



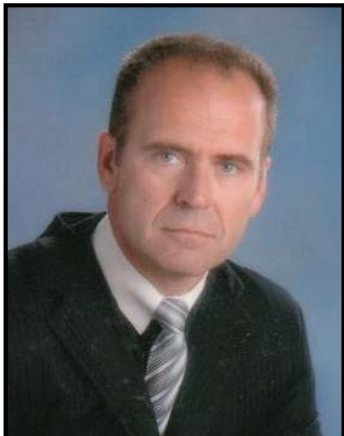
RIELITY CHECK

A publication of the Louis Riel Teachers' Association (www.lrta.ca)

SEPTEMBER/OCTOBER 2014

EDITOR: SHANNON GIBSON

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



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 two months. Many Association members invested part of their summer holiday to attend MTS training and

PRESIDENT'S MESSAGE President – Frank Restall

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.

As a member of LRTA, it is important to note that you can call the LRTA office (929-5782) at any time. I can be also be reached by email preslrta@shaw.ca.

For issues related to Collective Bargaining contact James Bedford 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. **Please, call us first! All matters will be dealt with in confidence. As well, members may call the Manitoba Teachers' Society (888-7961) and request Staff Officer assistance.**

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

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President's message:

All members should note that the LRTA Office has moved.

We are now located at Dr. D. W. Penner School, 121 Hazelwood Cres. We have been working industriously over the last two months to settle in at our new location and to become operational. Our goal was to achieve uninterrupted member service and I am confident that we achieved that goal. At this time, I would like to express the Association's appreciation to the Division and the Division's Facilities Department for assisting with the move and for accommodating and coordinating the necessary changes.



The 2014-15 school year will undoubtedly

bring changes and challenges and, as they arise, you can be assured that the LRTA will be a tireless advocate for all members. For instance, this advocacy includes a reminder that a member's photograph or likeness is the rightful property of that member only. LRTA members should not be taking photographs of other members (let alone posting or using the photograph) without direct permission to do either or both. Respect your rights and the rights of others.

Honouring your Collective Agreement is the best way to ensure your rights and the rights of others are protected.



This year is an important one

for all members given that negotiations with the Board will commence shortly. The LRTA Table Team has been selected and will soon proceed with negotiations. These individuals are committed to representing you for, as your Association, we believe in the importance of the work members do and the importance of supporting members in their work!

As the month of October draws to a

close, the 2014 Civic Election will occur. October 22nd is Election Day and all members are encouraged to "exercise their franchise" by casting a ballot at the polling stations. The election of mayor, city councillors and school trustees will occur on the 22nd and it is important that the voices of all teachers be heard!



Remember, take care of yourself and take care of each other! Best wishes for a rewarding and successful year!

Frank Restall

President, Louis Riel Teachers' Association

2014 – 2015 Louis Riel Teachers’ Association Executive

President – Frank Restall

VP Collective Bargaining – James Bedford

VP Professional Development – Marcela Cabezas

Past President – Sue Wilton

Secretary-Treasurer – Jodi Samms

ÉFM – Valérie Rémillard

Employee Benefits – Carl Antymniuk

Equity and Social Justice – Cheryl Bazin

Public Relations – Candice Sundell

Social – Marilyn Carter

LRASA – Alice Young

LRTA Office

Dakota Collegiate

Collège Jeanne-Sauvé

Lavallee School

Glenlawn Collegiate

Collège Jeanne-Sauvé

Samuel Burland School

Collège Jeanne-Sauvé

Samuel Burland School

Frontenac School

Marion School

Members-at-Large (3):

Tara Law

Lindsay McDonald

Scott Wood

École George-McDowell

École Varennes

Glenlawn Collegiate



How do I apply for PPDF?

To submit a PPDF

application one must go to the LRSD staff page “Helpful Links,” select the PPDF link, and then click on “Submitting a PPDF Application.” If you are less familiar with the online process, refer to, “How to Complete Your PPDF Application.” This document explains the online application form, line-for-line, and is intended to make filling out an application easier.



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

It is CRITICAL that you read the following documents 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 the “Expenditure Criteria” section of the **PPDF Guidelines** (Section V: page 6-7) to ascertain what expenses are, and are not, reimbursable (and, if reimbursable, to what amount?)

There is also important information pertaining to car rentals, baggage charges, and other additional costs, detailed in the “**Out-of-Town Reimbursement Form.**” This form also explains how to submit your receipts correctly – especially in shared cost situations. **Before submitting your receipts for reimbursement you must first complete a “PD Report Form.”**

This is done by going online to the LRSD staff page “Helpful Links,” selecting the “PPDF” link, and clicking on “My Applications.” Under the heading “Attended Events” you will find a “PD Report Form” link for every PD event you’ve attended. Note that this link will not open before the end date on your PPDF application has past.

If you have any questions regarding PPDF application process and/or Guidelines, please contact the LRSA Vice-President of Professional Development & PPDF Chair at pdlrta@shaw.ca or 929-5782.

Retain copies of all documentation sent to the Board Office. Your original documentation is addressed to the “PPDF Secretary” and can be sent via the pony. **This must be received by the Board Office within twenty days of the end date on your PPDF application.** Please review the “Funding Reimbursement” section of the PPDF Guidelines (Section III: B: page 5) to ensure a timely reimbursement of your travel expenses.



How much funding am I eligible for this year?

The “My User Information” link under the PPDF links will show your funding history. Contingent upon available funds, **PPDF provides for a three year funding cycle that includes two years at a maximum eligibility of \$800.00 and one year at \$1700.00** (See PPDF Guidelines: Section IV, page 5-6, for further details.)

ARTICLE 4.06 AND THE PART-TIME TEACHER

VP Collective Bargaining – James Bedford

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.

Article 4.07 – Substitute Teachers

VP Collective Bargaining – James Bedford

This is a reminder for substitutes and members who book substitutes. If a substitute is required to cover for more than one teacher, this information has to be stated **at the time** the substitute is booked. Article 4.07.N states that, “Unless otherwise determined at the time of the assignment, or except in unforeseen circumstances, the timetable for a substitute teacher in any assignment shall normally be the same as the timetable for the teacher who is being replaced.”

ARTICLE 6.12 – Recognition of Extra-Curricular Activities

VP Collective Bargaining – James Bedford

In the promotion of wellness, our LRTA members now have an additional right that can be used to give improved balance between work-life and home-life. The statement, “teacher participation in extra-curricular activities is voluntary,” has been negotiated into our current Collective Agreement.

In developing the application of this clause in 2007, the Association and Division agreed to the following statement. “Extra-curricular activities means student-related athletic, social, recreational and cultural activities occurring outside the normal school day, but does not include activities related to academic or instructional matters or curriculum subjects outside the normal school day, whether such occur alone or with students, parents or administrative staff, such as (without limitations) staff meetings, parent/teacher meetings, committee work, in-service

sessions, marking and setting examinations, or marking school assignments.”

What are the implications of the new wording in the Collective Agreement?

In terms of a:

- **right in the Collective Agreement;** the statement places the control of volunteering in the hands of each individual teacher with no obligation to provide an explanation;
- **component of an evaluation;** extra-curricular activities should not form part of an evaluation. The proviso would be that both parties agree to include it as part of the individual teacher’s evaluation;
- **condition of employment;** if a commitment is made to participate in an extra-curricular activity, the teacher hired would be obligated to fulfill his/her commitment for that term or year only.

Part-time Teachers and Monthly Staff Meeting Attendance

VP Collective Bargaining – James Bedford



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 in regard to part-time teacher attendance at monthly staff meetings, do not hesitate to call the LRTA office at 204-929-5782.

A Guide to Leaves Available to Teachers in Louis Riel VP Collective Bargaining – James Bedford

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 124 days.** A teacher's regular salary

is paid until the number of sick days is exhausted. See Article 6.00 for details.

Maternity, Adoptive and Parental Leave

Maternity Leave for female teachers provides up to 17 weeks of top-up to 90% of salary. Adoptive Leave and Parental Leave (Parental Leave is effective January 1, 2007) 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. 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.

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)

Teachers 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. The first day of the leave is at no cost to the teacher (effective January 24, 2007). The second day of the leave is at cost of substitute per diem. 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 teacher may access a one day paid leave of absence per school year for performing fifty (50) hours of eligible extra-curricular duties. See Article 6.12 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 teacher 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. The first day is Compassionate Leave, the second and third day are Family Leave. The Family Leave portion is at the cost of sick days.



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.*

Le coin des



Les réunions du Conseil des écoles des ÉFM 2014-2015 se dérouleront à Winnipeg comme suit :

- Le samedi 10 janvier 2015 de 9 h à 14 h à McMaster House
- Le samedi 2 mai 2015 de 9 h à 14 h à McMaster House

La rencontre en région :

- Région métro-est à Winnipeg le mercredi 8 octobre 2014 en soirée

Événement importants à souligner :

41^e Conférence pédagogique annuelle des ÉFM 2014

Jeudi 23 et vendredi 24 octobre 2014 à l'Université de Saint-Boniface

Céleb 5

Formation destiné au personnel enseignant débutant :
vendredi 31 octobre et samedi 1er novembre 2014

47^e Assemblée générale annuelle des ÉFM 2015

Vendredi 17 avril 2015 à l'hôtel Canad Inn Club Regent Casino

Site des ÉFM : <http://www.efm-mts.org/les-efm/>

J'aimerais créer un réseau des représentants ÉFM au sein de la LRSD. Svp, m'envoyer les noms des représentants de votre école à l'adresse suivante : valerie.remillard@lrsd.net

Reminders: If you have recently changed your personal information such as name and or address, please contact the LRTA office at 204-929-5782 and have them update your information.



LRTA Calendar 2014 – 2015

September

Tuesday, 2 nd	Opening Day
Wednesday, 10 th	LRTA Executive Meeting
Wednesday, 17 th	LRTA Council Meeting
Wednesday, 24 th TBC	LRTA New Member Celebration
Friday, 26 th	LRTA Terry Fox Torchlight Run

October

Friday, 3 rd	LRTA Executive Retreat
Wednesday, 15 th	LRTA Council Meeting
Wednesday, 22 nd	Maternity/Parental Leave Seminar
Friday, 24 th	SAGE

November

Wednesday, 5 th	LRTA Executive Meeting
Wednesday, 19 th	LRTA Council Meeting

December

Wednesday, 3 rd	LRTA Executive Meeting
Wednesday, 17 th	LRTA Council Meeting
Monday, 22 nd through Friday, January 2 nd	Winter Break

January

Wednesday, 7 th	LRTA Executive Meeting
Wednesday, 21 st	LRTA Council Meeting
Wednesday, 28 th	LRTA Benefits Seminar

February

Wednesday, 4 th	LRTA Executive Meeting
Wednesday, 11 th	Pre-Retirement Seminar
Wednesday, 18 th	LRTA Council Meeting

March

Monday, 2 nd through Friday, March 6 th	Operation Donation
Wednesday, 4 th	LRTA Executive Meeting
Wednesday, 18 th	LRTA Council Meeting
Monday, 30 th through Friday, April 3 rd	Spring Break

April

Tuesday, 7 th	LRTA Executive Meeting
Wednesday, 8 th	LRTA Council Meeting
Wednesday, 15 th	LRTA Annual General Assembly - ATC
Wednesday, 23 rd	Maternity/Parental Leave Seminar
Wednesday, 29 th TBC	LRTA Appreciation Dinner - ATC

May

Wednesday, 6 th	LRTA Executive Meeting
Wednesday, 13 th	LRTA AGM Binder Meeting
Wednesday, 20 th	LRTA Council Meeting
Wednesday, 20 th through Saturday, 23 rd	MTS AGM

June

Wednesday, 3 rd	LRTA Executive Meeting
Wednesday, 10 th	LRTA Retirement Reception
Wednesday, 17 th	LRTA Council Meeting

September 10, 2014.

Subject to change.



Louis Riel Teachers' Association

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