

W.A.N.T.E Liaison Minutes
Thursday, February 5, 2015
4:45pm – Administration Building – Room 106

Present:

Shelley Gregoire	<i>Admin Bldg #1 Sec Treas Dept</i>	Maria Mazur	<i>Prairie Rose</i>
Carrie Logan	<i>Admin Bldg #2 Info Systems</i>	Bruce Zilkowsky	<i>Prince Charles ERC</i>
Darlene Neal	<i>APC</i>	Derrick Robinson	<i>R.B. Russell High</i>
Gail Barker	<i>Ashland DLC</i>	Norma Roulston	<i>River Elm</i>
Rosa Loconte	<i>Carpathia</i>	Ruth Kostiuk	<i>Riverview</i>
Maureen MacCoy	<i>Carpathia</i>	Tina Bazilewich	<i>Robertson</i>
Bev Gillies	<i>Cecil Rhodes</i>	Carol Seburn	<i>Sargent Park</i>
Debra Glennie	<i>Clinical Support Services</i>	Darlene Hanischuk	<i>Sisler High School</i>
Gale Hladik	<i>Clinical Support Services</i>	Maureen Boisclair	<i>Sister MacNamara</i>
Ben Lacroix	<i>École secondaire Kelvin</i>	Maria Melo	<i>Sister MacNamara</i>
Judi Bastl	<i>Elmwood</i>	Randy McMurray	<i>St. John's High</i>
Leslee Strauman	<i>Elmwood</i>	Amanda Ferbrache	<i>Stanley Knowles</i>
Selma Beilby	<i>Faraday</i>	Martha Brule	<i>Tec Voc High</i>
Karen Korzenowsky	<i>Garden Grove</i>	Irene Costa	<i>Tyndall Park/WANTE</i>
Carla Paul	<i>General Wolfe/WANTE</i>	Rosa Messina	<i>Victoria-Albert</i>
Marie-Colette Nolan	<i>George V</i>	Brittany Morrison	<i>Victoria-Albert</i>
Ruth Best	<i>Isaac Brock</i>		
Erika Kupchak	<i>Lord Roberts</i>	Kelly Bowen	<i>W.A.N.T.E.</i>
Margaret Sloboda	<i>Lord Roberts</i>	Denise Hanlan	<i>W.A.N.T.E.</i>
Jackie Jefkins	<i>Lord Roberts</i>	Michelle Short	<i>W.A.N.T.E.</i>
Cindy Charlton	<i>Luxton</i>	Dawn Bronk	<i>W.A.N.T.E.</i>
Holley Tweed	<i>Machray</i>	Andrea Paget	<i>W.A.N.T.E.</i>
Ana Juarez	<i>Norquay</i>	Luis Tome	<i>W.A.N.T.E.</i>
Candace Iwasienko	<i>Prairie Rose</i>	Barb Morrison	<i>W.A.N.T.E.</i>

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1. Call to Order – Luis Tome

- Meeting called to order at 4:47pm
- Luis welcomed everyone and thanked them for attending.

2. Approval of December 6, 2014 Meeting Minutes

- Minutes were approved and placed on file.

3. Survey Results

- Luis reviewed the results of the survey
- Good response to survey
- See results in January Newsletter

4. Location of Annual Meeting and Dinner

- Annual meeting and the Annual Dinner will be hosted this year at the Victoria Inn
- A new location was chosen mainly because of size. Our dinner is growing in size and the Norwood does not have a larger venue.
- Larger parking and on a bus route
- Victoria Inn, Centennial Rooms
- Annual Meeting May 27, 2015 and Annual Dinner October 29, 2015

5. Grievance Procedure

- Luis reviewed the procedure
- The employee doesn't file the grievance the Association files the grievance.
- The Grievance is filed on behalf on the employee but supported by the Association. If the Association does not believe there is legitimate reason to file the Association will not move forward with the grievance.
- If member wants to file a grievance especially in regards to a new position the member must be willing to follow it through to the end. IE. If you are awarded the position as a result of the grievance you must take the position.
- Step 1 – Within ten (10) days after the date upon which the Employee was notified in writing, or on which the Employee became aware of the action or circumstances giving rise to the grievance, the Employee shall meet and discuss the difference with the appropriate principal or supervisor. The Employee may be accompanied by an Association representative should they so wish.
- Step 2 – Failing satisfactory settlement at Step 1 or failing receipt of a decision from the supervisor or designate, within ten (10) days from the date of the meeting contemplated at Step 1, the Association may submit the grievance in writing to the Director of Human Resources or designate within ten (10) days of the date upon which the supervisor or designate issued or is required to issue an answer. Within ten (10) days of the date of receipt of the grievance at this step, the Director of Human Resources or designate shall meet and discuss the matter with the Association and shall advise the Association in writing of a decision within ten (10) days of such meeting.
- Step 3 – Failing satisfactory settlement at Step 2 or failing receipt of a decision from the Director of Human Resources or designate, the Association may within ten (10) days of the date upon which the Director of Human Resources or designate issued or is required to issue an answer in writing, refer the written grievance to the Chief Superintendent of Schools or designate. Within ten (10) days of receipt of the grievance at this step the Chief Superintendent of Schools or designate will meet and discuss the matter with the Association and shall advise the Association in writing of a decision within ten (10) days of such meeting.

6. W.A.N.T.E. Nominations and Elections

- Deadline is February 18, 2015 to Maria Carreira at école Sacré Coeur.

- If you wish to run for a position please fill out the Call to Nomination form and the Tell Us about Yourself form and submit to Maria Carreira.
- All positions are open on Council for a one year term
- If someone else wants to nominate you, you still have to be the one to fill the form in and sign it.
- On Executive the following positions are open this year :
 - Vice President –
 - needs to have served on Executive or Council for 2 consecutive years
 - 2 year term
 - Attends Executive and Council meetings and all General Meetings
 - Members at Large – 2 positions
 - Needs to have served on Executive or Council in the past
 - 2 year term
 - Attends Executive and Council meetings
 - Treasurer –
 - Needs to have served on Executive or Council in the past
 - 2 year term
 - Attends Executive and Council meetings

7. Labour Ed Workshop – April 28, 2015 Pensions

- Registration will be in the March newsletter
- Division Retiree Seminars no longer include Pension department as part of the seminar
- This workshop will be strictly about your pension.
- If you are contemplating retirement contact Audra and get your printout and you can set up a meeting with her to discuss. If you would like someone to go with you you can bring someone.

8. Evaluation Process

- Reviewed Administrative Rule GCN-R(6)
- Probationary Employees should be evaluated at the midway mark of their probations (3 months) then after completing the probationary period successfully (6 months) an evaluation should be completed at the one year date.
- An evaluation should be completed every 3 years after the first year.
- It shows on Employee Connect if you are due an evaluation
- Once you are given the written evaluation the Principal/or Designate has 5 days in which to meet to discuss with the employee
- The employee will be given 5 working days to make any comment he/she wishes prior to signing the evaluation
- Signing the evaluation only means you have seen it and been given the opportunity to read it and respond, but not the you necessarily agree with the information.
- If you have a new principal it doesn't change the date of your evaluation.

Q: Can you be given the evaluation and asked to do a self evaluation?

A: Yes, you can be asked to self evaluate. It isn't always a bad thing if used properly by the evaluator.

9. Open Session

Q – How do members make amendments to the Constitution?

- A –
1. Amendments shall be made in writing by council and/or members and delivered to the Association at least thirty (30) days prior to the general meeting.
 2. Such amendments must receive approval of the Executive Committee before being presented at the meeting.
 3. This constitution/bylaws may be amended at any general meeting, by a two-thirds (2/3) vote of the members present provided notice of the amendments has been presented fifteen (15) days before the meeting.

Q – Is there a shortage of subs?

- A – There are 600 subs in the sub pool.
- Subs choose when they want to work.
 - WSD does not guarantee them so many hours per week and therefore WSD can not force them to work.
 - Some subs also work for other divisions.
 - Over 100 substitutes have become permanent
 - Several schools have been left with no clerk in the school as no one has picked up the job.
 - Some EA positions with very high needs students have not been getting substitutes.
 - W.A.N.T.E. has and will talk to Human Resources about it. They are reviewing the sub lists and removing the subs who are now permanent and looking at frequency rates for other substitutes.

Q – Could the Division email employees to advise that a position they applied for has been filled and they were not the successful candidate?

- A – The Division is looking at a new program for advertising vacancies that may have that potential. If a member is ever wondering about a position they can always call the W.A.N.T.E. office and the President would find out for them.

Q – When will Life Long Learning update their website?

- A – President will check with WSD. UPDATE: Posted February 11.

10. Reminder of Next Meeting: Thursday, April 9th, 2015

11. Meeting Adjourned – 6:00 pm.