

**Toronto Secondary Unit – OECTA
Annual General Meeting
May 15, 2019 - 4:00 pm
TSU Main Office
18 Wynford Drive**

DRAFT MINUTES

(Needs approval of TSU-AGM 2020)

1. **Call to Order: Speaker,** Dave Szollosy
Mr. Szollosy called the meeting to order at 4:09 pm.
2. **Land Acknowledgment, Prayer, and Pledge:** Dave Szollosy
Intentions: all members.
Mr. Szollosy led the members present in reciting the land acknowledgement, and praying the OECTA Prayer and the OECTA Pledge.
3. **Establishing the Official Attendance and Quorum:** Attendance at the start of the meeting was 62 which established the quorum at 32.
4. **Approval of the Agenda:**

AGM MOTION 05/15/2019 [1] CARRIED
“That the AGM Agenda as presented be accepted.”
(A. Di Carlo/P. McKay)
5. **Welcome to members, introduction of TSU Executive, and introduction of Legislation Committee and UAGM/Elections Committee members,**
Gillian Vivona
Ms. Vivona welcomed the members and introduced the present Executive.
6. **Presentation of Guests**
Sabina Barbagallo, Hayley Damecour, Gerard Ardanaz, Rene Jansen in de Wal (MCT LTD Chair/OECTA Provincial Councillor) Barbara Dobrowolski (OECTA 2nd Vice President/1st Vice President Elect), David Church (OECTA Deputy General Secretary), Joanne Maher (TOTL President) were introduced as guests. The President thanked the members of the UAGM/Elections Committee.
7. **Approval of Observers**

No observers present.

**8. Approval of the minutes:
2018 Toronto Secondary Unit AGM**

AGM MOTION 05/15/2019 [2] CARRIED

“That the minutes of the May 16, 2018 AGM be accepted as presented.”
(B. Iwasiwka/P. McKay)

2018 Toronto Secondary Unit Bargaining Unit AGM

AGM MOTION 05/15/2019[3] CARRIED

“That the minutes of the May 16, 2018 BU AGM be accepted as presented.”
(B. Stather/G. Vivona)

2019 Pre-AGM Minutes

AGM MOTION 05/15/2019[4] CARRIED

“That the minutes of the Pre-AGM meeting of February 27, 2019 be accepted as presented.”
(B. Iwasiwka/G.Vivona)

9. Report of the Elections Chair: Teresa D’Addario

Mrs. D’Addario welcomed those present and announced that no nominations would be accepted from the floor. The positions of 3rd Vice President, Recording Secretary, and Councillor (3) are open for a one-year term. The position of Treasurer has been acclaimed, and it is a two-year term. The Occasional Teacher Representative position has been acclaimed, and it is a one-year term.

Instructions for voting were explained. The President, 1st Vice President, and 2nd Vice President are currently in the first year of their two-year terms.

The Elections Chair explained the voting process. The change this year is the use of the new TSU OECTA platform. Members should register by May 31. Members can still vote online if they don’t register by the elections date.

10. Candidates Speeches:

Mr. Szollosy called the candidates forward for speeches and questions. Both the candidate speeches and answers to questions will be posted on the TSU website.

3rd Vice President

Paul Di Prospero
Sheila Gatensby

Recording Secretary

Maria Marta James
Veronica Tuzi

Councillor (3)

Joyce Moriana
Brian Stather
Maria Andriano
Brian Iwasiwka
Antoinette Muscat
Jane Marum

11. Questioning of Candidates

The speeches ended at 5:00 p.m. and the Chair moved to a timed item: a thirty-five minute question period.

12. Greetings from OECTA Provincial

Barbara Dobrowolski was introduced as a guest. She addressed the House, and discussed: the current situation of teachers facing the Ford government cuts (redundancies/surplus); unanswered questions right now, such as what will be working conditions? What class size will I have? Support for students with high needs? Are we going on strike? How will we survive financially if we go on strike?

What is in the best interest of our teachers, our education system, and our students? Increasing secondary class size average, diminishing the number of elective courses; mandating four e-learning courses are not in our best interest. We are being called to protect publicly funded education in Ontario. Will need to prepare for worst case scenarios; seek strength, inspiration and comfort. We will need everyone involved on committees and etc. Make sure we're receiving and disseminating information from OECTA Provincial.

Relationship with sister affiliates: have been meeting with them; sharing and coordination of strategies; each affiliate is doing what is best for each one; we are all communicating and working together, even at local levels (organizing rallies, visiting MPPs, etc).

What is OECTA trying to do to bring different mindsets/experience together, to help them understand how we're going to get through what's coming our way (i.e. experienced teachers who have been through job action, younger teachers who have never experienced it). Members need to read and talk about what is happening. People come together in difficult times, and boost each other's morale. We need to ensure that we get the word out.

13. President's Report and Questioning of the President's Report

The report consisted of fourteen parts:
Challenging Times; Contract Bargaining; OECTA AGM 2019; Legislation;
Health & Safety; Grievances; Technology; Short and Long Term Leaves;
Finance; Joint Safe Schools; Membership Services; Professional Development;

Communications; Joint Secondary Schools Staffing Allocation Committee; Joint Educational Leadership and Wellness Committee; Political Action/Labour Liaison-Corporate Responsibility.

14. Financial Report and Questioning of the Financial Report, Joseph D’Addario

The Treasurer presented to members regarding:

Status of the TSU Budget; updating the members regarding financing; the audit performed by OECTA.

The cost of the new communications platform through USI was explained.

Positives: increased FTE; special negotiator; settlement (\$141,000.00).

Negatives: increasing prime rate; AGM; staff rep meetings; DWMS; building expenses; realty taxes.

Projected balanced budget for the end of the year.

Mortgage/line of credit was brought down to \$510,000.00, from \$1.570 million.

Priorities & challenges to be addressed; FTE changes; account changes; anticipated changes to prime rate; paying down our mortgage; OT unit amalgamation.

Treasurer thanked the Budget and Finance Committee.

15. Appointment of Auditor for fiscal year 2019-2020

AGM MOTION 05/15/2019[5]

CARRIED

“That OECTA Provincial be appointed the auditor for fiscal year 2019-2020.”
(J. D’Addario/F. Corrigan)

The Chair declared a recess at 6:35 p.m.

The House was called back to order at 6:50 p.m.

16. Questioning of Committee Reports

The Chairs of the various TSU Standing Committees were recognized.

The House moved to resolutions to amend the handbook at 6:52 p.m.

RESOLUTIONS TO 2019 TSU AGM

AGM MOTION 05/15/2019 [6]

CARRIED

2/3 That TSU Bylaws, Policies & Procedures be amended *en bloc* by the following revisions, with subsequent renumbering. It would then read as in the provided draft.

➤ p. 12 by addition

1.2.6.14 To be eligible for election/appointment to a Local Collective Bargaining Advisory Committee (Permanent or Occasional), a nominee shall be a member of that bargaining unit

1.2.6.15 To continue as a member of a Local Collective Bargaining Advisory Committee, a nominee shall be a member of that bargaining unit.

1.2.6.16 A member of the Local Collective Bargaining Advisory Committee, who fails to perform the duties inherent in the office may be removed from office by recommendation of the Local Collective Bargaining Advisory Committee, to the Unit Executive for determination as per Section 7 below.

➤ p. 12 by insertion
Occasional Teacher Representative

➤ p. 13 by addition

1.2.7.3 A member of the Local Collective Bargaining Advisory Committee who fails to perform the duties inherent in the office may be removed from office by recommendation of the Local Collective Bargaining Advisory Committee to the Unit Executive for determination as per 1.2.7.2 above.

➤ p. 15 1.2.7.4 y) by insertion
and to communicate to all members on health and safety issues;

➤ p. 15 1.2.7.4 kk), ll) and mm) by addition
kk) to appoint the grievance officer(s) and the joint health and safety appointee(s);
ll) to appoint the chief negotiator(s) and Local Collective Bargaining Committees;
mm) to cooperate in the appointment of the Occasional Teacher Chief Negotiator and Local Collective Bargaining Advisory Committee. Should the Unit Executives be unable to reach agreement on the chair of the collective bargaining committee the position shall be co-chaired.

➤ p. 17 1.2.7.7 by addition

- 1.2.7.7 The duties of the Occasional Teacher Representative shall be:
- a) to chair the Local Collective Bargaining Advisory Committee
 - b) to assist the Unit Executive in its duties
 - c) to advise the Unit Executive on matters pertaining to occasional teachers.

➤ p. 19 1.2.7.12 by addition

- 1.2.7.12 The duties of the Grievance Officer shall be:
- a) to maintain up-to-date records;
 - b) to keep the Unit Executive and Provincial office fully informed throughout all stages of the grievance and arbitration process;
 - c) to process grievances
 - d) to work with the Association and counsel in the preparation for arbitration.

➤ p. 19 1.2.7.13 by addition

- 1.2.7.13 The duties of the Joint Health and Safety Appointee(s) shall be:
- a) to maintain up-to-date records;
 - b) to maintain the minutes of the Joint Health and Safety Committee;
 - c) to keep the Unit Executive fully informed of all issues related to health and safety and workplace environment;
 - d) to work with the Association and counsel in the preparation of appeals or violations of the *Occupational Health and Safety Act*.

➤ p. 24 Section 10 1.2.10.1 by deletion

Positions for; a) Alternate Association Representative, c) Health and Safety Rep, and e) Political Advisory Representative may only be filled by permanent Teacher members.

➤ p. 24 Section 11 1.2.11.1 by insertion

to which all members may be appointed:

➤ p. 25 1.2.11.2 by addition

1.2.11.2 The following shall be designated as Unit Restricted standing committees to which only members of the Permanent Teacher bargaining group may be appointed:

- a) Local Collective Bargaining
- b) Local Collective Bargaining Advisory
- c) Related Work Experience
- d) All TCDSB/TSU Joint Committees identified in the collective agreement.

- p. 25 1.2.11.3 by addition

1.2.11.3 The following shall be designated as Unit Restricted standing committees to which only members of the Occasional Teacher bargaining group may be appointed:

- a) Occasional Teacher Local Collective Bargaining
- b) Occasional Teacher Local Collective Bargaining Advisory

- p. 27 1.2.11.25 by addition of a new section

1.2.11.25 For the Occasional Teacher Local Bargaining Advisory Committee, the Occasional Teacher Representative of the Unit Executive shall be the chair. In the absence of an Occasional Teacher Representative, the duties shall be assumed by the Unit President or designate.

- p. 30 1.3.1.2 by insertion of

“(calculated on basis of Full Time Equivalent)”

- p. 42 Procedure 4: 3.4.4 by addition of

3.4.4 All members are entitled to vote for all positions on the Unit Executive with the exception of the Occasional Teacher Representative for whom only Occasional Teacher members may cast a ballot.

- p. 43 Procedure 5: by addition of new section

3.5.15 Occasional Teacher Local Collective Bargaining Advisory

- a) To recommend to the Unit Executive the members of the bargaining unit who shall compose the Local Collective Bargaining Committee and a member who shall act as a chief negotiator to negotiate with the Toronto Catholic District School Board, no later than 90 days prior to the last day on which notice to negotiate with the school board is required.
- b) To research all information pertinent to conditions of service and be familiar with all legislation pertinent to teacher employment and the Association collective bargaining goals and objectives.
- c) To seek advice from the Provincial Association as required.
- d) To keep the Provincial Association informed on a regular basis.
- e) To submit a written report to the Executive on a regular basis and attend Executive meetings when requested.
- f) To attend regional and other Collective Bargaining Workshops.

3.5.16 Permanent Teachers Local Collective Bargaining Advisory

- c) To research all information pertinent to conditions of service and be familiar with all legislation pertinent to teacher employment and the Association collective bargaining goals and objectives.

- d) To seek advice from the Provincial Association as required.
- e) To keep the Provincial Association informed on a regular basis.
- f) To submit a written report to the Executive on a regular basis and attend Executive meetings when requested.
- g) To attend regional and other Collective Bargaining Workshops.

Rationale: *These amendments to the by-laws are necessitated by the direction provided at AGM 2019 which approved the recommendations of the Occasional Teacher Task Force that brings the separate bargaining unit fully into the Toronto Secondary Unit.*

AGM MOTION 05/15/2019[7]

CARRIED

2/3 That TSU Bylaws, Policies & Procedures be amended *en bloc* by the following revisions, with subsequent renumbering. It would then read as in the provided draft.

➤ p. 6: 1.2.1.3 by addition

b) Special meetings

- i) for endorsement of bargaining objectives and reports from the Collective Bargaining and Grievance committees;
- ii) for ratification of a tentative agreement with direction from the Provincial Collective Bargaining field representative;
- iii) for any other purposes, as deemed necessary, by the Executive

➤ p. 11 by addition

1.2.6.4 No member running for Unit executive office shall serve as the chairperson or as a member of the Nominations/Elections committee.

➤ p. 12 by addition

1.2.6.15 The chairperson of the Nominations/Elections committee shall announce the members of the new Executive.

➤ p. 15 1.2.7.4 s) by insertion

and to appoint Joint Committee Members and other official representatives to Board/Management committees pertaining to the Bargaining Units and Collective Agreements

➤ p. 15 1.2.7.4 nn) by addition

nn) to notify the school board of the results of the ratification vote.

- p. 16 1.2.7.5 b) by addition
- b) to be the official spokesperson for all collective bargaining matters;
- p. 16 1.2.7.5 h) by addition
- h) to ensure that a minutes book be kept for all financial motions for audit;
- p. 18 1.2.7.8 k) l) by addition
- k) to prepare motions for Executive meetings for expenditure approvals;
- l) to assist committees in developing their budgets;
- p. 18 1.2.7.11 a) b) by addition
- a) to be a member of the Nominating committee;
- b) to ensure that the by-laws of the Unit are followed and to recommend amendments.
- p. 19 1.2.7.16 by addition

1.2.7.16 Other Release Officers

- a) After the President the next two highest ranking officers of the Unit will be release officers.
- b) The highest ranking officer will be a full-time release officer; salary and benefits shall be 110 percent of a member's salary on the grid at A4 maximum as per the Collective Agreement between the Toronto Secondary Teachers' Bargaining Unit and the TCDSB.
- c) The second highest ranking officer shall be released from teaching duties full time. The salary and benefits shall be 110% of the salary the member would be entitled to, if employed as a teacher under the Collective Agreement between the Toronto Secondary Teachers' Bargaining Unit and TCDSB.
- d) Any difference between salary and benefits paid by the Board and that to which a release officer is entitled according to the above, shall be paid by the Bargaining Unit. The manner of payment must be agreeable to all parties concerned and shall be adopted by formal resolution at the joint meeting of the out-going and in-coming Executive.

- p. 19 1.2.7.17 by addition

1.2.7.17 Designated Worker Members

- a) The duties of the Designated Worker Members shall be:
 - i) to maintain the Unit's records on Occupational Health and Safety;
 - ii) to maintain the minutes of the Joint Health and Safety Committee;
 - iii) to keep the Executive fully informed of all issues related to Health and Safety and the workplace environment;

- iv) to work with the Executive, Association and Counsel in the preparation of appeals of violations of the Occupational Health and Safety Act;
- v) to inspect the workplaces and maintain the inspection records at the TSU Unit office.

- b) Joint Health and Safety Appointee(s)/Designated Worker Members shall be:
 - i) a statutory member of the Unit in good standing;
 - ii) qualified under the Occupational Health and Safety Act and Regulations ;
 - iii) a member of the Local Health and Safety Committee;
 - iv) a resource to the Joint Occupational Health and Safety Committee in fulfilling its duties under the Act and the Collective Agreement.
 - v) Beginning in school year 2017-2018, the Designated Worker Member cannot be a member of the local TSU executive or Bargaining Unit executive.

- c) Replacement Designated Worker Members:
 - i) the Executive shall maintain a list of qualified Bargaining Unit members for occasional replacement of the Designated Worker Members.

➤ p. 19 1.2.7.18 by addition

1.2.7.18 No individual may serve in more than one Release Officer capacity as described above at any one time.

➤ p. 22 1.2.8.10 c) by insertion

(when required);

➤ p. 22 1.2.8.10 h), i) j) by addition

- h) to advise members not to attend a meeting with a superintendent without representation from the local Bargaining Unit office;
- i) to contact the local Bargaining Unit office for representation for members in meetings with a superintendent
- j) to ensure an elections chair is identified to conduct the election for Association Representative

➤ p. 22 1.2.8.11 by addition

1.2.8.11 The Toronto Secondary Unit Association Representatives shall have the following Bargaining Unit duties:

- a) to act as a co-chairperson of the Local School Staffing Advisory Committee (LSSAC) according to the terms of the Collective Agreement;
- b) to bring forward to the LSSAC staffing concerns as presented by members of the staff, protecting the identity of staff members if so requested.

- c) to provide representation for members in meetings with local school administrators.
 - d) In the event that a TSU Association Representative is not a permanent teacher under the Collective Agreement, an Association Representative election will be conducted according to Procedural Guidelines as released by the TSU Executive
- p. 23 Section 9 by addition

Section 9 – Local School Staffing Advisory Committee (LSSAC)

1.2.8.1 The members of the Bargaining Unit shall elect representatives to the LSSAC, according to the terms of the Collective Agreement (Article 5).

1.2.8.2 The election of representatives to the LSSAC shall be conducted by the Association Representative.

1.2.8.3 The election of representatives shall be conducted by secret ballot.

1.2.8.4 The following procedure shall be used for elections.

- a) The Teacher Representative shall call for an election committee – prospective candidates cannot be members of this committee. The committee must be open to all who are interested. Allow two working days from the call for a committee to the selection of the committee. Note: Notification is to be done through a hard copy in the mailbox and an e-mail. Notification of the date of the election is also to be given at the same time.
- b) Only TSU Bargaining Unit members are eligible to nominate or be nominated or to vote for the TSU LSSAC.
- c) The election committee requests nominations to be submitted to the committee within five (5) days – TSU members can nominate others or themselves. At the same time as request for nominations, members shall be notified as to the date, time, and location of balloting as per f) below.
- d) The election committee checks with nominees that they wish their names to be placed on a ballot paper.
- e) Uncontested candidates shall be acclaimed.
- f) The election will take place the day following the close of nominations.
- g) The election committee prepares the ballots and conducts the election – the election is by secret ballot.
 - a) The election should take place in a designated neutral, common staff area during a specified period of time. The selection committee should hold the meeting when there are limited activities to ensure as many teachers are able to vote as possible and if possible allow for flexibility in voting times.
 - b) The election committee is responsible for the counting of the ballots. Scrutineers for the interested parties are allowed.
 - c) At no time should ballot boxes or blank ballots be left unattended by a member of the election committee.

1.2.8.5 The members of LSSAC shall be assisted in their duties by the President and/or designated Vice-Presidents.

➤ p. 24 Section 11 1.2.11.1 by insertion

- a) Awards
- f) Grievance
- g) Health and Safety
- i) Labour Liaison / Corporate Responsibility
- m) Political Advisory
- r) Special Education

➤ p.25 1.2.11.2 by addition

1.2.11.2 The following shall be designated as Unit Restricted standing committees to which only members of the Permanent Teacher bargaining group may be appointed:

- a) Local Collective Bargaining
- b) Local Collective Bargaining Advisory
- c) Related Work Experience
- d) All TCDSB/TSU Joint Committees identified in the collective agreement

➤ . 26 1.2.11.12 b) by insertion “Unit Open Committees” and “Grievance”

➤ p. 26 1.2.11.14 b) by addition of new section

1.2.11.14 The Grievance Committee shall consist of the President, the Grievance Officer, members of the Executive who wish to join and up to five (5) members-at-large.

➤ p. 26 1.2.11.16 by insertion of

“the members of that committee and to the Executive”

➤ p. 30 1.3.1.2 by addition of

“to lend cash to the general operating fund if the general operating fund becomes temporarily unable to meet its obligations.”

➤ p. 30 Section 2 1.3.2.4 by addition of a new section

1.3.2.4 The Unit Executive may refuse to reimburse a member for any personal expense beyond the Unit procedures or for any other expense related to

Unit business, unless the member and the Executive have agreed upon other arrangements.

- p. 36 Procedure 1 Section 1 3.1.1.5 a) by deletion and substitution

When the meeting has been called to order, the chairperson shall announce the number of members present. A quorum shall consist of the next whole number above 50% of the members present and eligible to vote.

- p. 36 Procedure 1 Section 1 by addition of new sections

3.1.1.1 Notice of meeting and the major agenda items shall be sent to the membership at least ten (10) days prior to the meeting date, except in the case of ratification or emergency meetings.

3.1.2.2 The Executive may appoint a steering committee and a speaker for all general meetings. The duty of such a committee shall be to assist the Speaker in bringing forward motions and new business.

- p. 43 Procedure 5: by addition of new sections

3.5.1 Awards

- a) To promote through the TSU Newsletter and through the Association Representatives at Association Representatives' Meetings the awards given by the Toronto Secondary Unit. Such promotions to be placed in the first issue of the newsletter at the start of each academic year and also in subsequent issues as warranted.
- b) To review at the beginning of each academic year, the criteria for the respective awards and to recommend any changes as necessary, to the Executive of the TSU for approval.
- c) To cause to be distributed at each school or campus site, nomination forms and relevant information about each Award either in the form of posters or other highly visible means of display on Staffroom Notice Boards.
- d) To review the applications of all nominations and recommend recipients to the Executive prior to its meeting in April of each academic year.
- e) To convey the decision of the TSU Executive to each nominator no later than the first week of May of each academic year and to discuss an appropriate gift with the nominators of the successful candidate.
- f) To ensure that suitable recognition be given to the recipients of the Awards in a subsequent issue of the Unit newsletter and that the names of each year's recipient be engraved on a plaque, which will be placed on permanent display in the TSU office.
- g) Any member of the committee will excuse themselves from the committee if they find themselves as a nominator or seconder for a TSU award.

3.5.6 Grievance

- a) To function in accordance with the Collective Agreement.
- b) To aid members by counselling and to assist members in grievance procedures, as needed.
- c) To conduct surveys and request input from members regarding contract observance in order to monitor the Collective Agreement.
- d) To hold in-services for TSU Association Representatives and/or other interested TSU members concerning the administration of the Collective Agreement.
- e) To meet as needed.
- f) To assist the President and the Grievance Officer with the research required in preparing for a grievance.
- g) To report to the membership by means of a newsletter, the number, status and contractual issues of ongoing grievances and where possible, a summary of all settlements in accordance with the follow principles:
 - i) that all grievances be undertaken with the understanding of the “preferred option” of publishing the details for the benefit of the membership,
 - ii) that with the initiation of a grievance, a summary of the substantive issues of the grievance be published in a newsletter with the understanding that the summary may be generic, partially generic or specific according to the professional discretion of the Grievance Committee,
 - iii) that the committee publish in a newsletter, a statistical summary of all grievances outstanding, initiated, dropped, resolved and arbitrated as of September of the current school year,
 - iv) that in the case of grievances which have been arbitrated or otherwise resolved, that the Grievance Committee publish a summary of the judgment in the next edition of a newsletter and that it be understood that this summary may be generic, partially generic or specific according to the professional discretion of the Grievance Officers Committee.

3.5.7 Health and Safety

- a) To receive Joint Occupational Health and Safety Committee minutes and to review and make recommendations concerning these.
- b) To hold in-services for TSU Association Representatives and other interested TSU members.
- c) To educate and report to members.
- d) To attend Regional In-service and Training and other conferences and workshops when possible.
- e) To submit regular reports and/or recommendations to the Unit Executive and act as an advisor on health and safety issues.

3.5.9 Joint Committees

Committees which meet jointly with the TCDSB shall function in accordance with the Collective Agreement.

3.5.10 Labour Liaison / Corporate Responsibility

- a) To build solidarity with other organizations bargaining collectively.
- b) To represent the Unit on the Toronto and York Region Labour Council (TYRLC).
- c) To represent the Unit on the Education Committee of the TYRLC.
- d) To advise the Bargaining Unit Executive on labour issues.
- e) To consider the issues of Corporate Responsibility.
- f) To organize Unit participation at the Ontario Teachers' Pension Plan Annual General Meeting.
- g) To recommend to the Bargaining Unit Executive union solidarity donations.
- h) To provide education to the membership with respect to issues around responsible investment.

3.5.12 Local Collective Bargaining (2 Committees, one constituted for Permanent Teachers and one for Occasional Teachers)

- a) To research all information pertinent to conditions of service and be familiar with all legislation pertinent to teacher employment and the Association collective bargaining goals and objectives.
- b) To solicit recommended changes in the Collective Agreement from all members of the Unit.
- c) To prepare an Initial Proposal based on a) and b) above.
- d) To present the Proposal to the Provincial Association and to the Unit Executive for approval, prior to presentation to the membership.
- e) To present and explain the Initial Proposal, for endorsement by the members, at a general membership meeting.
- f) To negotiate a new Collective Agreement following policies and procedures as outlined in the Provincial Association Handbook.
- g) To seek advice from the Provincial Association as required.
- h) To keep the Provincial Association informed on a regular basis.
- i) To submit a written report to the Unit Executive on a regular basis and attend Executive meetings when requested.
- j) To keep the membership informed on the progress of negotiations,
- k) To present to the Provincial Association, through the Unit Executive, recommendations regarding a tentative settlement, sanctions or conclusion of the negotiating process.

3.5.13 Local Collective Bargaining Advisory

- a) To research all information pertinent to conditions of service and be familiar with all legislation pertinent to teacher employment and the Association collective bargaining goals and objectives.
- b) To seek advice from the Provincial Association as required.
- c) To keep the Provincial Association informed on a regular basis.
- d) To submit a written report to the Bargaining Unit Executive on a regular basis and attend Executive meetings when requested.

- e) To attend regional and other Collective Bargaining Workshops.
- 3.5.17 Political Advisory
- a) To study and make recommendations to the Executive regarding OECTA political issues.
 - b) To act as a liaison between the provincial advisory committee and Unit Executive.
 - c) To educate and query with regards to issues of concern:
 - i. its members
 - ii. parents
 - iii. Board trustees
 - iv. local MPPs
 - v. the general Public
 - vi. the media.
- 3.5.18 Professional Development
- e) To hold and distribute funds for professional development under the terms of the Collective Agreement.
 - f) To advise the Executive and Joint Professional Development committee members of professional development needs.
- 3.5.19 Related Work
- a) To review all applications for related work experience credit and present them to the TCDSB Human Resources Department.
- 3.5.23 Special Education
- a) To gather classroom and Special Education teacher input on trends and concerns in Special Education.
 - b) To outline developing trends, patterns and issues/concerns from TSU members in the field.
 - c) To determine implications for classroom and special education teachers of Ministry direction and policy in Special Education.
 - d) To determine implications for classroom and special education teachers of TCDSB direction and policy in Special Education
- p. 51 Procedure 7: 3.7.2 a) v) by addition
- v) Mileage shall be paid to committee members upon receipt of an itemized claim. This will be extended to those committee members attending authorized meetings and conducting authorized committee business.
- p. 51 Procedure 7: 3.7.2 b) iv) by addition
- iv) When making hotel reservations, members are expected to request and use the corporate rate available to OECTA members.

- p. 54 Section 11 by addition of a new section

Section 11 - Negotiating a Collective Agreement

3.11.1 The Initial Proposal

- a) The Initial Proposal for a Collective Agreement shall be presented to the membership at a general meeting.
- b) Notice to the membership of the Initial Proposal meeting, indicating date, time and location of the meeting, shall be at least one (1) week.
- c) Voting on the Initial Proposal shall be by a show of hands.

3.11.2.1.1 Ratifying a Tentative Agreement

- a) Upon recommendation from the negotiating team, the Executive shall review the tentative agreement (or final offer) and determine whether to present it to the membership for ratification.
- b) A Ratification vote for a tentative agreement or final offer may be conducted by i) telephone voting; ii) internet voting; or iii) paper ballot in each secondary school or designated/declared site. The method of balloting shall be as determined and announced by the Executive.
- c) Notice to the membership of the Ratification meeting, indicating date, time and location of the meeting, shall be provided a minimum of four (4) days in advance.
- d) Members will be provided access to the tentative agreement (final offer) for a minimum of three (3) days in advance of the meeting.
- e) Voting on a tentative agreement shall be by secret vote.
- f) The voting shall commence after the terms of the tentative agreement have been presented to the membership by the President or designate.
- g) In the event of a strike situation, the sanction shall not be lifted prior to the acceptance of the tentative agreement by the membership.
- h) No new motions may be presented at any meeting for matters relating to collective bargaining.

Rationale: *These amendments to the by-laws are necessitated by the direction provided at AGM 2019 which approved the recommendations of the Occasional Teacher Task Force that brings the separate bargaining unit fully into the Toronto Secondary Unit. As a consequence, the Toronto Secondary Bargaining Unit will no longer exist as of July 1 and the by-laws for that unit must be re-incorporated into the TSY by-laws.*

AGM MOTION 05/15/19[8]

CARRIED

2/3 That TSU Bylaws, Policies & Procedures be amended *en bloc* by the following revisions, with subsequent renumbering. It would then read as in the provided draft.

- p. 13 1.2.7.4 a) iii) by insertion

subject to acceptance by the Second Vice-President.

- p. 13 1.2.7.3 a) iv) by deletion and substitution

plurality from among nominees put forward by members of the Executive or Association Representatives.

- p. 17 1.2.7.6 y) by deletion

y) to forward a draft copy, approved by the Unit Executive for distribution, of the minutes of an Association Representatives' meeting to the Executive and to all Association Representatives within two (2) working weeks of the Executive meeting for formal adoption at the next Association Representatives' meeting;

- p. 18 1.2.7.9 b) by deletion and substitution

b) to record and keep notes of Association Representatives' meetings where required;

- p. 26 1.2.11.15 b) by addition of

one week prior to the October Executive meeting.

- p. 27 1.2.11.18 by addition of

"to bring the Committee's matters to the Unit Executive meetings."

- p. 27 1.2.12.7 c) by addition of

"as per the Standing Rules for Unit Executive Meetings."

- p. 31 Section 4 1.3.4.5 by deletion

1.3.4.5 There shall be a petty cash amount as decided by the Executive, maintained by the Unit office and controlled by the president or designate. Expenditures must be justified by receipt or expense form.

- p. 32 Article V Section 1 1.5.1.4 c) by deletion

c) Delegates, other than those referred to in a), who for reason of health or other serious reason acceptable to the president, are not able to serve as a delegate for part of the AGM shall be remunerated for each half day, or part thereof served, 1/6 of all remuneration to which he/she would otherwise have been entitled had he/she served for the duration of the AGM.

- p. 33 Article V Section 1 1.5.1.5 by deletion

members who applied to be

- p. 33 Article V Section 1 1.5.1.5 c) by deletion

c) the criteria for the selection of each delegate/alternate.

- p.34 Policy 2 2.2.3 by deletion and substitution

The Unit publication shall adhere to the code of ethics outlined by the Board of Governors of the Ontario Teachers' Federation.

- p. 37 Section 1 3.1.1.6 b) by deletion of

With the exception of the Minutes of the Unit AGM (which must approve its own minutes)

- p. 37 by deletion from Section 3 and addition to Section 1

3.1.1.7 Members shall speak in the order recognized by the Speaker. If there is a microphone members shall be recognized in the order in which they appear at the microphone and in the event that there is more than one microphone a circular pattern shall be followed.

3.1.1.8 Any member recognized by the Speaker shall be allowed only sixty (60) seconds to speak for or against a motion or amendment.

3.1.1.9 Any member recognized by the Speaker shall be allowed only one question and one supplementary each for a maximum of sixty (60) seconds when questioning reports or when seeking clarification of a motion or amendment.

3.1.1.10 Amendments to motions shall be in writing.

3.1.1.11 Only procedural motions may be made from the floor.

3.1.1.12 The steering committee shall be charged with receiving and classifying amendments.

3.1.1.13 A majority, be it simple, 2/3 or 9/10, shall be based on the number of members present and voting at the moment of the vote.

- p. 38: 3.1.2.2 b) Agenda Guideline by insertion (mutatis mutandis)

Land Acknowledgement

- p. 38 Section 2 3.1.2.2 i) by deletion and substitution of

“General Meeting”

- p. 39 Section 4: 3.1.4.1 b) by deletion of

b) All unfinished business shall be referred to the Executive.

- p. 42 Procedure 3: 3.3.6 by deletion and substitution with

“Executive”

- p. 43 3.4.8 by addition of

“Any positions contested as a result of this circumstance shall be decided by an election at the same Unit Annual General Meeting.”

- p. 43 3.4.9 by deletion of

3.4.9 The Nominations/Elections Committee Chairperson shall present the new Executive at the appropriate place in the agenda of the Unit Annual General Meeting.

- p.48: 3.5.17 b) by deletion of

3.5.17 b) To act as a liaison between the provincial advisory committee and Unit Executive.

- p.48: 3.5.18 e) by deletion of

hold and

- p.49: 3.5.20 f) by deletion and substitution of

Nurturing Catholic Community

- p. 50 Procedure 6 3.6.1, by deletion

- a) Approval of the chairperson
- b) Attendance report
- c) Special reports presentations Reports on Board meetings
Financial report (first meeting of the month

- a) Correspondence
- Confirmation date of next meeting(s)
 - a. Submission of items for subsequent meeting(s)
- Confirmation of chairperson(s) for subsequent meeting(s)
- Update of calendar of activities

➤ p. 51 Procedure 6: 3.6. b) vii) by deletion

vii) the numbering and annexation of all reports;

➤ p. 51 Procedure 6: 3.6.2 by addition

c) *In camera* sessions shall be recorded as separate minutes.

➤ p. 52 Procedure 7: 3.72 c) ii) by addition

ii) If a committee has provided a meal for its members, a committee member may not submit a meal claim without the authorization of the President.

Rationale: *The recommended edits bring the by-laws into internal consistency, and aligned with the OECTA Handbook as well as current practice. They have been separated from the main body of editing as they do contain changes in language.*

AGM MOTION 05/15/19[9]

CARRIED

p.54 Procedure 10 – UNIT HARASSMENT POLICY by deletion and substitution
(as per handout)

Rationale: *This brings our harassment policy in agreement with the recommendation from Provincial.*

BY-LAWS

AGM MOTION 05/15/19[10]

CARRIED

(S. Watson/F. Bruno)

“That Resolution 5, c) be amended by the deletion of 3:00 p.m., and substitution of 4:00 p.m.”

AGM MOTION 05/15/19[11]

CARRIED

p. 11 Section 6 - Unit Elections (UAGM/Elections Committee)

2/3 That by-law 1.2.6.6 be amended by deletion and substitution. It would then read:

An initial memo shall be distributed to (brought to the attention of) all members at least six (6) weeks prior to the date of the Unit Elections; it will include the following:

- a) the date, locations, and time of voting;
- b) the request for the submission of names of candidates running for Unit Executive Office;
- c) the deadline for submitting nominations for Unit Executive Office shall be 4:00 p.m. on the day four (4) weeks prior to the date of the Unit Election;
- d) notification that additional nominations may be submitted at the Unit Annual General Meeting but only for positions for which no nomination has been received by the deadline.

Rationale: *The time change from 5:00 PM to 3:00 PM for the nomination submission deadline makes it in-line with ending closer to the end of a school day. Having it end at 3:00 PM allows for the office timing to not be disrupted. Lastly, because candidates can email or fax their submissions to the Chair (Re: By-Law 3.4.1), the 3:00 PM deadline does not hinder any transportation needs to the office after the end of school. Because the Unit has contracted to a new communications provider, Union Strategies, we no longer need the extended timelines to meet the contractual obligations with Intellivote.*

AGM MOTION 05/15/19[12]

CARRIED

p. 13 Section 7 – The Unit Executive

2/3 That 1.2.7.4 be amended by addition. It would then read:

To confirm appointments to positions on the Local Schools Councils (as referred to in 1.2.9.1) as well as teacher representatives on local school Parent Councils.

Rationale: *All other positions for which there is TSU representation are confirmed by the Executive. This motion would create consistency.*

AGM MOTION 05/15/19[13]

LOST

p. 14 Section - Duties of the Unit Executive (Maria Marta James, St. Patrick)

2/3 That 1.2.7.4 be amended by addition. It would then read:

ll) Decisions regarding organization of the OECTA AGM such as the logistics of travel, if possible, choices of accommodation, and purchase of clothing

(Team Wear) that the delegates wear for the Annual OECTA AGM be researched, presented, and voted on by all the members of the Executive well in advance of the OECTA AGM.

Rationale: *Decisions are made with financial implications of over thousands of dollars and which manifest to the direct experience of all the TSU delegates of the OECTA AGM. This resolution would be required to allow all members of the executives input on all decisions made for the OECTA Annual AGM.*

AGM MOTION 05/15/19[14]

CARRIED

p. 15 Section 7 - Duties of the President (Maria Marta James, St. Patrick)

2/3 That 1.2.7.5 be amended by addition of “and to ensure the Agenda is distributed to all unit executive members, two (2) working days in advance of any Executive meeting” after “meetings.” It would then read:

e) to prepare an agenda for Unit Executive meetings and to ensure the Agenda is distributed to all unit executive members, two (2) working days in advance of any Executive meeting;

Rationale: *Current practice does not allow for sufficient time for Executive members to do research on standing provincial and unit by-laws to see if decisions made are congruent with the current handbook.*

AGM MOTION 05/15/19[15]

CARRIED

p. 20 Section 10 - Unit Committees (UAGM Elections Committee) *(Linked with 20-21, below)*

2/3 That by-laws 1.2.10.1 be amended by deletion of Nominations/Elections Committee and Unit Annual General Meeting (UAGM)

and substitution of UAGM and Nominations/Elections

Rationale: *For many years the UAGM and Elections Committees have been operating as one committee. Usually the Executive makes this amalgamation clear at the start of each year as they are separate in our Unit By-Laws. Amalgamating them as one in the Unit By-Laws allows this committee to operate as they have been and doesn't require the Executive to make this change year after year.*

p. 36 Procedure 5 – Duties of Standing Committees (UAGM/Elections Committee) *(linked with 15)*

2/3 That UAGM/Elections Committee be amended by addition of:

To organize and administer the UAGM.

It would then read

UAGM/Elections Committee

- a) To receive nominations (chairperson) from any member, in writing, for the unit Executive offices.
- b) To present the list of nominees and the positions sought to the Unit membership, on the day following the deadline for nominations.
- c) To organize and administer the Unit elections, in accordance with the Unit by-laws and procedures.
- d) In the case that paper ballots are used, to be responsible for the counting of the ballots.
- e) To organize and administer the UAGM.

Rationale: *This resolution adds the duties of the UAGM Committee into the newly combined UAGM/Elections Committee.*

AGM MOTION 05/15/2019[16]

CARRIED

(G. Vivona/F. Corrigan)

“That motions 16 and 25 be linked together for the purposes of the vote.”

AGM MOTION 05/15/2019[17]

CARRIED

p. 21 Section 10 – Unit Committees (Maria Andriano, St. Patrick)

2/3 That 1.2.10.10 be amended by deletion of “five” and substitution with “ten (10)”. It would then read:

The Beginning Teachers’ Committee shall consist of a minimum of three teachers, who are in their first 10 (ten) years of teaching, the President and one other member of the Executive.

Rationale: *This is the definition of Beginning Teachers per the OECTA Handbook, section 3.12. This section reads: “3.12 That beginning teachers be defined as members in their first ten years of teaching.”*

p. 36 Procedure 5 – Duties of Standing Committees (Maria Andriano, St. Patrick)

2/3 That Procedure 3.5.1 be amended by addition of a new d). It would then read:

d) That beginning teachers be defined as members in their first 10 (ten) years of teaching.

Rationale: *This is the definition of Beginning Teachers per the OECTA Handbook, section 3.12. This section reads: "3.12 That beginning teachers be defined as members in their first ten years of teaching."*

AGM MOTION 05/15/19[18]

CARRIED

p. 23 ARTICLE III – FINANCE Section 1 – Budget (Legislation)

2/3 That 1.3.1.3 be amended by deletion of:

Any surplus at the end of a fiscal year shall become part of the reserve fund.

Rationale: *Removal of this clause allows the membership to use surplus funds in ways which may best serve their interests.*

AGM MOTION 05/15/2019[19]

CARRIED

(S. Gatensby/M. James)

"That in Resolution 20, section a) ii), there be the addition of the following: 'that the member requesting the recorded vote be identified in the minutes'."

AGM MOTION 05/15/2019[20]

LOST

(S. Watson/A. Muscat)

"That Resolution 20 be referred to the Legislation Committee, to ensure that objections are dealt with, and that there is a report back at UAGM 2020."

AGM MOTION 05/15/2019[21]

LOST

p. 23 Section 11 – Executive Meetings (Antoinette Muscat, Bishop Morocco/Thomas Merton)

2/3 That by-laws 1.2.11.8 be amended by deletion and substitution of a new a) and b) to read as follows"

- a) Voting at the Executive meetings for: agenda and minutes shall be by:
 - i) show of hands or
 - ii) recorded vote if so requested by at least one member, and that the member requesting the recorded vote be identified in the minutes.
- b) Voting at the Executive meetings for: decisions/motions and adjournment shall be by recorded vote.

Rationale: *As of now, very few votes at the Executive meetings are recorded, and this is done so only if it is requested by an Executive member. For the majority of votes, the*

membership is unaware and unable to see how the executive voted. We vote for our Executive Members to represent the membership at large; what they stand for, displayed by the choices they make, should be fully transparent. Having the Executive votes recorded ensures accountability and maintains complete transparency.

AGM MOTION 05/18/2017 [21]
(F. Girardo/G. Vivona)

CARRIED

“That the TSU AGM be adjourned.”

The TSU AGM adjourned at 9:09 p.m.

POLICIES (none submitted)

PROCEDURES

RESOLUTIONS BELOW WERE NOT DEALT WITH

AGM MOTION 05/15/19[21]

p.33 Section 2 – Unit Annual General Meeting (Legislation)

2/3 That 3.1.2.9 - Agenda guideline be amended by deletion and substitution of l) with a new l)

President’s Report and Questions (timed item 15 min.)

***Rationale:** This allows for questioning of the President’s report.*

AGM MOTION 05/15/19[22]

p. 34 Resolutions to the Unit Annual General meeting (Legislation)

2/3 That 3.2.3 be amended by deletion and substitution of 5:00 pm with 4:00 pm. It would then read:

To be assured of consideration by the Annual General Meeting all resolutions shall be submitted to the Legislation committee (via the Unit office) no later than **4:00** p.m. on the day three (3) weeks prior to the Unit AGM.

***Rationale:** This would ensure that resolutions are received while office staff are still available.*

AGM MOTION 05/15/19[23]

p. 35 Procedure 4 – Unit Elections (Legislation Committee)

2/3 That 3.4.1 be amended by addition of “, indicating whether they wish their papers to be sealed until the deadline.” It would then read:

3.4.1 Candidates shall send their nomination papers, including the signature of three (3) members, addressed to the Nominations/Elections Committee chair, to the Unit office or by fax/email, indicating whether they wish their papers to be sealed until the deadline.

***Rationale:** Prior to the introduction in the bylaws of electronic submission of nomination papers, candidates were able to submit papers in a sealed envelope. This distinction was removed with the change last year. Members should have the choice to submit their nomination in a timely fashion, but not have their name publicized until the close of nominations.*

AGM MOTION 05/15/19[24]

p. 35 Procedure 4 – Unit Elections (Legislation Committee)

2/3 That Procedure 3.4.2 be amended by Deletion and Substitution. It would then read:

The Nominations/Elections Committee chair shall announce to the Unit members, the list of candidates and the position being sought, only on the day of the deadline for nominations after the nomination period has closed.

***Rationale:** This would provide the information on the day nominations close, rather than waiting until the next day. Announcing candidates’ names ahead of the close of nomination has not been consistent. This has caused confusion among members.*

AGM MOTION 05/15/19[25]

p. 35 Procedure 4 – Unit Elections (UAGM/Elections Committee)

2/3 That Procedure 3.4.2 be amended by Deletion and Substitution. It would then read:

The Nominations/Elections Committee chair shall announce to the Unit members, the list of candidates and the position being sought, three (3) business days before the deadline for nominations. As well, the Nominations/Elections Committee chairperson shall announce to the Unit

members a final list of candidates and the position being sought on the day of the deadline for nominations after the nomination period has closed.
(mutatis mutandis)

Rationale: *This practice is what currently exists and it ensures in our Unit by-laws that this continues in a well-identified, well-communicated, and timely manner. This practice exists to ensure transparency and open communication with the Unit members about the progress of the Election process.*

AGM MOTION 05/15/19[26]

p. 35 Procedure 4 – Unit Elections (UAGM/Elections Committee)

2/3 That Procedure 3.4.4 be amended by Deletion and Substitution. It would then read:

The Nominations/Elections Committee Chairperson shall ensure the appointment of a team of scrutineers, to assist in the counting of the ballots. If electronic voting is being used, no scrutineer shall be appointed.

Rationale: *The role of the scrutineer is to oversee and be a second pair of eyes for counting paper ballots in the voting process. With electronic voting, this is unnecessary as there are no votes to physically count. Currently with electronic voting, an external company processes the votes, and the Chair of the Elections Committee, the Executive Liaison, and a representative from OECTA Provincial is present for the entire day overseeing the voting process.*

AGM MOTION 05/15/19[27]

p. 35 Procedure 5 – Duties of Standing Committee (UAGM/Elections Committee) *(linked with 8)*

2/3 that 3.5.16 be amended by deletion of

UAGM To organize and administer the UAGM.

Rationale: *This resolution is required to create the combined UAGM/Elections Committee.*

ACTION DIRECTIVES

AGM MOTION 05/15/2019 [28]

p. 43 By-Laws proofreading (Legislation)

50% The Annual General Meeting empowers the Legislation Committee to review and correct the by-laws for numerical consistency, grammar, and punctuation.
