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| SOURCE | C.R.A.M. | | |
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| No. OF EMPLOYEES | 200 | | |
| NOMBRE D'EMPLOYÉS | 200 | | |

1998 - 2001

LOCAL COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**BOARD OF EDUCATION
BATTLEFORDS SCHOOL DIVISION NO. 118**

AND

**TEACHERS' LOCAL IMPLEMENTATION
AND NEGOTIATION COMMITTEE**



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11895(01)

**BATTLEFORDS SCHOOL DIVISION NO. 118
LOCAL COLLECTIVE BARGAINING AGREEMENT**

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SECTION 1 - TERM OF AGREEMENT

1.1 This Agreement negotiated in accordance with The Education Act, 1995 between the Teachers and the Board of Battlefords School Division No. 118, shall be binding upon all teachers and the Board of Education and shall be effective from the date of signing to March 31, 2001.

1.2 This Agreement shall be effective from year to year thereafter unless revised by agreement of the contracting parties pursuant to the receipt of an application from either party pursuant to the provisions of the Act.

1.3 The parties to this Agreement shall convene the first negotiation meeting for a subsequent agreement prior to the end of the month immediately following the expiration of this Agreement.

SECTION 2 - GENERAL DEFINITIONS

2.1 Unless the context requires otherwise, all terms and expressions used in this Agreement shall have the meanings as are given to them in The Education Act, 1995 and The Interpretation Act.

2.2 in this Agreement, words used in one gender shall apply to both male and female teachers.

SECTION 3 - SALARIES OF SUBSTITUTE TEACHERS

3.1 The daily salary rate for a substitute teacher shall be eighty-five (85) per cent of one/two hundredths (1/200) of the minimum annual salary as determined by the Provincial Collective Bargaining Agreement, based on the teacher's class.

3.2 Beginning with the sixth (6th) consecutive day in the same teaching position, the substitute teacher shall be paid a daily rate of one/two hundredths (1/200) of the annual salary as determined by the Provincial Collective Bargaining Agreement, based on the teacher's qualifications and experience.

3.3 This Section shall be effective the first day of the payroll reporting period for substitute teachers following the date of signing of this Agreement.

SECTION 4 - METHOD OF PAYMENT

4.1 Teachers shall have their salaries determined and paid monthly on a twelve (12) month basis, except:

(a) teachers who begin employment during **the school** year shall have their salaries determined and paid on a ten month basis; **or,**

(b) where an individual teacher submits a request on the prescribed form to the Superintendent of Administration to be paid on a ten (10) month basis. Notice of such request shall be given by September 10th and shall come into effect on September 1st for a period of not less than one (1) school year.

4.2 Payday shall be on the twenty-fifth (25th) day of each month or the Friday preceding the twenty-fifth (25th) if that day falls on a weekend or holiday.

4.3 The method of payment shall be by direct electronic deposit into the teacher's account.

SECTION 5 - EMPLOYMENT INSURANCE REBATE

5.1 Pursuant to the provisions of ~~The Employment insurance Act, 1996~~, the Board shall submit to the Teachers' Sub-local as soon as possible after December 31st, an amount equal to five twelfths (5/12) of the premium reduction it obtained on behalf of the teachers in its employ.

SECTION 6 - EDUCATIONAL LEAVE

6.1 The Board shall establish an Educational Leave Fund.

6.2 for each school year during the term of this Agreement the fund shall be Forty-two Thousand Dollars (\$42,000.00).

6.3 When a teacher applies for medium or long term **leave** from teaching **duties** to attend an educational institution *to* modify or improve the teacher's qualifications, the terms and conditions of this Section shall apply.

6.4 The Educational Leave Fund shall be available to teachers for:

- (a) programs included within the Board stated areas or subjects of interest;
- (b) programs in education; or
- (c) programs in those teaching subjects offered by the school division.

6.5 For the purpose of this Section, leaves shall be classified as long and medium term.

(a) 'Return to service' shall mean the undertaking of the teacher to return *to* the employ of the Board for a stated period of time immediately following the leave.

(b) 'Annual rate of pay' shall mean the teacher's rate of basic salary in effect on the last teaching day prior *to* the leave, excluding administrative or other special allowances.

6.6 **Long Term Leave**

When leave is granted to a teacher for a term considered sufficient for the completion of a year of university education, from **6** to **14** consecutive months, the teacher shall undertake two (2) years of return service.

6.7 **Medium Term Leave**

When leave is granted to a teacher for a term considered sufficient for the completion of one (1) semester of university education, up to six (6) consecutive months, the teacher shall undertake return service as determined by the Selection Committee described in Subsection 6.9.

6.8 Conditions

The following conditions shall apply to leaves granted under this Section:

(a) Should the teacher fail to **successfully** complete **the** program approved as a condition of the leave, the teacher shall undertake to refund the full amount of payment made under this Section together with interest at the prime bank lending rate prevailing at the Board's chartered bank at the time the leave is granted. The refunding shall commence no more than one **(1)** year following the date of the teacher's return **to** the **employ** of **the** Board.

Should the teacher successfully complete the educational requirements of the approved program during the first year of return service, such actions will be deemed **to** have satisfied the conditions of the leave, and no repaying of the funds will be required. Notwithstanding the foregoing, in the event of partial completion of the approved program, **the** refund **by** the teacher **to** the Board shall be proportionate *to* the degree of such completion. Complete repayment shall be within three (3) years of the teacher's return to service.

(b) Should the teacher fail to complete the undertaking regarding return service, he or she shall refund the full amount of payments made to him or her under this Section together with interest **at** the prime bank lending rate prevailing at the Board's chartered bank at **the time** the leave was granted. In the event there *is* partial completion regarding return service, the amount of the refund shall be determined on a pro rata basis. Complete repayment shall be within three (3) years of the termination of contract.

(c) Interest shall be calculated from the date of the last payment to the teacher.

(d) **A** teacher shall apply for leave of absence under this Section no later than April 1st of the school year prior to the proposed commencement **of** the leave. The Board shall notify the teacher within **six (6)** weeks of the final date of application and the teacher shall confirm acceptance or rejection of the leave within **two (2)** weeks of being notified of it. The two week acceptance **period** for leave **may** be altered by mutual agreement between the teacher and the Board.

(e) Should a teacher die or **be** disabled and unable to return to **work** while on leave of absence under this Section or during the period of return service, there shall be no liability on any person for refund of **payments made to** the teacher during the leave.

(f) Upon returning to teaching following a leave of **absence** under this Section, the teacher **shall** be placed in a position as may be agreed to prior to the granting of the leave unless otherwise provided in the written agreement executed under Subsection 6.8(g).

(g) When leave of absence is granted under this Section, the teacher and the Board shall execute a written agreement incorporating the appropriate terms and conditions **stated** herein.

6.9 **Selection Committee**

The teacher shall apply to the Board. **All** applications shall be reviewed by a Selection Committee consisting of two (2) L.I.N.C. members, one (1) of whom shall **be** the L.I.N.C. Chairperson or designate, two (2) Board members and the Director of Education or designate. The above named Committee shall make recommendations **to** the Board regarding the approval criteria and selection of recipients under this Section. Upon request, applicants will be informed of the specific criteria used by the Committee in determining their award.

6.10 In the event that funds become available due to the withdrawal by a teacher from a previously accepted award, the question of reallocation of the available funds to previously approved recipients will be referred to the Selection Committee for a recommendation to the Board.

b

SECTION 7 - SUPERVISORY LEAVE

7.1 In recognition of voluntary supervisory services (noon hour and extra-curricular supervision), the Board will grant to teachers performing such services leave with pay to a maximum of two (2) days in any school year. There is an understanding that the teachers of each school will endeavour to balance the provision of noon hour supervision and extra curricular supervision while respecting that for each individual teacher the provision of this service is voluntary.

7.2 Part time teachers employed under a regular contract shall be entitled to earn supervisory leave with pay on a pro-rata basis.

7.3 Notwithstanding the provision in Subsection 7.1, teachers volunteering to provide noon hour supervision may choose to be reimbursed at the rate of Eleven Dollars (\$11.00) per person per noon hour rather than receive the supervisory leave day. A preferred option must be selected by the teacher at the beginning of the school year, and will remain in effect for that school year.

7.4 The Board shall establish a fund to reimburse teachers providing noon hour supervision who choose the option described in Subsection 7.3.

7.5 Pursuant to Subsections 7.1, a teacher may carry over from one school year to another a maximum of two (2) unused supervisory leave days.

7.6 (a) A teacher shall be able to use a maximum of four (4) days of supervisory leave in a given school year.

(b) Notwithstanding Subsections 7.5 and 7.6(a), teachers who have accumulated banked supervisory leave days under previous local contracts in the Battlefords, may use that time by combining current and banked supervisory leave days to a maximum of five (5) days in a school year.

7.7 There will be no cash payouts extended in lieu of unused days of supervisory leave.

7.8 Appropriate procedures for granting, record keeping, and reporting on the accumulation and use of supervisory leave days are outlined as follows:

- (a) The principal in each school will be responsible for approving and scheduling supervisory leave, and for keeping appropriate records of such leave.
- (b) The Board will provide a standard form to facilitate the tasks of record keeping and reporting.
- (c) During the yearend reporting period in June, the principal will submit an annual report to the Board on the status of supervisory leave in the school.

7.9 In all cases, in which specific eligibility for leave is not provided for, or defined in, contract or policy, teachers shall use **supervisory leave days** as the first recourse before applying for leave beyond what is provided for in contract or policy.

7.10 These provisions on Supervisory Leave shall be implemented on September 1, 1998.

SECTION 8 - ADMINISTRATION LEAVE

8.1 In recognition of the time spent preparing for the commencement and conclusion of the school year, the Board will allow school administrators time off with pay during the school year as follows:

| | |
|--------------------------------------|---------------------|
| Elementary Schools | 2 days per school |
| JuniorHigh Schools | 3 days per school |
| Comprehensive High School | 12 days per school |
| Kindergarten to Grade Twelve Schools | 1 ½ days per school |
| Single-Teacher Schools | ½ day per school |

8.2 Leave under the provisions of this Section shall be subject to the following conditions:

- (a) notification for leave shall be submitted to **the** Director of Education on the prescribed form at least seven (7) days in advance of said leave;
- (b) administrators can take administration leave days at their discretion provided there is no adverse affect on their school;

- (c) the general affairs of the School Division **will not be** scheduled to accommodate **administration** leave;
- (d) leave under this provision shall not be cumulative from year to year.

SECTION 9 - SABBATICAL LEAVE

9.1 Leave up to fourteen (14) months may be granted by the Board for purposes other than attendance at an institute of higher learning with such remuneration as may be agreed upon.

SECTION 10 - UNPAID LEAVE OF ABSENCE

10.1 After eight (8) years in the employ of the Board a teacher shall be granted, on request, one (1) academic year of unpaid leave of absence for any reason, except employment as a teacher with another school system, provided, however, that such leave of absence does not affect the academic program of the school.

10.2 Such request for unpaid leave of absence shall be **filed** by April 1st. It would be the teacher's responsibility to contact the Board by March 1st of the following year regarding **his** or her intention to return.

10.3 Notwithstanding the above, the Board may grant, on request, unpaid leave of absence regardless of years of service.

10.4 A leave of absence agreement shall be completed by the Board and the teacher setting forth conditions of the leave as well as any return requirements and commitments.

SECTION 11 - MATERNITY, PARENTAL AND ADOPTION LEAVE

11.1 Provisions of The Labour Standards Act, 1995 shall apply.

SECTION 12 - COMPASSIONATE LEAVE

12.1 When leave under this Section is required, the teacher shall make application to the principal stating the need to be **absent**, the member of **the** family **or** friend involved and the number of days requested. **The** principal shall have the discretion to determine the number of compassionate days granted to the teacher. In the case of the principal's need to be absent, the principal shall notify the Director of Education.

12.2 A teacher shall be granted leave with **pay to a** maximum of five (5) teaching days to attend to a serious illness **and/or** death in the immediate family of the teacher, **For** the purpose of this Subsection:

- (a) immediate family is defined as spouse, father, mother, brother, sister, child, guardian, foster parent, foster child or parent-in-law; and,
- (b) serious illness is defined **as** a **life-threatening** or medical situation that has a significant element of anxiety, urgency or severity associated with it.

12.3 A teacher shall be granted leave with pay to a maximum of three (3) teaching days to attend to the serious illness **and/or** death of a relative who is not defined in Subsection 12.2(a).

12.4 A teacher may be granted leave with pay to a maximum of one (1) teaching day to attend the funeral or memorial service of a close friend.

12.5 The Board, at its discretion, may grant compassionate leave other than that provided for in this Section **and/or** in excess of the number of days provided for in this Section.

SECTION 13 - JUDICIAL LEAVE

13.1 A teacher **shall** be allowed leave of absence without loss *of* salary under the following provisions:

- (a) Subpoenaed **to** appear **as** a witness or **summoned** as a juror before a court, **judge**, justice of the peace, magistrate or coroner.
- (b) Required to appear as plaintiff or defendant **in** a court case arising from the performance of his or her professional duties.
- (c) **Any** remuneration awarded **by** the Court above the actual expenses shall be repaid to the Board.
- (d) Leave that is taken pursuant to this Section shall be reported to the Director of Education in writing by the teacher once the subpoena or summons has been **served**.

SECTION 14 - SPECIAL LEAVE

14.1 A teacher may be granted leave with **full** salary for one *or* more reasons indicated below:

- (a) absences from work for events considered as acts of *God* (disaster, fire, floods, snowstorms, etc.);
- (b) attendance at **an** important meeting or convention of a community organization or a government in which the teacher holds an important office;
- (c) attendance at convocation or graduation from high school or a recognized post secondary institution involving self, spouse and children; or
- (d) participation in important sports and cultural activities where the teacher's presence is justifiable.

SECTION 15 - NEGOTIATION LEAVE

15.1 Teachers certified as representatives of the L.I.N. Committee shall suffer no loss in salary for time necessarily absent from regular duties **for** the purpose of participating in negotiations, mediation, conciliation and arbitration proceedings with the Board of Education.

15.2 The maximum number of L.I.N. Committee representatives participating in negotiations, mediation, conciliation **and/or** arbitration proceedings shall be eight **(8)**.

SECTION 16 - BURSARIES

16.1 The Board shall establish a Bursary Fund, the purpose of which shall be to improve the quality of education through staff enrolment in credit classes, non-credit classes and short courses.

16.2 Bursaries shall be available for:

- (a) courses requested by the Board;
- (b) programs included within the Board stated areas or subjects of interest;
or
- (c) classes in Education or in those teaching subjects offered by the Board.

16.3 For each school year during the term of this agreement, the fund shall be Ten Thousand Dollars (\$10,000.00).

16.4 Any teacher (other than a substitute teacher or a temporary teacher) may apply for a bursary and such bursary is to cover only the tuition fees of the class in which the teacher is enrolled.

16.5 Bursary support will not be available when other sources of funds exist; e.g. Department of Education Bursary Program. Applicants who are declined a Department of Education Bursary for reason of quota shall, however, retain eligibility under this Section.

16.6 The teacher shall apply to the Board. **All** applications shall be reviewed by a joint committee of two (2) L.I.N.C. members, two (2) Board members, and the Director of Education. The above named committee shall make recommendations to the Board regarding the approval criteria and selection of recipients under this Section.

16.7 Payment of the bursary shall be contingent upon successful completion of the class.

16.8 Teachers are not eligible for bursary support while on paid Educational Leave under Section 6 of the Agreement.

16.9 Bursary support **shall** not exceed the value **of** tuition **fees** for two (2) **full** classes in the College of Education, University of Saskatchewan **for** the preceding fall term.

16.10 When an award is **granted**, the teacher **shall agree** to return to the employ of the Board **for at** least one (1) academic year immediately following the program, and in the event of default to refund the full amount of the award.

16.11 Notwithstanding the above, there shall be no liability on the teacher's estate if death should occur or on the teacher if disabled and unable to return to work.

16.12 Applications for bursaries shall be made by June 1st and October 1st after completion of the course. A teacher can **miss** only one deadline **for** application for bursary support.

SECTION 17 - PROFESSIONAL DEVELOPMENT

17.1 (a) The Professional Development Fund is an allocation of monies provided to schools to enable teachers to conduct research, attend conferences, visit other school systems, participate in workshops, including curriculum implementation, and engage in other activities sponsoring professional growth.

(b) The Professional Development Fund excludes mandatory programs funded by Saskatchewan Education and programs funded by other sources.

17.2 The Board will provide monies for professional development to each school through the decentralized budget process. The amount of funds to be allocated to professional development will be determined by the principal in consultation with the teachers in the school.

17.3 Professional development priorities in each school will be determined through a process that examines individual teacher plans, school plans and system needs.

17.4 (a) Each school will establish a Professional Development Committee, which shall include the principal.

(b) The general duties of the Committee shall be:

- (i) to assist the principal in the budget planning process;
- (ii) to approve professional development leave requests;
- (iii) to decide upon the reimbursement of expenses;
- (iv) to keep an appropriate record of professional development activities and costs; and,
- (v) to submit approved professional development application forms to the Director of Education.

17.5 The Professional Development Fund will cover the following costs according to Saskatchewan Education rates:

- (i) travel;
- (ii) accommodation;
- (iii) meals;
- (iv) registration fees; and,
- (v) substitute teacher costs.

17.6 Teachers will endeavour to economize by sharing travel and accommodation.

17.7 The Professional Development Committee shall recommend applications to attend a professional conference outside the province to the Board for approval.

SECTION 18 - SPECIAL ALLOWANCES

18.1 When a teacher is designated as a supervisory assistant or to another supervisory or consultative position he or she shall be placed in one of the following two categories and receive the allowance in that category.

CATEGORY 1 - Duties are both supervisory and consultative

| | | |
|--------------------|----|----------|
| 1 year experience | \$ | 4,384.00 |
| 2 years experience | \$ | 5,145.00 |
| 3 years experience | \$ | 5,486.00 |

CATEGORY 2 - Duties are primarily at a consultative level

| | | |
|--------------------|----|----------|
| 1 year experience | \$ | 3,806.00 |
| 2 years experience | \$ | 4,043.00 |
| 3 years experience | \$ | 4,384.00 |

18.2 (a) When the Board requires a teacher to travel regularly from one school to another for instructional purposes or when a consultant must travel as a job requirement, the teacher or consultant shall be paid a travel allowance according to Board policy, but not less than the Department of Education rate. Subsection 18.2(a) shall not apply to teachers who apply to work at more than one school.

(b) It is understood that where any teacher or consultant is in receipt of a travel allowance on December 31st, 1993 that is greater than that which would be generated pursuant to the Board policy, the teacher or consultant shall continue to receive the greater travel allowance. If the duties of the teacher or consultant are subsequently changed by the Board, or if the teacher or consultant leaves the employ of the Board, the Board policy shall apply.

18.3 **Cafeteria Management Allowance**

If a teacher is designated as cafeteria manager, he or she shall receive an additional allowance of \$2,100.00.

SECTION 19 - PREPARATION TIME

19.1 For the purpose *of* this Section, preparation time is defined as regular, unassigned time within the school day (as defined by The Education Act, 1995) when the teacher is not performing instructional *and/or* supervisory tasks involving direct interaction with students. The definition of preparation time excludes time allotted for professional development meetings and activities, and special events involving school visitors.

19.2 The Board shall endeavour *to* meet the objective of providing preparation time through Board policy. The details of a process for allocation of preparation time shall be determined through a process of bargaining between the Board and Teacher L.I.N. Committees and subject *to* ratification by the Board and by the Teachers.

19.3 Subsequent changes to this policy must have the agreement of both the Board and the Teachers.

SECTION 20 - JOB POSTING

20.1 Posting of Vacant Positions

Subject to the other provisions of this Section, posting shall be done for all vacancies and new positions requiring a contract occurring between the first day of the school year and June 1st of that school year.

- (a) Posting means posting in each of the schools and the Central Office.
- (b) Principals shall be responsible for posting the "posting notices" issued by the Director of Education.
- (c) Principals shall determine the method of posting. Posting on a staff bulletin board, or **by** providing a copy of the notice *to* each teacher, are acceptable methods *of* posting.
- (d) Posting a position does not mean that hiring will occur from within existing staff.
- (e) For posting purposes, a vacancy is considered to be the position open after the process *of* internal reassignments at the school level and **after** the Board has reassigned staff due to transfers or returns from leaves.
- (f) The posting notice shall contain an outline of the position and the closing date for applications.

20.2 **Waiver of Posting**

(a) The Board may, in special circumstances, **seek** a waiver of posting from the L.I.N.C. Chairperson or designate. The L.I.N.C. Chairperson or designate shall be responsible, through written communication, for ensuring that the Board is always aware of the person who can authorize a waiver.

(b) If the waiver is granted, the Board shall provide **to** the L.I.N.C. Chairperson or designate, **a** written report **only** in such situations that are identified by the L.I.N.C. Chairperson or designate as being sufficiently complex to warrant a written report at the time of granting of a waiver.

20.3 The Board shall notify **all** applicants for a posted vacancy as to the filling of the vacancy.

SECTION 21 - GRIEVANCE/ARBITRATION PROCEDURES

21.1 **DEFINITION**

A grievance shall be defined **as** any difference arising out of the interpretation or application of this Agreement.

22.2 **PROCEDURE**

The procedure for the resolution of all grievances shall be as follows:

(a) Step 1

(i) The teacher or teachers concerned shall first endeavour **to** settle grievances with the individual responsible for the decision at **a** meeting to be held at a mutually **agreed** time and place.

(ii) Each party may be accompanied or represented by a person of their choice. The parties shall discuss the grievance, receive **an** explanation of the decision and attempt to resolve the dispute.

(b) Step 2

(i) If the grievance is not resolved in Step 1, the teacher shall refer the matter to the L.I.N.C. Chairperson or designate within Five (5) working days following Step 1.

(ii) If the L.I.N.C. Chairperson deems it advisable, he or she shall file a written statement with the Director of Education or designate within five (5) working days, identifying the offended Section(s), describing the grievance and expressing the remedy sought on the **matter**.

(iii) The Director of Education shall render a written decision and shall notify the teacher and the L.I.N.C. Chairperson within five (5) working days of receipt of the grievance.

(c) Step 3

(i) Failing agreement under Step 2, the L.I.N.C. Chairperson may make a written application for a hearing to the Board within five (5) working days of receipt of the decision **by** the Director of Education.

(ii) A bearing shall occur at the next regular meeting of the Board, where at least five (5) working **days** exist, following receipt of the application,

(iii) The Board shall send its decision in writing, to the teacher and the L.I.N.C. Chairperson within five (5) working days of the hearing.

(d) Step 4

(i) Grievances which cannot be resolved through the above process may be referred to arbitration, under the provisions of The Education Act. 1995.

LETTER OF UNDERSTANDING

BETWEEN

THE HOARD LIN COMMITTEE
OF BATTLEFORDS SCHOOL DIVISION NO. 118

and

THE TEACHERS LIN COMMITTEE
OF BATTLEFORDS SCHOOL DIVISION NO. 118

WHEREAS the Board and the Teachers have agreed that supervision will be on a voluntary basis;

AND WHEREAS the Teachers have given the Board assurances that an appropriate extra curricular program will be provided;

AND WHEREAS the Board has agreed that it will provide the resources to cover the costs of supervision of students during noon hours for whatever portion of the supervision is not covered by teaching staff on a voluntary basis;

AND WHEREAS it is recognized that during the implementation of voluntary supervision agreement, schools may face a situation where the teachers have opted not to provide supervision and the principal of an individual school may not have been able to immediately arrange for non-teacher supervision;

THEREFORE, it is understood between the parties that the teachers of any schools facing a situation where teachers, during the implementation of the voluntary supervision agreement, have opted not to provide supervision and the principal has not been able to immediately arrange for outside supervision, will supervise on an emergency basis.

AGREED TO ON SEPTEMBER 2, 1998 BY THE UNDERSIGNED PARTICIPANTS:

BOARD REPRESENTATIVES

[Handwritten signatures]

TEACHER REPRESENTATIVES

[Handwritten signatures]



SUPERVISORY LEAVE DAYS

1022 - 102nd Street
 North Battleford, SK S9A 1E6
 Phone: 306-937-7702
 fax: 306-937-7722

Teacher: _____

School: _____

Total Grandfathered days September 1, 1998 = (former #58 only) _____ days

Total Carryover days Sept 1 _____ days

Note: Teacher may earn days as follows:

- a) **Two** days for providing extra curricular supervision ***or***
- b) **Two** days for providing noon hours supervision ***or***
- c) Any combination of the two for a total of 2 days

Teachers may opt for reimbursement at the rate of \$11.00 per noon hour rather than receive the supervisory leave day

Choice must be made by September 1st for the school year.

Supervision **leave** for extra curricular supervision _____

Supervision leave **for** noon supervision _____

Supervision leave taken during year:

(maximum 4 days) Dates: _____

(5 days grandfathered) _____

Unused grandfathered days leave at June 30 _____ days

Unused Carryover days June 30 _____ days

 Teacher Signature

 Principal Signature

*+Copy will be provided to Board and teacher by June 30 each year

Date: June 3, 1998

To: Board of Education, Battlefords School Division
Battleford Teachers' Association

From: Local Negotiations Committee

The teachers and board members of the Local Negotiations Committee recommend that a joint committee be established to create terms of reference and structures which will develop and enhance communications between teachers and the board. It is suggested that this committee meet within 30 days from the date of ~~the~~ signing of a local agreement.

Agreed to on 3 June 1998 by the undersigned participants:

Board Representatives:

Bill Bradley
[Signature]
Mr. [Signature]
[Signature]
[Signature]
Kim LaFreniere
[Signature]

Teacher Representatives:

Cegia W. Hyatt
[Signature]
Carol Lepperton
Ed Swanchuk
[Signature]
[Signature]
Kim LaFreniere
Jo-Anne Higgs
Nichelle Beavis
[Signature]
A. Clipperton

ADDENDUM TO LETTER OF RECOMMENDATION ON COMMUNICATIONS 3 JUNE 1998

It is further recommended that **the scope** of the **terms** of reference **and** structures be broadened to include joint Board - Teacher communications with the general public on important issues in education. **The** objective of such communications is *to inform* and educate the public on educational issues generally, and on Battlefords School Division issues specifically.

Mechanisms to achieve such communications might include:

- joint communiques issued for special occasions e.g. on amalgamation milestones; on achieving **a new** local agreement; on **Board/School/Teacher** achievements;
- regular public or media articles or up-dates;
- regular school reports to the Board; newsletters to parents;
- public information bulletins and pamphlets that could be used over long periods of time;
- Board policy bulletins to the schools e.g. reminders of important dates; reasons for decisions; costs.

Suggested topics for communication with the public include:

- Teaching involves more than time in front of students
- Different School Communities: Elementary; Junior High; Comprehensive; K-12; one-teacher schools
- What is Preparation Time?
- What is Professional Development?
- Responsibilities of a School Board or School Board Member
- Costs of providing quality education
- **A teacher's day**
- **Board** Decision Making: Factors Considered in the Allocation *of* Resources
- Special Programs

LETTER OF AGREEMENT

between
Board LIN Committee of Battlefords School Division No, 118
and
Teachers LIN Committee

Whereas The Education Act does not contemplate **the** utilization of the interest-based approach to bargaining;

Whereas **the** Board and Teachers have agreed to proceed with interest-based bargaining;

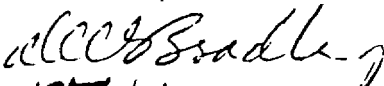
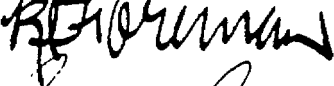
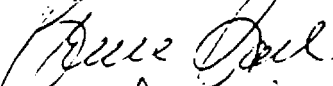
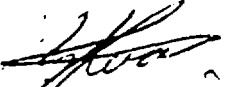
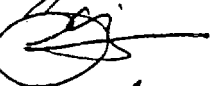

And Whereas the parties hereto have agreed to broaden **the** discussions;

Therefore, it is agreed between the parties that

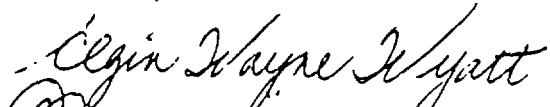

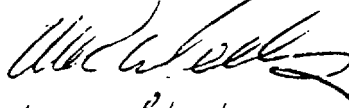

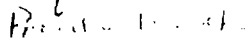
- 1] **the** discussions and tentative agreements will be held on a without prejudice basis;
- 2] if interest-based bargaining does not achieve an agreement, the parties will proceed to initiate traditional bargaining;
- 3] the time spent in Interest-based bargaining **will** be recognized as part of the bargaining process and will be recognized in any application for conciliation.

Agreed to on 3 June 1998 by the undersigned participants:

Board Representatives:




 Kim LaFreniere




Teacher Representatives:



 Carol Kipperton
 Ed Swandank


 Joanne Higgins
 Michele Beavers

 A. Cipperton