

STANDING RULES

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1. **13/01/81** - The Association pay Executive and Council members out of pocket expenses while on Association business, i.e. parking, meals, etc. These bills are to be turned in to the Treasurer for reimbursement.
2. **23/09/81** - The Grievance Committee be given the authority to disburse funds as required for the purpose of obtaining an arbitrator for resolving grievances.
3. **05/10/83** –Members of Council to be sent to Preliminary Parliamentary Procedures Course.
4. **01/02/84** - Only President and Collective Bargaining Committee Chairman may contact the Association lawyer. **(Amended 02/05/09)**.
5. **19/09/84** - From September to June Executive and Council meetings to be the 2nd and 3rd Wednesday of each month with the exception of December and May meetings which would be one week earlier.
6. **16/09/87** - Retired members within the last year be invited by the Social Committee to the Annual Dinner as guests of the Association. Cut-off date to be August 31st for retirees to be honored. **(Amended 17/04/12)**
7. **16/01/85** - That Officers and Committee Chairmen be allowed Leave of Absence when required with the permission of the President.
8. **13/02/85** -That all requests for short leave of Absence must be approved by the President. **(Amended 5/11/11)**
9. **10/09/86** - The President be responsible for the safe keeping of all materials, annual reports, all documents and documentation as well as the final contract from the Collective Bargaining Committee pertaining to W.A.N.T.E. on an external hard drive. **(Amended 22/04/14)**
10. **21/01/87** - Council meetings start at 5:00 p.m.
11. **14/10/87** - Executive and Council members who cannot get compensatory time off from work for WANTE business should be paid for such time with approval of Executive.
12. **15/03/89** - That the President have Standing Rule-Policies Manuals printed to include Revisions and that they be distributed at the June Council meeting. **(Amended 17/04/12) (Amended 14/04/15)**
13. **08/11/89** - That the Treasurer's monthly report be distributed to council. **(Amended 19/05/10)**
14. **12/12/90** - That WANTE's contribution be decreased from \$1000.00 to \$0.00 per year re retirement seminars. **(Amended 02/09/11) (Amended 18/01/17)**

15. **12/04/91** - That the newsletter be published in the following months: January/February, March/April, May/June, September/October, November/December.
16. **15/01/92** -That the Leadership Training Guidelines found in Committee Responsibilities and application form be accepted. **(Amended 18/04/17)**
17. **16/09/92** - That the Annual Meeting time be changed from 7:30 p.m. to 5:00 p.m.
18. **20/09/95** – After consultation with the Executive and or Council members the President will contact the Pension Advisor when deemed necessary and not be retained on a regular basis. **(Amended 18/04/17)**
19. **17/02/09 - Definition of Retiree**
Pension Plan for Officers and Employees (Other Than Teachers) of the Winnipeg School Division, Schedule A to By-Law No. 1017 revised December 2007. **(Amended 11/05/11)**

Section 6.01
A member may receive a pension by retiring from the Service of the School Division provided the Member has fulfilled one of the following age and service requirements. The amount of pension shall be equal to the pension determined in accordance with:

(a) **Section 7.01, Section 7.02** or **Section 7.05**, whichever is applicable if on the date of retirement, the Member has attained age:
 - i) 65 years
 - ii) 55 years and has completed at least 10 years of service, or
 - iii) 50 years, and the Member's attained age plus years of service totals at least 80, or the date the Member would have fulfilled these requirements if the Member is entitled to a paid-up pension as described in Section 5.02 and the Member has attained age 50 years on the date the Member left the Service of the Winnipeg School Division.
20. **18/04/01** -That the Executive/Council be aware of and monitor the investments of the Association held at the Cambrian Credit Union.
21. **20/02/02** - That any Executive and Council members that attend a WANTE approved workshop will be paid by WANTE for additional time up to 7 ¼ hours.
22. **19/02/03** - That retired employees, as designated by the Division including the retiree's spouse and dependents, are eligible to enroll in the Extended Health Care Benefits Plan for Retirees provided the retired employee applies within 90 days of retirement as per Blue Cross Policy. **(Amended 14/04/15)**
23. **19/03/03** - That flowers and/or gift basket be sent to council members, not to exceed the cost of \$100.00, plus tax and delivery for the following reasons:
 - a) Hospitalized
 - b) Death of an immediate family member
 - c) Death of someone living in the immediate household**(Amended 06/05/13)**

24. **17/03/04** - That the President's classification be increased to a Class 8, Step 5 effective April 1st, 2013. **(Amended 20/03/13)**
25. **17/03/04** - That a WANTE Executive/Council member may claim mileage or the price of a bus ticket for any meeting that is called by a committee or chair other than the following: Annual meeting, General meeting or Ratification meeting. Mileage or the price of a bus ticket must be claimed prior to December Council meeting for meetings attended in that fiscal year. Mileage or price of bus ticket for the remainder of the term must be claimed prior to the end of June if your term is ending and you are not returning to executive/council.
(Amended 16/03/11) (Amended 22/04/14)
26. **19/01/05** - That the W.A.N.T.E. secretary be entitled to sick benefits based on our current Collective Agreement to commence January 1st, 2005.
27. **18/10/06** - That as of November 1st, 2006 the dental plan for members of our Association become mandatory for all new employees who are employed in a weekly work schedule of 25 hours or more. **(Amended 22/04/14)**
28. **18/10/06** - That the monthly financial statements be reviewed and initialed by two (2) Members-at-Large at the monthly Executive meetings for filing in the WANTE office.
29. **18/10/06** - That all disbursements and cheques to be written by the Association be presented for approval at the monthly Council and/or Executive meeting.
(Amended 14/04/15)
30. **19/03/08** - That the ticket price for the Annual Dinner be set at \$25.00 per person.
(Amended 09/12/15) (Amended 19/04/17)
31. **18/06/08** - That the Vice-President be compensated for additional hours worked when attending meetings outside of her/his work hours and that the time be pre-approved by the President. The hours paid will be at the salary of the member serving as Vice-President and shall be approved at the Council Meetings. **(Amended 14/04/15)**
32. **10/12/08** - That the ballots for the election of officers of the Executive and the appropriate ballots for individual classification for the election of Council members be sent by Division courier to all eligible voting members at their work location. Members will be provided with a self-addressed envelope for the return of ballots to the Association office. All ballots will be counted by the Tellers Committee and the election results will be presented at the Annual General Meeting.
Voting to decide issues other than the election of officers shall be conducted at a general meeting as stated in our constitution and By-laws.
33. **14/01/09** - That a petty cash float of \$100.00 be established for the office to use to purchase various articles, etc. To replenish this float receipts/monies totally \$100.00 must be accounted for before issuing another cheque. These monies to be kept in a secure place in the office.
34. **11/03/09** - That WANTE enters into a cell phone contract for the use of the President.
(Amended 08/09/10)

35. **18/03/09** - That the allowable amount for meals for any meetings will be a maximum of \$15.00 per person, including taxes plus \$5.00 tip and the set delivery charge, if applicable. **(Amended 20/02/13) (Amended 18/01/17)**
36. **15/04/09** - That \$350.00 be given to the Membership Committee for gifts to be raffled at the Annual General Meeting. **(Amended 10/04/13)**
37. **14/10/09** – That WANTE enter into a lease agreement with Pitney Bowes for the office photocopier and a postage machine. The lease agreement for the photocopier is for a five year period; as per WSD agreement with Pitney Bowes. The lease agreement for the postage meter is for a one year period. All service, ink cartridges, and waste toner collections bottles are included in the price. **(Amended 16/01/13)**
38. **25/11/09** - That WANTE renew the agreement with **VU BIZ** on line training from November 1st, 2016 to October 31st, 2017 **(Amended 18/11/15) (Amended 9/10/16)**
39. **13/01/10** - That the position of the secretary for the WANTE office be paid a starting rate of \$18.50 an hour. Performance reviews will be done yearly and the Executive will determine the annual rate of pay increase on their anniversary date. **(Amended 11/09/13) (Amended 19/04/17)**
40. **17/03/10** - To accept the proposed Honorariums to be given effective the 2012-2013 year:
- | | |
|-----------------|--|
| Vice-President | \$800.00 |
| Treasurer | \$600.00 |
| Secretary | \$600.00 |
| Member-at-Large | \$500.00 |
| Past President | \$15.00 per Executive or Council Meeting they attend |
| Council Member | \$200.00 |
- That all Honorariums be deducted \$20.00 per council meeting missed. **(Amended 21/03/12) (Amended 10/12/14)**
41. **17/03/10** - The President be given \$200.00 per month effective January 1, 2017 for car allowance. **(Amended 18/01/17)**
42. **17/03/10** - The Retiree gifts be given as follows effective April 1, 2010:
- | | |
|---------------|----------|
| 10 – 15 years | \$200.00 |
| 16 – 20 years | \$300.00 |
| 21 – 25 years | \$400.00 |
| 26 – 29 years | \$500.00 |
| Over 30 years | \$600.00 |
- After confirmation of retirement if a member passes away in their year of retirement the family will receive their honorarium. **(Amended 18/04/17)**
43. **17/03/10** - That the Standing Rules be posted on the WANTE website.

44. **19/05/10** - To have not less than one workshop for Council Members in one school year. **(Amended 21/03/12)**
45. **26/05/10** - The Association dues increase to \$15.00 per month for 10 months effective September 1, 2015. **(Amended 10/12/14)**
46. **19/01/11** - That Executive and/or Council meetings be changed, if requested, to another day if the meetings fall on a Religious Holy Day. **(Amended 04/11/16)**
47. **19/10/11** - That all WANTE Council and Executive meetings be adjourned no later than 7:30 p.m.
48. **11/01/12** - That all Executive, Council and Committee meetings be held at the WANTE Office.
49. **08/02/12**– That Executive members and the President who wish to attend the 2017 Mel Myers Conference at a cost of \$350.00 plus GST per person be approved. **(Amended 17/02/16)**
(Amended 15/02/17)
50. **21/03/12** – That the 2017 Budget, as presented with a budget line of \$282,750.00 be approved. **(Amended 09/12/15) (Amended 18/01/17)**
51. **21/03/12** - That all claims for mileage to attend all meetings, except the Annual General Meeting and Ratification Meeting be decreased to .54 cents per kilometer effective January 4th.2016 **(Amended 21/01/15) (Amended 20/01/16)**
52. **20/06/12** - That the WANTE calendar for 2017-2018 be accepted and approved. **(Amended 20/04/16) (Amended 19/04/17)**
53. **10/04/13** –That the President attend the Return to work – What’s the Buzz in Disability Management Workshop, April 19, 2017 at a cost of \$150.00 per person. **(Amended 09/03/16)**
(Amended 15/02/17)
54. **18/06/14** - That a \$20.00 Tim’s Gift Card be purchased and given to each of the Teller’s Committee.
55. **12/11/14** - That Denise Hanlan be given funds for 16 hours of training on QuickBooks through ASAP Training for a cost of \$682.50.
56. **13/05/15** – That the W.A.N.T.E. office Secretary’s wage be increased from \$21.50/hr.to \$21.93 per hour effective August 30, 2016 – June 30, 2017. **(Amended 09/14/16) (Amended 19/04/17)**
57. **18/05/16** - That the Collective Bargaining Committee consists of the President, Vice President, and six (6) members of the executive. **(Amended 18/04/17)**
58. **18/04/16** - That all W.A.N.T.E members in good standing, be eligible to vote for Executive and all Council positions, regardless of classification.

59. **14/09/16** - That W.A.N.T.E. will pay the Extended Health Benefits \$50.00 deductible for 2017 for all Active and Retired W.A.N.T.E. members registered in the Extended Health Benefit Plan as of December 2016.
60. **15/06/16** - That the W.A.N.T.E. Dental Plan move to the Platinum Plan.
61. **19/10/16** - That W.A.N.T.E. purchase Liability Insurance yearly from ENCON Group Inc. through Morris Insurance Brokers with \$2,000,000.00 Claim Limit and a deductible of \$2,500.00 for a cost of \$3,500.00 + tax for the year.
62. **7/12/16** - That all bills be paid except for the Treasurer's reimbursement days. More clarification needed prior to approval.
63. **12/01/17** - That all the bills presented on December 7, 2016 be paid.
65. **15/03/17** - That W.A.N.T.E. will pay the treasurer above the yearly honorarium, \$250.00 per month for 12 months to perform the duties of the treasurer.
66. **15/03/17** - That W.A.N.T.E. will pay the Newsletter Editor \$150.00 for each newsletter produced.
67. **15/03/17** - That W.A.N.T.E. will pay the secretary above the yearly honorarium \$150.00 per month for 10 months for taking minutes at the Executive, Council, and Annual meetings.
68. **18/04/17** - That the President will be responsible to maintain the latest addition of Roberts Rule of Order as per our constitution. These copies are the property of the Association.