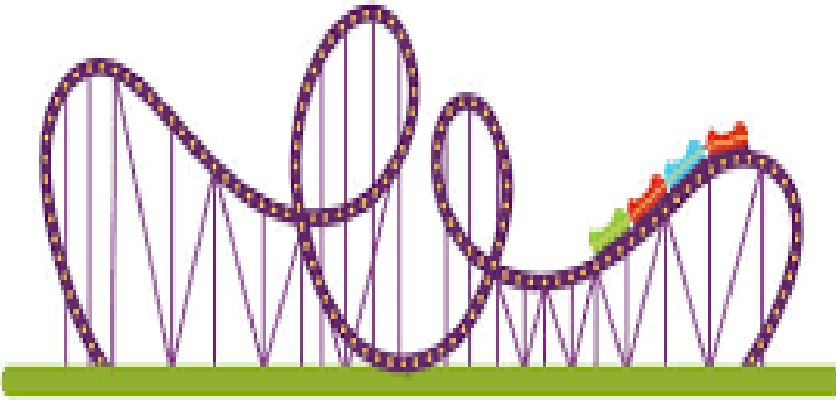


AMPA 2022 GUIDE

OSSTF Toronto

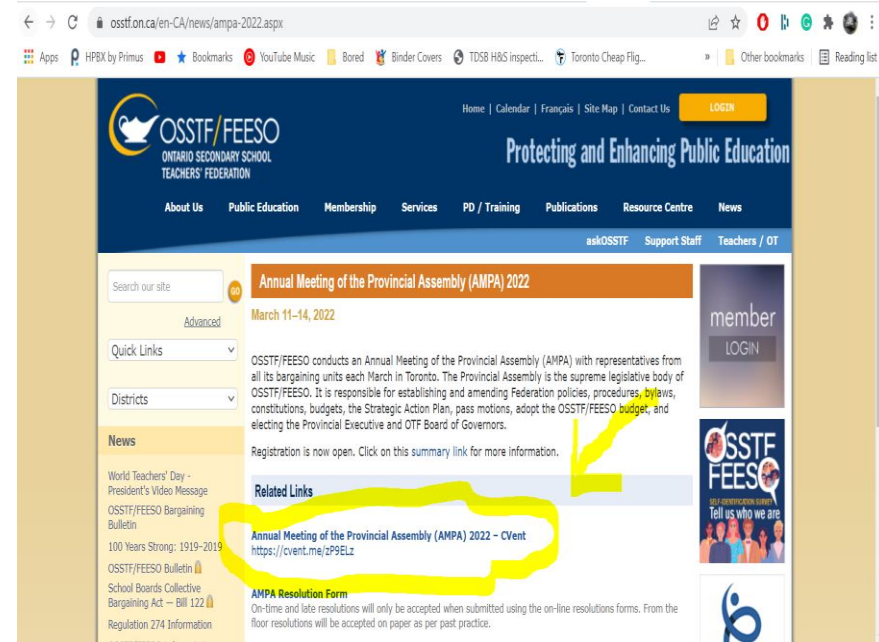
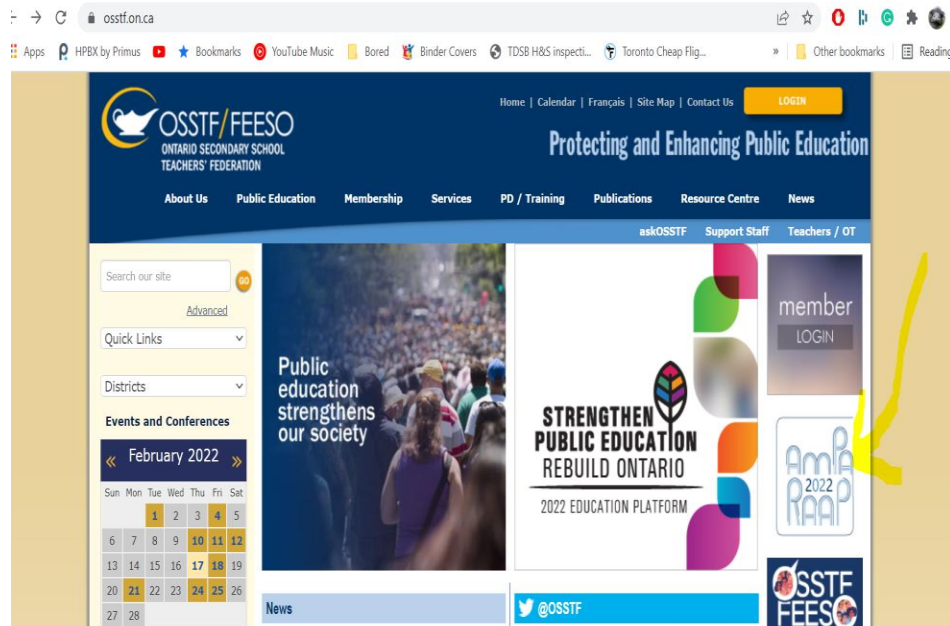
You're going to AMPA!



Buckle in for a wild ride!

AMPA is the ANNUAL MEETING OF
THE PROVINCIAL ASSEMBLY
In other words OSSTF/FESSO's
Annual Convention

AMPA CVENT WEBSITE



AMPA Information	Resolutions	Who Attends AMPA and How	Equity Caucuses
IMPROV CARE Services - Cancellation	Sheraton Centre - Cancellation	Travel - Cancellation	Expenses
Volume 1: General Information & Forms	Quick Reference Guide	Frequently Asked Questions	Timelines
AMPA Training Materials	AMPA Agenda and Resources	AMPA Schedule	



Welcome to the 2022 Annual Meeting of the Provincial Assembly

OSSTF/FEESO conducts an Annual Meeting of the Provincial Assembly (AMPA) with representatives from all its Bargaining Units each March in Toronto. The Provincial Assembly is the supreme legislative body of OSSTF/FEESO. It is responsible for establishing and amending Federation policies, procedures, bylaws, constitutions, budgets, endorsing the annual Strategic Action Plan, passing motions, adopting the OSSTF/FEESO budget, and electing the Provincial Executive and OTF Board of Governors every second year.

Information and documents subject to change.

How do I prepare for AMPA?

- Attend the District Pre-AMPA Meetings
- Familiarize yourself with the Resolutions (vol. 2)
- Read the Strategic Action Plan (vol. 3)
- Read the Reports (vol. 3)
- Browse the Proposed Budget



How do I prepare for AMPA?



- Get your tech organized for AMPA
 - Including get a proper microphone
 - Lists of suggested mics on our website
- Review the Rules of Order video

... don't be afraid to ask questions!

Resources on our website

Resources available on our website:

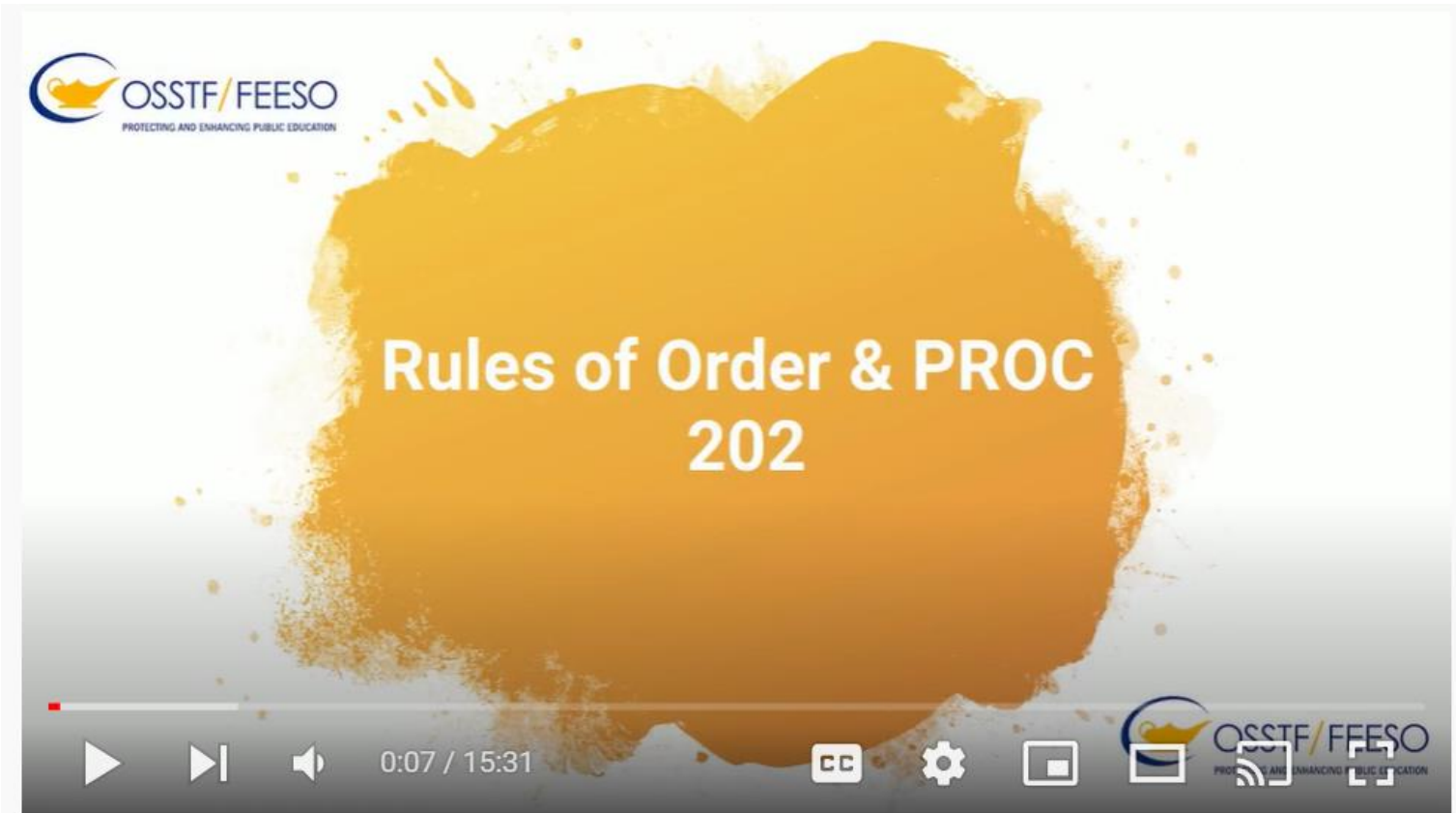
<https://osstftoronto.ca/member-resources/ampa/>

- OSSTF/FEESO AMPA 2022 page
- AMPA 2022 tentative agenda
- Vol 2: AMPA Guidebook and Resolutions
- Vol 3: AMPA Reports, Strategic Action Plan, Action Plan to Support Equity, Anti-Racism and Anti-Oppression
- Rules of Order video
- Welcome to AMPA video
- AMPA Workgroup Worksheets (for today's meeting)
- Lunch Rebate form (for today's meeting)
- Recommended headsets for AMPA 2022
- AMPA 2022 dependent care form

New Rules of Order at AMPA 2022

Watch the Rules of Order video:

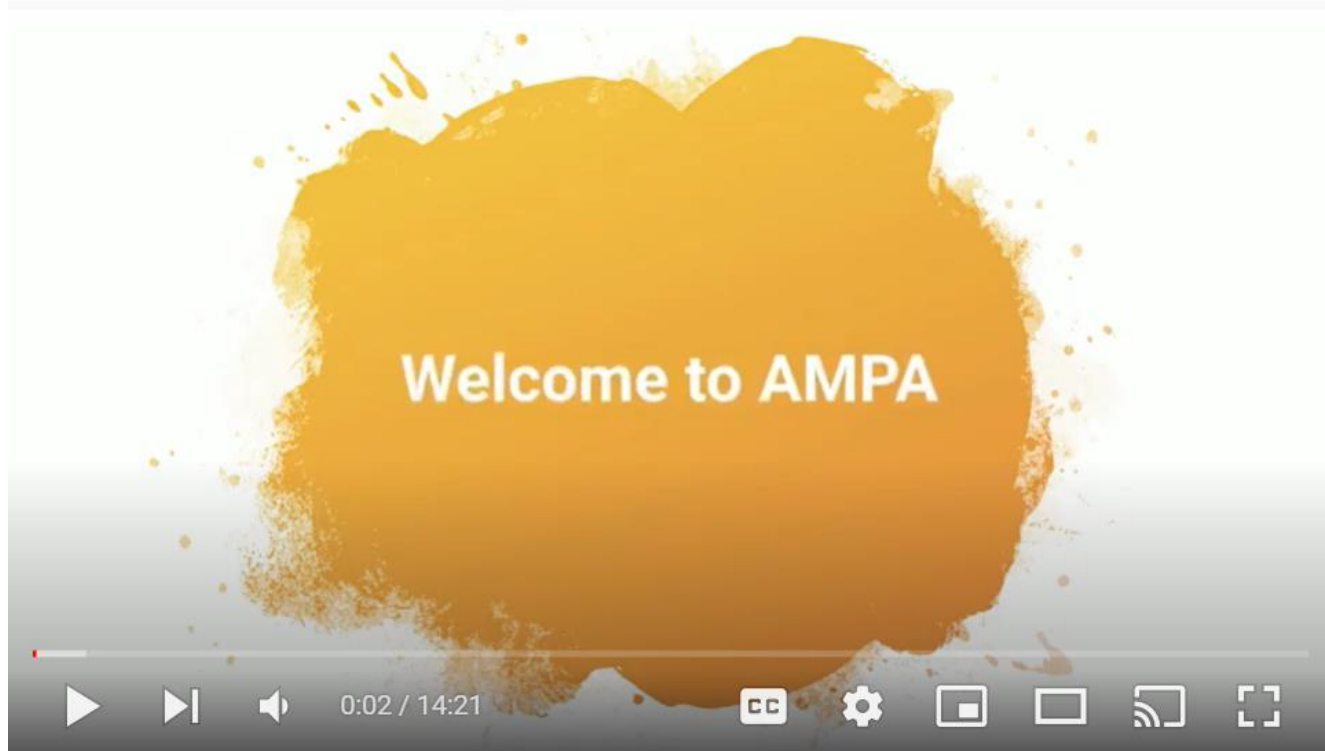
<https://youtu.be/HHDIGcMQpu0>



New to AMPA?

Check out the Welcome to AMPA video:

https://youtu.be/iWAv_VQbdHQ



Where to get help



Supports in place at AMPA 2022 include:

- **Mental Health Support** – online and by phone
- **AMPA Feedback Line** – to give feedback, will not receive a response
- **ASK AMPA** – general AMPA support
- **Tech Support**
- **Procedure Support** – ask questions about the Rules of Order or how to do something in the meeting



Who pays for what?

- Delegates will be provided with a one-time food allowance of \$220 (representing the full Federation Allowable Meal Allowance for the duration of Remote AMPA 2022)
- Delegates will be provided with one-time participation in Remote AMPA 2022 allowance of \$280
- Alternates will receive the same amount paid for by the District.
- DEPENDENT CARE EXPENSES – The Allowance noted above does not cover dependent care costs. These can still be expensed separately.



Dependent care information

- Childcare or dependant care expenses to allow members to attend authorized OSSTF/FEESO activities will be reimbursed at \$15 per hour, OR at the Living Wage established for the community in which the member resides (whichever is higher).
- For reimbursement at the Living Wage, the member must provide documentation identifying that a Living Wage has been calculated for the community and provide proof of payment at that rate.
Communities with a living wage are listed at www.ontariolivingwage.ca/living_wage_by_region
- The maximum reimbursement for a day will be 10 hours, regardless of the number of dependants.



Dependent care information (con't)

- If overnight care is needed, up to \$50 will be provided for overnight care.
- Reimbursements will include immediate family members, excluding parents and guardians, as eligible caregivers.
- Receipts from the childcare or dependant care provider must be provided.
- If there are exceptional circumstances, contact Provincial Office in advance for consideration of special approval.

[FORMS AVAILABLE ON OUR WEBSITE](#) Please note there is a separate form for alternates and delegates. Delegates send to Province; alternates send to D12.



DIGITAL REQUIREMENTS

In order to participate in Remote AMPA, you must have access to the following for the duration of the meeting:

- Phone line to participate in debate, cast votes for motions, and, receive the audio feed of the proceedings
- Computer or smart device with internet connectivity capable of running the **Chime** and **Zoom** platform / widget / app.

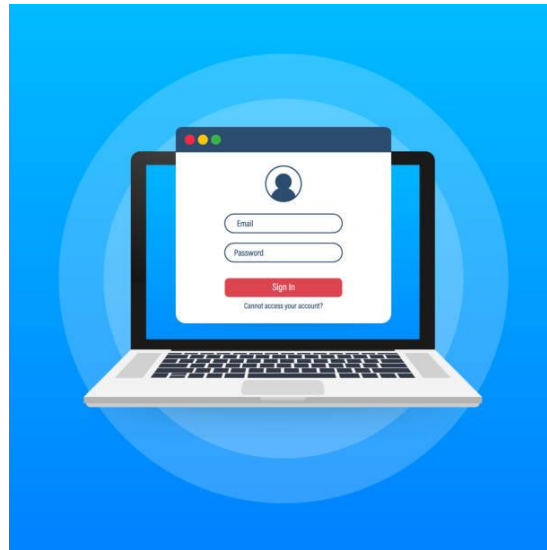


UNIQUE LOG-IN

Login Information Emails

Each member attending the AMPA 2022 will receive a unique email that will include their individual login and PIN information for the house and applicable Equity Caucuses.

It is important that these logins PINS NOT be shared. Regular audits of attendees will occur throughout Remote AMPA.



AGENDA

[Tentative Agenda](#) can be found on
The CVENT website.

Each session begins at 9:00 am SHARP!

Agenda will include an opportunity for participants to address concerns and participate in a discussion session to help with understanding. This session will be for discussion only and not for the passion of motions.



EQUITY CAUCUSES

Equity Caucuses have been scheduled at separate times to allow members to attend more than one caucus. **Pre-registration is required.** Registrants will be sent login information for their selected Equity Caucuses as part of their full login email.

As a reminder, these caucuses are for those members who identify as members of the specific equity group.



Connecting with Each Other

Michelle Teixeira, District President, will be available via email mteixeira@osstftoronto.ca throughout the duration of AMPA should you have questions about the proceedings.

Mike Platt, Delegation Leader is available via email (mplatt@osstftoronto.ca) should you encounter any AMPA issues/ concerns.

Please check your email regularly throughout the weekend for any announcements/ update.



Who is BIRT?

AMPA RESOLUTIONS (Be It Resolved That)

One of the duties we have at AMPA is to make changes or additions to the OSSTF/FEESO Constitution and Bylaws (The Handbook) and to OSSTF/FEESO Policies and Procedures. This is done through resolutions/motions.

On-time resolutions will be found in the [“greens”](#) document - the resolution document which will be available on the OSSTF/FEESO website the last week of February.

Late resolutions/ amendment will arrive each day of AMPA (the yellows).

A daily sequencing sheet will let you know the order of motions for the day.



Will you remain anonymous at AMPA?

NO WAY!

In order to speak:

When it is your turn at the mic you have precisely between **30 - 90 seconds** to speak (depending on your “card”). To start:

- state your name, pronouns (if you wish), District and Bargaining Unit. (i.e. Danica Izzard, she/her pronouns, District 12 TBU)
- Then you state can speak to the motion,
- say what you wish to say – speak for/against the motion or ask a question of clarification, procedural question, etc.

If your camera is on, you will appear on screen.

This information can be found in the Rules of Order video and “How to Participate in Debate” found on Cvent page.



Alternate Switching Process

Because of the unique requirements of hosting a Remote AMPA, alternates will be able to change credentials to delegate (voting) status, replacing an existing voting delegate for either the morning segment (a.m.) or the afternoon (p.m.) segment of the virtual meeting only.

Delegates who require time off the floor MUST email Michelle LeBlanc (mleblanc@osstftoronto.ca)

NO LATER THAN WEDNESDAY MARCH 9 @ NOON and clearly indicate the day/ time off requested.

Such requests should be only for extraordinary circumstances.

AMPA 5K WALK, RUN, MOVE

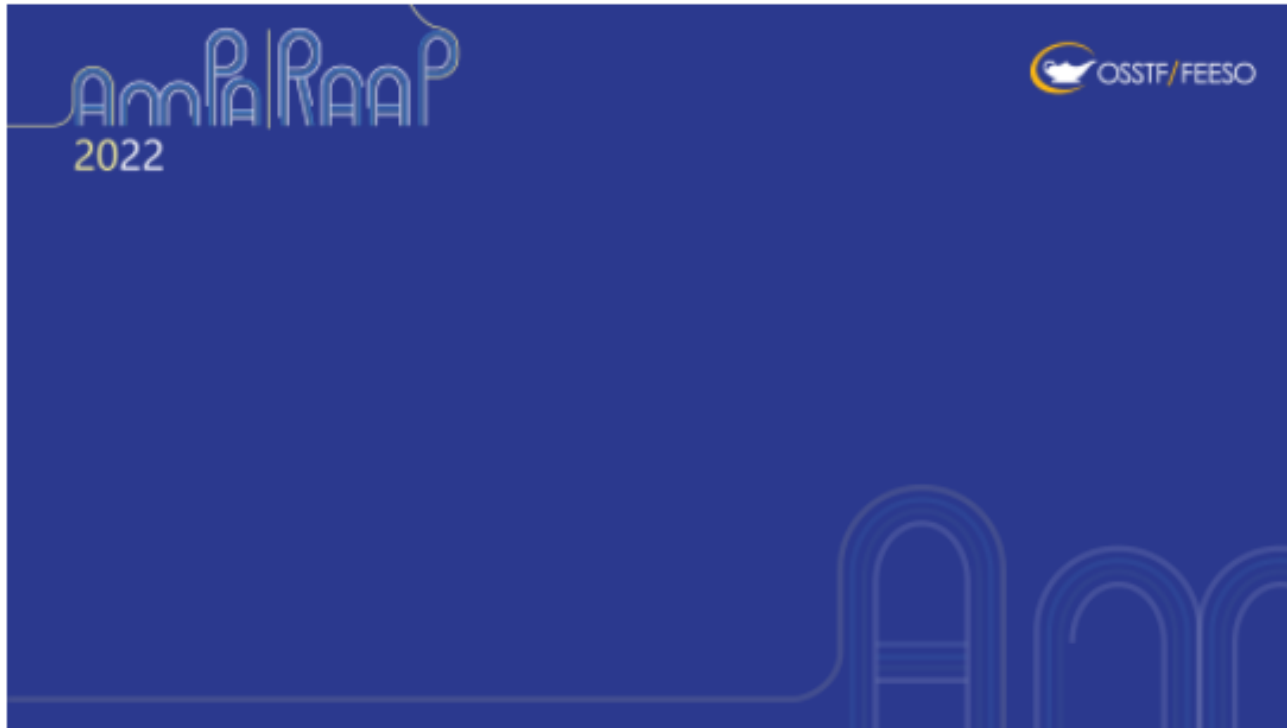
While the regular AMPA 5K run through the streets of downtown Toronto can't be held this year, there will still be an opportunity for members to connect and get moving.

Blair Vowels (District 16) will be the host of the virtual AMPA 5K event, with a free Strava app where members can connect by participating in their own 5K during AMPA.

Members can participate in any way they want – walk, run, bike, ski, treadmill, stair climb, etc. A link to the Strava group can be found under the [“AMPA Resources”](#) tab on Cvent.



AMPA VIRTUAL BACKGROUNDS



AMPA Virtual Backgrounds are available on the Provincial AMPA CVENT website under the [“Agenda and Resources”](#) tab.

SOCIAL MEDIA



FACEBOOK

<https://www.facebook.com/osstfnews> - the official OSSTF
Facebook page



TWITTER

AMPA Hashtag - #OSSTF



REMEMBER

There are NO stupid questions

and

try to enjoy yourself!

