

In Attendance via ZOOM: Melissa Baird, Tammy Dionne, Sam Dunlop, Carol Lamb, Heather Lessard, Ernie Milward, Tamara Nunes, Amanda Palmer Jen Seminoff, John Seminoff, Sheri Souch, Naomi Szabo, Scott Tremblay, Marcus Toneatto and Bev Young,

Meeting called to order: 4:05 pm

1. Adopt the amended agenda

Motion: to adopt the agenda as presented

Moved: **Tamara N.** Seconded: **Jen S.** **All in Favour/Carried**

2. Review the minutes of May 17, 2022

Motion: To accept the minutes of the May 17, 2022 meeting.

Moved: **Tamara N.** Seconded: **Carol L.** **All in Favour/Carried**

3. Business arising from the minutes:

Feb 17th Zone Day Update

- It will be going ahead (Tamara will be attending a meeting on Nov. 28)
- Tamara will put a call out for presenters
- SOSTU pays per FTE
- Tamara is looking at a way to keep track of how many are going to see if it is worth continuing to have SOSTU pay
- teachers are asked to register with SD email to help with the tracking process
- not sure if it will be a hybrid model (both in-person and online options) or just in person

Ernie and Tamara need to follow up with Board about looking into policy regarding members accessing Pro D funds while on medical leave:

- they haven't had a chance to look into it yet, but are planning to
- while on leave, teachers cannot start a new course but can finish one.
- there have been a lot of unique questions so more planning around this is needed

Do we need to increase amount allocated for PD funds for new hires?

Motion: That \$4000 of Remedy money received be allocated to the District Fund and that the funds be allocated in the following manner:
94% School-based Personal Development Fund
1% LSA Support Fund
5% Contingency Fund (increased from 4%)

Moved: **Heather L.** Seconded: **Tamara N.** **All in Favour/Carried**

Follow up on a concern raised about those who may find it difficult to have to wait for reimbursement for Pro D done in the summer

- policy now states teachers can't put in claim until event has happened (June-August)
- getting money back if workshop was cancelled or not attended, is difficult
- after discussion, it was decided to keep the policy the same

4. Financials (Heather)

- reviewed accounts
- Higher than normal amount of \$287.50 will be allotted

Motion: To accept Heather's Financial Report as presented

Moved: **Heather L.** Seconded: **Naomi S.** **All in Favour/Carried**

5. New Business

Working from Home for Pro D:

- On the October provincial day, we were allowed to work from home (permission granted for this one day)

Motion: Allow people to work from home on Pro-D days

Moved: **Tamara N.**

Move to amend: (friendly amendment)

Motion: To allow people to work remotely on the provincial professional development day (October PSA Day).

Moved: **Marcus T.** Seconded: **Tamara N.** **All in favour/ carried**

Bus Licence as Pro D funds (yes or no):

- teachers have submitted forms to get bus license so they can drive buses on field trips
- has been declined before because it is a CUPE job and/or school could pay if you are doing it for your job (ask principal)
- after some discussion: it was decided that *teachers can use up to two-hours of personal plan time for getting this license*

Remedy

Motion: \$4000 of remedy money be allocated into district fund

Moved: **Heather L.** Seconded: **Tamara N.** **All in favour/ carried**

Motion: The remainder of remedy money be put into personal pro-d accounts

Moved: **Tamara N.** Seconded: **John S.** **All in favour/ carried**

6. Discussion/Action:

Follow up from District Day – feedback

- positive feedback
- nice to bring everyone back together
- way to welcome new teachers rather than just telling them they need to come up with their own plan
- likely have something happening this summer

Policy update

- need to update policy to show the increase to a \$2500 cap on personal pro-d accounts
- in policy book our expenses for mileage and food cost need to be the same as BCTF (Tamara will adjust and send out new forms)

7. Information

Reminder about Pro D Day expectations – Oct day has nothing to do with our 2nd week of March Pay

- if you don't work on Fridays, you can use it as personal plan day, won't be paid for it (same for February day)
- Our second week of Spring Break is generated by: district pro-d summer day, school plan day, the two personal plan days and the 5th day is made up by the minutes we added to the school day in order to put February day back into calendar

Please sign forms before sending to me and check account balances before approving

- pro-d reps need to check accounts to ensure teachers have enough to cover the expenses before sending them in and don't forget to sign the form
- be sure to say if a teacher does not have enough to cover whole thing (i.e. empty account)
- Appendix 6 should be complete by now and handed in to pro-d reps

8. Q & A

Q: Should school pro-d reps sign their own expense forms?

A: Have another member of your school pro-d committee sign it for you

Q: Can teachers book sick days for summer pro-d day or school plan day and not have to make up those hours?

A: yes, but it needs to be booked through Atrieve

- Administrator can help add this into the system, if someone did not book it as a sick day
- must do personal plan days or they are unpaid days at spring break (you can't just opt to come in and make them up over spring break)

Q: Is there anything that can be done to ease the conflict that arises with new hires having to work over spring break?

A: No. The summer day and school plan day cannot be made up, just the personal plan days can -teachers should be told this by the administrator when they are hire

9. **Adjournment:** 5:08