

GENERAL MEMBERSHIP MEETING

CUPE 2357

September 11, 2024

6:30 pm - 8:30 pm

Virtual

**In Attendance:** Vanessa O'Brien, Wendy Hache, Ann Marie Haley, Brianna Belcourt, Carolyn Roberts, Corina Manasseri, Cristina Forieri, Crystal Francis, Cynthia Dallaire, DJ Karwow, Elizabeth King, Heather Jessmer, Lama Belal, Linda Ellsworth, Nicole Meyer, Jaime DeMarchi, Pattie Kazadi, Peggy Aghazarian, Sonja Henderson, Tara Malloy-Wilkinson, Terry Partridge, Victoria Anstett, Andrea Laroche, Chantal St. Louis - Malboeuf, Kelly Blais, Kylie Mahoney, Rose A, Terry Magagnin, Marcie O'Connor, Kelly Ketel, Maria Moffatt, Jen Mayer, Stephanie McIntyre, Kelly Oliver, Leslie LaRose, Tracy Thompson, Emilia Maisonneuve, Leslie Schlievert, Trisha Ciarlo, Sam Marshall, Nicole Lavigne, Carolyn Thompson, Debbie Couto-Ferriera, Andrea Mailhot, Alexa Durie, Claudia Carson, Kim Widenmaier, Andrea LaRoche, Effi Cooper, Patricia Thompson, Andrea Stevenson, Brenda Johnson, Dianna Yorke, Eliza Thibert, Gundrun Desjardins, Jennifer Bachhuber, Jess Oakman, Kellie Anne Mathieson, Kelly Russ Mahoney, Liam Crome, Linda Immetsberger, Lindsey Potvin, Liz Shanahan, Mary Lebeau, Maureen Rogerson, Michelle Mac, Pauline Powell, Paula Hartford, Dawn Kasperek, Shelanie Braganza, Stella Schouten, Tiziana Tirabasso, Tori Murray, Tracey Martin, Valerie Brophy, Amalia Koutakos, Penny Simpson, Shaunna Lavergne, Emma Rogerson, Jen Mayor, Malina Campbell, Heidi Pierunek, Veronica Black, Cathy Heer, Cynthia Steeves, Joanne Howell, Francine Meledoro, Nicole Holmes, Erin Grant

**Call to Order**

6:36PM

**Role Call of Officers:**

Cynthia Steeves - President

Joanne Howell - 1st Vice President

Francine Meledoro - 2nd Vice President

Nicole Holmes Secretary Treasurer

Erin Grant - Recording Secretary

**Reading of Equality Statement** - Francine Meledoro

**Land Acknowledgement** - Cynthia Steeves

**New Members and Initiation**

- Rose A, and Corina Manasseri - read the oath.

**Reading and Approval of Minutes** - presented by Erin Grant

**Motion:** To approve the previous minutes as presented - Erin Grant

2nd: Nicole Lavinage

Motion carried.

1 opposed.

**Matters Arising from Minutes of the Last Meeting**

- No questions or discussions on the previous minutes

**Treasurer's Report** - presented by Nicole Holmes

- Everyday Bank balance as of September 10, 2024: (This information has been redacted. Members can contact the Executive Board for this information.)
- GIC Bank Balance: (This information has been redacted. Members can contact the Executive Board for this information.)
- Per the Bylaws, (This information has been redacted. Members can contact the Executive Board for this information.) from the mature GIC was brought over from the matured GIC to our everyday bank account, as this is where we as a local need the money working for us, due to lengthy arbitrations and legal fees and secured into our everyday bank account.
- As secretary treasurer and the president will be booking an appointment with the bank to secure it.
- We are in a very secure and healthy position financially as a local.

**Motion:**To approve the treasures report as presented - Nicole Holmes

2nd: Chantal St Louis

The motion to adopt the financial report is carried.

**Communications/Correspondences** - presented by Erin Grant

- CUPE's National Sector Council Conference 2024 held in Winnipeg from October 07-10, 2024

**Executive Board Report** - presented by Cynthia Steeves

As we move into a new school year, we are still dealing with some very complex files from last year that the employer is dragging out with lengthy arbitration hearings.

The employer/union relationship has significantly improved since this time last year, we are working through HR trying to establish more proper labour relation practices that were not the norm before, so there are some growing pains with that but our professional relationship day to day with the employer remains cordial so that we can move through issues and files collaboratively.

The summer went by extremely fast with just the President in the office and our 2nd VP and Secretary-Treasurer were in periodically to work on their assigned duties. We finally, after many years of trying, got through to the employer that the entire OCSB does not shut down in July and August and that we can still hold labour/grievance meetings and continue with business, so that was a welcome improvement.

I would like to take this opportunity now, to personally thank all those who reached out to me with messages of condolences on the passing of my Mom in early July, your kind words and messages truly meant a lot to me and warmed my heart, I am so incredibly grateful to be able to advocate for all of you on a daily basis and get to know some of you on a more personal level.

As cheesy as it may sound, we truly are a union family and I always say one of the most gratifying parts of my job is being there for you in your time of need, whether it be a journey of an unexpected health diagnosis, an issue with HR or financial difficulties ....the list really is endless in how we support members on a daily basis.

With all the above being said, we have quite a few members whose names that we will not mention for confidentiality reasons that are struggling right now for various reasons, please keep your fellow members in your thoughts- we truly do not know each person's daily struggles.

Moving on.....We have a busy fall in our office with Arbitration dates, various labour meetings and the other daily stuff that comes up, our membership continues to grow and with that comes a higher volume of work in our office. We were given the opportunity to have our 2nd VP in full time from Feb to June last school year, to trial how that model works for our office - it is safe to say that there was plenty of work for Francine to keep her busy. We will discuss next steps on this under New Business. We are looking forward to various member engagement events this year, so stay tuned for more details.

In closing, please remember to encourage new staff to contact us with their personal contact info and let them know they can find answers to a lot of the commonly asked questions via our website, where they will find the CA and other resources.

**Motion:** To approve the Executive Board Report as presented - Cynthia Steeves

2nd: Tori Murray

Motion carried.

## **Committee Reports**

Grievance Report - presented by Cynthia Steeves

### Open Grievances

- Lay off/Surplus - Article 20 - 2 employees:
  - The union & employer are not agreeing on the definition of lay off, even though it is clearly written in the CA. Going to arbitration.
- Duty to Accommodate -
  - Step 1 Meeting September 10th
- Discrimination -
  - Step 1 Meeting September 10th
- ROE/EI Issue -
  - Employer acknowledged grievance - Step 1 meeting set for September 18th

### Grievance Arbitrations

- Tutor -
  - Re convening - Dec. 3-5th, 2024
- SEL/Mental Health Worker -
  - ~~March 25th, May 10th~~, Sept.6th, September 11th and December 19th
  - We are also canvassing for more dates, unfortunately.
- Vacation Leave -
  - MOS Draft signed.
  - Vacation Pilot project closed with 53 requests, all approved with exception of around 5. The 5 who were denied did not have enough leave or they requested under 5 days, which the pilot project does not govern.
  - Last matter in front of the arbitrator is accumulation of vacation leave when on maternity/parental leave. The employer could not establish past practice.They may be changing their position with the grievance.
- JJE 2022 -
  - Going ahead with re-evaluation without CUPE job specialist.
  - Members rights after re-evaluation are still being discussed.
  - Union will respond accordingly to fresh breach of the CA at next JJE.

- Con Ed-
  - Language Instructors, Admin Support - May 5th, 2026
- EDP-
  - Support Workers - April 8th, 2026

**Motion:** to adopt the grievance report as presented - Cynthia Steeves

Secunder Pattie Kazadi

Steward Report - presented by Francine Meledoro

- Steward applications went out in June in the newsletter. We currently have 4 Stewards with 1 returning after Christmas break.
- I have switched up the list of schools for this school year. The Steward you had last year might not be your Steward this year. Stewards will be reaching out next week to site leads with their welcome email.
- We are still missing site leads for some school and it will be sent out in the newsletter. If you would like to become a site lead, not be a site lead or have switched schools, please email myself or the Executive and I can update the list.
  - Responsibilities of a site lead are to share information with your Cupe members at your school. The information will come from myself to the Steward, who will then pass along to yourself, the site lead. Another important part of being a site lead is to make sure all members have their personal emails up to date with us. Site leads are not to be sitting in on meetings at their schools with Cupe members and administrators. Let the Executive know and it is our responsibility to attend or depending on the nature of the meeting, the Steward assigned will attend. Stewards are trained by Cupe National in order to attend and provide support to members.
- New member orientation kits will slowly start arriving in schools. These are only for new permanent employees. I started last year and this will continue monthly as I receive the activity reports from the employer. It contains some information on the union and a little "gift".

**Motion:** to adopt the steward report as presented - Francine Meledoro

Secunder: Wendy Hache

Health & Safety Report - presented by Joanne Howell

Welcome back!

Just a few reminders as we start this year.

- Violent incident reports are already coming in. Please remember to complete the response to your supervisor's report. The incident report is not fully completed until

this last step has been filled out. If you feel it necessary to refer the incident to the Violence Committee please check off the box at this stage. It does not mean that your school will receive extra support in any way but at least it is documented.

- Also please remember to fill out any accident forms as needed, not only for “accidents” but also if you are injured during an incident. This creates a paper trail if a WSIB claim is needed either at the time of the incident/accident or if one is needed later on.
- If you wear glasses/contact lenses/prescription sunglasses and these are damaged/broken during an incident, you may be able to claim these damages through WSIB. More information regarding this will follow soon. If you would like to read the policy yourself please reach out and I will send you the link or you can google it by searching “Prescription eyewear policy WSIB”
- Return to work meetings have been taking place since returning to the office mid August. These continue on a regular basis throughout the school year. Some are related to WSIB claims from last year and some are related to either accommodations or a return form LTD. Please be kind to those returning with any restrictions as you may not have all the information regarding the return.

Wishing you all a safe and healthy school year!

**Motion:** To adopt the Health and Safety Report as presented - Joanne Howell

Seconded: Crystal Francis

Motion carried.

**Elections or Installations** - presented by Patricia Kazadi

- The president steps down as chair and the election committee chair, Patricia Kazadi steps up.
- Four positions were up for election:
  - President
    - 1 nomination received:
      - Jessica O’Leary nominated **Cynthia Steeves**
        - Cynthia stands for her nomination and is acclaimed for the two year term as the President
  - 2nd Vice President
    - 1 nomination received:
      - Kristin Fulton nominated **Francine Meledoro**
        - Francine stands for her nomination and is acclaimed for the two year term as the 2nd Vice President
  - Recording Secretary
    - 1 nomination received:
      - Chanel Lindsay Brown nominated **Erin Grant**

- Erin stands for her nomination and is acclaimed for the two year term as Recording Secretary
  - Trustee
    - 1 nomination received:
      - Tori Murray nominated **Jess Oakman**
        - Jess stands for her nomination and is acclaimed for the three year term as Trustee
- Oath of Office is read
- Patricia steps down as chair of election committee
- The President returns as chair of meeting.

### **Unfinished Business**

- The union's legal bills are getting high and fees are still coming in from the ongoing arbitrations.
- CUPE 2357 has a new CUPE Servicing Representative, Justin Dore, who started just before the summer. Justin comes from the Education Sector. Our previous Rep, Drew Haughton has gone back to the Health Care Sector. We have had many National Servicing Reps over the years, but with this last change, it is expected that Justin will be our rep for quite some time.
- With a constant, and consistent National Rep, it is expected that we will not need legal counsel to represent CUPE 2357 during arbitrations or hearings. We will have Justin represent us. The union will use the legal council that we have on retainer for legal opinions.

### **New Business**

*Bylaw Amendments: At this time there were 81 voting members present at the meeting.*

- Bylaw 1: Appendix F - CUPE 2357 Credit Card Policy
  - For: 58
  - Opposed: 0
  - Abstained: 2

**Carried**
- Bylaw 1.1 - Section 4 - Membership Meetings

Amendment: (a) ....The format of the Regular Membership Meetings, in person/virtual, can be changed in writing to the membership via personal email with only 24 hours notice.

Seconded: Pattie Kazadi

Vote on the amendment:

For: 39

Opposed:

Motion for the amendment has **Carried**

Vote on the amended bylaw:

For: 56

Opposed: 2

Abstain: 2

Amended Bylaw #1.1 has **Carried**

- Bylaw #2: Section 7 ~~-Voting of Funds~~ - Expenditures

For: 59

Opposed: 0

Abstained: 2

**Carried**

- Bylaw #3 - Appendix B Expense Reimbursement Policy

For: 58

Opposed: 1

Abstained: 1

**Carried**

- Bylaw #4.0 - Appendix "B" Expense Reimbursement Policy (Out of town/in town meal expenses)

Amendment: In Town **Expenditures**

- (a) If lunch/dinner is not provided, members are entitled to a lunch/dinner allowance to a maximum of **\$25 for lunch and \$35 for dinner per day.**



(b) If in the event, two meals are required in a day, reimbursement for both meals (lunch and dinner), will be decided on a case by case basis.

Vote on the amendment

For: 44

Abstain: 37

Amendment **carried**

Vote on Bylaw #4.0

For: 57

Opposed: 0

Abstain: 4

**Carried**

- Bylaw #4.1 - Appendix B - Expense Reimbursement policy (out of town travel Expenses)

For: 62

Opposed: 0

Abstain: 4

**Carried**

- Bylaw #5 - Section 14 - Committees (attendance at meetings, one year committee

For: 57

Opposed: 1

Abstain: 0

**Carried**

- Bylaw #6 - Section 14 - Committees (duties of steward)

For: 61

Opposed: 0

Abstain: 0

**Carried**

- Bylaw #7 - Section 12 - Nomination, Election and Installation of Officers

For: 58

Opposed: 0

Abstain: 0

**Carried**

- Bylaw #8 - Section 14 - Committees - negotiating committees.  
Amendment: (b) The committee shall consist of the **entire Executive Board with exception of the Secretary Treasurer; plus one (1) member at large and one (1) alternate. The member at large and the alternate** will be elected at a membership meeting 18 months prior to the expiry of the current collective agreement.

Vote on the amendment:

For: 33

**Carried**

Vote on Bylaw #8

For: 52

Opposed: 3

Abstain: 4

**Carried**

- Bylaw #10 - Appendix E - Strike Fund

For: 58

Opposed: 0

Abstain: 0

**Carried**

- Bylaw #11 - Section 10 - Duties of Officers (Recording Secretary)

For: 56

Opposed: 0

Abstain: 0

**Carried**

- Bylaw#12 - Section 12 - Nomination, Election and installation of Officers (3 year team for exec officers)

For: 57

Opposed: 3

Abstain: 0

**Carried**

2nd Vice President Book Off - Executive Motion

- **Purpose of Motion:** To increase 2nd VP from part time to full time book off from September 3rd, 2024 to February 3rd, 2025 to be reviewed at the GMM in February 2025.
- **Additional Context to Purpose of Motion:** By way of a remedy to settle a grievance with the employer, we were able to bring our 2nd VP into the office full time last year from February to June at no cost to the local for salary or benefits. This was a perfect opportunity to trial having both VP's full time, as our local membership continues to grow and we service more members and complex files on a daily basis.
- **Executive Motion:** We the union executive board are requesting at this time for your approval for the months specified above to continue having our 2nd VP booked off full time to deal with labour relation issues, member grievances, membership lists/FTE reports to provincial and new member orientation and overseeing the steward portfolio. With this motion there will be an increase to the salaries budget line for 2025. The annual budget will be presented to the membership at the November GMM, if an increase is needed to the overall budget, a motion will be brought to the membership to vote on the increase. However, the cost for this additional half time book off, (as the local has always had the 2nd VP at half time book off ) would be around (This information has been redacted. Members can contact the Executive Board for this information.)
- a year which includes salary and benefits. We are a very healthy local financially as mentioned earlier in the Secretary-Treasurer's report. We can afford this extra salary expenditure and it is a very warranted expenditure to be able to continue servicing and advocating for our growing membership.

Any discussion on the motion as presented?

Q: Who in the CUPE 2357 office is booked off full time?

A: The President and 1st VP have full time book offs. The 2nd VP is ½ time book off, but the Executive is asking for a full time book off with this motion.

Comment: This is a really good idea. Locals that are smaller than us to have two VPs booked off full time. There is a lot to do.

Vote on the motion:

In favour: 60

Opposed: 1

Abstain: 1  
Motion has **Carried**

#### Cell Phones/Social Media at Work

- The new provincial policy to govern student's cell phone use in school, has been set in motion this September. As staff members are their role models while in school we should be setting a good example. Members are cautioned that the employer will be clamping down on staff members who are using their phones, during work hours as well. Principals will be calling about staff who are using their cell phone too much.
- Staff member's IP can be traced when using the board wifi.

#### Vacation/Sick Leave Use

- A memo was sent out from the HR department today on what leave days can be used for and what is considered fraudulent use of these days.
- The union cautions members whose vacation leave requests are denied, to refrain from then taking sick days instead. Members who do this will be called in to the HR department for this action. Pilot project - approved all leaves, except those who did not understand the process
- The employer is wanting big changes to CUPE's vacation leave - coming for your vacation leave. The bargaining committee heard suggestions from the employer during the last round of negotiations.
- The Year-To-Date Entitlements have not been updated yet in ATE. This is because the OCSB has 6000 employees and all the entitlements are done manually for each person.

#### Vacation Pay Out/Carry Over

- Members are to expect the Vacation Pay Out or Carry Over form to be sent out from HR soon. It usually happens in October.
- The union requested that the form be amended to be more comprehensive for members to understand. The union will be previewing the letter to make sure the actions are clear.
- Members are urged to read, carefully and thoroughly, any correspondence from the HR department. If an action is requested, please When you get emails from HR, members need to read it and take action if needed.

#### ECE Lieu Time

- Article 5.09 outlines the language for CUPE members lieu time. Lieu time is paid at time and a half.
- ECEs earn lieu time for Program night, Parent Teacher interviews, and Welcome to Kindergarten night.

- Not all principals are aware of this fact, so pass the word around to your ECE colleagues. You can access this language in our collective agreement, posted on the cupe2357.com website.

#### CAS Investigations - CUPE Process

- The union office is getting a lot of calls to the office asking for support involving CAS investigations:
  - members calling CAS for a student.
  - members being called as witnesses for a student
  - members being investigated by CAS
- The union has no dealings with CAS. CAS is bound by law to conduct their own interviews and processes to protect children and youth.
- The union does not have the manpower or time to go in and sit in on these meetings.
- If you are the person being investigated, we will look at it on a case by case basis. We do not represent members at a CAS investigation.
- The union will get involved if the OCSB decides to conduct their own investigation on the CUPE member after CAS has finished.

#### Emergency School Situations - CUPE Response/member Expectations

- Last year there were some emergency situations: bomb threats at Holy Trinity, murders in Barrhaven, and sudden death of two members. The executive received angry emails from members, after OECTA purchased lunch for the entire staff, stating that CUPE should have done this as well.
- OECTA members have specifically voted to spend their money that way, through passing Bylaws. CUPE does not have such Bylaws, and thus cannot spend member's money in this way, as OECTA does.
- The executive does not recommend that the membership spend funds in this way.

#### OTIP Partnership

- CUPE 2357 is entering its third year of a paid partnership with OTIP. The President and Recording Secretary make sure that all requirements of this paid partnership are satisfied in order to claim the payment in June of each year.
- The majority of the requirements are sharing and posting advertisements through emails, and on our social media.
- With the growth in our membership, CUPE 2357 is now entitled to a payment of (This information has been redacted. Members can contact the Executive Board for this information.)
- As these funds are not generated through membership dues, spending of the funds does not need to be voted on by the membership. However, transparency is very important to the Executive Board, so the OTIP funds have a line in our budget and receipts are produced, and the spending is audited by our Trustees.
- The OTIP funds have been and will be used for member engagement, incidentals for the office, and subsidizing the office rent, among other things.

- Have some pretty exciting membership initiatives coming up.

#### Extra OA Hours - 2024-2025

- During the last negotiations, the employer took out the requirement of the student population to determine the extra OA hours allotted to each school.
- The employer has heard the complaints and concerns of OAs, principals and the union and has gone back to the previous model.

#### Staffing Shortages/Resignations

- The union often raises concerns about the state of education and health care in Ontario. Unfortunately, it has only gotten worse. Over the summer months many EAs and ECEs resigned and left the OCSB for other jobs.
- With the staffing crisis that is already happening, the EA pool is quickly getting depleted, creating more of a staffing shortages
- The union is working with employers on ways to deal with the shortages.

Other

#### **Good of the Union**

Tomorrow, Erin will complete a draw for 2 pairs of tickets to the RedBlacks Game in the Upper Log Cabin section at the October 25th game. Winners will be contacted tomorrow via email.

Winners: Carolyn Thompson and Andrea Stevenson

#### **Adjournment**

9:00 pm