

# **DISTRICT 16 PSSP**

# **ANNUAL GENERAL MEETING**

**MAY 24, 2017**

**LOCATION: CUPE 905, 165 Pony Drive, Newmarket, ON., L3Y 7B5**

**TIME: 4:45PM to 7:45pm**



**Professional Student  
Services Personnel**

## OSSTF/FEESO DISTRICT 16 PSSP ANNUAL GENERAL MEETING

Wednesday, May 24, 2017 at 4:45pm

### AGENDA

- |   |               |
|---|---------------|
| 1. Call to order  | Dubyk         |
| 2. Welcome and Introduction of Executive and Guests           | Langhorne     |
| 3. Chairperson's Remarks                                      | Dubyk         |
| 4. Adoption of the Agenda                                     | Dubyk         |
| 5. Reading of the Federation Pledge                           | Langhorne     |
| 6. Reading of the Anti-Harassment Statement                   | Winnitoy      |
| 7. Reading of Indigenous Statement                            | Winnitoy      |
| 8. Approval of Minutes of May 25, 2016 Annual General Meeting | Dubyk         |
| 9. Business Arising from the Minutes                          | Dubyk         |
| 10. Presidents Report   | Langhorne     |
| 11. Provincial OSSTF/FEESO Executive Officer's Remarks        | Doughty-Smith |
| 12. Chief Negotiator Report                                   | Visconti      |
| 13. Treasurers Report   | Martinez      |
| 14. On Time Resolutions                                       | Dubyk         |
| 15. Late Resolutions  | Dubyk         |
| 16. Other Reports   | Dubyk         |
| 17. Other Business  | Dubyk         |
| 18. Adjournment   | Dubyk         |

**President's Report  
D16 PSSP  
Annual General Meeting  
May 24, 2017**

In reflection of the past year, there are several accomplishments and acknowledgments that I would like to make. First and foremost, I want to say, "congratulations to us" on the attainment of our first Collective Agreement! It has been a very long journey, which entailed countless hours of negotiation planning, long days of bargaining with the Board, and time away from family and friends. Although I had acknowledged the contributions of our Collective Bargaining Committee and Negotiation Team Members at our previous Annual General Meeting, I would like to acknowledge them again. In no particular order, please join me in thanking Andrea Visconti, Andrea Berenstein, Brenda Johnson, Leslie Eddy, Janice Owen, Yvonne Kelly, Pat Veleno.

I would also like to extend a heartfelt "thank you" to our Field Secretariats, Stephen Bloom and Rob Dubyk. Stephen played an instrumental role in guiding the negotiating team through the bargaining process, and he continues to assist our Bargaining Unit (B/U) with the implementation of our Collective Agreement. Rob Dubyk has provided training and support to our B/U Executive, and he has personally aided Members requiring support from Provincial Office.

Recognition must also be given to our OSSTF/FEESO Executive Officer, Sue Doughty-Smith. Sue has served as a liaison between our B/U and Provincial Office. In support of our B/U, Sue has attended Ratification meetings, Executive meetings and has joined our negotiating team when bargaining with the Board. Sue's enthusiastic spirit will be missed following her retirement at the end of this academic year.

In addition to those already mentioned, I would also like to thank our current and former Executive Members. Our current Executive consists of myself (President), Deborah Chang (Vice President), Andrea Visconti (Chief Negotiator), Yvonne Martinez (Secretary/Treasurer), Jodie Winnitoy (Health & Safety Officer), Leslie Eddy (Educational Services Officer), Yvonne Kelly (Executive Officer), Frances Feltrin (Executive Officer). Regrettably, former Vice President, Lital Duke, and Secretary/Treasurer, Beverly Ellenbogen, had to resign from their positions given other commitments.

It's important to note that our Executive Members have been very active in supporting our B/U behind the scenes. Aside from planning our AGM, the Executive reviewed and endorsed our Collective Agreement prior to ratification. They have reviewed and approved the budget and motions to be presented at this year's AGM. They have also brought forward Member concerns for discussion at the Executive level. This year Executive meetings were held on October 6, 2016, December 5, 2016, January 31, 2017, April 4, 2017 and May 2, 2017. The Executive will likely meet on one more occasion next month before adjourning for the summer break.

As was the case last year, I have continued to represent our B/U at OSSTF/FEESO Provincial Council meetings. This year meetings were held on October 18, 2016, November 18, 2016, January 27, 2017, February 24, 2017 and April 28, 2017. Another meeting is scheduled for June 2, 2017. Worth noting, I have also had the opportunity to meet and consult with other PSSP Presidents at our PSSP Sector Caucus meetings, which are held the evening prior to Provincial Council meetings. This past year I also attended the Annual Meeting of the Provincial Assembly (AMPA), which held elections for various positions at

Provincial Office. I am pleased to announce that our former OSSTF/FEESO Executive Officer and Vice President, Harvey Bischof, was successful in his bid to become our next OSSTF/FEESO President.

With our Collective Agreement in place, I have finally secured release time. Release time has allowed me the ability to respond to member concerns, address operational needs of the B/U, attend various meetings with the Board. Some of the discussions with the Board are intended to address such matters as pay equity, labour relations, seniority lists, contracted services, and staffing to name a few.

As many of you are already aware, all permanent PSSP staff are scheduled to transition to the new OSSTF Provincial Benefits Plan on June 1, 2017. I have sought to keep the Membership informed about the transition, and have been working closely with the Board in addressing various concerns with the enrolment process. As mentioned in various email communications, any questions or concerns regarding the enrolment process can be directed to OTIP Benefits Services at 1-866-783-6847.

On final note, I would like to announce that our PSSP Brothers and Sisters at the York Catholic School Board have recently joined OSSTF/FEESO. They had their Inaugural meeting on May 17, 2017. Although the YCDSB PSSP group have a different employer, they will fall under OSSTF District 16. Hence, District 16 now encompasses Teachers/Occasional Teachers, YRDSB PSSP and YCDSB PSSP. An overarching district constitution will need to be established to encompass all of the D16 B/U's, but the YCDSB PSSP B/U will be governed by their own separate constitution and bylaws.

In closing, I would like to thank all of you for the outstanding work you do in support of students and their families. It's been my honour to serve as your President, and I look forward to our continued journey.

Thank You.

Richard Langhorne

President, OSSTF District 16 PSSP  
Richard.Langhorne@d16.osstf.ca  
416-819-3299

**Chief Negotiator Remarks  
D16 PSSP  
Annual General Meeting  
May 24, 2017**

After over 20 days of bargaining, a tentative Collective Agreement (CA) was reached on January 20, 2017. The CA was ratified on February 15, 2017. Post ratification, members of the executive committee have been working tirelessly to support the implementation of the CA.

The following have been areas of discussion with the Board:

- Salary Implementation and Retro-Pay Calculation
- Professional Management of Time (flexible scheduling and lieu time)
- Notice of Interest
- Compensation of Statutory Holidays for Part-Time members
- Hourly Rate for term assignments during the school year

In April 2017, an extension of the current Central Collective Agreement and a Bill 115 remedy was ratified. D16 PSSPs were not included in the Bill 115 remedy, as we were not members of OSSTF at the time that the government had implemented the elements of Bill 115 nor when legal action was taken by OSSTF. As a result, we were neither named in the legal documents nor during the proceedings which automatically excluded our members of any form of remedy.

However, OSSTF provincial executives were able to negotiate to have D16 PSSPs named in the extension agreement. The terms of this agreement are effective on September 1, 2017. Highlights of the Extension Agreement include:

- an extension of two years for the current Central Collective Agreement (as a result local bargaining will also be extended for at least 2 years): effective September 1, 2017 to August 31, 2019
- Compensation: adjust to current salary grids as follows
  - September 1, 2017
    - 1.5% increase
  - September 1, 2018
    - 1% increase
  - February 1, 2019
    - 1% increase
  - August 31, 2019
    - 0.5% increase
  - Lump sum payment
    - 0.5% of wages earned in the 2016-2017 school year
    - Provided by November 1, 2017

- Special Education System Investment
  - The government will make a system investment in 2017-2018 which will continue in the 2018-2019 school year, to be utilized for special education needs.
  - Projected amount for OSSTF \$13, 386, 098
    - Special Education Staff Amount: \$234, 305
    - Other Staffing Amount: \$8430
    - Total \$242,734
    - Estimated Special Education Staffing Amount FTE: 3.3 to 4.2
    - Other: 0.2FTE
    - Total FTE: 3.4 to 4.4
    - Board shall engage with the local union to discuss the use of this fund

In closing, we encourage you to continue to become familiar with the D16 PSSP CA. We also encourage you to contact D16 Executive Members with any questions or concerns you may be having. No question or concern will be dismissed but instead will be used to continue to ensure that the CA is being upheld. Such information will also be used to inform future bargaining.

## ON TIME RESOLUTIONS

	<b>Amendment</b>	<b>Existing Language</b>	<b>New Language</b>	<b>Motion</b>
		<b>Articles</b>		
1.	<b>Insertion</b>	<b>7.1 Bargaining Unit Executive: There shall be an Executive consisting of nine (9) Voting Members as the follows:</b>	<b>7.1 Bargaining Unit Executive: There shall be an Executive consisting of up to nine (9) Voting Members as the follows:</b>	<b>BIRT 7.1 be amended to include “consisting of up”</b>
2.	<b>Deletion</b>	<b>Non-Voting Members: 7.1.8 Pay Equity Officer (if required)</b>	<b>Non-Voting Members: 7.1.8 Pay Equity Officer</b>	<b>BIRT 7.1.8 be amended to by the deletion of “(as required)”</b>
3.	<b>Addition</b>	<b>Non-Voting Members: 7.1.8 Pay Equity Officer (if required) 7.1.9 Past President</b>	<b>Non-Voting Members: 7.1.8 Pay Equity Officer (if required) 7.1.9 Past President 7.1.10 Constitution Officer 7.1.11 Communications/Political Action Officer</b>	<b>BIRT 7.1 be amended by the addition of “7.1.10 Constitution Officer and 7.1.11 Communications/Political Action Officer</b>
4.	<b>Substitution</b>	<b>7.2 Field Office Representatives</b>	<b>7.2 Job Classification Representatives</b>	<b>BIRT that Article 7.2 Field Office Representatives be amended by substitution to read “Job Classification Representatives.”</b>

5.	Substitutions	7.2.1 Each of the five (5) Field Office locations shall elect a Field Office Representative before the end of June each year. If a current member of the Executive represents one of the Field Offices, that Executive Member will serve as the Field Office Representative for their job classification.	7.2.1 Each of the (9) <b>Job Classifications</b> shall elect a <b>Job Classification Representative</b> before the end of June each year. If a current member of the Executive represents one of the <b>Job Classifications</b> , that Executive Member will serve as the <b>Job Classification Representative for their job classification.</b>	BIRT that Article 7.2.1 be amended by substitutions to read “Job Classifications”, “Job Classification Representative”, “Job Classifications” and “Job Classification for Representative for their job classification..
	Numbering Changes	7.2 to become 7.1.12		
	Numbering Changes	7.2.1 to become 7.1.12.1		
6.	<b>Deletion and Insertion</b>	7.4.1 The Grievance Appeals Committee shall consist of the Executive, excluding any Executive members involved in the original grievance	<b>7.4.1 The Grievance Appeals committee shall consist of 3 members of the executive which shall include the Vice President who will also serve as the Chair of the Grievance Appeals Committee and 2 additional members of the Executive who shall be appointed at the first executive meeting in September.</b>	<b>BIRT that Article 7.4.1</b> be amended by the deletion of “the Executive, excluding any Executive members involved in the original grievance” and the insertion of “3 members of the executive not involved in the original grievance, which will include the Vice President who will also serve as the Chair of the Grievance Appeals Committee and 2 additional members of the Executive who shall be appointed at the first executive meeting in September.”
7.	Deletion and Insertion	10.1 Amendments to this Constitution and its Bylaws may be made at an Annual General Meeting of the Bargaining Unit.	10.1 Amendments to this Constitution and its Bylaws may be made <b>at a General Meeting</b> of the Bargaining Unit.	<b>BIRT Article 10.1</b> be amended by the deletion of “an Annual” and the insertion of “a General”.

		<b>By-Laws</b>		
8	Deletion	<p><b>1.2 Special General Meetings may be held at the call of the Bargaining Unit President.</b></p> <p>1.2.3 There shall be at least one General Meeting, in addition to the Annual General Meeting, during each school year. Notice of General Meetings shall be given to the members in writing or by electronic mail at least ten (10) days prior to the meeting.</p>	<p><b>1.2 Special General Meetings may be held at the call of the Bargaining Unit President.</b></p> <p><b>1.2.3</b> Notice of General Meetings shall be given to the members in writing or by electronic mail at least ten (10) days prior to the meeting.</p>	<p><b>BIRT By-Law 1.2.3</b> be amended by the deletion of “There shall be at least one General Meeting, in addition to the Annual General Meeting, during each school year.”</p>
9.	<b>Deletion</b>	<p>4.4 Should there be an even number of voting members at an Executive Meeting, the President shall abstain from voting.</p>	No language required	<p><b>BIRT By-Law 4.4</b> be amended by its deletion: “Should there be an even number of voting members at an Executive Meeting, the President shall abstain from voting.”</p>
10.	<b>Insertion</b>	<p>5.3 Candidates who wish their name to appear on the ballot may indicate their intention to run for office by submitting their name, supported by two other Members’ signatures, to the Secretary of the <i>Bargaining Unit</i>, at least fifteen (15) calendar days prior to the Annual General Meeting.</p>	<p>5.3 Candidates who wish their name to appear on the ballot may indicate their intention to run for office by submitting their name, supported by two other Members’ signatures, to the Secretary of the <i>Bargaining Unit</i>, <b>who shall be the Elections Officer</b>, at least fifteen (15) calendar days <b>prior to the Annual General Meeting.</b></p>	<p><b>BIRT By-Law 5.3</b> be amended by an insertion of “who shall be the Elections Officer,”</p>

11.	<b>Insertion</b>	5.5 Any Member of the Bargaining Unit may be nominated “from the floor” supported by two (2) other Members as the mover and the seconder of the motion to nominate.	5.5 Any Member of the Bargaining Unit may be nominated “from the floor” <b>for any position for which there are no on-time nominations and</b> supported by two (2) other Members as the mover and the seconder of the motion to nominate.	<b>BIRT that By-Law 5.5</b> be amended by an insertion of “ <b>for any position for which there are no on-time nominations and</b> ”
12.	<b>Deletion and Insertion</b>  <b>Insertion</b>	5.8 The <b>Elections Officer</b> , with the approval of the Members present, shall appoint a maximum of three (3) Members to act as scrutineers to tabulate the votes cast. In the event the Bargaining Unit subscribes to an on-line voting system, tabulation of votes cast will be take place through the on-line electoral process.	5.8 The <b>Chair of the General Meeting</b> , with the approval of the Members present, shall appoint a maximum of three (3) Members <b>that have volunteered</b> , to act as scrutineers to tabulate the votes cast. In the event the Bargaining Unit subscribes to an on-line voting system, tabulation of votes cast will be take place through the on-line electoral process	<b>BIRT By-Law 5.8</b> shall be amended by deletion and insertion of “The <b>Chair of the General Meeting</b> , with the approval of the Members present, shall appoint a maximum of three (3) Members <b>that have volunteered</b> , to act as scrutineers to tabulate the votes cast. In the event the Bargaining Unit subscribes to an on-line voting system, tabulation of votes cast will be take place through the on-line electoral process.”
13.	Addition	<b>9.2 The Vice-President is a voting officer who shall:</b> (1) assist the President in carrying out the aims and objectives of the Bargaining Unit; (2) assume the duties of the President if the President is, for any reason, unable to carry out those duties;	<b>9.2 The Vice-President is a voting officer who shall:</b> (1) assist the President in carrying out the aims and objectives of the Bargaining Unit; (2) assume the duties of the President if the President is, for any	BIRT By-Law 9.2 will be amended by an addition of “(4) <i>have co-signing authority on all cheques drawn on the Bargaining Unit's treasury; or 3<sup>rd</sup> Co-signing Authority.</i> ”

		(3) be (or appoint) the Anti-Harassment Officer who shall enforce the Anti-Harassment Policies and Procedures at all meetings and assemblies of the Bargaining Unit.	reason, unable to carry out those duties; (3) be (or appoint) the Anti-Harassment Officer who shall enforce the Anti-Harassment Policies and Procedures at all meetings and assemblies of the Bargaining Unit. <i>(4) have co-signing authority on all cheques drawn on the Bargaining Unit's treasury; or 3<sup>rd</sup> Co-signing Authority</i>	
14.	Deletion and Insertion	<b>9.4 The Secretary Treasurer is a voting officer who shall:</b> (2) be one of the two signing authorities for Bargaining Unit financial business;	<b>9.4 The Secretary Treasurer is a voting officer who shall:</b> (2) be one of the <b>three</b> signing authorities for Bargaining Unit financial business;	<b>BIRT By-Law 9.4.2</b> will be amended by a deletion of “two” and an insertion of “three”.
15.	Addition	9.4 The Secretary Treasurer is a voting officer who shall: (1) – (8)	9.4 The Secretary Treasurer is a voting officer who shall: <b>9.4 (9) Shall serve as the Elections Officer</b>	<b>BIRS By-Law 9.4</b> will be amended by an addition of “9.4(9) Shall serve as the Elections Officer”
16.	Deletion, insertion, insertion and addition	<b>9.8 The Past-President is a non-voting officer who shall:</b> (1) serve one (1) non-renewable term (2) function in an advisory capacity to the Executive and	<b>9.8 The Past-President is a non-voting officer who:</b> (1) <b>May</b> serve one (1) non-renewable term <b>of one year at their consent</b> (2) <b>And shall</b> function in an advisory capacity to the	<b>BIRT By-Law 9.8</b> be amended by deletion and insertion of “ <b>The Past-President is a non-voting officer who:</b> (1) <b>May</b> serve one (1) non-renewable term <b>of one year at their consent</b> ”

		provide continuity in the operation of the Bargaining Unit;	Executive and provide continuity in the operation of the Bargaining Unit;	(2) <b>And shall</b> function in an advisory capacity to the Executive and provide continuity in the operation of the Bargaining Unit;”
				<b>BIRT Amendments # 17, 18 and 19 be considered en bloc as Procedural Motion #1.</b>
				<b>BIRT blocked motions in Proc. # 1</b>
17.	Deletion and insertion	<b>Bylaw X – Field Office Representatives</b> 10.1 Field Office Representatives:	<b>Bylaw X – Job Classification Representatives</b> 10.1 Job Classification Representatives	<b>BIRT By-Law X 10.1</b> be amended by a deletion of “ Field Office Representatives” and an insertion of “Job Classification Representatives”
18.	Deletion and Insertion	<b>Bylaw X – Field Office Representatives</b> 10. 1 (b). regions are Centre for Leadership and Learning (CLL), CEC-North, CEC-Central, CEC-West and CEC-East.	10.1 Job Classification Representatives <b><i>b. Job Classifications include: Psychologist – Registered (PhD), Psychologist/Psychological Associate – Registered (M.A.), Speech Language Pathologist, Physiotherapist, Occupational Therapist, School Social Worker MSW/BSW, Psycho-Educational Consultant – Non-Registered, Work Experience Coordinator, Community Resource Facilitator</i></b>	<b>BIRT 10.1 (b)</b> be amended by deletion and insertion of “Job Classification Representatives b. Psychologist – Registered (PhD), Psychologist/Psychological Associate – Registered (M.A.), Speech Language Pathologist, Physiotherapist, Occupational Therapist, School Social Worker MSW/BSW, Psycho-Educational Consultant – Non-Registered, Work Experience Coordinator, Community Resource Facilitator
19.	Deletion and insertion	<b>By-Law 10.1 (i)</b> i. term of office shall be for 1 year.	<b>By-Law 10.1 (i)</b>	<b>BIRT By-Law 10.1 (i)</b> shall be amended by deletion and insertion of

			<i>i. Term of office shall be a minimum of one year with the option to renew for one additional year</i>	<i>“Term of office shall be a minimum of one year with the option to renew for one additional year.”</i>
20.	Insertion	<b>13.3 Grievance Appeals Committees</b> 13.3.2 Members appealing a decision of the Grievance Officer have seven (7) working days from the day they are notified of the Grievance Officer’s decision to appeal it in writing to the Executive. The President will notify the grievor(s) on the decision of the appeal.	<b>13.3 Grievance Appeals Committees</b> 13.3.2 Members appealing a decision of the Grievance Officer have seven (7) working days from the day they are notified of the Grievance Officer’s decision to appeal it in writing to the Executive. The <i>Vice</i> President will notify the grievor(s) on the decision of the appeal.	<b>BIRT By-Law 13.3.2</b> shall be amended by the insertion of “Vice”
21.	Insertion	<b>13.3 Grievance Appeals Committees</b> 13.3.3 Meeting of the Grievance Appeals Committee will be called by the Bargaining Unit President.	<b>13.3 Grievance Appeals Committees</b> 13.3.3 Meeting of the Grievance Appeals Committee will be called by the Bargaining Unit <i>Vice</i> President.	<b>BIRT By-Law 13.3.3</b> be amended by the insertion of “Vice”
22.	Insertion	<b>Bylaw XVII – Procedures at Meetings</b> 17.1 At the opening of a general or a regular meeting, the President shall take the chair and conduct business in the following order:	<b>Bylaw XVII – Procedures at Meetings</b> 17.1 At the opening of a general or a regular meeting, the President <i>or designate</i> shall take the chair and conduct business in the following order:	<b>BIRT By-Law XVII</b> be amended by the insertion of “or designate”.
23.	Addition	<b>Bylaw XVII – Procedures at Meetings</b>	<b>Bylaw XVII</b> 17.1.(3) The OSSTF/FEESO Anti-Harassment statement shall	<b>BIRT By-Law XVII 17.1 (3)</b> be amended by the addition of “(x) The

		17.1.(3) The OSSTF/FEESO Anti-Harassment statement shall be read out and/ or distributed, and the Anti-Harassment Officer(s) for the meeting will be identified to all attendees	be read out and/ or distributed, and the Anti-Harassment Officer(s) for the meeting will be identified to all attendees <i>(x) The OSSTF/FEESO Indigenous Statement shall be read out.</i>	<b>OSSTF/FEESO Indigenous Statement shall be read out.”</b>
24.	Insertion	<p><b>17.1.</b></p> <p>(1) Call to order</p> <p>(2) At the first meeting of the jurisdictional year, and then at the discretion of the Chair, the reading of the OSSTF/FEESO Pledge</p> <p>(3) The OSSTF/FEESO Anti-Harassment statement shall be read out and/ or distributed, and the Anti-Harassment Officer(s) for the meeting will be identified to all attendees</p> <p>(x) The OSSTF/FEESO Indigenous Statement shall be read out.</p> <p>(4) Approval of the Agenda</p> <p>(5) Reading and adoption of previous minutes and business arising therefrom</p> <p>(6) Report of the Treasurer</p> <p>(7) Report of Officers</p> <p>(8) Other reports</p> <p>(9) Unfinished business</p> <p>(10) New business</p>	<p><b>17.1.</b></p> <p>(1) Call to order</p> <p>(2) At the first meeting of the jurisdictional year, and then at the discretion of the Chair, the reading of the OSSTF/FEESO Pledge</p> <p>(3) The OSSTF/FEESO Anti-Harassment statement shall be read out and/ or distributed, and the Anti-Harassment Officer(s) for the meeting will be identified to all attendees</p> <p>(x) The OSSTF/FEESO Indigenous Statement shall be read out.</p> <p>(4) Approval of the Agenda</p> <p>(5) Reading and adoption of previous minutes and business arising therefrom</p> <p><b>(6) Nominations and elections at the Annual General Meeting</b></p> <p>(7) Report of the Treasurer</p> <p>(8) – (12)</p>	<b>BIRT By-Law XVII 17.1</b> be amended by the insertion of <b>“Nominations and elections at the Annual General Meeting”</b> as (6)

		(11) Nominations and elections at the Annual General Meeting (12) Adjournment		
25.	Deletion	<b>Bylaw XVII – Procedures at Meetings</b> 17.4 All monetary items to be voted on at a general meeting shall be by secret ballot or through a secure online voting system.	<b>Bylaw XVII – Procedures at Meetings</b> 17.4 All monetary items to be voted on at a general meeting.	<b>BIRT By-Law XVII</b> be amended by the deletion of “shall be by secret ballot or through a secure online voting sytem.”
26.		<b>Term of Office for current PSSP D16 Executive Members</b>		<b>BIRT the term office for the 2015-2017 BU Executive be extended to June 30, 2018</b>