



# NWTU

# UNION NEWS

January 2020

## President's Message

***Eric Young***

Welcome back!

Who could have predicted another school "snow day" this year? The good news is that since it happened last year there seemed to be fewer questions and concerns about working from home. However, it is important to point out there are different procedures for a SCHOOL CLOSURE versus INCLEMENT WEATHER (as detailed in the District's Administrative Procedure 132). Both are considered work days, but a school closure means you should work from home because schools are closed. During inclement weather, "if unable to attend [work], employees are to contact their immediate supervisor or District Office" (K. Hachlaf, Superintendent of Schools).

This month's news letter is packed with information and opportunities for members. The NWTU is hosting two BCTF professional development workshops on February 14<sup>th</sup> at NWSS. Both free workshops deal with topics around professional boundaries (on page 2). One will be held in the morning and the other in the afternoon, and you can sign up for one or both if you'd like.

During the week of February 10<sup>th</sup> we will be holding a local bargaining ratification vote at all schools. The package of our locally bargained Collective Agreement language was recently sent out via our email lists as well as posted on our NWTU.ca website. More information on the voting process will be forthcoming.

At our February 18<sup>th</sup> NWTU general meeting we will be electing six delegates to this year's BCTF AGM, as well as asking members to vote on proposed amendments to NWTU By-Laws #2, #3, and #4, and one amendment to our NWTU Pro-D Funds Guideline #12 (see pages 6-10). Please visit our website to access these documents.

Finally, no doubt you may be wondering about the status of provincial bargaining. Well, both the BCTF and BCPSEA are still working with the mediator, and they have scheduled dates to meet in February.

Search NWTU or (<http://bit.ly/2GqsosS>)



## Important Dates

**January 14 – NWTU Executive Committee Meeting**

### Coming in February

**February 11 – NWTU Executive Committee Meeting**

**Feb. 10-13 – Ratification vote – Package of locally bargained language**

**February 14 – Free BCTF Workshops at NWSS**

**February 18 – NWTU General Meeting, 3:30, NWSS Library**

- **Union updates, refreshments, and door prizes.**

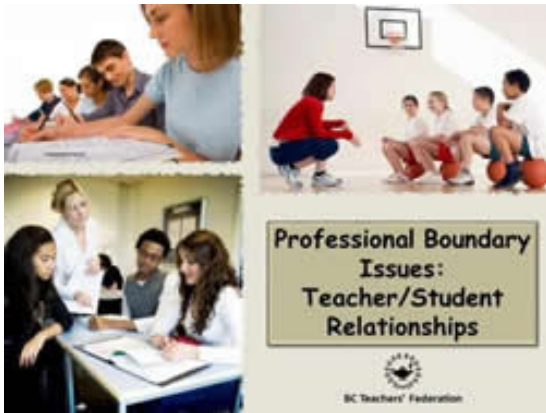


**At our February 18<sup>th</sup> General Meeting we will be electing our 6 NWTU delegates at this year's BCTF Annual General Meeting.**

**If you are interested in learning more about the BCTF AGM (March 14-17), or would like to put your name forward as a candidate, please contact the union office at (604) 526-8990.**

# February 14, 2020 Pro-D Day Offerings

On the February 14, 2020 Pro-D day, the NWTU will be offering the following free BCTF Workshops. Both workshops will be running in Room 149 (next to the library)



## Professional Boundary Issues: Teacher/Student Relationships (8:30-11:30 am)

Sometimes the standards of conduct between students and teachers are ambiguous. Teachers place themselves in jeopardy when boundaries are crossed. This workshop helps school staffs and TTOCs identify the boundaries and provides them with support and resources. Reference will be made to the *BCTF Code of Ethics*.



## Social Media (12:00-3:00 pm)

The social media workshop is designed to educate teachers about the professional and ethical use of social media tools like Facebook and Twitter. The workshop reviews the wide-ranging landscape of social media through the lens of appropriate boundaries and professional conduct. Participants will learn about the value of engaging online as an activist and educator, best practices, and appropriate privacy settings.

To register, please use this link <https://forms.gle/3H6PA9zcyzbJeDFj7>



## BCTF Bargaining Updates

For more information about provincial bargaining, please go to the BCTF portal: <https://members.bctf.ca/>



# Know Your Collective Agreement –

## Article G.34 Early Retirement Incentive Plan (ERIP)

If you are thinking about retiring in June, now is a good time to be reminded of Article G.34 Early Retirement Incentive Plan. Please refer to the Collective Agreement article for more details.

Here are the details:

- The Board will pay from a specific fund set aside for the purposes of early retirement, a retiring allowance for teachers who retire under the Teachers' Pension Plan before reaching age 60.
- The fund will be an amount per budget year equal to the maximum of Category 4 on the salary grid.
- In order to be eligible for this allowance, the teacher must:
  - Be on a continuing appointment;
  - Be age 55 or over;
  - Be on the maximum step of the salary scale;
  - Retire from teaching in the New Westminster School District;
  - Have at least 20 full time equivalent years of pensionable service, as defined by the applicable pension plan;
  - Provide Human Resource Services with notice by **April 1** for those who intend to retire under this plan on June 30th, or by **October 1** for persons who intend to retire on December 31st.
- The allowance will be paid in one instalment at the end of the month the teacher retires and will be calculated as a percentage of the teachers' salary scale, exclusive of allowances, in the following manner:

Age in Month of Retirement	Percentage of Annual Salary
55	40%
56	35%
57	30%
58	25%
59	20%

- Provided the terms of the applicable policies permit, individuals who retire early under this article may maintain coverage in the following benefit plans for a maximum period of five (5) years by paying 100% of the premium costs: Dental; Extended health benefits; Group Insurance (if plan permits for retirees).

# Would You Like To Attend this Years' BCTF Annual General Meeting in Vancouver?

## BCTF AGM Delegate Procedure

The BCTF is holding its Annual General Meeting at the Hyatt Regency in Vancouver from March 14-17, 2020. Our six (6) delegates will be elected at our General Meeting on February 18, 2020, held at 3:30 in the NWSS Library. If you wish to be considered, please forward your name and attached CV to Eric Young at [lp40@bctf.ca](mailto:lp40@bctf.ca) by February 14, 2020. All CVs will be included in a package emailed to NWTU members, unless you indicate that you do not wish yours included, and a paper copy will be made available at the general meeting.

The procedure for selecting BCTF AGM Delegates will be as follows:

- All candidates may complete the NWTU CV form: <https://bit.ly/2TusT8e>
- All candidates who submit their CV form into the union office prior February 14, 2020 will have their CV printed and made available at the general meeting
- Candidates may still run from the floor, however, they will not have their CV printed
- All candidates will be given the opportunity to give up to a 2-minute speech at the general meeting
- Voting for AGM delegates will be done through secret ballot as per NWTU By-Law #9 (Voting At General Meetings)



Would you like to highlight the work of a colleague or colleagues at your school or in the district? Would you like to share with our membership an exciting pro-d event that you attended? If so, please send an article to include in our next newsletter. Email all articles to [sarahwethered@gmail.com](mailto:sarahwethered@gmail.com).

# Local Bargaining Ratification Vote

Here is a summary of the locally negotiated articles:

## Housekeeping:

- Changing “teacher” to “member” or to “employee” throughout the package to recognize that not all NWTU members are teachers
- Cleaning up language - to provide greater clarity and to reflect the common interpretation of the language (local LOU and/or past practice)

## C.5 – Seniority/Layoff/Recall/Severance Pay

- Applies to all members, not just teachers
- Reflects local LOU and past practice

## C.23 – Part-Time Employment

- Addition of job sharing language

## D.25 – Staff Meetings

- Reminder that all staff meetings should be conducted in a respectful manner

## D.34 - Purchase of Supplies, Resources, and Equipment

- *New language*
- Employer will advise all employees of school and district funds available and the process for accessing these funds

## E.23 – Personnel Files

- Addition that the employer will notify the employee in writing about the removal of material from the employee’s file

## E.27 – Posting Vacant Positions

- Addition of definition of appointment, position, assignment, and vacancy
- Reflects current practice

## E.28 – Filling Vacancies

- Reflects current practice

## E.30 – Parental Complaints (Complaints about Employee Performance or Related Work)

- *New language*
- Reinforces the implementation of Administrative Policies 104 (Code of Conduct), 146 (Responsible Use of Electronic Social Media), and 152 (Complaint Process for a Resolution of Concerns)

## G.30 – Deferred Salary (Self Funded) Leave Plan

- Clarifies the process of self-funded leave

## Ratification Vote of Locally Negotiated Contract Language

**We will be holding a ratification vote at all sites from February 10-13, with results being announced at our February 18 general meeting.**

**All staff reps will receive a package of all the new language and will forward it to all members at their respective sites, as well, a copy will be posted on the NWTU website.**

**The NWTU bargaining team is recommending ratification of this package in its entirety.**

# Announcement of

## NWTU General Meeting Agenda Items

### February 18, 2020

The following items will be put to the membership to vote on:

- NWTU delegates to the 2020 BCTF AGM
- Amendments to NWTU Professional Development Funds Guideline #12
- Amendments to NWTU By-Laws # 2, #3, and #4

Below are the proposed amendments to the NWTU Professional Development Funds Guidelines:

\*proposed new language is in **bold** and language to be deleted is ~~struck-out~~

12. Professional Development funds may be used for travel expenses as outlined below:

- a. **For purposes of this guideline, a conference, workshop or seminar's primary purpose (or one of its primary purposes) must be the professional development of educators. It must also be linked to the teacher's current or imminent teaching assignment. To qualify for airfare reimbursement, the conference, seminar or workshop must be a minimum of half a day in length.**
- ~~a~~ b. Professional Development funds will pay up to the amount set in the BCTF guidelines for transportation, accommodations and meals for an NWTU member attending a conference, seminar or workshop **as defined in guideline 12a**. Funds may also be used for one day of travel to and one day of travel from the location of the conference, seminar or workshop. (Feb. 2015)
- ~~b~~ c. Any travel expenses for a Professional Development activity over \$500 and not directly linked to a workshop, seminar or conference must be pre-approved by the school or site Professional Development Committee with the guidance of the District Professional Development Committee if needed. Pre-approval requests must be submitted to the site Professional Development Committee at least 30 days prior to the event. All requests must be submitted by June 1st for summer Professional Development travel. Travel expenses less than \$500 do not need pre-approval but may be subject to the discretion of the school or site Professional Development Committee with the guidance of the District Professional Development Committee if needed. **In either case (over or under \$500) to be reimbursed for airfare and accommodation, the main intent of the travel must be for professional development.** (Feb. 2015)
- ~~c~~ d. An NWTU member doing regularly scheduled course work at a local educational institution will pay for his/her own transportation, accommodations and meals. A local Professional Development activity or educational institution is defined as one located in the Lower Mainland. (Feb. 2015)

## Below are the proposed amendments to the NWTU Constitution and By-Laws:

\*proposed new language is in **bold** and language to be deleted is ~~struck out~~

### By-Law 2. Executive Committee

- A. The executive committee consists of the table officers and staff representatives described in this by-law, ***so that members of the local union are represented twice, by table officers responsible for the ongoing operation of the local union, and by staff representatives responsible through meetings of the executive committee to advise the table officers.*** The executive committee shall set its own agenda and schedule and shall aim to meet once in each calendar month from September through June of each school year.
- |  |   |
|--|---|
| <p>B. Table Officers</p> <ol style="list-style-type: none"> <li>1. President</li> <li>2. First Vice-President</li> <li>3. Second Vice-President</li> <li>4. Bargaining Chairperson</li> <li>5. Treasurer</li> <li>6. Recording Secretary</li> <li>7. Professional Development Chairperson</li> <li>8. Aboriginal Education Chairperson</li> <li>9. Health and Safety Chairperson</li> <li>10. Social Justice Chairperson</li> <li>11. New Teachers and Teachers Teaching on Call Chairperson</li> <li>12. First Local Representative to the B.C.T.F.</li> <li>13. Second Local Representative to the B.C.T.F.</li> </ol> | <p>C. Schools and Programs with Staff Representatives</p> <ol style="list-style-type: none"> <li>1. Connaught Heights Elementary School</li> <li>2. District Learning Services</li> <li>3. École Herbert Spencer Elementary School</li> <li>4. École Glenbrook Middle School</li> <li>5. École Lord Tweedsmuir Elementary School</li> <li>6. École Qayqayt Elementary School</li> <li>7. F. W. Howay Elementary School</li> <li>8. Fraser River Middle School</li> <li>9. Home Learners Program</li> <li>10. Lord Kelvin Elementary School</li> <li>11. New Westminster Secondary School</li> <li>12. Pearson Adult Learning Centre</li> <li>13. POWER Alternate Secondary School</li> <li>14. Queen Elizabeth Elementary School</li> <li>15. Queensborough Middle School</li> <li>16. Richard McBride Elementary School</li> <li>17. Royal City Alternate Program</li> <li>18. Virtual School Online Learning</li> </ol> |
|--|---|
- D. Voting at executive committee meetings shall be by **a simple majority** show of hands, except when any executive committee member present calls for a show of voting cards. Voting cards shall be distributed on the following basis:
1. The table officers shall receive one voting card each;
  2. The staff representative of each school shall receive one voting card for every ten FTE or portion thereof of active members at their school, as of the most recent October staffing count.
  3. When two or more staff representatives are present for the same school, they shall share the voting cards for their school.

## By-Law 3. Elections

- A. Only active members in good standing shall be eligible to vote and hold office as table officer or staff representative. The number of ~~ballo~~ **votes** necessary to elect every table officer and staff representative shall be a simple majority, 50% plus one of the members voting. All elections shall be by secret ballot, and balloting shall continue until a decisive result is achieved. For all general elections, the executive committee shall choose the method of voting, whether online voting, voting at all schools, or voting at a general meeting, and shall determine the rules and procedures for voting.
- B. All table officers shall be elected in general elections by the active members of the union in May or June of each calendar year, for a one-year term from July 1 until June 30 of the school year following their election.
- C. In May of each year, at least one week before any general elections, a special ~~general~~ meeting shall be held for the purpose of receiving and confirming **all** nominations for table officer positions, allowing the nominees **present at the meeting** to speak, and acclaiming the election of nominees who are unopposed. **All contested positions shall be filled by general election in accordance with 3A above.**
- D. When any table officer or position falls vacant, the executive committee may appoint a replacement, subject to ratification at the next general meeting.
- E. ~~All school staffs shall elect staff~~ **Staff** representatives **shall be elected** in school-based elections by active members at the school in May or June ~~of each calendar year~~ **(or early in the new school year)** for a one-year term from July 1 until June 30 ~~of the new school year following their election.~~



## **By-Law 4. Duties of Table Officers**

~~A. The newly elected Executive Committee shall assume the responsibilities of the Union on July 1.~~

~~B. The President shall be the presiding officer of the Union, the chairperson of the Executive Committee, and the ex-officio member of all committees and Sub-Committees. The President shall have general supervision of all matters and affairs of the Union.~~

~~C. The President shall be the Alternate Local Representative to the BCTF.~~

**A. The President shall have general supervision and direction of all matters and affairs of the union, and shall be**

- 1. a full-time officer of the Union;**
- 2. a member, ex-officio, of all committees of the N.W.T.U.;**
- 3. the local union Grievance Officer;**
- 4. a delegate to the B.C.T.F. Annual General Meeting;**
- 5. the Alternate Local Representative (LR) to the B.C.T.F.;**
- 6. a signing officer of the N.W.T.U.**

**In the event of the absence or disability of any table officer, the President shall perform the duties of the table officer, or the table officer may be replaced by a member appointed by the Executive Committee as per By-Law 3D.**

~~D. In the absence or disability of the President, these duties shall be performed by the Vice-Presidents.~~

**B. The Vice-Presidents shall assist the President in the performance of the duties of the President, and shall be signing officers of the union. In the event of the absence or disability of the President, the Vice-Presidents shall perform the duties of the President, or the President may be replaced by a member appointed by the Executive Committee as per By-Law 3D.**

~~E. The Recording Secretary of the Union shall prepare minutes of the Executive Committee and General Meetings. The original minutes shall be stored at the Union office.~~

**C. The Recording Secretary shall see to the preparation and preservation of the agenda, minutes, and other records of the Executive Committee and of all General Meetings, and shall be a signing officer of the Union.**

~~F. The Treasurer, the President, Vice Presidents, and the Recording Secretary shall be signing officers of the Union.~~

~~G. The Treasurer and President shall be the legal custodian of all the monies except the school based Professional Development monies. The Treasurer and the President shall deposit all monies received by the Union into the accounts agreed upon by the Executive, to the credit of the Union.~~

- ~~H. The Treasurer and President shall keep accurate accounts of all the monies received and disbursed by the Union.~~
- ~~I. The Treasurer shall present the books to the Executive at any time upon the request of the President or the Executive.~~
- ~~J. The Treasurer shall present a written monthly financial statement to the N.W.T.U. Executive.~~
- ~~K. The Treasurer shall submit a written annual financial statement to the Annual General Meeting.~~
- D. The Treasurer shall assist the President and Office Manager in preparing budgets, managing the Union's finances, maintaining accurate records of all financial transactions, and submitting financial reports to meetings of the Executive Committee and to the Annual General Meeting; the Treasurer shall be a signing officer of the union.**
- E. The Local Representatives shall, in consultation with the President and the Executive Committee, represent the general membership to the BCTF Representative Assemblies and Annual General Meeting, and shall report to the NWTU Executive Committee and to NWTU General Meetings.**
- F. The duties of Committee Chairpersons shall be described in the by-laws below that describe the terms of reference for each committee.**