

President's Message

Frank Restall

Dr. Shack, a former Society President once said, "A battle never stays won. Rights and freedoms have to be constantly defended ... (and) won repeatedly. Issues once resolved have an ugly habit of reappearing as if they had never been considered before."

The Constitution of the LRTA states that an objective of the Association is "to exercise all powers as may be within its competence in order to achieve and protect terms and conditions of employment..." Member rights and working conditions must be protected and it is the responsibility of every member to safeguard these rights and conditions.

All members must adhere to the provisions of the Collective Agreement. The gains that have been made in benefits and working conditions can be directly attributed to the membership standing together. These gains can only be maintained if we continue to work as a collective, bargain as a collective and support each other within the collective.

What makes the concept of a collective truly admirable is the fact that members put the concerns of the Association ahead of their own personal interests. Even though an article in the agreement may not apply to a member (at that particular time or circumstance), the member is part of the collective and therefore stands by the Agreement. Even though a member may believe that ignoring an article or its interpretation might be convenient, the member adheres to the Agreement knowing that the interests of the collective far outweigh personal convenience.

Individual members cannot "cherry pick" articles in the Agreement that they like and ignore other articles in the Collective Agreement (or the applications of articles) for, by doing so, a member undermines the collective and is potentially violating the Code of Professional Practice. The following three passages highlight common areas where LRTA members can support one another.

One specific area where members can demonstrate support for the collective is in Article 10.00 of the Collective Agreement – Meal Period.

The Agreement states; "Except in cases of emergency or unforeseen similar circumstances, every teacher shall be entitled to an uninterrupted meal period of fifty-five (55) minutes duration between 11:00 am and 2:00 pm daily." LRTA members who, in any fashion, exert pressure on other member colleagues to hold noon hour meetings essentially propose an action that would violate the Collective Agreement.

A second area in which members can support each other is the process of applying for Discretionary Leave (Article 6.10). Discretionary Leave is used to attend to personal business. No explanation of that business or conversation about the Leave's purpose should occur (unless a member is applying due to exceptional circumstances). While an H.R. form must be filled out in its entirety, approval for Discretionary Leave is granted by the Superintendent.

Thirdly, members can demonstrate their support for the collective by ensuring that workload expectations are monitored. For example, at the high schools, Department Head responsibilities (or former Department Head responsibilities) should not be off-loaded to members for whom no allowance is being paid for such responsibilities. Another example would be that, at all schools, a professional staff member in a building will be designated to be on call during the lunch period based upon an equitable schedule so that all members in the building share this responsibility equally.

On a day to day basis, administrators, clinicians, coordinators, substitutes and teachers can demonstrate commitment to the collective by ensuring that the articles and interpretations of the Collective Agreement are honoured and that Code of Professional Practice violations do not occur. If greater information or clarity is required, please do not hesitate to contact the LRTA office. It is each member's right to contact the LRTA office at any time. It is not a violation of the Code of Professional Practice to call the President. Remember, call us first!

In closing, as the holiday season approaches, I would like to wish all members a healthy, restful and joyous holiday. **Joyeuses Fêtes à tous!** This is always an exciting time both at work and at home with family and friends. Please ensure that you are achieving a balance between the many demands upon your time and your own personal wellbeing. Now, more than ever, make sure you take care of yourself and take care of each other!



Le coin des



ÉFM Chair—Kevin Dilk

Les représentants ÉFM dans les écoles ont une trousse avec des informations utiles et importantes pour les membres ÉFM.

Voici le lien pour accéder à la revue des ÉFM, l' **Inform-Action**, de septembre 2016

<http://www.efm-mts.org/wp-content/uploads/2013/06/pub-Inform-Action-2016-2017-No1-ForWeb.pdf>

Le prochain conseil des écoles se tiendra le 14 janvier 2017 à McMaster House.

Voici des ateliers offerts par les ÉFM

Commission des traités : les 23 et 24 janvier 2017

Équité et diversité à l'école : les approches gagnantes : le 13 février 2017

Avoir des conversations : le 6 mars 2017

UDL en français : les 17 et 18 avril 2017

Vous voulez participer à un RAR? Les membres ÉFM peuvent faire demande pour un appui financier pour le perfectionnement professionnel. Visitez la page d'accueil ÉFM :

<http://www.efm-mts.org/>

Suivez les ÉFM sur Facebook et Twitter



[ÉFMdepartout](#)



[ÉFMdepartout](#)

Equity and Social Justice

ESJ Chair Lacey Butler

**Interested in Social Justice Learning and Discussion?
Other LRTA members are meeting!**

1st Session

November 28 Archwood School 4:15 pm



REMINDER

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MTS Professional Development Opportunities

Vice President Professional Development—Marcela Cabezas

2016-17 PROFESSIONAL DEVELOPMENT

■ Enhancing Pedagogy

■ Building Leadership Capacity

■ Creating Safe & Inclusive Classrooms

WORKSHOP

FACILITATOR(S)

November 28 & 29,
2016

9:00 a.m. - 3:30 p.m.

Location:

McMaster House

Certification:

- Administrator Level 1/2
- Special Education
- School Counselling

The Role of the Resource Teacher: Supporting Teachers and Students in Diverse Classrooms

Providing an overview of the role of the Resource Teacher in supporting effective programming for all students.

Topics: effective case management; collaboration strategies; co-teaching models; the development of classroom and school profiles; and new Manitoba Education and Training documents: Handbook for Resource Teachers in Manitoba Schools and Addressing the Needs of Students with Learning Disabilities.

Fee: Member \$150; Non-Member \$180

Barb Melnychuk is currently the Coordinator of the Student Services Unit at Manitoba Education and Training.

Lia Baksina is a Staff Officer in the Professional and French Language Services Department whose work focuses on supporting Professional Development Chairs and SAGE groups. Her background in education includes special education programming and student services.

Looking for great PD?
Check out what MTS
has to offer.

DECEMBER

December 5 & 6, 2016

9:00 a.m. - 3:30 p.m.

Location:

McMaster House

Certification:

- Administrator Level 1/2
- Special Education
- School Counselling

Roots in a New Land: Supporting Students with Refugee Experiences

Developing a holistic approach to the teachers' role in meeting the educational and social-emotional needs of refugee students.

Topics: the refugee experience from a child's perspective; welcoming and assessing new students; programming approaches and supports; beyond the bell—supports outside of the classroom; community voices—what do students and families tell us?; social-emotional supports; and practical supports for students who struggle academically and emotionally.

Fee: Member \$150; Non-Member \$180

Diana Turner is a former high school teacher in Ontario and Pembina Trails School Division. She is currently an English as an Additional Language Consultant with Manitoba Education and Training.

December 9
5:30-9:30 p.m.

&
December 10, 2016
9:00 a.m. - 3:30 p.m.

Location:

McMaster House

Certification:

- Administrator Level 1/2
- Special Education
- School Counselling

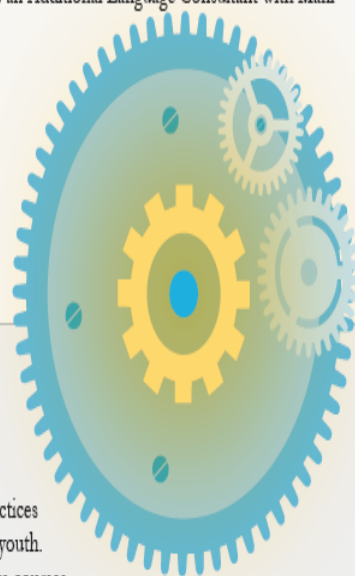
School Leaders and the Refugee Challenge: Building Local Capacity and Intercultural Awareness for Successful Integration

Learning about the challenges and best practices for supporting refugee youth in Canadian schools. School leaders will learn practical strategies for transforming school systems and building intercultural capacity to respond to the changing demographics.

Topics: globalization and the movement of people; intercultural capacity building; the school leader's role; educational issues and challenges for refugee students; building conflict/trauma sensitive schools; policy recommendations; and next steps.

Fee: Member \$150; Non-Member \$180

Dr. Jan Stewart is a Professor and the Coordinator of Advanced Studies in Education at the University of Winnipeg. She is currently leading a national research program on best practices for supporting refugee and newcomer youth. She teaches undergraduate and graduate courses in teacher preparation and counsellor education and is the author of numerous books including *Supporting Refugee Children: Strategies for Educators*.



MTS Professional Development Opportunities

CONTINUED

2016-17 PROFESSIONAL DEVELOPMENT

■ Enhancing Pedagogy

■ Building Leadership Capacity

■ Creating Safe & Inclusive Classrooms

WORKSHOP

FACILITATOR(S)

JANUARY

January 16 & 17, 2017
9:00 a.m. - 3:30 p.m.

Location:
McMaster House

Certification:

- Administrator Level 1/2
- Special Education
- School Counselling

Crucial Conversations®

Enhancing teacher and leader abilities to skillfully and respectfully get results and strengthen relationships when stakes are high, emotions are strong, and opinions are opposing.

Topics: identifying and preparing for crucial conversations; learning how to stay focused in the conversation; speaking frankly; managing emotions and stress to promote healthy dialogue; using a framework to communicate issues and minimize defensiveness; creating mutual purpose to resolve conflicts; using communication skills to keep people in dialogue; and moving from talking to action.

Fee: Member \$275; Non-Member \$305 (includes materials fee)

Dr. Danielle Fullan Kolton is a licensed Crucial Conversations facilitator and Staff Officer in the Professional and French Language Services Department at The Manitoba Teachers' Society. Her work focuses on professional learning design and delivery as well as support to and connectivity with members. She has worked as a K-12 teacher, principal, educational consultant, and university instructor.

Sarah Gazan is a licensed Crucial Conversation facilitator and the Education Research Analyst in the Professional and French Language Services Department at The Manitoba Teachers' Society. Her work focuses on research-informed analysis of key educational issues with a particular interest in Indigenous education and cultural proficiency. She has worked as a middle years teacher and program and policy analyst.

January 23 & 24, 2017
9:00 a.m. - 3:30 p.m.

Location:
McMaster House

Certification:

- Administrator Level 1/2

Teacher Evaluation: From Paperwork to Peoplework

Prerequisite: Supervision of Staff: A Toolbox for Principals
Enhancing knowledge and skills of active and aspiring principals for the evaluation of teachers.

Topics: legislative responsibilities; divisional policy and protocols; documentation of professional behaviours in formative notes; guidelines for summative reports; and effective plans of assistance.

Fee: Member \$150; Non-Member \$180

Linda Thorlakson is a Staff Officer in the Professional and French Language Services Department at The Manitoba Teachers' Society, with leadership experience at the school, divisional and provincial levels. She has also served as classroom teacher, resource teacher and school counsellor. She has extensive background in formative assessment, cognitive coaching, and group facilitation.

Dr. Danielle Fullan Kolton is a licensed Crucial Conversations facilitator and Staff Officer in the Professional and French Language Services Department at The Manitoba Teachers' Society. Her work focuses on professional learning design and delivery as well as support to and connectivity with members. She has worked as a K-12 teacher, principal, educational consultant, and university instructor.

FEBRUARY 2017 MTS WORKLOAD SURVEY

All MTS members, regardless of their position in schools, are highly encouraged to fill out their workload survey which will be mailed out to schools during the month of February 2017. The purpose of the survey is to provide objective data collected from members like yourself to help inform your Association's collective bargaining committee about your workload pressures (i.e., time, class or case size, exceptional students, and stressors). This data is used by your local teachers' Association in two ways. It provides information which assists:

- (1) Collective bargaining by providing data which is useful in preparation of your Association's opening negotiations package (note: Associations will generally start negotiations in the Fall of 2018); and
- (2) In the event of a bargaining impasse, this information can be used at interest arbitration.

The bottom line is that this information is used to help improve your collective agreement and obtaining as many responses as possible from your Association is extremely important to ensure reliable results.

The survey is paper based and should take about 15 minutes of your time to complete. The surveys are completed anonymously as your Association only requires aggregate research data. If you have further questions about the survey, please do not hesitate to call your Association President for clarification or additional information.

MTS and your local Association thank you in advance for participation in this very important activity!

PPDF: Points of Clarification

Vice President Professional Development
Marcela Cabezas

Familiarizing oneself with the PPDF Guidelines found at www.lrta.ca and on the Divisional website can help avoid confusion and disappointment when applying for funding through PPDF. Aside from encouraging members to read the PPDF Guidelines, hopefully, this article will help eliminate some of the points of confusion by responding to the five most commonly asked questions regarding the use of PPDF funds.

Question 1: The PPDF system says I am entitled to \$1000 of PD money this year? Is this accurate?

Answer 1: No. By default the system indicates a member is eligible to receive up to \$1000 from the PPDF in any given year. Page 6 of the PPDF Guidelines states that, "A teacher may be funded for up to three activities per school year. The maximum funding for yearly activities will be \$1000.00 (excluding substitute costs.)" Funding for all PPDF applications is subject to availability of funds.

To clarify, it is a common misperception that there is \$1000 in the PPDF specifically allotted to each member. The PPDF functions more like a joint savings account which all 1100 members of the LRTA can access. The PPDF does not function like a personal savings account with a set amount of money put aside for each member. Instead, as LRTA members, we all have access to the same funds to better ourselves professionally. How much you choose to access from that fund depends on you and, of course, how much is left in the PPDF "joint savings account."

Question 2: I heard that I can get \$2000 to go out of town for PD. How does that work?

Answer 2: Once every three years, a \$2000 lump sum allotment is available to individual LRTA members for out of town PD, provided that funds are available. As per page 6 of the PPDF Guidelines, "To qualify a teacher must not have accessed any PPDF (including substitute costs) in the current school year; if approved no other funding will be granted in that school year." Should a member request to go on an out of town PD event again prior to being eligible for the \$2000 allotment, their application will still be considered but they can only be funded to a maximum of \$1000 pending availability of funds.

Question 3: Out of town funds for Term 2 have run out. Can I apply to Term 3 for an event that takes place in Term 2? How about using in-town funds for an out of town event?

Answer 3: No. PPDF monies are divided into four terms. Funding must be drawn from the term in which the PD event occurs. As well, monies are further divided into funds for PD events in Winnipeg and for out of town PD events. So in-town funds cannot be used in the same term for an out of town event.

Question 4: I need to cancel my PPDF application. How do I do that?

Answer 4: If the event has *not* yet taken place, you must contact me at pdlrta@shaw.ca and I can cancel it for you. Please include the PPDF application number in your message. Contacting me is extremely important as your cancelation could mean that another member is able to have their application funded or attend the very same event in your stead if a maximum number of applicants was reached for your particular PD event.

Question 5: How do I get reimbursed?

Answer 5: Reimbursements are processed at the LRSD Board Office not by the LRTA. In order to be reimbursed, all members must first complete the online "PD Report Form" found in the PPDF system. This form is accessible after your event date has passed.

The form is found by going to the PPDF system; under the column entitled "Application Links", click on the "My Applications" link; scroll down to the "Attended Events" area where you will find the PD event in question – there you will find the link to the PD Report Form for your event.

Once the PD Report Form is completed, in-town PD event applicants need only submit a copy of their receipts to the LRSD Board Office to the attention of the PPDF Secretary. Out of Town PD event applicants should complete the PD Report Form as well as the "Out of Town Reimbursement Form" found in the "Application Links" area. The "Out of Town Reimbursement Form" should be submitted to the LRSD Board Office to the attention of the PPDF Secretary along with copies of receipts and supporting documents.

For any other PPDF related questions, please e-mail me at pdlrta@shaw.ca or call me at the LRTA office at 204-929-5782



SAFE WORK

S
A
F
E

SPOT THE HAZARD
ASSESS THE RISK
FIND A SAFER WAY
EVERYDAY

No. 275
October 2010

Preventing Workplace Harassment

- New Requirement Effective February 1, 2011 -

What is harassment?

Changes under the workplace safety and health regulation define harassment as

(a) objectionable conduct that creates a risk to the health of a worker

or

(b) severe conduct that adversely affects a worker's psychological or physical well-being.

Conduct is considered to be objectionable if it is based on race, creed, religion, colour, sex, sexual orientation, gender-determined characteristics, marital status, family status, source of income, political belief, political association, political activity, disability, physical size or weight, age, nationality, ancestry or place of origin.

Conduct is considered to be severe if it could reasonably cause a worker to be humiliated or intimidated and is repeated, or in the case of a single occurrence, has a lasting, harmful effect on a worker.

The objectionable or severe conduct, as noted above, includes a written or verbal comment, a physical act, gesture or display, or any combination of these.

It is important to note that the reasonable, day-to-day conduct of an employer or supervisor in managing, guiding or directing workers or the workplace is not harassment. Appropriate employee performance reviews, counselling or discipline by a supervisor or manager is not harassment.

What are my responsibilities?

Workers, supervisors and employers all have a responsibility to not harass anyone in the workplace.

Employers must develop a written policy to prevent harassment in the workplace and must make sure that workers follow this policy. In developing the policy, employers must consult the workplace safety and health committee or representative. If there is no committee or representative, the workers must be consulted.

The written harassment prevention policy must be posted in the workplace in a place where it will be easy for everyone to see.

(See page 2)

Reference to legal requirements under workplace safety and health legislation:

- Harassment: Manitoba Regulation 217/2006 Part 10

Additional workplace safety and health information available at www.safemanitoba.com

- Guideline for Preventing Violence and Harassment in the Workplace
- Sample Harassment Prevention Policy

PAGE 2

What must be in the harassment prevention policy?

The harassment prevention policy must include the following statements:

- Every worker is entitled to work free of harassment.
 - The employer must ensure, so far as is reasonably practicable, that no worker is subjected to harassment in the workplace.
 - The employer will take corrective action respecting any person under the employer's direction who subjects a worker to harassment.
 - The employer will not disclose the name of a complainant or an alleged harasser or the circumstances related to the complaint to any person except where disclosure is
o necessary to investigate the complaint or take corrective action with respect to the complaint, or
o required by law.
 - A worker has a right to file a complaint with the Manitoba Human Rights Commission.
 - The employer's harassment prevention policy is not intended to discourage or prevent the complainant from exercising any other legal rights pursuant to any other law.
- The harassment prevention policy must also provide information on:
- How to make a harassment complaint.
 - How harassment complaints will be investigated.
 - How the complainant and alleged harasser will be informed of the results of the investigation.



Balance Wellness Program



Recognizing that there are many factors that help to make up an individual's overall wellness **MTS Balance**, Mind Body, Spirit, encompasses many different dimensions of wellness in the available programming with diverse programming ranging from physical fitness to financial literacy. Commitment to education take a lot of energy and with that need for energy there is a need to ensure our members take care of themselves. Through Balance we recognize this need and can provide resources and education to assist our members in finding their individual path to healthy living.

SERVICES PROVIDED

Dry Cleaning Delivery Service
Financial Literacy
Fitness
Leadership & Development
Massage Therapy
Mindfulness-Based Stress Reduction
Nutrition
Smoothie Desk-Side Delivery
Professional Organizing
Vocal Hygiene
Resources



EDUCATORS!

Safe and Inclusive Space Posters

These posters will be making their way to each school and to each of you.

Please visit the LRTA website for information and resources.

<http://www.lrta.ca/>

New!

Our (HUMAN RIGHTS) Journey

EDUCATING
FOR ACTION



MTS PD Opportunity
April 20 & 21 2017 Winnipeg, MB
For more info www.mbteach.org

Contact Us

LRTA office
204- 929-5782

President
Frank Restall
preslrta@shaw.ca

Collective Bargaining
Bernard Mazerolle
cblrta@shaw.ca

Professional Development
Marcela Cabezas
pdlrta@shaw.ca

All matters will be dealt with
in confidence.

Manitoba Teachers' Society
Can request Staff Officer
assistance
204-888-7961

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 2016 – 2017

September

Tuesday, 6 th	Opening Day
Wednesday, 14 th	LRTA Executive Meeting
Wednesday, 21 st	LRTA Council Meeting
Wednesday, 28 th	LRTA New Member Celebration
Friday, 30 th	Terry Fox Community Event

October

Friday, 7 th am	LRTA Executive Retreat
Friday, 7 th pm	New Council Rep Orientation
Wednesday, 19 th	LRTA Council Meeting
Friday, 21 st	SAGE
Wednesday, 26 th	Maternity/Parental Leave Seminar

November

Wednesday, 2 nd	LRTA Executive Meeting
Wednesday, 9 th	Early Mid-Career Pension Seminar
Wednesday, 16 th	LRTA Council Meeting

December

Wednesday, 7 th	LRTA Executive Meeting
Wednesday, 21 st	LRTA Council Meeting
Friday, 23 rd through	
Friday, Jan. 6 th	Winter Break

January

Wednesday, 11 th	LRTA Executive Meeting
Wednesday, 18 th	LRTA Council Meeting
Wednesday, 25 th	LRTA Benefits Seminar

February

Wednesday, 1 st	LRTA Executive Meeting
Wednesday, 8 th	Pre-Retirement Seminar – ATC
Wednesday, 15 th	LRTA Council Meeting

March

Monday, Feb 27 th through	
Friday, March 3 rd	Operation Donation
Wednesday, 1 st	LRTA Executive Meeting
Wednesday, 15 th	LRTA Council Meeting
Monday, 27 th through	
Friday, March 31 st	Spring Break

April

Wednesday, 5 th	LRTA Executive Meeting
Wednesday, 12 th	LRTA Council Meeting
Thursday, 13 th	Maternity/Parental Leave Seminar
Wednesday, 19 th	LRTA Annual General Assembly – ATC
Thursday, 27 th	LRTA Appreciation Dinner

May

Wednesday, 3 rd	LRTA Executive Meeting
Wednesday, 10 th	LRTA AGM Binder Meeting
Wednesday, 17 th	LRTA Council Meeting
Wednesday, 24 th through	
Saturday, 27 th	MTS AGM

June

Wednesday, 7 th	LRTA Executive Meeting
Wednesday, 14 th	LRTA Retirement Reception
Wednesday, 21 st	LRTA Council Meeting

Subject to change.