



Each member should **BOOKMARK** a copy of this *Rielity Check* as it contains valuable information which can be easily referenced in the future.

President's Message

Frank Restall

Welcome to all new and returning members of the Louis Riel Teachers' Association! The LRTA represents over 1100 members and is the third largest Teacher Association in the Province of Manitoba. Our Association is dedicated to protecting and advancing the rights and well being of our members.

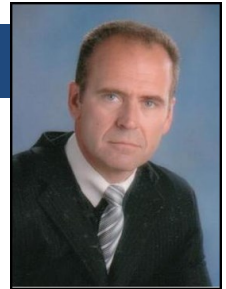
Your Association has been working on your behalf for the last number of weeks. Many LRTA members invested part of their summer holiday to attend MTS training and information sessions in order to better serve you. Whether through attending workshops or seminars dealing with Benefits, Equity and Social Justice, Professional Development or Collective Bargaining, LRTA has been very well represented at these events by individuals giving of their own time to strengthen our Association and to protect your rights.

Indeed, the Association's strength lies within its membership. As a collective, it is important to support all members. As a member, your benefits and working conditions are in existence only because of a willingness to support the collective. At all times, members must demonstrate a commitment to their colleagues by honouring the collective. If any, clinician, coordinator, principal or teacher is ever uncertain as to how a decision may impact the collective, he/she should call the Association first! This will ensure that the Collective Agreement is always honoured.

This year is an important year for all members, given that our current Collective Agreement will expire in June, 2018. Over the last two years, many LRTA members have volunteered their time to serve on the Association's Bargaining Committee. The Bargaining Committee will be seeking input from you when the LRTA Bargaining Survey is distributed to all LRTA members at the October Staff Meeting. Data collected from this survey is essential for bargaining!

To further ensure the strength of the collective, the LRTA is asking all members to support your colleagues in neighbouring rooms, in your school, in your Association and throughout the province by registering with the MTS "My Profile" site. Please register from home, by visiting www.mbteach.org or click the link <https://memberlink.mbteach.org/Register.aspx>. The collective needs you to register. If challenges arise provincially and the Society needs to contact all members, "My Profile" will be the vehicle for communication.

Most LRTA members have already registered but we need all 1100 members registered so that your Association and your Society can work effectively on your behalf.



As a member of LRTA, it is important to note that you can call the LRTA office (204-929-5782) at any time. I can be also be reached by email preslrta@shaw.ca. For issues related to collective bargaining, contact Scott Wood cblrta@shaw.ca. For professional development concerns/questions, contact Marcela Cabezas pdlrta@shaw.ca. Ensure that any sensitive inquiries/questions are made from a personal email account on a personal computer. We shall provide member assistance with matters ranging from simple inquiries to more serious situations.

All matters will be dealt with in confidence. As well, members may call the Manitoba Teachers' Society (204-888-7961) and request Staff Officer assistance.

Members should bookmark the LRTA website www.lrta.ca. Information about the LRTA, the LRTA Constitution, Bylaws, Policy Handbook, PPDF Guidelines, updates to the calendar, Rielity Check newsletters and important links can all be found on our website.

For our newest members, in the late afternoon of Wednesday, October 4, the LRTA Executive and LRTA Council will host a celebration to welcome our new members. Teachers new to our Association are invited to the Louis Riel Legacy Centre to meet colleagues, to learn more about the Association and to enjoy appetizers and refreshments. All "new" teachers will have received an invitation to this event and should make every effort to join colleagues at this special celebration.

The 2017-18 school year will be a very important year for teachers. Throughout the year, the LRTA will be a tireless advocate for all members and constantly provide unwavering support of the entire membership. As your Association, we believe in the importance of the work members do and the importance of supporting members in their work! Best wishes for a rewarding and successful year. Remember, take care of yourself and take care of each other!

2017 – 2018 Louis Riel Teachers' Association Executive

President – Frank Restall

VP Collective Bargaining – Scott Wood

VP Professional Development – Marcela Cabezas

Secretary-Treasurer – Becky Lauzé

ÉFM – Chantal Chittock

Employee Benefits – Jaclyn Condon

Equity and Social Justice – Jaclyn Richard

Public Relations – Cynthia Taylor

Social – Marilyn Carter

Members-at-Large (3): Jay McGurran

Sean Oliver

Charmaine Rudnicki

LRASA – Alice Young

LRTA Office

Glenlawn Collegiate

Collège Jeanne-Sauvé

Nordale School

Collège Jeanne-Sauvé

Hastings School

École Henri-Bergeron

Glenlawn Collegiate

Frontenac School

Frontenac School

Glenlawn Collegiate

Shamrock School

Marion School

MTS Opportunities

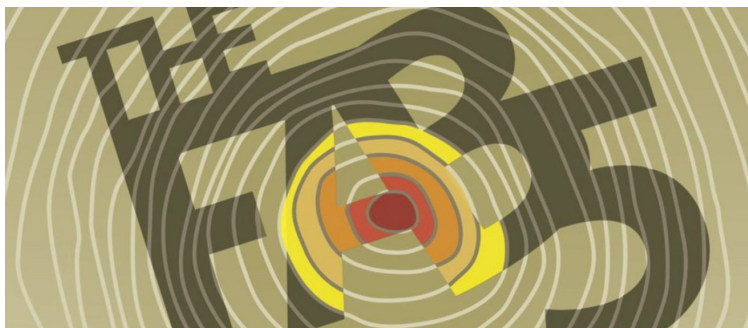
The FAB 5 Beginning Teachers' Conference

October 19-20, 2017

Wednesday 5:30 p.m. – 9:30 p.m.

Thursday 8:30 a.m. – 4:00 p.m.

Designed for teachers in their first five years of teaching



MTS PD DAY OCT. 20, 2017

For more information visit:

**[http://www.mbteach.org/
mtscms/2017/09/01/mts-pd-day-2017
-program/](http://www.mbteach.org/mtscms/2017/09/01/mts-pd-day-2017-program/)**

IN THIS ISSUE

- | | | | |
|-----------------------------|--------------------------|--------------------------|---------------------------------------|
| • P.1 Presidents Message | P.2 2017-2018 Executive | P.2 MTS Opportunities | P.3 What's your Plan?—PD |
| • P.3 PPDF Guidelines | P.4 MTS PD Opportunities | P.4 PPDF Guidelines | P.5 Vocational Teachers— NOTICE |
| • P.5 New Teacher Reception | P.6 Collective Agreement | P.7 Collective Agreement | P.8 Contact Information/LRTA Calendar |

What's Your Plan for 2017-2018?

VP Professional Development—Marcela Cabezas

In a time filled with prepping and planning for students, members often forget to take time to plan for themselves. Professional Development (PD) plays a critical role in teacher learning. In fact, it is so important the Code of Professional Practice states that members are responsible to make “an ongoing effort to improve professionally.” While PD Days make up part of the school-based calendar, members are reminded that these Divisional opportunities are not the only options available.

Fabulous PD opportunities are available locally and out of province. For those looking for outstanding opportunities close to home, examine the 2017-2018 PD offerings list from the Manitoba Teachers' Society found in this edition of the Rielity Check and at www.mbteach.org. As well, make a point of talking to your colleagues to discover what local resources they recommend for quality PD in the city.

These PD events need not come at a personal cost to you. To this end, the Louis Riel Teachers' Association (LRTA), in conjunction with the Louis Riel School Division (LRSD) established the Personal Professional Development Fund (PPDF) through collective bargaining. The PPDF exists to financially assist LRTA members in seeking out professional development opportunities that are teacher-initiated and autonomous in nature.

Take a moment to consider your professional learning needs and invest in yourself this year by seeking out something new and inspiring for PD. The PPDF is there for all to make use of. I challenge all members to make use of PPDF at least once this year and encourage you to share your PD learning experiences with others!

How do I apply for PPDF?

To submit a PPDF application, go to the LRSD “My Site Area” and within the “Applications” section select “PPDF/DPDF.” Next, under the “Application Links” area, click on “Submit an Application” to commence the application process. Refer to the “How to Complete Your PPDF Application” document found on the PPDF website for assistance in completing the application process. This page explains the online application form, line-for-line, and is intended to make filling out an application easier.

It is also critical to read the PPDF Guidelines prior to applying so that members have a basic understanding of how the Fund works. Particular emphasis should be given to Sections II-VI.

Are you thinking of heading out of town for a PD event?

It is critical that you read the PPDF Guidelines prior to travelling as they identify important funding exceptions to PPDF, explain the PPDF reimbursement process, and help you make the most of PPDF. Start by reviewing Section V of the PPDF Guidelines to ascertain what expenses are, and are not, reimbursable.

There is also important information pertaining to car rentals, baggage charges, and other additional costs, detailed in the “Out-of-Town Reimbursement Form” found on the PPDF website. This form explains how to submit your receipts correctly – especially in shared cost situations. Be sure to carefully read this form prior to your departure.

PPDF Basics

How do I get reimbursed for a PPDF event?

Reimbursement cannot take place prior to the event date. Do not submit receipts in advance as they will be returned to you. Once the event has occurred, complete the “PD Report Form” found on the PPDF website within the “My Applications” area under “Attended Events.” After submitting the PD Report Form, you may submit your receipts for reimbursement to the Division Board Office to the attention of the PPDF Secretary. Be sure to submit an “Out of Town Reimbursement Form” for out of town PD events.

Please review Section III of the PPDF Guidelines to ensure a timely reimbursement of your travel expenses.

How much funding am I eligible for this year?

The “PPDF Status” area within the PPDF area will indicate your use of the fund this year. Contingent upon available funds, a member may be funded for up to three activities per school at a maximum eligibility of \$1000. Once every three years, a member may apply for up to \$2000 to attend an out of town PD event. To qualify, a member cannot request any other PPDF funding (including sub costs) in that school year. See Section IV of the PPDF Guidelines for further details.

SAVE THE DATE

2017-18 PROFESSIONAL DEVELOPMENT

MTS PD Opportunities

Workshop on Workshops September 30, 2017 Danielle Fullan Kolton	FAB 5 Beginning Teacher Conference - Winnipeg & Brandon October 18 & 19, 2017 MTS Staff	Supervision & Evaluation: A Toolbox for Principals October 19 & 20, 2017 MTS Staff
The Role of the Resource Teacher: Supporting Teachers and Students in Diverse Classrooms November 6-7, 2017 Barb Melnychuk, Lia Baksina	Crucial Conversations® November 20-21, 2017 Danielle Fullan Kolton, Sarah Gazan	Understanding the Impact of Residential Schools: The Circle and the Box December 8, 2017 Sarah Gazan

For more information visit:

<http://www.mbteach.org/mtscms/2017/05/02/pd-workshops/>

PPDF Guideline Changes

Vice President Professional Development
Marcela Cabezas

The PPDF Guidelines are a living document that are examined annually for potential revisions in order to ensure the guidelines are working optimally.

Changes to the PPDF Guidelines were agreed upon by the Division and the Association and took effect at the start of this school year. Below are some noteworthy changes:

Section I: Personal Professional Development Fund Committee

Addition of wording,

"Applications which do not require any funding whatsoever are not the purview of this Committee."

Section II.A: Funding Allotments - Funding Categories and Terms

The In Town and Out of Town funds will be divided into *five* terms during the school year: (The definition of out of town is a minimum of 75 kilometres outside of Winnipeg.)

In Town - **50%** of total funds divided as follows:

Term 1: September - December 31	25%
Term 2: January 1 - Feb 28/29	25%
Term 3: March 1 - April 30	25%
Term 4: May 1 - June 30	25%

Out of Town - **45%** of total funds divided as follows:

Term 1: September - December 31	25%
Term 2: January 1 - Feb 28/29	25%
Term 3: March 1 - April 30	25%
Term 4: May 1 - June 30	25%

The remaining **5%** of total funds are designated to the *fifth* term to fund both In Town and Out of Town events:

Term 5: July 1 - August 31 5% (total funds)

Section II.B: Funding Allotments - Application Timelines for Terms

- Applications for Term 1 will be accepted the 1st day of the school year.
- Applications for Term 2 will be accepted starting October 15.
- Applications for Term 3 will be accepted starting November 15.
- Applications for Term 4 will be accepted starting January 15.
- Applications for Term 5 will be accepted starting February 15.

Section III.B.2: Personal Professional Development Funding - Funding Reimbursement

Amended wording now reads,

"Reimbursement requests for applications will be processed once:

- a) the online PD Report Form is completed. The PD Report Form is found on the PPDF website within the "My Applications" area under "Attended Events."
- b) and all **original** receipts are submitted to **Attn: PPDF Secretary at the LRSD Board Office.**"

Section V.A.1: Expenditure Criteria - Funding Allowed

Addition of wording,

"Members are responsible for notifying the PPDF Chairperson if their finalized travel plans are not identical to those within their application at the time of approval."

Section V.B.13: Expenditure Criteria - Funding Exceptions

Amended wording now reads,

"Out-of-province conferences of less than two days duration."

Section V.B.14: Expenditure Criteria - Funding Exceptions

New exemption which prohibits, "Partial attendance of out-of-province conferences."

Members with questions regarding the changes to the Guidelines or who wish to propose future changes to the Guidelines can contact me at pdlrta@shaw.ca.

Regulation Change: Affecting Salary Classification for Vocational Teachers

In July 2015, the Teaching Certificates and Qualifications Regulation was revised. Along with routine updates, a significant change was made to the Salary Classification Schedule for Technical Vocational Teachers. However, educational partners were not alerted to that specific change.

The change affects teachers with a Vocational Certificate who are at Class 6 and working towards Class 7. The previous regulation allowed for Class 6 Vocational teachers to complete a 30 credit hour Post-Baccalaureate Diploma in Education (PBDE) and move to Class 7. The new wording effectively removes that option. Under the new regulation the qualifications for Vocational Teachers for Class 7 are

The qualifications for Class 6 combined with:

a) an approved program of at least 30 credit hours of post-secondary study related to the vocational area, including at least 12 credit hours of professional coursework; or

b) a graduate level degree or other approved program

The Society became aware of the change in regulation in Spring 2017 when a vocational teacher who submitted a completed PBDE to the Department was refused the move to Class 7 because the PBDE course work was not related to their vocational teaching area. This decision was successfully overturned in an Appeal.

An agreement has now been reached with the Department that specifies a transition period for teachers caught by this change. Specifically, Vocational Teachers who began PBDE coursework prior to the 2015 regulation change, and who complete that Diploma prior to September 2018, can be considered for Class 7. Vocational teachers who started a PBDE in the Fall term of 2015 or later, will need to meet the criteria in the revised regulation, i.e. their course work needs to be specifically related to their vocational teaching area or they need to complete a full Master's degree.

If this change affects you or you would like further information, please contact Linda Thorlakson at MTS
lthorlakson@mbteach.org



New Member Celebration

Wednesday, Oct.4

4:30 pm at the Legacy Centre

Short formal program followed by refreshments
Invitations have been sent out to all new members.

Please RSVP by Friday, Sept 29.

Our Collective Agreement—Highlights

VP Collective Bargaining – Scott Wood

ARTICLE 4.06 AND THE PART-TIME TEACHER

Article 4.06.C of the Collective Agreement says that during each school year the Division shall request **each part-time teacher to participate in school activities (ie. parent-teacher conferences, in-service days, or other professional development) on a minimum of five (5) occasions**. For participating in these occasions which occur outside of the teacher's regularly scheduled contract time, but during the regular school day, the teacher is to be paid a pro-rata share of his/her annual salary. The part-time teacher should meet with his/her principal early in September to decide which five (5) occasions s/he will be required to attend.

The Division calculates the amount of time each part-time teacher will be paid during the year. Any request for teacher **involvement beyond the five (5) occasions must be made and approved by the school administrator and/or a member of the Superintendent's Department**. Payment for this time is charged to a specific budget number.

To determine the amount of time each part-time teacher will receive remuneration each year, use the following formula. The difference between 1.0 FTE and the part-time teacher's contract time times (x) 5 = the total number of days the part-time teacher is eligible for remuneration.

Examples:

- A part-time teacher with a 0.7 contract (doesn't matter how the time is distributed) would be remunerated for $1.0 - 0.7 = 0.3 \times 5 = 1.5$ days.
- A part-time teacher with a 0.85 contract would be remunerated for $1.0 - 0.85 = 0.15 \times 5 = 0.75$ days. In this case one day would be allowed.

PART-TIME TEACHERS AND MONTHLY STAFF MEETING ATTENDANCE

Part-time teachers **may** attend all monthly staff meetings and a part-time teacher who is working in the afternoon when a staff meeting is scheduled is expected to attend. **However, a part-time teacher who doesn't work the afternoon of a meeting is expected to attend a percentage of the meetings during the year**. For example, a half-time teacher working mornings would attend half of the monthly staff meetings over a year (four of eight). The decision as to which four meetings this teacher would attend is to be determined through consultation between the teacher and the school administrator. If you require clarification or further information, call the LRTA office at 204-929-5782.

A GUIDE TO LEAVES AVAILABLE TO TEACHERS IN LOUIS RIEL

Leaves in the Collective Agreement

Sick Leave— This leave is used for both short and longer term illnesses. **This leave accumulates at the rate of twenty (20) days each year to a maximum of 130 days**. A teacher's regular salary is paid until the number of sick days is exhausted. See Article 6.00 for details.

Maternity and Parental Leave – Maternity Leave for female teachers provides up to 17 weeks of top-up to 90% of salary. Parental Leave is available to any teacher and provides up to 10 weeks of top-up to 90% of salary. See Article 6.01 for eligibility, terms and conditions. If you are pregnant or planning an adoption, contact the Louis Riel Teachers' Association at 929-5782 for more information regarding this leave.

Religious Leave – This leave provides up to three (3) days per school year without loss of pay for a teacher to attend to religious holy days. Of note, for religious leave, the Human Resources Form must be submitted no later than September 30th. See Article 6.02 for details regarding notification.

Release Time for MTS Business – This leave is used by LRTA Executive members, AGM delegates, and MTS provincial committee members to attend to business of the Association and the Society. It also provides release time for the LRTA President and Vice Presidents. See Article 6.03 for details.

Jury and Witness Duty – This leave allows a teacher to fulfill his/her civic responsibilities as a juror or witness without loss of pay. See Article 6.05 for details.



Our Collective Agreement—Highlights

(Continued)

Leaves in the Collective Agreement

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Jury and Witness Duty – This leave allows a member to fulfill their civic responsibilities as a juror or witness without loss of pay. See Article 6.05 for details.

Leave of Absence – This allows for an extended leave without pay (usually one school year). There is a requirement to have worked for four (4) years in the Division and there is a limit of three (3) such leaves in a career (effective 2004-05). See Article 6.05 for details.

Temporary Reduction in Contract Time – This leave without pay is used in "exceptional circumstances" and requires mutual agreement between the teacher and the Division. See Article 6.06 for details.

Bereavement Leave – This provides leave with no loss of pay from one (1) to five (5) days in the event of the death of a relative. Additional leave may be granted where travel is necessary. Where circumstances warrant, additional leave may be granted at no more than the cost of a substitute. See Article 6.07 for details.

Compassionate Leave – This provides up to two (2) days leave with pay in the event of a serious illness of a family member. See Article 6.08 for details.

Deferred Compensation Plan (formerly Deferred Salary Leave Provision) – Members employed for a minimum of two (2) years may apply to the division on or before March 31 to have a percentage (may not exceed one third) of salary deferred. Salary may be deferred for a maximum of six (6) years prior to the leave of absence. Money deferred is paid to the participant during the leave of absence. See Article 6.09 for details.

Discretionary Leave – This leave provides up to two (2) days per school year for a teacher to attend to personal business. Both discretionary days are at no cost to the member. Discretionary days can be taken in half-day increments. Members must book a sub through Absence Management AND submit the HR leave form request to the Board Office a minimum of 5 days in advance. See Article 6.10 for details.

Retirement Leave – This leave provides for five (5) days paid leave upon submission of written early notice of retirement. Deadlines for giving notice are February 1st for a June retirement and September 30th for a December retirement. See Article 6.11 for details.

Recognition of Extra-Curricular Activities – A member may access a one day paid leave of absence per school year for performing fifty (50) hours of eligible extra-curricular duties. Members can accumulate paid leave in half-day increments for performing twenty-five (25) hours of eligible extra-curricular duties. See Article 6.12 for details.

Family Medical Leave – A member shall be entitled to use up to four (4) days of sick leave per year to attend to illness, injury or medical appointment to that member's partner, parent, child or grandchild. Such leave is non-cumulative from one school year to the next school year. See Article 6.13 for details.

Leaves in Divisional Policy/Administrative Guidelines

(The Division Policy Manual can be found on the Louis Riel School Division website.)

Educational Leave – Policy GCCAF/GCCBF. This leave provides a teacher who has worked five (5) years in the Division partial payment while attending to full-time studies. The teacher receives the net difference between his/her salary and the salary of a first-year teacher in the same salary classification. A maximum of twenty (20) such leaves may be allocated in a year. See the policy for details.

Graduation Leave – Policy GCCAB-I. This leave provides members half (½) day at no cost to attend the secondary or post-secondary graduation of their children or their own post-secondary graduation ceremonies. See the policy for details.

Leaves in Practice

Funeral of a Close Friend - The Superintendent has given assurances to the Association that the practice of giving release time with pay to a member to attend the funeral of a close friend will continue.

Paternity Leave - A member can request up to three (3) days leave for the child's arrival.

A Human Resources form must be completed for all leaves excluding sick leave. This summary is meant as an overview. You may wish to keep it for quick reference in the future. Please contact the Association at 929-5782 with specific questions or concerns.



Commemorated Friday Sept 29, 2017

You can order your MTS orange shirt at mts.unionproud.com.

Contact Us

LRTA office
204- 929-5782

President
Frank Restall
preslrta@shaw.ca

Collective Bargaining
Scott Wood
cblrta@shaw.ca

Professional Development
Marcela Cabezas
pdlrta@shaw.ca

All matters will be dealt with in confidence.

Manitoba Teachers' Society
Call 204-888-7961
For Staff Officer Assistance

Reminder: If you have recently changed your name, please contact the LRTA office at (204)929-5782 or seclrta@shaw.ca and have your file updated.

Calendar of Events



LRTA Calendar 2017 – 2018

September

Tuesday, 5th Opening Day
Wednesday, 13th LRTA Executive Meeting
Wednesday, 20th LRTA Council Meeting

October

Wednesday, 4th LRTA New Member Celebration
Friday, 6th LRTA Executive Retreat
Wednesday, 18th LRTA Council Meeting
Friday, 20th MTS PD Day
Wednesday, 25th Maternity/Parental Leave Seminar

November

Wednesday, 1st LRTA Executive Meeting
Wednesday, 8th Early Mid-Career Pension Seminar
Wednesday, 15th LRTA Council Meeting

December

Wednesday, 6th LRTA Executive Meeting
Wednesday, 20th LRTA Council Meeting
Monday, 25th through Friday, Jan. 5th Winter Break

January

Wednesday, 10th LRTA Executive Meeting
Wednesday, 17th LRTA Council Meeting

February

Wednesday, 7th LRTA Executive Meeting
Thursday, 8th Pre-Retirement Seminar – ATC
Wednesday, 21st LRTA Council Meeting

March

Monday, Feb 26th through Friday, March 2nd Operation Donation
Wednesday, 7th LRTA Executive Meeting
Wednesday, 14th LRTA Council Meeting
Monday, 26th through Friday, March 30th Spring Break

April

Wednesday, 4th LRTA Executive Meeting
Wednesday, 11th LRTA Council Meeting
Thursday, 12th Maternity/Parental Leave Seminar
Wednesday, 18th LRTA Annual General Assembly – ATC
Thursday, 26th LRTA Appreciation Dinner

May

Wednesday, 2nd LRTA Executive Meeting
Wednesday, 9th LRTA AGM Binder Meeting
Wednesday, 16th LRTA Council Meeting
Wednesday, 23rd through Saturday, 26th MTS AGM

June

Wednesday, 6th LRTA Executive Meeting
Wednesday, 13th LRTA Retirement Reception
Wednesday, 20th LRTA Council Meeting

Subject to change.