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Local Collective Bargaining Agreement

Between

**The Board of Education of the Good Spirit School Division No. 204 of
Saskatchewan**

And

**The Teachers of the Good Spirit School Division No. 204 of
Saskatchewan**

Effective: July 1, 2010 to June 30, 2012

13689 (03)

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GOOD SPIRIT SCHOOL DIVISION NO. 204
LOCAL COLLECTIVE BARGAINING AGREEMENT FOR TEACHERS

Between

THE BOARD OF EDUCATION OF THE GOOD SPIRIT SCHOOL DIVISION NO. 204 OF
SASKATCHEWAN (hereinafter called "The Board")

And

THE BARGAINING COMMITTEE APPOINTED BY THE TEACHERS OF THE GOOD SPIRIT
SCHOOL DIVISION NO. 204 OF SASKATCHEWAN (hereinafter called "The Teachers")

has been negotiated in accordance with *The Education Act, 1995* and shall be effective July 1, 2010 to June 30, 2012.

Unless the context otherwise requires, all terms and expressions used in this Agreement shall have the same meaning as given to them in *The Education Act, 1995*.

The terms and conditions herein reduced to writing represent the whole agreement negotiated by the parties and are not subject to any additional terms and conditions other than those, if any, prescribed by law. The parties to this Agreement may by mutual consent revise any provision of this Agreement during the term of this Agreement.

Section 1 :Pay Periods & Deduction of Local Fees

1.1 Payment of Teacher Salaries

- 1.1.1 Teachers shall have a choice of either ten (10) or twelve (12) pay periods per year.
- 1.1.2 The pay period chosen shall remain in effect for the following academic year and continue thereafter until changed by written request from the teacher.
- 1.1.3 Teachers shall notify the director or designate in writing of their choice of pay periods prior to June 30 of the year preceding change.
- 1.1.4 Teachers newly employed by the Board shall be given the option as outlined above. Each newly employed teacher shall make their option known at the time of signing their contract.
- 1.1.5 In the event a teacher does not notify the Board of their option, payment will be based on ten (10) pay periods.
- 1.1.6 Teachers shall be paid on the 28th day of the month by direct deposit to the teacher's financial institution. When the 28th of the month falls on a weekend, payment will be made on the previous Friday.
- 1.1.7 In December, teachers will be paid on the last teaching day of the month.
- 1.1.8 Teachers new to the profession may request and shall be granted an advance of five hundred dollars (\$500.00) of the monthly salary entitlement for the first month of employment with the Board. The request shall be submitted by September 1 and the cheque issued by September 15.

1.2 Deduction of Local Association Fees

- 1.2.1 Every teacher who is now or hereafter becomes a member of the local association shall maintain membership in the local association as a condition of employment.
- 1.2.2 As a condition of employment, each teacher is required to pay association fees. The Board agrees to deduct fees from each employee's pay upon written notification from the Good Spirit Teachers' Association president. The total sum deducted shall be forwarded to the treasurer of the local association.

Section 2: Deferred Salary Plan

A deferred salary plan will be made available to all teachers in the division. Leave with deferred salary is subject to the following conditions:

- 2.1 The teacher must have completed two (2) years of teaching with the Board prior to application.
- 2.2 A teacher, who makes application to defer salary, is required to defer salary for four (4) academic years with the leave to be taken during the fifth (5th) year.
- 2.3 To access the deferred salary, a teacher must request leave for a full academic year.
- 2.4 To enter the plan in the fall of a year, the teacher shall make application not later than September 15th of that year.
- 2.5 A teacher wishing to opt out of the plan may do so on agreement with the director at an annual review date of January 31st of each year following commencement of the plan.

Section 3: Leave

Teachers on temporary contracts shall be entitled to leaves on a pro-rated basis and shall be the same percentage of time as set out in the teacher's contract of employment. Teachers shall retain accumulation of days from one temporary contract to another provided the contracts are in the same academic year.

Part-time teachers shall be entitled to leaves on a pro-rated basis and shall be the same percentage of time as set out in the teacher's contract of employment.

3.1 Release Time for Good Spirit Teachers' Association (GSTA) Elected Officials

In the event mutual agreement is unable to be reached option in A, option B will apply. It is understood that the GSTA will be responsible for all costs associated with this leave.

Option A

- 3.1.1 The GSTA shall notify the board the day after the GSTA annual general meeting in May of each year who has been elected president for the following year. The president elect shall be granted between 15% to 25% release time per academic year. The exact percentage shall be determined by mutual agreement between the president elect, principal and superintendent. The GSTA shall reimburse the Board, in monthly installments, the salary for the percentage of the president's release time according to the salary rate of the Provincial Collective Bargaining Agreement.
- 3.1.2 The GSTA president shall be granted up to an additional maximum of five (5) days leave for each academic year to be used for association work.

3.1.3 The GSTA shall be granted up to a maximum of forty-five (45) days leave for each academic year to be used by elected officials, with the exception of the president, for association work.

3.1.4 A maximum of ten (10) days for any one executive member with no more than two (2) consecutive days in an academic year.

Option B:

3.1.5 The GSTA shall be granted up to a maximum of fifty (50) days leave for each academic year to be used by elected officials for association work.

3.1.6 A maximum of ten (10) days for any one executive member with no more than two (2) consecutive days in an academic year.

3.2 Negotiation and Dispute Leave

3.2.1 A teacher certified as a representative of the local negotiating committee shall suffer no loss in salary for time necessarily absent from his/her regular duties for the purpose of participation in negotiation, mediation, conciliation, arbitration, and appeal proceedings. The Board agrees to cover the cost of substitute teacher salaries.

3.2.2 To recognize preparation, which includes joint board and local negotiating committee training, each teacher certified as a representative of the local negotiating committee shall be granted up to four (4) days of leave with pay in a negotiation year. The Board and the local association agree that the cost of substitute teacher salaries will be shared equally by the Board and the GSTA.

3.2.3 Costs incurred for the purposes of negotiation, including meals, travel and accommodation, shall be shared between the Board and the GSTA. Each party is responsible for their member costs.

3.3 Saskatchewan Teachers' Federation Leave

For teachers fulfilling duties at the provincial level refer to the Provincial Collective Bargaining Agreement.

3.4 Provincial Curriculum Leave

Any teacher who is a member of a provincial curriculum development committee shall be granted leave with pay to attend meetings of the committee.

3.5 Education Leave

For the purpose of this section, Education Leave is defined as a leave in which a teacher desires to pursue studies, or to undertake training or other activities from a recognized post-secondary institution, in order to expand or improve his/her professional qualifications that align with the Board's goals and priorities.

3.5.1 The director may grant Education Leave to a teacher and, if granted, the following shall apply:

- 3.5.1.1 Leave of absence for any period of time up to fourteen (14) months may be granted for the purpose of improving the qualifications of a teacher.
- 3.5.1.2 For approved leaves, the Board will assist the teacher by providing 66% of the basic salary of the teacher at the time the award is granted.
- 3.5.1.3 To qualify, a teacher must have at least four (4) years' consecutive service or equivalent with the Board or predecessor Board.
- 3.5.1.4 While on leave, the teacher will undertake a course of study that has been approved by the Director of Education.
- 3.5.1.5 Should the teacher fail to successfully complete the program, approved as a condition of leave, the teacher shall undertake to refund the award within two (2) years following the date of his/her return to the school system together with interest at the preferred lending rate prevailing at the date of the award. Notwithstanding the above, the Board may, at its discretion, waive compliance on the part of the teacher in whole or in part.
- 3.5.1.6 The teacher shall undertake, in writing, to return to the employ of the Board for a period of at least two (2) years immediately following the leave and in the event of default on his/her part agrees to refund the money awarded to him/her together with interest at the preferred bank lending rate prevailing at the date of the award. In the event there is partial compliance as to time, the refund shall be the equivalent portion of the amount of the award. Notwithstanding the above, the Board may, at its discretion, waive compliance on the part of the teacher in whole or in part.
- 3.5.1.7 In the event the teacher should die or become disabled from teaching while on leave of absence or during the period of committed service, there shall be no legal liability on any person or estate for refund of the award in whole or in part. The director may require a medical certificate for a disability if deemed necessary.
- 3.5.1.8 Except in the case of short-term leaves, a teacher shall apply to the director for Education Leave not later than five (5) months prior to the

commencement date of the leave but no later than March 31 of a school year. The director shall notify the teacher of their decision within six (6) weeks of the final date of application. Upon request, applicants will be informed of the specific criteria used in reaching the decision.

- 3.5.1.9 The teacher, upon his/her return to the school system, shall return to a position comparable to that held prior to the award or to a subsequent mutually agreed upon position.
- 3.5.1.10 In the event that the teacher's position is declared redundant, there shall be no requirement to repay the award.

3.6 Sabbatical Leave

For the purpose of this section, Sabbatical Leave is defined as a leave free from all teaching and administrative duties to gain educational and life experience.

3.6.1 The director may grant Sabbatical Leave to a teacher, and if granted, the following shall apply:

- 3.6.1.1 Leave of absence for any period of time up to fourteen (14) months may be granted for the purpose of improving the qualifications of a teacher.
- 3.6.1.2 For approved leaves, the Board will assist the teacher by providing 51% of the basic salary of the teacher at the time the award is granted.
- 3.6.1.3 To qualify, a teacher must have at least four (4) years' consecutive service or equivalent with the Board or predecessor Board.
- 3.6.1.4 The teacher shall undertake, in writing, to return to the employ of the Board for a period of at least two (2) years immediately following the leave and in the event of default on his/her part agrees to refund the money awarded to him/her together with interest at the preferred bank lending rate prevailing at the date of the award. In the event there is partial compliance as to time, the refund shall be the equivalent portion of the amount of the award. Notwithstanding the above, the Board may, at its discretion, waive compliance on the part of the teacher in whole or in part.
- 3.6.1.5 In the event the teacher should die or become disabled from teaching while on leave of absence or during the period of committed service, there shall be no legal liability on any person or estate for refund of the award in whole or in part. The director may require a medical certificate for a disability if deemed necessary.
- 3.6.1.6 Except in the case of short-term leaves, a teacher shall apply to the director for Sabbatical Leave not later than five (5) months prior to the commencement date of the leave but no later than March 31 of a school year. The director shall notify the teacher of their decision within six (6)

weeks of the final date of application. Upon request, applicants will be informed of the specific criteria used in reaching the decision.

3.6.1.7 The teacher, upon his/her return to the school system, shall return to a position comparable to that held prior to the award or to a subsequent mutually agreed upon position.

3.6.1.8 In the event that the teacher's position is declared redundant, there shall be no requirement to repay the award.

3.7 Compassionate Leave

3.7.1 A teacher shall be granted compassionate leave with pay for up to five (5) consecutive teaching days per occasion in the event of a serious illness, death and funeral in the immediate family.

3.7.2 For the purpose of this section, immediate family is defined as spouse, common-law spouse, partner, mother, father, legal guardian, brother, sister, child, ward, in-laws, grandchild, grandparent, uncle, aunt, niece, and nephew.

3.7.3 The director, at his/her discretion, may grant compassionate leave in excess of five (5) days and in instances other than immediate family.

3.8 Personal Leave

A teacher shall be granted leave with pay to a maximum of five (5) teaching days in any one (1) academic year for one or more of the following reasons. If the days are to be requested consecutively, they must be approved by the superintendent after consultation with the principal.

3.8.1 To attend secondary graduation or post-secondary convocation of self, child, spouse or partner.

3.8.2 To attend functions of voluntary community organizations if he/she is an officer of such an organization on a level at least one higher than the local organization.

3.8.3 To attend to duties as an official delegate (beyond the local meeting) arising from membership of a local government board.

3.8.4 To serve as an active pallbearer, musician, soloist, reader or communion server at a funeral.

3.8.5 In the instance a teacher is stranded from his/her work due to impassable or extremely hazardous roads. The number of such days in any one (1) academic year shall not exceed two (2).

3.8.6 To enable a teacher to attend the birth of his/her child.

- 3.8.7 To enable a teacher to bring a newborn child home from the hospital.
- 3.8.8 To enable a teacher to be present when a child becomes available for his/her adoption.
- 3.8.9 To attend **non-routine** medical or dental appointments or medical referrals to specialists for a spouse, partner, child, ward, parent or parent-in-law.
- 3.8.10 To attend an emergency, accident or sickness involving a spouse, partner, child, ward, parent or parent-in-law. For this clause only, up to three (3) consecutive days may be approved by the principal without consultation with the superintendent.

3.9 General Leave

The director, at his/her discretion, may grant a teacher a leave of absence with or without pay. A written request must be forwarded to the director for review. A decision shall be made after consultation with the principal and employee involved.

3.10 Maternity, Parental and Adoption Leave

- 3.10.1 A teacher shall be entitled to maternity, parental and adoption leave in accordance with *The Labour Standards Act* of the Province of Saskatchewan.
- 3.10.2 The director may grant unpaid leaves for such longer periods of time as may be mutually agreed upon by the teacher and the director.

Section 4: Earned Days Off: Noon Period Travel, Noon Supervision, and Extra-Curricular Supervision

For the purpose of this section, teachers may accumulate Earned Days Off (EDOs) for noon period travel, noon supervision and extra-curricular supervision.

4.1 Definitions

4.1.1 Noon Period Travel

Noon period travel shall mean a teacher who is required and approved to travel between schools over the noon hour for **work-related** purposes and does not receive a duty free lunch period. Travel time is tracked in minutes.

4.1.2 Noon Supervision

Noon supervision shall mean approved supervision during the lunch period. A teacher volunteering to provide noon supervision shall declare his/her intention by June 10 of the preceding school year. In the case of a teacher new to the division, the teacher shall declare his/her intent with respect to the above on the first day of his/her employment. Supervision time is tracked in minutes.

4.1.3 Extra-Curricular Supervision

Extra-curricular shall be defined as the voluntary time spent supervising a principal-approved extra-curricular activity with students outside of regular school hours. Extra-curricular time is tracked in hours.

4.2 Entitlement

4.2.1 Three (3) days may be used as time in lieu in any one school year.

4.2.1.1 If the days are to be requested consecutively, they must be approved by the superintendent after consultation with the principal.

4.2.2 The director may grant an employee a 4th earned day of time in lieu (EDO) in any one school year. A written request must be forwarded to the director for review. A decision shall be made after consultation with the principal and employee involved.

4.3 Recognition Options

4.3.1 Any teacher who is approved to travel over the noon period or provide noon supervision shall be compensated in accordance with the following:

- 6 hours of service = ½ day time in lieu.
- 12 hours of service = 1 day time in lieu.
- 18 hours of service = 1.5 day time in lieu.
- 24 hours of service = 2 days time in lieu.
- 30 hours of service = 2.5 days time in lieu.
- 36 hours of service = 3 days time in lieu.
- Time earned in less than half day increments, hours not used as time in lieu or hours earned in excess of 36 hours shall be paid an hourly rate of 1/12 of the daily rate of Class V Step 6 as outlined in Article 2 of the Provincial Collective Bargaining Agreement.
- For the purpose of this contract a half day shall be one morning or one afternoon.
- Any payout shall be made in June on the regular monthly pay cheque.

4.3.2 Any teacher who is approved to provide extra-curricular supervision shall be compensated in accordance with the following:

- Teachers who earn less than 60 hours of service may be paid an hourly rate of 1/60 of the daily rate of Class V Step 6 as outlined in Article 2 of the Provincial Collective Bargaining Agreement. These hours may be carried forward in accordance with Article 4.3.4.
- 30 hours of service = ½ day time in lieu.
- 60 hours of service = 1 day time in lieu.
- 90 hours of service = 1.5 day time in lieu.
- 120 hours of service = 2 days time in lieu.

- 150 hours of service = 2.5 days time in lieu.
- 180 hours of service = 3 days time in lieu.
- Increments of 210, 240, 270, 300, 330 and 360 hours of service shall be paid one half (½) of the daily rate of Class V Step 6 as outlined in Article 2 of the Provincial Collective Bargaining Agreement for each increment reached.
- After 60 hours teachers must achieve each increment to be compensated.
- A maximum of 360 hours can be claimed.
- For the purpose of this contract a half day shall be one morning or one afternoon.
- Any payout shall be made in June on the regular monthly pay cheque.

4.4 Carry Forward Time

- 4.4.1 Up to a maximum of two (2) days of unused time in lieu may be carried forward to the next year to be used in accordance with Article 4.2.
- 4.4.2 By June 1 teachers shall inform payroll, via their school administration, of their intention to carry forward their two (2) unused time in lieu days. The unused time in lieu day(s) may be carried forward in a half or full day increments only.
- 4.4.3 For extra-curricular supervision only, if less than 60 hours of supervision has been provided, those hours may be carried forward. These hours shall be tracked at the school.

4.5 Payroll Notification

- 4.5.1 By June 1 teachers shall inform payroll, via their school administration, the time worked in the following categories:
 - noon hour supervision in minutes
 - extra-curricular supervision in hours to a maximum 360 hours
 - noon period travel in minutes
 - total number of EDOs taken during the academic year
 - carry forward day(s) (if applicable)

4.6 Part-time Teachers and Recognition of EDOs

- 4.6.1 Part-time teachers who use EDOs do so prorated to their contracts to a maximum of 3 days of their part-time days.
- 4.6.2 The following are examples of how recognition shall be applied:

Example A:

A 20% teacher who has earned 3 days takes 3 days at 20% which equals 0.6 days from the bank of 3 days. 2.4 days remain in the bank.

Example B:

A 50% teacher working half days who has earned 3 days takes 3 days at 50% which equals 1.5 days from the bank of 3 days. 1.5 days remain in the bank.

Example C:

A 50% teacher working full days every second day who has earned 3 days takes 3 days at 100% which equals 3 days from the bank of 3 days. 0 days remain in the bank.

Section 5: Staff Meeting Release Time

In order to facilitate adequate time for school staff meetings, the Board shall permit schools to dismiss students one hour earlier than normal dismissal per month. In order to ensure transportation services continue to operate most efficiently, these dismissals shall apply to all schools on the same day.

Section 6: Reimbursement of Expenses

Reimbursement of teacher out-of-pocket expenses is to be handled at a school-based level with decentralized budgets.

Section 7: Professional Development

7.1 Individual

7.1.1 The Board shall allocate a portion of the budget each fiscal year to fund professional development activities. These funds will be provided to schools through the decentralized budget based on the formula of a minimum of \$400 per full time equivalent teacher plus a minimum of \$600 per administrator.

7.1.2 Principals shall establish an in-school professional development committee to develop procedures on how the decentralized portion of professional development will be administered, and to grant professional development leaves as needs of the school dictate.

7.2 Association Days

For the purpose of this section, it is agreed that the Board and the **GSTA** will jointly plan and fund two (2) association days per academic year that focus on curriculum and professional development needs of the division. This shall include one half (1/2) day devoted to a **GSTA** business meeting. The Board shall take the lead role in planning the day in semester 1 and the **GSTA** shall take the lead role in planning the day in semester 2.

7.3 Board Directed Training

When the Board requires a teacher to attend a professional development session, all expenses are to be covered by the Board and will have no impact on individual professional development funds.

Section 8: Bursaries

- 8.1 The Board shall establish a bursary fund for the purpose of improving professional qualifications of its teaching staff. This fund shall be equivalent to 0.13% of annual in-scope teacher salaries.
- 8.2 The fund will be allocated to cover tuition and administration fees of an approved post-secondary course and/or a Saskatchewan Teachers' Federation short course.
 - 8.2.2 If the credit hours are not identified, the equivalent credit hours will be determined by the director in consultation with the applicant.
- 8.3 Up to twelve (12) credit hours may be approved for reimbursement per teacher in any one fiscal year.
- 8.4 The reimbursement amount per credit hour will be calculated by dividing the approved bursary fund by the number of total approved credit hours in the fiscal year.
- 8.5 If additional grants are available for a prescribed course, costs above tuition and administration fees may be covered.
- 8.6 The fund shall be set up on the Board's budget year with no accumulation or carry-over of funds.
- 8.7 To qualify for an award, a teacher must have completed one (1) year of teaching service with the Board prior to commencement of the program or course.
- 8.8 A letter of application shall be forwarded to the director at the time of registration for the course.
- 8.9 Payments for successful completion of approved course(s) shall be made upon sufficient proof of completion.
- 8.10 The teacher shall undertake, in writing, to return to the employ of the Board for at least one (1) year immediately following the completion of the program or course. Notwithstanding the above, the Board may, at its discretion, waive compliance on the part of the teacher in whole or in part.

Section 9: Department Head Allowance

- 9.1 Teachers designated by the director as department heads shall be compensated in the form of appropriate release time per semester.
- 9.2 Department heads shall receive one (1) period of release time per day per semester.

Section 10: Preparation Time

The Good Spirit School Division maintains its commitment to the curricular program through provision of preparation time for teachers. This time is based on three foundational principles:

- Provision shall be equitable (just and fair);
 - Provision shall enhance the teachers' capacities to meet the learning needs of students; and
 - Provision shall enhance the school's capacity to be a learning community.
- 10.1 A target of 8% to 10% preparation time shall be allocated to individual teachers. The assignment of preparation time may be less than 8% in schools where administration, in joint consultation with *all* staff, determines creative and practical ways to meet the needs of their teachers and school. It is mutually understood that ongoing dialogue is necessary to resolve issues concerning preparation time. The Board will strive to schedule preparation time for each teacher every day.

Section 11: Transition to Retirement

- 11.1 This program is strictly voluntary to teachers who have attained superannuation eligibility. Teachers interested in accessing this section are encouraged to direct inquiries regarding eligibility to the director.
- 11.2 If a teacher is eligible and wishes to participate, the teacher must provide a letter of resignation to the director at least three (3) weeks in advance of the requested date of superannuation. The superannuation date chosen must also coincide with the last teaching day of the month in which the superannuation will occur. The date of superannuation will be in the months of September to May inclusive.
- 11.3 If the date of superannuation will be in the month of May, notice will be provided no later than April 15 of that year.
- 11.4 The teacher applying for this program will receive a one-time temporary contract from the beginning of the month following the resignation to June 30th of that school year.

Section 12: Special Allowances

Each program consultant appointed by the director shall receive the following allowance.

12.1 Tier One

0.15 times current class, step and FTE percentage for consultants with supervisory and hiring responsibilities such as Network Coordinators and Student Services Coordinators.

12.2 Tier Two

0.075 times current class, step and FTE percentage for consultants with no supervisory responsibility such as Coaches, Educational Psychologists, Library Consultants and Speech and Language Pathologists.

Section 13: Secondment of Teachers within Good Spirit School Division

Teachers seconded within the Good Spirit School Division to provide in-service to other staff shall be paid an allowance of 10% of the teacher's salary as set out in Article 2.1 of the Provincial Collective Bargaining Agreement. Such allowance shall be in addition to the basic salary and allowances.

Section 14: Substitute Teachers

- 14.1 Substitute teachers shall be paid at a daily rate of one / number of days of the school year of the minimum annual rate of pay in the class that his/her certification entitles him/her on the current salary schedule in effect at the time of substituting. With each new Provincial Agreement, substitute salaries will be re-calculated effective the date of the signing of the new agreement.
- 14.2 Commencing on the sixth (6th) consecutive day of substitute teaching for the same teacher, the substitute teacher shall be paid as per the Provincial Collective Bargaining Agreement (class and experience), retroactive to the first day.
- 14.3 Scheduling of substitute teachers will be balanced between teachers with varying levels of experience including superannuates.
- 14.4 Every effort will be made to include substitute teachers in professional development opportunities throughout the division. Substitute teachers shall refer to the division website for updates.
- 14.5 A substitute teacher shall be paid no later than the fifth (5th) business day of the month following a month in which the teacher provided substitute service.
- 14.6 Substitute teachers who volunteer to provide noon supervision shall be paid an hourly rate of 1/12 of the daily rate of Class IV Step 1 as outlined in Article 2 of the Provincial Collective Bargaining Agreement.

Section 15: Vacancies

A notice of all vacant administrative, consultant and teaching positions not filled by transfers covered by this Agreement shall be sent to each school principal for posting in the staff room.

Section 16: Transfers

- 16.1 A consultative process between the director or designate and teacher will occur with regard to transfers.
- 16.2 When a teacher is requested by the Board to transfer, fair compensation will be available for reasonable and necessary moving costs.

Section 17: Policy Advisory Committee

- 17.1 When a review of administrative procedures and board policy occurs that are relevant to teachers duties, the director shall solicit input from the GSTA.
- 17.2 Proposed administrative procedures changes will be forwarded to the GSTA President for distribution.

Section 18: Grievance Procedure

- 18.1 Grievance is defined as a complaint involving the alleged violation, misinterpretation or misapplication of a written provision of this Agreement.
- 18.2 When a teacher has a grievance or complaint with respect to a specific section or article of this Agreement, he/she shall refer it to the chairperson of the Local Teacher's Negotiation Committee within sixty (60) calendar days of the alleged infraction.
- 18.3 The chairperson of the Local Teacher's Negotiation Committee, upon receipt of the written notice of a grievance, shall contact the director within three (3) teaching days and arrange to resolve the grievance.
- 18.4 If within fifteen (15) teaching days from when the director is notified in clause 18.3 the respective committees have not resolved the grievance, it shall be referred to the arbitration process as set out in Section 261 of *The Education Act, 1995*.
- 18.5 Time limits may be extended by mutual agreement of the parties.

Section 19: Review Clause

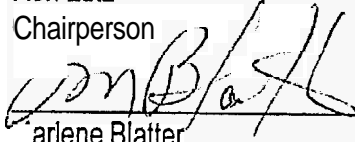
The parties agree to meet each February for an annual review of the contract or upon written request to either party with thirty (30) days' notice to discuss issue(s) that may arise from this contract.

IN WITNESS WHEREOF of the said parties have hereunto affixed their signatures this 10 day of June 2010.

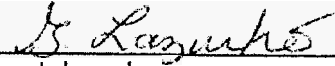
SIGNED on behalf of the Teachers of the Good Spirit School Division No. 204 of Saskatchewan



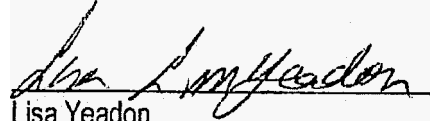
Ron Lutz
Chairperson



Arlene Blatter
Teacher Representative



Glenda Lazurko
Teacher Representative



Lisa Yeadon
Teacher Representative

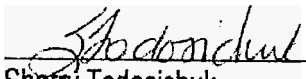


Betty Tomlin
Teacher Representative

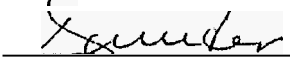
SIGNED on behalf of the Board of Education of the Good Spirit School Division No. 204 of Saskatchewan



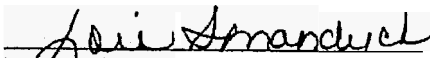
Dwayne Reeve
Director of Education



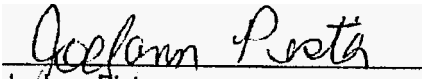
Sherry Todosichuk
Superintendent of Business Administration



Diana Welter
Human Resource Manager



Lois Smandych
Board Trust



Joellann Pister
Board Trustee