

Executive Meeting October 20, 2021 9:30 a.m. - 4:00 p.m. – Approved Minutes

1. 9:30am Call to order and Welcome

- Quorum of seven members was made.
- Chair Ruth Ann Morley called the meeting to order.

2. Land Acknowledgement ready by Gail James.

ETFO Human Rights Statement read by Gail James.

Rob Fulford served as Human Rights Officer for this meeting.

- Regrets accepted from Secretary Rinat Evron.
- The Chair asked Sarah Boomhower to serve in the role as acting secretary and seeing no other interest accepted the role for the day.

3. Approval of Agenda

MOTION 21/22 - 8: Be it resolved that the September 24 executive minutes shared through email and shared on screen be approved.

Moved : Boomhower Seconded: Deitcher Motion: Carried as Amended

- Informal discussion regarding changes to the minutes by several executive members. (ex. Cheque amounts, budget line number, small changes to word choices and typos.)
- The Chair seeing no objections noted that the motion was carried to approve the minutes as amended.
- 9:45am The Chair noted that Sarah Boomhower would complete corrections and emailed to both Rob Fulford and the Chair to be published on the website as soon as possible.
- Note: This was emailed the same day at 12pm to both the chair and president for publication on the website.

*****IN CAMERA*****IN CAMERA*****

MOTION 21/22-9: Be it resolved that the meeting go in camera.

Moved : James Seconded: Fulford Motion: Carried

*****OUT OF CAMERA*****OUT OF CAMERA*****

MOTION 21/22-10: Be it resolved that the meeting go out of camera.

Moved : Rajakulasingam Seconded: James Motion: Carried

MOTION 21/22-11: Be it resolved that Lisa De Santis be reinstated to the membership.

Moved : Maudsley Seconded: None Motion: Lost

- The Chair stated that the motion was lost as no seconder.

MOTION 21/22-12: Be it resolved that the agenda as screened by approved for the executive meeting on October 14, 2021.

Moved : James Seconded: Rajakulasingham Motion: Carried as Amended

- Additional Item 9 Committee Reports with note for Political Action to be reported on by Gallippi.
- Rajakulasingham noted his previous motion submitted could be handled under the VP Reports on Health & Safety
- Additional Item 5D--Legal (Maudsley)
- Additional Item 5E Smartfind (Bass)
- 10:30am Motion 10L Rescinded (James), Motion 5K Rescinded (Deitcher)
- Additional Item 11B Email Confidentiality (Boomhower)
- The Chair called the question and seeing no objection noted that the motion was carried.

Agenda Item 4--Online Vote (Chair's Ruling)

- The Chair addressed executives regarding dozens of emails sent between the September and October meeting.
- The Chair noted the P&P (Policy & Procedures) are not guidelines, but rather are approved motions and can supersede Robert's Rules, but cannot supersede the Constitution or by-laws, or even motions passed.
- The Chair recommended that the P&P be updated monthly and published on the website. Updates may need to be done by committee representatives, executives, and released officers.
- The Chair noted that discussion is sharing opinions and suggestions and is allowed in live meetings or online discussion through email.
- The Chair added that debate is held, for example, on the wording of a motion, tabling amendments, etc.
- The Chair then suggested the process of the online vote could only be in favour or

opposed to the motion presented without debate.

- The Chair noted that the Constitution allows for additional meetings to be called for even one hour to create an ideal efficiency for both debate and discussion on motions rather than an online vote.
- The Chair noted that enbloc motions are allowed and can save time and can be severed if needed.
- The Chair directed the executive that the word rescinded means as if the motion never happened. Making changes to a motion the language would be amended.
- The Chair's Ruling: Motion for a Nov 4 by-election is out of order due to the fact it does not comply with the ETFO Human Rights Statement to be free from discrimination. It is also not in compliance with the Local Constitution 5.1.2.
- The Chair noted that since this motion was ruled out of order the October 10 online motion to amend the Nov 4 motion was also out of order.

MOTION 21/22-13: Be it resolved that the fall GM be held on November 17, 2021.

Moved: Bass Seconded: Fulford Carried

Amendment 21/22-13A-1: Be it resolved that the fall GM be held on November 10, 2021.

Moved: Boomhower Seconded: Rajakulasingam Lost

Second Amendment 21/22-13A-2: Be it resolved that the fall GM be held on November 27, 2021.

Moved: Maudsley Seconded: Fulford Lost

Health Break 11:05-11:20am

11:22 a.m. Quorum was met, and the meeting resumed.

MOTION 21/22-14: Be it resolved that each local executive member provide a non-TDSB email address to be published on the local website.

Moved: Maudsley Seconded: Fulford Lost

MOTION 21/22-15: Be it resolved that the legal bill from Wright Henry LLP be sent to Treasurer Gail James to be paid in full.

Moved: Gail Seconded: Gallippi Carried

- The Chair noted this would be a recorded vote either in favour or in opposition based on alphabetical order of executive members' first names.

○ Fletcher Jerome--Favour

- Gail James--Favour
- Greg Deitcher--Favour
- Jeishan Rajakulasingam--Favour
- Jeremy Bass--Favour
- Marisa Gallippi--Favour
- Rinat Evron--Absent
- Rob Fulford--Favour
- Sarah Boomhower--Favour
- Scott Maudsley--Opposed
- Sophie Kroesen--Favour

MOTION 21/22-16: Be it resolved that the legal budget line be overspent by up to \$6000 for the 2021-2022 school year.

Moved: Fulford Seconded: Bass Carried

- The Chair noted this would be a recorded vote either in favour or in opposition based on alphabetical order of executive members' first names.
- The Chair called the question and noted the motion passed.

- Fletcher Jerome--Favour
- Gail James--Favour
- Greg Deitcher--Favour
- Jeishan Rajakulasingam--Favour
- Jeremy Bass--Favour
- Marisa Gallippi--Favour
- Rinat Evron--Absent
- Rob Fulford--Favour
- Sarah Boomhower--Favour
- Scott Maudsley--Opposed
- Sophie Kroesen--Favour

MOTION 21/22-17: Be it resolved that the local executive request in writing that the provincial executive provide the local executive with a written and dated legal opinion regarding the suspension of the active ETFO membership status of local member Lisa De Santis.

Moved: Maudsley Seconded: Bass Lost

MOTION 21/22-18: Be it resolved that the local request through TDSB to modify SmartFindExpress to indicate whether any job offered to an occasional teacher be in person, hybrid, or virtual, and that every occasional teacher could modify their profile to indicate whether they will accept in person, hybrid, or virtual assignments.

Moved: Bass Seconded: Rajakulasingam Carried

Lunch 12:05-1pm

1:00 p.m. Quorum was met, and the meeting resumed.

MOTION 21/22-19: Be it resolved that the orders of the day be changed to motion 5F as 5E (as screened) in the agenda be heard at this time.

Moved: Kroesen Seconded: Gallippi Carried

MOTION 21/22-20: Be it resolved that Members sent to represent non-ETFO events that discuss specific occasional teacher concerns, ideas, collective bargaining strategies, etc. be given release time payment at a daily rate.

Moved: Kroesen Seconded: Gallippi Lost

Amendment 21/22 - 20A-1: Be it resolved that the local release (at daily rate) any non-release member approved by the executive to attend a meeting on behalf of the local paid from line 640.

Moved: Fulford Seconded: Deitcher Lost

Second Amendment 21/22 - 20A-2: Be it resolved that the local release (at daily rate) any non-release member approved by the executive to attend a meeting on behalf of the local. The cost is to come from the release time budget line.

Moved: Maudsley Seconded: Bass Lost

President's Report

- The president noted that November 17 would be the fall general meeting.
- The president added he would email through Constant Contact the new dates and post the forms for applicants interested in running in the by-election today at lunch. He then added this would be done by October 21st at the latest.
- He mentioned the by-election would need a virtual carrier, cost for both it and carrier to come from the budget for General meetings.
- Fulford noted that the calendar would be mailed Monday by the Local's mailing house and should be arriving to members within 7 to 14 business days or earlier.

Motion 21/22-21 Be it resolved that the May Executive Meeting have calendar and dates for 2022-2023 school year as an agenda item to help comply with provisions of the P&P.

Moved: Maudsley Seconded: Deitcher Carried as Amended

Amendment 21/22-21A Be it resolved that the May Executive meeting prepare timelines for the pocket calendar for 2022-2023 school year as an agenda item to help comply with provisions of the P&P.

Moved: Maudsley Seconded: Bass Carried

- The Chair called the question and noted the motion carried.
- The chair requested Fulford to discuss minutes from all executive meetings.
- Fulford noted that on May 27th, June 15th Annual Meetings the secretary was Rinat Evron who was responsible for meeting minutes.
- The chair noted that these minutes had not been emailed by the secretary.
- Fulford was directed to reach out to the secretary for the minutes of the previous meetings listed.
- Fulford mentioned that provincial ETFO has ongoing leadership opportunities for women in released leadership roles such as chair and liaisons on the local executive.

First VP Report

- At this time there is no update on the health and safety applications.
- The Chair directed Kroesen to use Constant Contact to reach membership and promote health and safety participation.
- The Chair reminded Kroesen she was to report on interest to the executive.
- The Chair directed the First VP to gather the names on Constant Contact this week and report in an email to the executive with any interest shown to join the Health and Safety Committee as was stated in the September motion.

Motion 21/22-22 Be it resolved that the Health and Safety representatives in the role of school inspectors be paid at the daily rate when performing school inspections including job shadowing and training with the costs to come from the Health and Safety budget line 614.

Moved: Rajakulasingham Seconded: Fulford Carried

2:11-2:20 Health Break

- 2:20pm Quorum was made, and the meeting resumed.

First VP Report Continued

- It was noted that negotiations are confidential however assured executives that bargaining was addressing member concerns.
- She added an email had been sent to all executives and made a reference to this email as outlining details that could be shared.

230pm Agenda Item 8A Election Committee Report (Morley)

Motion **21/22-23** Be it resolved that the (see attached) by-election executive member nomination forms be approved with amendments to be posted on the local website and used for the executive elections for the 2021-2022 school year.

Moved: Deitcher Seconded: Fulford Carried

Motion **21/22 -24** Be it resolved that the Campaign Guidelines (see attached) be approved and that candidate's flyers submitted following these Guidelines will be posted no later than November 10th, 2021 on the local website.

Moved: Deitcher Seconded: Fulford Carried

- The Chair noted the shared screen of the forms presented to the executive members present.
- She noted the hyperlink code of conduct for the OCT, the ethical standards, and the local Constitution.
- She added that a new email address was created for the Election Committee and only the Election Committee chair had this password information to be shared with the election officer once selected.
- It was noted that candidate profiles must comply with details on the form and candidate flyers will be posted November 10th, 2021.

Motion 21/22 -25 Be it resolved that executive member campaign guidelines will promote progressive discipline to be implemented including reading of offences at the beginning of the speech time allotment for a candidate.

Moved: Rajakulasingham Seconded: Deitcher Carried

- Infractions would first be investigated by the Elections Chair / Elections Officer and if not resolved then brought before the whole Elections Committee for determination of implementing discipline.

- The Chair noted discipline would be loss of speaking time and perhaps the embarrassment would lead to less future infractions.

Motion 21/22-26 Be it resolved that the Election Committee appoint Sean Pollock as election officer for the 2021-2022 school year for all elections.

Moved: Gallippi Seconded: Lost

- The Chair noted no seconder and declared the motion lost.

Motion 21/22-27 Be it resolved that the Election Committee appoint Marion Mutton as election officer for the 2021-2022 school year.

Moved: Bass Seconded: Fulford Carried (later reconsidered and Lost 21/22 – 27R)

Motion 21/22 -27R Be it resolved that Motion 21/22 27 be reconsidered.

Moved: Rajakulasingam Seconded: Boomhower Carried- Reconsidered

Motion 21/22-27R Be it resolved that the Election Committee appoint Marion Mutton as election officer for the 2021-2022 school year.

Moved: Bass Seconded: Fulford LOST

Motion 21/22-28 Be it resolved that the Executive October 20 Meeting be extended till 4:00pm.

Moved: Boomhower Seconded: Rajakulasingam Carried

3:20pm Agenda Item 9--Treasurer's Report

- The Chair suggested that the Treasurer email the report prior to the meeting for all future meetings.

- October 14th, 2021 the balance in the account with cheques cashed was \$372,286.09.

- GIC matures October 12 \$575,000 leaving the account with over \$1,000,000 in funds.

- The treasurer noted many cheques were still not cashed and she continues to investigate the status (ex. lost, not cashed, incorrect address, etc.).

- She noted that currently \$16,787.74 in cheques is not cashed.

- ETFO Provincial provided \$482,000 budget for the year and the local has received \$200,000 or 41.2% so far.
- James noted that the GIC has made \$700 of Interest.
- The local levy has collected \$1,400 of the \$11,600 budget.
- The Professional Learning budget has received \$25,000.
- \$230,000 out of the \$720,000 budget has been collected (31%).
- Rebates have been issues (September 2021) for \$212,600 and an additional \$9,000 for special Covid funding.
- An overpayment of \$3,000 will be collected from last year adjusting the budget for the November reports.
- In October there was a mature (cashable) \$200,000 GIC paid 0.35% interest earning \$700 interest.
- In November there will be a (cashable) GIC \$250,000 paid 0.45% interest earning \$1125.00).
- In January (2022) a \$25,000 security deposit is applied for credit cards with an interest paid \$100.27 which cannot be spent or invested due to security.
- In Apr another GIC will mature being paid out 0.40% interest.
- James noted these interest rates are competitive with current rates.
- James added the e transfer is in final stages of setup and will be reported on in November's GM.
- She repeated that the overall budget is \$720,000 and a total of \$230,000 has been accounted for.
- \$109,00 was expensed from a budget of \$120,000.
- The Chair noted James would email Boomhower the report to be attached to the minutes for recording purposes.
- ****Note:** See Appendix A for report details provided by the treasurer due to time restrictions.

3:50pm Agenda Item 10 General Committee Reports

- The Chair directed all executive liaisons to email Boomhower a brief report on the committee as outlined in the email.

- The report must include the name of the committee, date of the meeting, members present at the meeting, terms of reference, and events planned.
- A template for this report was emailed to all executive members for use by the Chair.
- Note: See Appendix B for each committee report that was emailed to Boomhower by October 31, 2021.

Motion 21/22-29 Be it resolved that all active members attending committee events are entitled to submit up to \$25.00 for a meal reimbursement upon date of event proof of receipt and form to be submitted to the Treasurer.

Moved: Rajakulasingham Seconded: Boomhower Carried

- The Chair called the question and seeing no opposition stated the motion was carried.

Motion 21/22-30 Be it resolved that all active members can access up to \$50.00 per year for professional learning resources with costs to come from the Professional Learning budget line.

Moved: Boomhower Seconded: Kroesen Carried

- The Chair called the question and seeing no opposition stated the motion was carried.

4:00pm The Chair declared the meeting adjourned.

- The chair reminded executive members to email Boomhower the Committee liaison reports, the Treasurer report, and noted the remaining agenda would be added to the November executive meeting.

Appendix B--Committee Reports

Name of Committee: Budget Committee

Executive Liaison/Chair: Gail James (chair according to the constitution 7.3.2)

Committee Members: Susan Richman, Arlene Lax, Jeremy Bass. Ashton Harilall, Christine Maben, and Rita McCann

Standing Membership: President Rob Fulford

First Meeting Date; Wednesday, October 14/21

Any recommendations to update Terms of Reference; - meet 3 times a year to discuss ongoing concerns of the budget and to prepare a draft budget

-budget materials will be sent to the committee members 2 days in advance of a budget meeting

Any events/actions planned: none yet

Name of Committee: Status of Women Committee

Executive Liaison: Sarah Boomhower

Committee Members: Sarah Boomhower, Rene Massop, Cassie Miller, Leanne Schira, Sujantha Chintakunta , and Monica Rumudo Palmeiro

Committee Chair elected: Sarah Boomhower

First Meeting Date: October 7, 2021

Any recommendations to update Terms of Reference: Attached

Any events/actions planned: None yet

Status of Women Committee: Terms of Reference Updated October 7, 2021

The Status of Women Committee shall work under the general terms of reference to:

1. Empower women within the organization, both in the teaching realm and leadership roles in the broader community to elevate, expand and support their skillset.
2. Initiate action on items of its own creation within its own specific terms of reference;
3. Act on matters referred by the local and/or executive;
4. Prepare for presentation to the executive, lists of specific activities that will be undertaken by the committee for the year;
5. Submit recommendations for committee action in the ensuing year, if appropriate;
6. Make a budget recommendation for the ensuing year and submit it to the treasurer prior to the first meeting of the budget committee.

7. Forward the committee's annual report to the President, to ensure it is forwarded to the general or annual meeting with other committee reports; and

8. Consider motions, resolutions and rationale for the ETFO Annual Meeting and get the local to endorse them through the local resolutions protocol, for submission to ETFO by March 1.

9. Consider:

- To advise the Executive on ways of enhancing the status of women in the teaching profession and in society.
- To make recommendations to the Executive for possible action on issues related to the status of women.
- To make recommendations to the Executive on outreach to community-based women’s organizations.
- To advise the Executive on how to include women members in all aspects of the local's organization and programs.
- To advise the Executive on how to promote opportunities for networking, leadership, and professional development for women members.
- To advise the Executive on how to promote an ongoing commitment to human rights, equity, anti-racism, anti-oppression, and our commitment to combating anti-Indigeneity and anti-Black racism.
- To advise the Executive how to promote culturally relevant mental health and psychological support specific to the diverse needs of women members.

Name of Committee: Professional Learning Committee

Executive Liaison: Sarah Boomhower

Committee Members: Sarah Boomhower, Adil Ahmed, Rene Massop, Cassie Miller, Sujantha Chintakunta , Earl Cabaluna, and Monica Rumudo Palmeiro

Committee Chair elected: Adil Ahmed & Sarah Boomhower

First Meeting Date: October 18, 2021

Any recommendations to update Terms of Reference: Attached

Any events/actions planned: None yet

Professional Learning Committee: Updated October 18, 2021

- To plan professional learning opportunities for the members of the ETFO – Toronto Occasional Teachers’ Local;

- To develop program recommendations and initiatives related to professional learning for consideration by the executive;
- To report to the executive on matters relating to the work of the committee;
- To make recommendations to the Budget Committee for the following budget year;
- To involve members and give them an opportunity to improve their professional skills;
- To ensure that the facilitators take the opportunity to provide a brief update on local issues at PL events;
- To encourage collaboration and networking amongst members before the start of the event (i.e. using icebreakers, group building activities, etc.)
- To encourage membership feedback at the conclusion of programs and consider input from the members on professional learning events;
- To maintain a resource file for future ideas;
- To provide funding through the funding form (up to \$250) on a first come first served basis for any form of professional development as approved by the First Vice President and/or the committee from the budget line up to \$45,000.
- To provide funding through the funding form (up to \$50) on a first come first served basis for any professional resource as approved by the First Vice President and/or the committee from the budget line up to \$45,000.
- To record gifts and payments for speakers;

Report from Elections Committee:

Name of Committee: Elections Committee

Executive Liaison: Ruth Ann Morley

Committee Members: Danielle Ingster, Andrea Meynell, John Pacocha, Anu Pilania, Tracy Woolridge

Committee Chair elected: John Pacocha

First Meeting Date: October 7, 2021 (minutes attached). Second Meeting: Tuesday, October 19, 2021

Any recommendations to update Terms of Reference: Pending

Any events/actions planned: Sent to the Executive for Approval - Recommendation for Elections Officer, Nomination Form for By-Election and Campaign Guidelines for By-Election

Name of Committee: Racialized Members & Allies Committee

Executive Liaison: Jeishan Rajakulasingam

Committee Members: Sarah Boomhower, Adil Ahmed, Rene Massop, Cassie Miller, Sujantha Chintakunta , Earl Cabaluna, and Monica Rumudo Palmeiro

Committee Chair elected: Jeishan Rajakulasingam & Adil Ahmed

First Meeting Date: October 18, 2021

Any recommendations to update Terms of Reference: TBA

Any events/actions planned: Pending (See Below)

Racialized Members Committee: (as approved on October 13th, 2021)

The purpose of the Racialized Members Committee is to raise awareness and understanding about equity, inclusion, and anti-racism in education, as it impacts racialized members.

- To identify and recommend to the Executive, ways to raise members awareness of cultural, racial, and linguistic diversity with an anti-racist framework to promote equity and inclusion.
- To identify and recommend to the Executive, educational and leadership opportunities for racialized members within the Local.
- To identify current societal issues in anti-racism and recommend to the Executive ways to address them within the Local.
- To provide advice to the Executive on the inclusion of racialized members in all aspects of the Local and its programming.
- To advocate, support and follow up with racialized members who are in the process of filing a human rights complaint with the TDSB in a timely manner.

Workshops/Events

November 16th, Tuesday - ISLAMOPHOBIA AFFECTS ALL OUR STUDENTS

December 14th, Tuesday - CULTURALLY RELEVANT AND RESPONSIVE PEDAGOGY

January 19th, Wednesday - BUSTING MYTHS AND MISCONCEPTIONS ABOUT INDIGENOUS PEOPLES

February 9th, Wednesday - NAME IT: UNDERSTANDING ANTI-BLACK RACISM IN ONTARIO EDUCATION

March 22nd, Tuesday - RACE AND EDUCATION: THE WATER WE SWIM IN

Committee meeting dates planned:

November 3rd, Wednesday 5:30-7pm

December 1st, Wednesday 5:30-7pm

January 5th, Wednesday 5:30- 7pm

February 2nd, Wednesday 5:30-7pm

March 2nd, Wednesday 5:30- 7pm

April 6th, Wednesday 5:30- 7pm

May 4th, Wednesday 5:30- 7pm

Name of Committee: Policy & Procedures Committee

Executive Liaison: Scott Maudsley

Committee Members: Scott Maudsley, Anu Pilania, Adil Ahmed

Committee Chair elected: Anu Pilania

First Meeting Date: _____

Any recommendations to update Terms of Reference: Attached

Any events/actions planned: None yet

POLICY AND PROCEDURES - TERMS OF REFERENCE:

1. To advise the executive on matters relating to the work of the committee.
2. To review the Policies and Procedures Manual yearly.
3. To serve as a practical manual for the day-to-day operations of the local for the executive, committee members and any employees of the ETFO – Toronto Occasional Teachers' Local.
4. To ensure that the policies and procedures outlined in this document are consistent with the intent of the Constitutions and/or By-Laws of the ETFO – Toronto Occasional Teachers' Local and the Elementary Teachers' Federation of Ontario, as amended from time to time, and with the current collective agreement.
5. To ensure the changes, additions, or amendments to the policies and procedures contained within the document will be made only by motion of the executive. If additions or modifications to the contents of the document are necessary, a recommendation may be made to the executive for approval. Housekeeping and proofreading changes may be made by the Policies and Procedures Committee

without executive approval.

6. In the case where the executive makes a unilateral amendment to the policies and procedures, that the Policies and Procedures Committee be informed immediately, so that the Policies and Procedures Committee can ensure that the proposed changes are in alignment with the Constitution and the by-laws of the Local.

****Note: No report was sent for the Social Committee, Political Action Committee, or Social Justice & Equity Committee.**