vs in town (extended family)  
Ask – ‘In Town’ Extended Family – change to read – “Up to 1 day”
5. Proof of Vaccination/Negative Test CUPE 3730
  - 3730 will be patient with process during rollout
  - Feel the Division did a great job and the policy is bang on
  - Cudos to the School Division for paying for the initial tests upfront
  - Recognize there is cost to the division as well given the 2 times per week negative test requirement – hope this gives more confidence to our employees and students, etc. – Understands the intention is to focus on safety and security to our staff and students.
  - Board is still encouraging vaccinations
  - More work may be required from the CUPE leaders to assist with those who will not comply with the policy
  - Declaration of status form to be delivered to all employees by end of day tomorrow Oct. 28, 2021) – form to be submitted prior to end of day November 3, 2021.
  - Student disclosure of vaccination – still unknown?

- PPE requirement – continue as we are
6. Time in Lieu CUPE 2268
- Members asked to help with bus supervision, etc. – some members are getting time in lieu? If expected to be there then perhaps consistent and TIL should be provided.
  - Schools need clarification - general reminder about hourly work and TIL for staff meetings and bus pick up/drop off – time worked needs to be honored
  - Management will update at admin forum - if extra time is consistently occurring this needs to be addressed. Remember the give and take “I have to run out for an appt...” (leaves a few min early) want to keep the flexibility
7. Extra Time – Based on School Growth CUPE 3730
- Population growth – are schools being awarded more time?  
Caretaking hours come from the ministry – one school may gain and one school may lose hours – does the 8 hr employee lose an hour? The balance comes when we see the list and then make changes  
We get the list at the end of October  
Breakout spaces – do we treat like a classroom? Yes – they are included in the formula  
Will do best to handout hours if they are given more  
Portable added – means a little more time  
Do we move the member to a different school if they need to reduce an hour? Or actually reduce the employee scheduled hours by an hour.
    - COVID – we were awarded extra hours until end of school year 2020-21
    - 2021-22 school year – the price tag is now on the division
 Ministry uses utilization and square footage – not age of building when determining calculation  
P3’s – no grass cutting etc. – less work that they do than a head caretaker
8. School Staff Meetings CUPE 2268
- Ask – administrative meetings – rethink the times of these meetings – or at least the scheduling of the agenda items. Often staff meetings are on PD day and members are not in attendance and miss out on pertinent info
  - Have CUPE member agenda items at the begin or end of meeting – depending when the meetings are scheduled – reminder at admin forum
  - Management – don’t want people to miss out on the information that may be “less pertinent” but still nice to know; no one size fits all; we want support staff to still be in attendance at the staff meetings
9. Library Clerks/Teacher Librarians CUPE 2268
- Time? In Covid libraries were close – they are open now – extra cleaning now and putting away the books
  - Library Clerk and Teacher Librarian – maintain communication – OC’s doing the position have the most areas of concern – this makes sense given all the office responsibilities this year . Will note the concern.

- Clerk time – unique – depending on schools – usually connected to an EA in the building – this is determined by the EA and their schedule
- Allocation component – Management noted, but likely will not change this school year
- Formula has not changed over the past 5 years

10. Training Workshops

CUPE 3730

- Awareness training (anti racism, etc.) – CUPE to offer jointly without costs
- Some 3 hrs some 6 hrs – combatting work place bullying/harassment; respectful workplace – pre-COVID these were offered and geared to all staff (not just CUPE members) – how do we implement this to staff?
- How do we get staff to attend and implement this training to all staff?
- Cyber school could be an option as well
- These opportunities will create a dialogue with employees – encouraging healthy and safe workplaces for all
- Sub Committee – potential here - to create a framework and get the material out and get the work to move forward more quickly
- There is an anti-racism committee (anti-racist anti-opression) in the division that is creating a video – perhaps synergy here for this topic

11. Tik Tok Trend – Devious Lick

CUPE 3730

- Email to Jason from a building operator – re: dispensers going missing  
Elementary schools – not currently an issue  
High Schools – things are going missing  
Mark – we have extra dispensers on hand – he has not received a request – SJHS, Bethlehem, and BJM  
Some administrators deal with these issues differently – some speak to some choose not to  
Mark advises to let CUPE members know he is there and a phone call away to support  
Jason will e mail out to Building Operators to advise Mark is a call away

12. Next Meeting: **January 12, 2022 – 9:00 am**

13. Location: Microsoft Teams

14. Prayer Leader – Next Meeting: CUPE 2268