

ENGLEFELD PROSTANT SEPARATE SCHOOL DIVISION #132
Box 100 Englefeld, SK S0K 1N0

Local Collective Bargaining Agreement

BETWEEN

**THE BOARD OF EDUCATION OF THE ENGLEFELD
PROTESTANT SEPARATE SCHOOL DIVISION #132 OF
SASKATCHEWAN**

AND

**THE TEACHERS OF ENGLEFELD PROTESTANT SEPARATE
SCHOOL DIVISION #132 OF SASKATCHEWAN**

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LOCAL COLLECTIVE BARGAINING AGREEMENT FOR TEACHERS

BETWEEN

The Board of Education of the Englefeld Protestant Separate School Division #132 of Saskatchewan, (hereinafter called “the Employer”)

AND

The Teachers of the Englefeld Protestant Separate School Division #132 of Saskatchewan (hereinafter called “a Teacher”)

Constitutes the Local Agreement negotiated in accordance with *The Education Act, 1995*.

AGREEMENT

This collective bargaining agreement is a result of an agreement between the Teachers of the Englefeld Protestant Separate School Division #132 of Saskatchewan and the Board of Education of the Englefeld Protestant Separate School Division #132 of Saskatchewan. This contract is binding upon The Board of Education of the Englefeld Protestant Separate School Division #132 of Saskatchewan and The Teachers of the Englefeld Protestant Separate School Division #132 of Saskatchewan. The Board of Education of the Englefeld Protestant Separate School Division #132 of Saskatchewan is hereinafter called “the Employer”.

Unless the context otherwise requires, all terms and expressions used herein have the same meaning as are given to them in *The Education Act, 1995*. Words used in the masculine gender will apply to both male and female Teachers. Should any provision of this Agreement proves to be invalid or in conflict with a statute of Saskatchewan or a regulation thereunder, all other provisions of the Agreement apply mutatis mutandis. Pay will refer to a per diem rate.

The terms and conditions herein reduced to writing representing the whole Agreement negotiated by the parties hereto, and are not subject to any additional terms and conditions other than those, if any, prescribed in law.

Section 1 – Term of the Agreement

1.1 This collective bargaining agreement is in effect from July 1, 2017 to June 30, 2018 and thereafter until revised in accordance with *The Education Act, 1995*.

Section 2 – Pay Periods

2.1 Teacher salaries will be paid in ten (10) monthly payments on the 25th day of each month or the last working day prior to the 25th.

Section 3 – Salaries for Substitute Teachers

- 3.1 Effective July 1, 2017, each Substitute Teacher shall be paid at 95% of Class IV-Step 1, of the Provincial Collective Agreement.
- 3.2 Commencing on the fourth teaching day in any position, the per diem salary for a Substitute Teacher will be one – one hundred and ninety seventh (1/197) of the annual rate that would be payable to the same Teacher under the Provincial Salary Agreement if he/she were employed on a regular full time basis.

Section 4 – Leaves

- 4.1 General Leaves
Leaves will be granted as outlined in Policy 7100 – Employee Leave Entitlements.
- 4.2 Negotiation Leave
Teachers duly appointed as the Teacher Local Bargaining Committee of the association will suffer no loss in salary for time absent from their regular duties for the purpose of participating in negotiations, or in mediations, conciliation or arbitration proceedings.
- 4.3 Paternity Leave
Paternity leave of up to one (1) day, with pay, will be granted to a Teacher to accompany his/her partner at the time of birth.
- 4.4 Personal Day Leave
Subject to approval by the Principal or immediate supervisor, a Teacher shall be granted three (3) days per school year without loss of pay for personal reasons. These days cannot be carried over from one school year to the next.

Section 5 – Professional Development and Bursary Funds

- 5.1 Professional Development
The Employer will contribute to a Professional Development Fund each year. The amount contributed will be determined in consultation with the Teacher Local Bargaining Committee.
 - 5.1.1 The annual amount contributed by the Employer to the Professional Development Fund will equal \$700.00 per full time teacher equivalent employed. Payments will be made to the Teacher attending (based on Section 6 of this Agreement) as approved by the Principal or immediate supervisor.
 - 5.1.2 The Employer will cover all substitute teacher costs while Teachers are absent for Professional Development activities.

5.2 Bursary Fund

Grants from this fund will be made to Teachers who have completed University classes or attend Summer Short Courses. Grants will be to a maximum of \$500.00 per full-time equivalent teacher per year. The cost of tuition and materials will be recognized up to 100% if funds permit.

Section 6 – Reimbursement of Expenses

- 6.1 When a Teacher is authorized or requested by the Employer to travel by vehicle in the performance of his/her duties, he/she will be paid an allowance equal to the mileage and meal allowance as per current Board Policy.
- 6.2 A travel allowance equivalent to the current rate paid by the Government of Saskatchewan per kilometer traveled will be paid to any Teacher using his/her vehicle to transport students for extra curricular activities as authorized by the Employer or the Principal. The Teacher will also have his/her accommodation reimbursed as supported by receipts, and meals at the Board approved per diem, when attending District, Regional or Provincial activities. The Employer, in consultation with the Teacher Local Bargaining Committee, will establish an amount annually during the determination of the annual budget. Application for payment will be made at the end of January and the end of June of the current school year.

Section 7 – Noon Hour Supervision

- 7.1 Teachers who volunteer to do noon hour supervision as assigned by the Principal will be entitled to three (3) earned days off with pay during the school year.
- 7.2 Teachers will be allowed to carry forward up to three (3) days to the following school year. Teachers will be limited to a maximum of six (6) EDOs in any school year. Teachers shall make this request prior to May 31.
- 7.3 Teachers not desiring to perform noon hour supervision will notify the Employer, in writing, prior to June 1 in any given year of his/her intention not to perform noon hour supervision duties for the following school year. It is further understood that if notices are not received by June 1st, noon hour supervision will be provided by the Teacher for the following year.
- 7.4 For days earned as per Section 7.1, Teachers will apply to the Principal or immediate supervisor, at least three (3) days in advance of the commencement of the leave. The Principal or immediate supervisor may grant the said leave on shorter notice at his/her discretion.
- 7.5 Teachers will be reimbursed for unused earned days off at the rate of 1/197 of minimum of Class 4 as set out in the current Provincial Collective Bargaining Agreement. Payment will be made in the June Payroll.

- 7.6 Extenuating circumstances may preclude advanced notification.
- 7.7 Subject to the approval by the Principal or immediate supervisor, a Teacher shall be granted leave pending operational feasibility.

Section 8 – Preparation Time

- 8.1 Preparation Time will be four (4) days designated in each school year to be used by Teachers for teacher-initiated preparation for classroom instruction.
 - 8.1.1 These are days when students will not attend school.
 - 8.1.2 These days to be integrated in the Board-approved year schedule.

Section 9 – Board Policies

The Board will consult with the Teacher Local Bargaining Committee prior to adding, deleting, or amending clauses in the Board’s policy which related directly to teacher welfare or teacher working conditions.

Section 10 – Grievance Procedure

- 10.1 A Board of Review will be established to deal the problems arising out of the local contract. The Board will consist of two members from the Teacher Local Bargaining Committee and two members from the Board, and if this Committee cannot solve the grievance, a 5th member will be appointed by mutual agreement, the 5th member will be appointed by the Minister.
- 10.2 A grievance or complaint by a Teacher will be referred through the Teacher Local Bargaining Committee Chairman to the Grievance Committee within fourteen (14) days of the alleged infraction.
- 10.3 A grievance or complaint by the Employer will be referred by the Chairman of the Board to the Grievance Committee within fourteen (14) days of the alleged infraction.
- 10.4 The Board of Review will meet within fourteen (14) days of the submission.

Section 11 – Extra Curricular Activities

Our community, the Teachers and the Employer recognize the importance of extra curricular opportunities for the students. It is recognized that Teachers contribute to the school life outside of their regular classroom duties. While these contributions are voluntary, their benefits are very vital to promote the growth and well-being of our students and to develop and maintain a positive school climate.

- 11.1 Extra curricular activities include those activities organized for the benefit of the students outside of the classroom learning and for which no other remuneration or salary is paid.
- 11.2 The Employer will budget an annual amount, in consultation with the Teacher Local Bargaining Committee, for the recognition of extra curricular services. For the duration of this agreement the annual amount will be \$6,500.00.
- 11.3 The distribution of funds in recognition of extra curricular will occur according to school policy in the following manner. The annual fund set aside by the Employer for recognition of extra curricular service will be controlled by the Teacher Local Bargaining Committee. Teachers will submit hours of service annually on or before June 15th to the Teacher Local Bargaining Committee. Money will be distributed by the Teacher Local Bargaining Committee based on the ratio of total hours submitted.

EXECUTED ON BEHALF OF:

**THE BOARD OF EDUCATION OF THE ENGLEFELD PROTESTANT SEPARATE SCHOOL DIVISION
#132 OF SASKATCHEWAN**

Deanna Miskolczi
Board Chair

Larry Muller
Vice Chair

Kevin Garinger, B.Ed, M.A.Ed
Director of Education/CEO

Marilyn Flaman, CPA, CA
CFO

**THE TEACHERS OF THE ENGLEFELD PROTESTANT SEPARATE SCHOOL DIVISION #132 OF
SASKATCHEWAN**

Corinne Harcourt

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