



ETFO Toronto Occasional Teachers Executive Meeting 2025-2026

DATE: Tuesday, December 2, 2025

Meeting Location: 550 Queens Quay West (In-Person)

Start Time: 9:30 AM-4:00 PM

- **Break:** 11:00 AM
- **Lunch:** 12:30 - 1:30 PM
- **Break:** 2:45 PM

Parliamentarian: Yolanda B'Dacy

Executive Board Members:

Released Officers: Marisa Gallippi, Laura Barrett, Gabrielle Blais-Jones, Sophie Kroesen, Gail James

Executive Board Members: Sujatha Chintakunta, Jeishan Rajakulasingam, Nathan Goveas, Melissa Major, Theo Shivnaraine

Secretary: K. Justin Ngo

Human Rights Officer: Laura Barrett

Regrets: Beverley Flynn-Samuels

Agenda

9:49 - Meeting called to order

1. Human Rights Statement - Nathan Goveas
2. Land Acknowledgment - Gabrielle Blais-Jones

3. Approval of Agenda - Barrett / Blais-Jones

Motion 25/26 - Dec Motion 1

Barrett / Blais-Jones

BIRT the December 2, 2025 agenda be approved

CARRIED AS AMENDED

4. Approval of November 7, 2025 Executive Meeting Minutes

Motion 25/26 - Dec Motion 2

Chintakunta / Rajakulasingam

BIRT the November 7, 2025 Executive Meeting Minutes be approved.

CARRIED

5. President's Report

- Executive Board Announcement
- Review of GM Meeting, November 25, 2025
- EOTCC-date to be determined - pending on date

- Actions to date updates - planning Bill 33 actions

- Policy Grievance(s)-updates
 - Strong evidence to support SFE policy grievance. Will be meeting with board next week
 - Board not taking privacy breach seriously. (sending 4000 members' information to wrong people)
 - Prep policy grievance progressing slowly. Please keep track of your missed preps using our online reporting.
 - ERP as an LTO grievance
 - ERP Policy grievance.

- Winter Newsletter - December 15 Release
- Annual GM Motions - Due March 1 to Provincial
- Elections Committee / Elections Officer/ Elections - Dates/Election Guidelines, Elections Nomination form (see attached documents)
 - Tentative timeline below APPENDIX C
 - Changes to Executive Board Elections Guidelines
 - Changes to Candidate profile for ETFO Annual Meeting August 2025 Delegates (200-word written profile)
 - Changes (formatting and dates) to NOMINATION FORM For Local Executive Positions 2026 - 2027

Motion 25/26 - Dec Motion 3

Blais-Jones / Rajakulasingam

BIRT the Proposed Elections Timeline be in the minutes but not sent out to members.

CARRIED

Motion 25/26 - Dec Motion 4

Kroesen / Blais-Jones

BIRT the ETFO Annual Meeting August 2025 Delegates can submit a written profile of up to 200 words.

CARRIED

Call the Question - Rajakulasingam / Barrett - *CARRIED*

En Bloc Motion to approve all four Elections forms - *CARRIED UNANIMOUSLY*

President's Report (continued)

- ERP Task Force: Please send all gathered information to president
- Treasurer Gail James Resignation Effective December 19, 2025

6. First Vice-President Report - Laura Barrett

- Committees - new members approval and resignations
- Discussion on changes to Treasurer's position in the Retired Teacher Committee.

Motion 25/26 - Dec Motion 6

Barrett / Blais-Jones

BIRT the following changes to committee membership be approved by the Executive:

New Members: Addition of Kathryn Fulford, Kim Campbell, Susan Richman

Social: Addition of Rosa Catalina Camargo and Sujatha Chintakunta, resignation of Sriharini Alagenda and Brenda Gladman

Retired Teacher: Addition of Lisa Finlayson and Deborah Ross-Attas

Political Action: resignation of Shameda Saffee

Racialized Members: addition of Nathan Goveas

CARRIED

Motion 25/26 - Dec Motion 7

Barrett / Blais-Jones

BIRT Gail James be added to the Retired Teacher Committee

CARRIED

- Health & Safety
 - Board pushing back on sick leave requests and if you have a WSIB (Workplace Safety and Insurance Board) claim.
 - We stand by that sick days have been negotiated at the table and we should be able to access them.
 - Attendance Support Program and ETT members' ability to take their sick days: this is connected to our job availability

- Executive Training
 - Not an option this year but might be for next.

Question about OTs cancelling jobs: there is language in our CA about cancelling a full-day assignment for a half-day assignment, or a multi-day assignment for a shorter assignment (without adequate notice), but if you cancel a job for personal reasons, the principal has no right to know the reason.

7. Vice President Report - Gabrielle Blais-Jones

- PL - \$1350 approved to date (Reimbursed)
 - 1 workshop completed "Difficult Conversations"
 - Professional Boundaries Workshop - postponed

- Social Media - ETFO Toronto OT Local Instagram

- Toronto/York Region Labour Council -
 - Next meeting December 4th

LUNCH 12:30

8. Treasurer's Report-Gail James

- received yesterday from the bookkeeper. Requested changes sent to bookkeeper and have not received the changes yet
- 20% ETFO fee rebate for December (approx. \$78,000 - we will get additional payments throughout the year)
- local levy quite small
- TDSB has a backlog
- we'll get money from an OFL subsidy, potentially up to \$2100 because of the first-time delegate
- Total assets: \$728,727.57 as of November 30th 2025 (including GICs and chequing account)
- still awaiting PayEdge orders (Treasurer doesn't create these)

9. Vice President Report - Sophie Kroesen

- Collective Bargaining - Committee meeting December 10. All-member survey going out to inform us on bargaining goals.
- Presidents and Lead Negotiators' meeting at Hilton airport Tomorrow
- POTs (Provincial OTs meet twice a year)
 - Fall meeting created action items
 - Will create a committee for OT Motions to be presented in ETFO Annual Meeting floor
- TROTs - discussed Treasurer training (next one is Mon. Jan. 26 - morning)
- GHOTs (Golden Horseshoe OTs) - Last meeting November 13
 - Use of ERPs
 - Strategies on submitting motions
 - Procedures during allegations
 - OFL

- Next Listening Tour
- Board tried to dictate how many go to OTRs (Opportunity to Respond Meetings). We pushed back as “they do not dictate how the union manages its business and they are interfering with how we work to our members”

Timed Item: 3:00 PM (2:04 PM) Committee Reports

-Updated list of committee members sent out to the Executive

Status of Women Committee

- Take Back the Night movie night: “Waitress” (positive reaction, easy to apply for the funding, needs to be done in the first week of school)
- elected a chair
- 4th annual conference this year

Question about timing of committee formation

A: Strategic Planning used to occur in the summer (budgetary concerns)

Question: Can we elect the liaisons ahead of the school year?

A: Incoming Executive would be able to attend as observers only

- Our committee registration goes out in the summer
- Over the summer there were 7 people signed up and then a bunch of people in first week of September

Suggestion to have June committee meetings look ahead to the next year especially with equity-based committees (e.g Black History Month) those happen at a similar time every year.

Retired Teacher Committee - 4 people

- 50-day teaching policy
- Planning a meet and greet for retired teachers
- Organizing a pre-retirement workshop on transitions
- Next meeting Dec 8 @ 5pm

Social Committee

- Dec 11 Winter Social at Jack's Don Mills. Budgeted \$20 per person (will cover appetizers and platters)
- More events to come in the new year

Political Action Met on Nov 27

- Poster making Tentative date Tuesday March 3rd
- Getting Approval for a demonstration / mobilizing members at 5050 Young Street
- Mobilizing funding for giveaways (\$25,000) budget
- Train a Trainer event (tomorrow). Train members to go to parents or parent councils and speak to them about the funder school campaign and our own issues as Occasional teachers such as ERPs.

Other Business

Updating of Local Procedures

Motion 25/26 - Dec Motion 8

Barrett/Blais-Jones

BIRT the following clause be stricken from the reference manual:

1.0 OPERATING PROCEDURES FOR EXECUTIVE MEETINGS

1.2 Effective January 24, 2024, the Local Executive Meetings will be held during the school day with release time and coverage for LTO assignments provided with no meal allowance and no dependent care.

Updated January 10, 2024

CARRIED

BREAK 3:00PM

Appointment for New Treasurer

- Treasurer nomination form will be sent on December 19th

-Discussion on a date for executive meeting for appointment of new Treasurer

Motion 25/26 - Dec Motion 9

Kroesen/Gallippi

BIRT the closing date for Treasurer nominations shall be January 30, 2026.

CARRIED

Special Executive Meeting - Tuesday February 10th, 5:00pm - 6:30pm

Adjournment 3:52PM

Upcoming Dates:

- **President/Collective Bargaining Lead Negotiator Meeting with ETFO Provincial - December 3, 2025**
- **Listening Tour- December 10, 2025 (AM)**
- **OISE/UT Professional Preparation Conference - December 11, 2025**
- **Winter Newsletter - December 15, 2025 via Constant Contact**
- **Winter Break - December 22, 2025-January 2, 2026 Office Closed**
- **GHOTs - Jan 20, 2026 (Virtual), March 10, 2026, April 14, 2026**
- **Special Executive Meeting - Tuesday February 10th, 5:00pm - 6:30pm**
- **Next Executive Meeting - February 20, 2025**
- **Winter General Meeting - February 25, 2025**

APPENDIX A - Executive Nomination Form



NOMINATION FORM
For Local Executive Positions 2026 - 2027
Annual Meeting Dates: May 12th and May 14th,
2026

Nomination for the *position(s) of:

President** _____ First Vice-President** _____ Vice-President* (Open) _____
Vice-President* (Women Only) _____ Treasurer** _____ Secretary _____
Executive Member – Open* (3) _____ Executive Member - Women Only*
(3) _____

*Members may self nominate for up to two (2) positions with the following exceptions: Members may run for only one (1) Vice President position (Open/Women Only) and/or one (1) Executive Member position (Open/Women Only) (Constitution 9.3.4.1).

**To serve as President, First Vice-President or Treasurer, a candidate must have served at least one (1) year on the ETFO – Toronto Occasional Teachers’ Local executive unless no eligible candidate is nominated (Constitution 9.1.2).

Local constitution clause 6.1.3.1: “no member shall be eligible to hold any released position on the Local Executive after having served a total of five (5) one-year terms at a position for which full time release has been provided/lifetime. This is inclusive of history, going back from the year 2021/2022.”

Votes will be counted in the order of President, First Vice-President, Vice-Presidents, Treasurer, Secretary and Executive Members.

Name of candidate: _____

TDSB employee number: _____ **Phone:** _____

Non-Board email address (for confirmation of receipt of nomination):

Please indicate how many years you have been in a full-time released

position since 2021-22: _____

If applying for President, First Vice-President, or Treasurer please indicate the number of year(s) and position(s) served:

The candidate agrees to comply with the [Code of Conduct](#) of Elementary Teachers Federation of Ontario (ETFO), the [Ethical Standards](#) of the Ontario College of Teachers (OCT), and the [Constitution, By-Laws, Election Procedures, and Campaign Guidelines](#) of the Local. TDSB email is NOT to be used for Local Elections as per [TDSB PR572](#).

Signature of Candidate: _____ Date: _____

Nomination forms are to be submitted to the Elections Officer via email:

yolandabdacy@gmail.com

Nomination deadline: Friday, February 13, 2026 by 4:00 p.m.

An 8.5"x11" candidate profile can be submitted, in PDF format, in the candidate's choice of colour or black/white. Profiles must be emailed to the Elections Officer by **4:00 p.m. on Thursday, February 19, 2026**. Profiles that comply with the Election Procedures and Campaign Guidelines will be posted on the Local website on Monday, February 23, 2026.

* All candidates must be on the TDSB Elementary Occasional Teachers List and must be an active member in good standing and a member who has paid dues to the Local within the last one hundred and twenty (120) working days or who is on an approved leave preceding the nomination deadline as per 4.1 and 4.2 of the Local's Constitution. *The Elections Officer will contact you by email within three (3) school days of receiving your nomination to confirm receipt of this form and provide you with the Candidate Guidelines. If you have not received this email within three (3) school days of submitting your nomination form, please check your Junk or Spam email folder or email the Elections Officer directly.*

PLEASE NOTE: All inquiries about the Elections process or the nomination form must be emailed to the Elections Officer: yolandabdacy@gmail.com

President

- Full-time LTO release position at grid rate
- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Ex-officio member of all committees, including the Collective Bargaining Committee
- Official spokesperson for the Local
- Communicates with the membership through newsletters and the Local website
- Local signing officer
- Attends numerous meetings at locations across the Toronto District School Board
- Counsels and represents members through to grievance/arbitration
- Co-chairs Board/Union Consultation Committee
- Attends ETFO Annual Meeting in August
- Represents Local at ETFO Representative Council

First Vice-President

- Full-time LTO release position at grid rate
- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Attends numerous meetings at locations across the Toronto District School Board
- Counsels and represents members through to grievance/arbitration
- Sits on Board/Union Consultation Committee
- Attends ETFO Annual Meeting in August
- May attend ETFO Representative Council
- Attends and/or chairs committee meetings
- Assumes duties of President as necessary

Executive Member

- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Attends and/or chairs committee meetings

Vice-Presidents

- Full-time LTO release position at grid rate
- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Attends numerous meetings at locations across the Toronto District School Board
- Counsels and represents members through to grievance/arbitration
- Sits on Board/Union Consultation Committee
- Attends ETFO Annual Meeting in August
- May attend ETFO Representative Council
- Attends and/or chairs committee meetings

Treasurer

- A minimum LTO release position of 0.2 at grid rate
- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Conducts Local's banking as a signing officer
- Presents financial report at all Local meetings
- Prepares and oversees the annual budget of the Local
- Assists with the annual review of the Local's finances by an auditing firm
- Attends ETFO Annual Meeting in August

Secretary

- Is paid to attend all Executive Meetings of the Local as a voting member
- Attends all Local General Meetings
- Attends and/or chairs committee meetings
- Attends ETFO Annual Meeting in August
- Is paid to prepare minutes for Executive and General Meetings and emails an electronic copy to the Executive

Approval by Executive – December 2, 2025

APPENDIX B - Annual Meeting Delegation Nomination Form



ETFO Annual Meeting August 2025 Delegates

Voting to be held: **February 25, 2026 Winter General Meeting**

Nomination for the position of: ETFO - Toronto Occasional Teachers' Local Annual Meeting Delegate.

The President, First Vice-President, Vice-Presidents (2), Treasurer and Secretary are delegates according to the Local's Constitution. There are 10 additional positions to be filled at the Winter General Meeting.

Name of candidate: _____

*TDSB employee number: _____ Phone: _____

Non-Board email address: _____
(For confirmation of receipt of nomination)

The candidate agrees to comply with the [Code of Conduct](#) of Elementary Teachers Federation of Ontario (ETFO), the [Ethical Standards](#) of the Ontario College of Teachers (OCT), the [Constitution, By-Laws](#), Election Procedures, and Campaign Guidelines of the Local. TDSB email is NOT to be used for Local Elections as per [TDSB PR572](#).

*All candidates must be on the TDSB Elementary Occasional Teachers List and must be an active member in good standing and a member who has paid dues to the Local within the last one hundred and twenty (120) working days or is on an approved leave of absence preceding the nomination deadline as per 4.1 and 4.2 of the Local's Constitution.

Signature of Candidate: _____

Date: _____

This nomination form must be received by **4:00 p.m. on Tuesday, February 10, 2026**. It must be sent by email to the Elections Officer, Yolanda B'Dacy at yolandabdacy@gmail.com

Candidates for the ETFO Annual Meeting Delegates are invited to include a message of **up to 200 words** with their emailed nomination to be shared with the members. **Message must be emailed to the Elections Officer by 4:00 p.m. on Tuesday, February 10, 2026**. (Your message will not be edited).

If more than 16 nominations are received and an election is required, the candidates for the ETFO Annual Meeting Delegate will have up to **1 minute to address** the membership at the **February 25, 2026 Winter General Meeting**. Voting will take place immediately following the speeches.

PLEASE NOTE: All inquiries about the Election process or the nomination form must only be emailed to the Elections Officer for response: yolandabdacy@gmail.com

APPENDIX C - Campaign Guidelines



EXECUTIVE BOARD ELECTIONS GUIDELINES 2026-2027

Candidates for Executive agree to comply with the [Code of Conduct](#) of the Elementary Teachers' of Ontario (ETFO), the [Ethical Standards](#) of the Ontario College of Teachers (OCT), and the [Constitution, By-Laws](#), Election Procedures, and Campaign Guidelines of the Local. TDSB email is not to be used for Local Elections as per [TDSB PR572](#).

- 1) Candidates shall reply within three (3) school days to the Elections Officer's email to acknowledge receipt of the Executive Campaign Guidelines and to agree to abide by those guidelines.
- 2) The Local Elections Officer/Committee will post on the Local website in alphabetical order by last name for each position sought on behalf of all candidates:
 - a) the candidate's name and position(s) sought;
 - b) the candidate's PDF profile 8.5" x 11" in the candidate's choice of colour or black/white. This profile must be received by the Elections Officer email yolandabdacy@gmail.com by **4:00 p.m. on Thursday, February 19, 2026** in order to be posted.
 - c) The candidate's profile may not use:
 - i) The logo or slogan of the Local
 - d) The candidate's profile may contain:
 - i) The candidate's name, photo and,
 - ii) Skills / experience / personal vision / goals / priorities for the Local.
 - iii) Any embedded links to additional material or other organizations / individuals with permission from the organization(s) /individual(s).
 - iv) Social media contact information.
 - v) The candidate's personal email if individual members wish to contact the candidate with questions on the candidate's platform
- 3) Candidates will have up to **2 minutes*** to address members attending the **February 25, 2026 Winter General Meeting** and at the **May 12th or May 14th, 2026 Annual Meeting** sessions of the Local.
- 4) **Voting will occur immediately following the candidate speeches at the Annual Meeting.** (Please note that the Annual Meeting location is TBD and may be online).
- 5) The sharing of the hyperlink to the **Elections** page of the Local and the **approved profile** of a candidate on social media is allowed.
- 6) Candidates are prohibited from using Board emails or the Local's Constant Contact

information for the Candidate's campaign.

- 7) Candidates are to refrain from using Committee email communications to campaign.
- 8) Campaign communications must comply with the ETFO Human Rights Statement and comply with the Code of Conduct for ETFO, Ethical Standards of the OCT, and provisions of the Constitution, By-Laws, Election Procedures and Campaign Guidelines of the Local.
- 9) Candidates may run on a slate of candidates; however, votes will be for individual candidates.

Alleged infractions or violations of these guidelines will be referred to the Local's Elections Officer for resolution and final decision: yolandabdacy@gmail.com

***Candidates determined to have infractions will have these posted on the Local's website and publicly announced at the Winter General Meeting / Annual Meeting at the beginning of the candidate's speech time leaving the remaining time for the candidate to address the assembly.**

APPENDIX D - 2026/2027 Elections Timeline

Proposed Elections Timeline

December 2 - campaign guidelines to the Executive for approval

February 10 - Delegates to 2026 ETFO Annual Meeting nomination forms and statements due to Election Officer by 4:00pm

February 13 - Delegate candidate names and statements posted on website

February 13 - Executive 2026-2027 candidates nomination forms due to Election Officer by 4:00pm

Election Officer - Campaign Guidelines sent within 3 days of receiving nomination form

February 19 - Executive candidates campaign profiles due to Elections Officer by 4:00pm

February 23 - Executive campaign profiles posted on Local website

February 25 - Winter General Meeting, election of Delegates, speeches for Executive candidates

April TBD - one or two Candidate Night(s)

February to May - Elections Officer managing campaign violations and complaints as needed

May 12 and May 14 - Annual Meeting Session 1 and 2 for Executive 2026-2027 elections

June 15 - Elections Officer report due