**CCTA EXECUTIVE COMMITTEE MEETING MINUTES**

**September 13, 2021 – 4:45 p.m.**

**Present:** Jacqui Ferguson, Murray Helmer, Jessica Hill, Marianne Okrainetz, Tess Riley

Lacey-Dawn Testawich, Tracy Walton, Marissa Ball, Ryan Hanley, Anna Donaldson, Matt Tyne, Kaarina Fichtner**,** Robert Fahoum

**Regrets:**

**Online:** Stephanie Cowan

**1. ADOPTION OF AGENDA**

**Moved/Seconded** (Walton, Riley) that the agenda be adopted as written.

**Carried**

**2. ADOPTION OF PREVIOUS MINUTES**

**Moved/Seconded** (Okraintez, Hanley) that the June 2021 EC meeting minutes be adopted as written.

**Carried**

**3. GUESTS & DELEGATIONS – none**

**4. PRESIDENT’S REPORT –** as written

Enrolment up over 350 students which gives us more funding for the district. The class size and composition language is not being violated at this moment, schools have waitlists, new classes are being added to schools, Skyline Alternate remains the same (Superintendent contemplating reduction of staff due to lower numbers). Issues with staff painting their classrooms during the summer independently and the classes will be repainted by the SD. HR changes – technology – leaves, Pro D, sick day and leaves will be done electronically through your page and not paper. The computer will track your discretionary days. Upload your day plan onto the computer giving the TTOC a look at your plan before they arrive. Dispatch is going to be automated and TTOCs will need to go online and give their specialties and worries (system will look at this as it calls out) and it will be done by certified first then move to uncertified. Continuity will be built in for the TTOC if we have a long absent. Also, call out will be done at the time of your leave being placed on the system. All job applications will be done online, and you will create a template for yourself and then you can click on the jobs you wish. At this point the CCTA has no access to TTOC call out yet. All leaves will be tied to your payroll and will be done on the moment you request a day off. Members will be able to sign up for Pro D and then Hanley will know whose classes are full. Cameron – access to what we need or want from their dashboards – staff want for data, voice over internet instead of using your phone. Instructional day overages – Elementary are where they need to be (5 hours max)/ Secondary solutions are in the making – either Principals or staff make the decision – needs to be fixed ASAP and comply to the contract. Bargaining process will be to clean up the language in the day and how it will be equal throughout the district.

**Questions to think about**:

Default call-in for those in rural when their internet is not working.

If the computers given to the staff aren’t working – big problem for the staff now.

When the system is coming into effect?

Secondary Instructional Day Overage– What are the solutions for time to fit into contractional language?

**5. VICE-PRESIDENT’S REPORT –** as written

Hill starting the Grants so she will discuss this next Meeting

**6. CORRESPONDENCE** – Scholarship Acknowledgements as circulated

**7. UNFINISHED BUSINESS -** none

**8. NEW BUSINESS**

**8.1** School Start-Up/Enrolments – see above on President’s Report

**8.2**  HR System Reconfiguration – see above on President’s Report

**8.3** Executive Appointment SJ Rep – call will go out again/ Cariboo Campfire will be looked at in the future

**8.4** Appendix A Final Approval – not supplied as of now

**8.5** Inservice Options Before Pro D – Learning series of presenters will be available on the Thursday afternoon before Pro D – Fullerton (model teaching in classrooms) others will be looked at. Call out could be used to assist the presenters to enter classes. Teachers can see it live in the school.

**8.6** Early Dismissal Days – Nov 17/18 & April 20/21 – LCSS – not a lot of sense because of end of term and therefore doesn’t help the student if they are struggling. October 26/27th may work better & Apr 20/21st – Also look at prep time and who is loosing their time.

**8.7** Reigl update – Hanley informed us of his healing and how he is doing at this time.

**9. TREASURER’S REPORT –** none currently

**10. COMMITTEE / LIAISON REPORTS**

**10.1** Committee Appointments – none

**10.2** Collective Agreements – waiting for the Schedule A to be signed and melded. Sending out a call for a bargaining committee. Concerns or issues for local needs please contact Marianne Okrainetz. Zones is coming up – end of October.

**10.3** Professional Development – Handbook sent out and mileage and travel allowance has been increased. Please see the Handbook for clarification. In Person - $ for snacks has been increased as well.

**10.4** Consultative Liaison - none

**10.5** Education - none

**10.6** Political Action/PR – Election coming up/ BCTF doesn’t have a Political Action Contact (call out will occur) - none

**10.7** BCTF Local Rep – none - I know someone who could do this maybe we can get others involved.

**10.8** Office Management – Batteries for the clock/ Cleaner is needed/ Office space will be needed when repairs are going to be done.

**10.9** Health & Safety – BCTF H&S Advisory Committee/ No communication with maintenance with regards to training from the district/ Back to school training was given at LCSS/ In talks with a member re accessibility at LCSS/ Guideline – all students are required to wear a mask indoor as well as staff.

Ventilation and air filtering – summer was spent replacing all these in the schools. Helmer will bring up to the H&S district that the membership is feeling there is no transparency with information at this time. Cleaning during the summer and taking all the items of the wall will be brought up in the future (minimal standard of cleaning is not being given). Report issues to JOH&S in your sites.

**10.10** Regional Rep Reports – North – concerns about targeting by Administration/ South – none/ West – increased travel for out West job was brought forth and contacted Helmer

**10.11** IUOE Liaison – none/ A harassment charge against CCTA member was dismissed by HR

**10.12** DPAC Report - none

**10.13** First Nations Ed. Council – none/ Discussion of new First Nation’s Administration and how they were hired. Shuswap teacher still in need at LCSS, can we follow up on this.

**10.14** Membership (TTOC) – none- List of TTOC and no access yet.

**10.15** School Board – none/ Policy, Budget, Transportation and Education are this week – Tuesday and Wednesday

**10.16** Communications – Raven out at the beginning of October to welcome all back – Submit by Sept 25th (Call out will be put out from submission). Zoom capture contest?

**10.17** Policy- Review – committee to do this – updates or removal (Riley, Cowan, Fahoum)

**10.18** Social Justice - none

**11. FUTURE AGENDA ITEMS**

 **11.1** Appendix A Final Approval

**12. MESSAGES & REMINDERS**

**12.1** Next meeting – Monday, October 4, 2021

**12.2** Adjournment

Moved/Seconded (Ball & Walton) that the meeting adjourn at 6:37pm

**Carried**