

**OSSTF Toronto
TTBU Council
Virtual Meeting
4:45 p.m.
JANUARY 21, 2021**

Members are reminded that any announcements for Council must be given to the Chair, along with details as to where supporting material can be found, prior to the commencement of the meeting. The Chair will then make the announcement and where the material is located. Members are also reminded that the TTBU allows the distribution of any material without the consent of the Executive or Chair of Council.

AGENDA

- | | | |
|---------|---|----------------------|
| 4:45 pm | 1. Call to Order | |
| | 2. Acknowledgement of Traditional Lands and Anti-harassment Statement | |
| | 3. Announcements | |
| | 4. Approval of Agenda | |
| | 5. Approval of Minutes of: December 10, 2020 | <i>[pages 4-8]</i> |
| | 6. Report on the Proposed Rules of Order | |
| | 7. Committee of the Whole and Related Motion | <i>[page 21-23]</i> |
| | 8. Related Motion to the Proposed Rules of Order | <i>[pages 24-32]</i> |
| | 9. On Time Motions | <i>[N/A]</i> |
| | 10. Executive Reports | |
| | 11. Questions to Executive/Items of Concern | |
| | 12. Provincial Executive Report | <i>[pages 45-49]</i> |
| | 13. Questions to Provincial Executive Report | |
| | 14. New Business, Late Motions and Notices of Motion | <i>[page 50]</i> |
| 7:00 pm | 15. Adjournment | |

OSSTF provides a subsidy for Dependent Care. Please ask an Executive Officer for details.

The information in this package should be reported to members at your next OSSTF Branch Meeting.



OSSTF Toronto Teachers' Bargaining Unit Anti-Harassment Policy and Procedure

Let us not take thought for our separate interests, but let us help one another.

A member of OSSTF/FEESO has the right to a workplace and union environment free from harassment and bullying.

Harassment and discrimination are not joking matters. They have a destructive effect on the workplace environment, individual wellbeing, and union solidarity. Such actions are not only destructive, they can be illegal.

Inadvertent, hidden and systemic harassment and discrimination must be identified and addressed. The roots of systemic harassment and discrimination include but are not limited to racism, sexism, and homophobia and transphobia. OSSTF/ FEESO does not condone harassment or discrimination on the basis of age, national or ethnic origin, colour, religion, sex, gender identity, sexual orientation, race, socio-economic status or mental or physical disability.

Harassment and discrimination can take many forms and may be verbal, physical or psychological. They can involve a wide range of actions including comments, gestures or looks, pictures, messages, touching, or more aggressive actions. These acts may be indirect or overt; they may be isolated or repeated.

Acts of harassment and discrimination are always degrading, unwelcome and coercive. They are always unacceptable.

As members of OSSTF/FEESO, our goal must be to protect human rights, to promote mutual respect and trust, and to foster inclusion.

We cannot condone or tolerate intimidating, demeaning, hostile and aggressive behaviour against another member. We cannot condone these behaviours when we witness them.

As OSSTF/FEESO members, we must speak out against this conduct and stand together to protect human rights. We must take action.

OSSTF/FEESO is committed to strengthening member solidarity, and in addition to representing members' interests in the workplace, takes seriously its own responsibility to ensure that members are treated with respect and dignity at all provincially sponsored OSSTF/FEESO events and meetings.

Any member who feels targeted by harassment or discrimination must be able to speak up and know their concerns will be responded to immediately in accordance with OSSTF/FEESO Bylaws and the OSSTF Toronto Teachers' Bargaining Unit Resolution and Complaint Process.

Resolution and Complaints Process

An anti-harassment officer will be appointed for Council Meetings, the Annual General Meeting and the Branch President's Workshop. Members who believe they have been the target of harassment or discrimination at these events are encouraged to take immediate action to ensure this behaviour is stopped.

As a first step, members should make it clear to the perpetrator that the behaviour is offensive, and ask that it be stopped. This can be done personally, either in writing or verbally, or with the assistance of a third party.

If the behaviour recurs or persists, or if members do not feel safe in approaching the perpetrator directly, they should speak with the designated officer(s) and ask for that person to act. The designated anti-harassment officers shall be appointed by the President from the group of current Health and Safety Inspectors (as appointed in accordance with by-law 4.1.2.7) and will also form the complaints and resolutions committee.

The designated anti-harassment officer(s) will investigate the complaint promptly, including separately interviewing the parties involved and any witnesses, with a view to resolving the problem informally. During this process, the designated anti-harassment officer(s) may remove the respondent temporarily from the meeting if circumstances warrant.

The investigation shall be handled confidentially; however, all complaints will be reported by the designated anti-harassment officer(s) to the President and/ or the Vice Presidents.

If the complaint cannot be resolved informally, the complainant will be asked to put the complaint and all relevant information in writing.

If the complainant chooses to provide such a written complaint, it will be submitted to the designated staff person in the Bargaining Unit office who will forward it to the complaints and resolutions committee for action. It shall be the responsibility of the complaints and resolutions committee to determine if the behaviour falls under the definition of harassment, and decide on appropriate remedial action. While conducting the investigation, the committee will be informed by an understanding of the systemic roots of discrimination and harassment as expressed in the OSSTF/FEESO Equity Statement.

The parties involved will receive a written report stating the findings and any action taken.

Resolutions may include but are not limited to apologies, mediation, warnings, temporarily limiting access, or removal/ exclusion from the meeting or event. If a decision is made to remove or exclude that member, and where this member is representing the bargaining unit, a confidential letter outlining the reasons for this decision will be sent to the president of the appropriate body. The Bargaining Unit Office shall keep a confidential file of all records and reports related to the investigation of written complaints for a period of five years.

None of the above restricts a member's right to file a complaint with the Ontario Human Rights Commission or make a complaint to police.

**OSSTF Toronto
TTBU Council Meeting
December 10, 2020**

1. Meeting called to order at 4:45 p.m. Mark Kissel, TTBU Constitution and Steering, in the Chair.
2. The Acknowledgement of Traditional Lands and Anti-harassment Statement were read by the Chair.
3. Announcements were made by the Chair.
4. BIRT the Agenda be amended to move Notices of Motion to the Approval of the Agenda on the December 10, 2020 council meeting agenda so the Notice of Motion can be acknowledged for next months meeting.

CARRIED

BIRT the agenda be approved as amended.

CARRIED

6. Election of TTBU Virtual AMPA 2021 Delegation

Chair was turned over to Rob Dubyk, Provincial Office. The Chair advised that there were 46 names for 44 available Delegate spaces; thus, an election is required. The ballot opened for online voting.

The Chair was returned to Mark Kissel. Results to be given on December 11, 2020 to Council Representatives and AMPA 2021 Nominees.

The Notice of Motion is read aloud into the Record:

BIRT the TTBU Council Rules of Order be amended at the January 21, 2021 TTBU Council meeting.

5. BIRT the minutes from the November 19, 2020 Council meeting be approved.

CARRIED

7. On Time Motions:

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT it is the Policy of OSSTF that there should be no field trips to Quebec until Bill 21 is rescinded and Quebecers' freedom of expression is fully restored.

Red Card: Request of acknowledgement of AGM incident and apology from TTBU Executive to Adult Day School teacher. Chair: Continue with the motion.

Red Card: Open letter of support and request for apology from the Executive to Adult Day School teacher. Chair: Continue with the Motion.

CARRIED

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT AMPA direct the Provincial Executive to create a new, clearer and more accessible infographic that outlines the structural organization of OSSTF and share and/or distribute to members on an annual basis.

CARRIED

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT it is the policy of OSSTF that the Ministry of Education should fund students and teachers in Adult Day School according to the same funding model afforded to regular day schools in Ontario.

CARRIED

Red Card: Request of the results of vote on this motion.

In Favour: 67 / 89.3%

Opposed: 6 / 8.0%

Abstain: 2 / 2.7%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT Article 8.1.1.2 be amended by the addition of “one of whom shall be a racialized person who self-identifies as Black and/or Indigenous,” after “Vice-Presidents,”

CARRIED

Red Card: Request of a vote count and percentage ratio on this motion.

In Favour: 56 / 69.1%

Opposed: 22 / 27.2%

Abstain: 3 / 3.7%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT Article 8.1.1.4 be amended by the addition of “one of whom shall be a racialized person who self-identifies as Black and/or Indigenous” after “three Executive Officers.”

CARRIED

Red Card: Request of a vote count and percentage ratio on this motion.

In Favour: 59 / 73.8%

Opposed: 17 / 21.3%

Abstain: 4 / 5.0%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT it is the policy of OSSTF that the School Resource Officer Program, or the local equivalent of police officers being stationed inside schools, should not exist.

CARRIED

Red Card: Request of a vote count and percentage ratio on this motion.

In Favour: 62 / 80.5%
Opposed: 13 / 16.9%
Abstain: 2 / 2.6%

Red Card: Request for the Chair to automatically release the vote count after each motion to expedite the process. Chair: As it currently stands, the Rules state a request must be made after each vote. Chair is challenged.

Challenge the Chair: 56 Votes / 72.7%
Vote to uphold the Chair: 21 Votes / 27.3%

Chair will automatically read each vote count and percentage ratio after every motion.

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT that OSSTF establish a \$10,000 fund for local districts to develop local campaigns, in collaboration with community organizations, to terminate local School Resource Officer Programs, or the local equivalent of police officers being stationed inside schools.

CARRIED

In Favour: 53 / 70.7%
Opposed: 19 / 25.3%
Abstain: 3 / 4.0%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT the work groups created to represent the interests of equity seeking groups be led by representatives of that equity seeking group.

CARRIED

In Favour: 65 / 82.3%
Opposed: 8 / 10.1%
Abstain: 6 / 7.6%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT Bylaw 15.2 be amended by addition of a new subsection to read "In preparation for central bargaining, the Provincial Executive will provide a report of the results of the survey of local leaders conducted to determine issues to go to the central bargaining table prior to entering into discussions about central table discussion issues."

CARRIED

In Favour: 78 / 97.5%
Opposed: 1 / 1.3%
Abstain: 1 / 1.3%

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT Bylaw 15.2 be amended by addition of a new subsection to read "In preparation for central bargaining, and prior to the development of a central bargaining brief, the Provincial Executive shall conduct a survey of the affected Members to establish bargaining priorities prior to the development of a central table opening brief."

CARRIED

In Favour: 74 / 97.4%

Opposed: 2 / 2.6%

Abstain: 0

BIRT TTBU Council endorse the following motion to AMPA 2021:

BIRT Bylaw 15.2 be amended by addition of a new subsection to read "In preparation for central bargaining, prior to presenting a draft version of the central bargaining brief, the Provincial Executive shall provide to Bargaining Unit Presidents and Chief Negotiators a report of the results of the bargaining priorities survey of affected Members."

CARRIED

In Favour: 70 / 98.6%

Opposed: 1 / 1.4%

Abstain: 0

8. Executive Reports:

Leslie Wolfe

- Welcoming remarks.
- Reported on a letter of concern from members arising from November's TTBU Annual General Meeting and request for Executive apology.
- Provided a Bargaining Update.
- Spoke to the push back against asynchronous attendance and the simultaneous delivery model.
- Encouragement of member participation in the TDSB *Thought Exchange* process regarding Mental Health and Wellbeing, Health and Safety, and System Operations.
- Spoke to teachers working remotely during their prep period.
- Reported on an education unions' open letter of request to the Provincial Government, TDSB and Toronto Public Health to extend the pilot program currently running regarding asymptomatic testing, and ensuring schools not reopen for the first 14 days after the holidays.
- Spoke to midterm report cards and reporting marks to students.
- Reported on TPA's.
- Update on changes for Quad 2.
- Closing remarks looking back to where the union was a year ago as we reunited with walkouts in the fight against the Ford Government. Union strength and solidarity must continue.
- On behalf of the Executive team, good wishes to everyone for a restful and restorative winter holiday and good health for all.

10. Provincial Executive Report:

Harvey Bischof

- Recognized the hard work of educators and the importance of working together and taking care of each other.
- Reported on a staffing change at Provincial Office. Pierre Côté, General Secretary, has resigned to work for OMERS. Provincial Executive has appointed Brad Bennett as Interim General Secretary, and Kerri Ferguson as Interim Associate General Secretary of Protective Services, effective immediately.
- OSSTF calls on the Ford government to change course on their deeply flawed education plan and to invest to keep schools open, safe, and effective as COVID-19 school cases rise sharply.
- The Canadian Teachers' Federation is advocating with the Government of Canada to allow workers from home to deduct the cost of information technology and connectivity from their annual taxes. OSSTF supports this lobbying effort.

Red Card: Annual General Meeting change in narrative concern.

9. Questions to Executive/Items of Concern:

- Questions and concerns were addressed.

Red Card: Request for a response from the Executives regarding the Annual General Meeting. The President responded.

11. Provincial Executive Report/Questions to Provincial Executive Report:

- No questions were asked. A written report was provided to Council members.

12. New Business, Late Motions and Notices of Motion - Refer to Agenda item no. 4.

13. Adjournment: 7:30 p.m.

**OSSTF Toronto
TTBU Council Meeting
December 10, 2020**

9. Questions to Executive/Items of Concern

- Executive reconsideration of lack of apology following the AGM
- What is being done for timetabling in Virtual School for teaching 2 courses in a Quad
- Bargaining and benefits status for ADS teachers following President's Report
- Executives not apologizing following the President's Report
- System and red cards being used properly at AGM; no filibustering
- Concern over the union and the AGM
- Local bargaining details regarding Conciliation and Formal Assistance
- Teacher on medical leave with no access to TDSB email; how to participate in *Thought Exchange*
- Other members of Executive team offering an apology following the AGM

OSSTF TORONTO Virtual Council Meeting Information

Thursday, January 21, 2021

Council Representatives are strongly advised to set up an account on the [Provincial OSSTF website](#) if you don't already have one, and to do a practice sign-in if you do, to ensure you are able to access voting at Thursday's TTBU Council Meeting.

Accessing Council

Any Member in attendance at the Council meeting must sign in using their **first and last name and Branch**. This can be accomplished either at sign-in, or by clicking the 'change name' option found in the top right corner of the video screen in which your name/image appears. If the 'change name' option is not available to you, please use the chat function to direct-message a request to have your name changed. Include your first name, last name and Branch and direct-message either Nadia Vanker, Jessica Ramirez, Marlene Parkhouse or Lindsay O'Donnell. They will change your name for you. If you request a name change from anyone else in the chat, they will not be able to help you, and will not respond. Only those whose full name and Branch name are visible will be able to stay in the meeting.

When you sign in your camera will be off, and your microphone muted. In order to be admitted to the meeting after arriving in the waiting room, you may be asked by one of the meeting hosts to turn on your camera for identification purposes. Aside from that time you may choose to turn your camera on, or leave it off. The microphone will only be un-muted when you are called on and recognized by the Chair.

In accordance with the Provincial Government's lockdown order, all our office staff are working separately and remotely, unlike past Council meetings. As such, we are asking for your patience and support during the process of accessing our Council meeting, as you may experience a delay in the waiting room prior to being admitted into the Council meeting room. Thank you.

Voting at Council

Follow the [attached instructions](#) to vote. The Chair will indicate when voting opens and closes.

All motions to Council will be voted on through the OSSTF Voting Centre on the Provincial OSSTF website.

In order to vote, registered TTBU Council Rep must have a registered account on the [Provincial OSSTF website](#).



NOTE: Only registered TTBU Council Representatives can register to vote and participate in voting.

If you have difficulty with the login process, or setting up an account contact

Membership-Database@osstf.ca or call 416-751-8300 / 1-800-267-7867 between 8:30 a.m. and 5 p.m.

To participate in Debate

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a chevron. Click the chevron.
- Select 'Spotter' from the drop-down list and indicate the colour indicator you wish to speak on (i.e. white, blue, yellow or red).
- The order of where you are placed into the queue can be viewed at <http://bit.ly/TTBUsequence>.
- Only the Spotter is able to acknowledge your request to speak. If you send it to someone else, you will not be placed in the queue. Speakers will be sequenced by the Spotter, in accordance with our Rules of Order, and recognized by the Chair in the appropriate order.
- When recognized by the Chair, you will be able to un-mute your mic. At the end of your allotted time or when you have finished, your microphone will be muted.

Questions to Steering/Amendments to Motions

- Select Steering from the drop-down list for questions to Steering or to notify steering you wish to submit an amendment to a motion
- Complete the following online form to submit your amendment: <http://bit.ly/TTBUamendments>
- Amendments to motions may be viewed on the following link: <https://bit.ly/TTBUmotions>

Questions to Executive Report/Items of Concern

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a small chevron. Click on the chevron.
- Select 'Spotter' from the drop-down list and write "QUESTION". This will indicate to the Spotter that you wish to ask a question or discuss a Branch Concern.
- Only the Spotter is able to acknowledge your request to ask your question/share your concern. If you send it to someone else, you will not be placed in the queue.
- The Spotter will add you to the queue. The Chair will recognize speakers in the order the request to speak is received.
- When you are recognized by the Chair, you will be able to un-mute your mic. At the end of 60 seconds or when you have finished your question/concern, your microphone will be muted.

For an organized list of all the materials and links you will need for this meeting:
<https://linktr.ee/TTBUcouncil>.

OSSTF TORONTO ONLINE VOTING INSTRUCTIONS

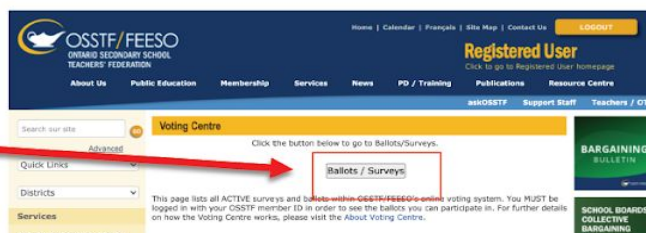
STEP 1: Login to the **Registered Users** section of the Provincial OSSTF website with your **OSSTF Member ID**:

<https://www.osstf.on.ca/services/member-login/members-login.aspx>

STEP 2: Once you log in, you'll notice on the bottom right margin of the page is the "Voting Centre" badge.



STEP 3: Now click on **Ballots / Survey** at the top of the page.



STEP 4: In the box titled page **Current Ballots**, click the appropriate link to the desired ballot and follow the instructions to cast your vote. Ballots will not appear until motions are ready to be voted upon.

Troubleshooting Tips:

A

Not Seeing the Voting Centre badge?

Please disable any Ad-Blockers in your browser. This can prevent the Voting Centre badge from displaying in some browsers. If this fails, try switching to a Private / Incognito / InPrivate browsing session.

B

Not Seeing an active ballot? You must login with your member ID

To add your membership ID to your account profile, click the **My Profile** badge, select the **Edit My Profile** button and provide the missing details in the available fields. Click the **Update My Profile** button to commit the changes.



C

Verify your details

Verify your membership status (seen in My Profile) and affiliation / group affiliation matches the intended audience of the ballot as indicated on the Voting Centre Landing page.

D

Ballots are time sensitive AND targeted

- You will only see ballots where your OSSTF member ID is identified as a valid participant.
- Once the ballot expiration time has passed, you will not be able to cast a vote.
- If you login prior to the ballot start time, the ballot will be visible but inactive until the scheduled start time.

Need Member Profile or Voting Centre assistance?

Email: membership-database@osstf.ca or

call 416-751-8300 / 1-800-267-7867 between 8:30 a.m. and 5 p.m.

Council Guide 2020

Purpose

1. The purpose of the Council Guide is to provide information for Council Representatives regarding the monthly Council meetings and how they function including documenting important past practices.

Submitting a motion to Council

2. Motions are submitted to the Administrative Assistant, with responsibilities for Council (mleblanc@osstftoronto.ca), on Wednesday the week before Council, by 4:30pm.
3. The Constitution and Steering Committee meets to propose the agenda and examine each resolution (motion) for correct and appropriate wording, and consider whether any resolutions are out of order. Reasons Steering might recommend that a resolution be ruled out of order could include the following:
 - It might be contrary to an existing article or bylaw.
 - It might be redundant to an existing article or bylaw.
 - It might refer to a bylaw or procedure that does not exist.
 - It might not be germane.
4. The Executive Liaison to Steering contacts the mover of a motion to let them know if the committee is recommending their motion be ruled out of order and the rationale.

Submitting a question to Council

5. Members uncomfortable with speaking at the microphone at Council may submit their question/concern by sending an email prior to the Wednesday before Council to mleblanc@osstftoronto.ca with the subject line, "Question/Concern for Council". Please be sure to include your name and Branch. The Chair will read the question/concern at the beginning of the appropriate agenda item.

Registration for Council

6. Council Representatives need to be registered to vote at Council. Branch Presidents complete the *Branch Executive Form* once elections are complete in the school and submit it to the OSSTF Toronto office.
7. The Steering email address (steering@osstftoronto.ca) is used exclusively for submitting Branch Representative information, Council Representative information, and Council Alternates.
8. The Steering email address is checked by the Executive Liaison to Steering and/or the assigned Administrative Assistant.
9. To designate an alternate for the Branch, the Branch President should email the name of the Council Representative who cannot attend and the name of the alternate to: steering@osstftoronto.ca no later than noon on the day of the council meeting. Alternates will need to show ID at registration.

Voting Badges

10. The Executive Liaison to Steering, or designate, and an office staff member distribute voting badges before the Council meeting. Once the meeting begins, the office staff continues to distribute the badges. All Council Representatives must be prepared to show photo ID.
11. TTBU Council voting badges are non-transferable and only valid on the day they are issued.

Elections at Council

12. During elections, the office staff distribute the ballots, collect the ballots, and count the ballots; except for elections under the purview of the Elections Commission.
13. The Provincial Executive Assistant, or designate, will Chair the TTBU Council meeting for the portion of the meeting when Provincial Council elections and AMPA elections occur.
14. The Chair steps down if they are running in an election being held at Council, and the Chair is filled by the Provincial Executive Assistant or designate.

Council Meeting

15. The Provincial Executive Assistant sits in close proximity to the Chair and advises the Steering Committee during the meeting when requested to do so.
16. Late motions/amendments are typed and projected onto a screen by a Steering member.

Card	When to use	Time to speak
White	Speak in favour of a motion	90 seconds
Blue	Speak against a motion	90 seconds
Yellow	Ask a question. Amend a motion, call the question, motions to refer, postpone, parliamentary inquiry to the Chair, limit or extend limits of debate.	60 seconds
Red	Point of Order or Question of Privilege, Challenge the Chair, Request a Rising Vote or Suspension of the Rules. Debaters using the red card for anything other than questions of privilege or points of order will be declared OUT OF ORDER.	90 seconds
n/a	Question on reports	60 seconds
n/a	Items of concern	60 seconds

17. The coloured cards can be found beside each of the microphones. Members are to use these cards when waiting at the microphones so the Spotter can determine the correct order of speakers to be recognized by the Chair.
18. Timing lights can be located in front of the Chair. A yellow light indicates that approximately 2/3 of the speaking time has elapsed. A red light indicates that the speaking time has expired at which time the Chair will stop the Member and the microphone will be turned off.

Virtual Meetings

19. The Council meeting will take place via electronic meeting platform. Registered Council Representatives will receive an email that contains the access the morning of the meeting. The link for the meeting will be posted on OSSTF Toronto website for any TBU member that wishes to attend, although only registered Council Representatives can vote.
20. Sign in will open at least twenty minutes before the meeting call to order.
21. To participate in the Council meeting, Virtual Council Reps must change their screen name to be <first name, last name, Branch>. Virtual Observers must change their screen name to be <OB: first name, last name>. Failure to do so will result in removal from the meeting.

22. Participants may be asked by one of the meeting hosts to turn on their camera for identification purposes. Aside from that time you may choose to turn your camera on, or leave it off.
23. The microphone of a speaker will only be un-muted when they are called on and recognized by the Chair.

Voting in the Virtual Council Meeting

24. In order to vote, registered TTBU Council Rep must have a registered account on the Provincial OSSTF website.
25. All motions to Council will be voted on through the OSSTF Voting Centre on the Provincial OSSTF website.
26. Support for difficulty with the login process, or setting up an account can be accessed by contacting Membership-Database@osstf.ca during regular business hours.
27. The Chair will indicate in the Council meeting when voting opens and closes in the Voting Centre.

Debate in the Virtual Meeting

- Open the chat feature located at the bottom of your screen
- Above the text box you will see chevron. Click the chevron.
- Select Spotter from the drop-down list and indicate the colour indicator you wish to speak on (i.e. white, blue, yellow or red).
- Only the Spotter is able to acknowledge your request to speak. If you send it to someone else, you will not be placed in the queue. Speakers will be sequenced by the Spotter, in accordance with our Rules of Order, and recognized by the Chair in the appropriate order.
- Speakers will be sequenced by the Spotter and recognized by the Chair in the appropriate order.
- When recognized by the Chair, you will be able to un-mute your mic. At the end of your allotted time or when you have finished, your microphone will be muted.

Questions to Executive Report/Items of Concern in a Virtual Meeting

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a small chevron. Click on the chevron.
- Select Spotter from the drop-down list and write "QUESTION". This will indicate to the Spotter that you wish to ask a question or discuss a Branch Concern.
- Only the Spotter is able to acknowledge your request to ask your question/share your concern. If you send it to someone else, you will not be placed in the queue.
- The Spotter will add you to the queue. The Chair will recognize speakers in the order the request to speak is received.
- When recognized by the Chair, you will be able to un-mute your mic. At the end of 60 seconds or when you have finished your question/concern, your microphone will be muted.
- Select Steering from the drop-down list for questions from Steering.

Questions to Steering/Amendments to Motions

- Select Steering from the drop-down list for questions to Steering or to amend a motion.

Virtual Council Meeting Frequently Asked Questions (FAQ)

What if I have technical difficulties during the meeting?

If you are having difficulties with the electronic platform of the meeting, contact Nadia Vanker for assistance at nvanker@osstftoront.ca and/or call 416-393-8900.

If your problem is with the accessing the provincial OSSTF website, you need to contact Membership-Database@osstf.ca during regular business hours.

I am not able to vote and want to check if I am registered as a delegate for the meeting.

- During the meeting, open the chat feature, select Nadia Vanker.
- She will be able to assist you.
- Council Representatives are registered via Branch Executive Forms submitted by the Branch President in advance of the meeting. Forms cannot be processed after noon the day of the meeting. Alternates are registered by the Branch President by sending an email before noon the day of the meeting to steering@osstftoronto.ca stating the name of the alternate, who they are replacing and the name of the Branch.

How do I contact the anti-harassment officer during the meeting?

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a small chevron. Click on the chevron.
- Select AHO from the drop-down list and you will be able to write to the anti-harassment officer.

How do I contact Steering during the meeting?

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a small chevron. Click on the chevron.
- Select Steering from the drop-down list and will be able to write to Steering.

How do I submit a late motion or amendment?

- Open the chat feature located at the bottom of your screen
- Above the text box you will see a small chevron. Click on the chevron.
- Select Steering from the drop-down list and will be able to write to Steering about submitting a late motion/amendment.

Council Frequently Asked Questions (FAQ)

What is a motion?

A directive for what we are going to do.

How do I submit an on-time motion?

Submit your motion to Michelle Leblanc at mleblanc@osstftoronto.ca by 4:30pm on the Wednesday a week before Council.

Where can I find the tentative agenda and on-time motions before Council?

They are posted on the osstftoronto.ca website on Friday morning the week before Council. You can find them under Member Resources - Meetings - TTBU Council: Tentative Agenda.

How do I move a motion?

Go to a microphone with a white card (hold it high in the air), and wait to be acknowledged by the Chair.

How do I enter into debate?

Go to a microphone with the appropriate card (hold it high in the air). See the chart on page 2 to know which card you should use and how long you will have to speak.

Why would a motion be out of order?

There are a variety of reasons a motion can be out of order but most commonly is when it contradicts the constitution. The most common reason an amendment is out of order is if it contradicts the idea and/or original intent of the main motion.

When/how do I challenge the Chair?

If the Chair makes a ruling that you think is unfair, you can challenge the Chair. You can only challenge the Chair immediately after a ruling. You go to the microphone on a red card and upon recognition by the Chair, say you wish to challenge the Chair. The Chair will explain why they made their ruling. You will have the opportunity to explain why you disagree with the ruling of the Chair. Then there will be a vote of voting delegates to see if they support the challenge to the Chair or uphold the ruling of the Chair.

How do I end debate?

You can go to the microphone on a yellow card upon recognition by the Chair, ask the Chair to “call the question”. This is non-debatable. The Chair will immediately move to a vote to see if people want to call the question (vote on the topic immediately) or continue debate.

How do I submit a question if I am uncomfortable speaking at the microphone?

One of the recommendations of the Barriers to Participation at Council Ad Hoc Work Group was that the Executive provide a process by which Council Delegates who might otherwise not wish to come to a microphone during the Council Meeting can submit a Question to the Executive or a Branch Concern.

Questions must be submitted no later than 4:30 pm on the Wednesday prior to Council (the same deadline as for on time motions) to mleblanc@osstftoronto.ca. Include in the subject line: Question for Council. Please be sure to include your name and Branch. The Chair will read the question/concern at the beginning of the appropriate agenda item.

When is it appropriate to use a red card?

A red card is used to interrupt debate. A red card can be used to challenge the Chair or make a point of order (for example, a speaker cannot be heard because the sound system is faulty). It is not appropriate to use a red card for an announcement. Please provide any announcements to the Chair in writing before the meeting.

How do I propose an amendment to a motion?

Go to the Steering desk and get a resolution (motion) sheet and complete it. You will need to write down the exact wording of your motion. You will also need to submit your name and Branch and the name and Branch of a seconder. Once you have completed this, submit it to the Steering desk. When you would like to move your motion, you go to the microphone with a yellow card.

I have a question about the rules that isn't on here!

Visit the Steering desk (beside the Chair) anytime during the meeting for information. Steering is also available for 10 minutes directly after the meeting at the Steering desk. You are welcome to come by with a question.

OSSTF TTBU Council

Rules of Order

Procedures

1. Each person shall be recognized by, and address, the Chair in the order determined by these procedures and when they have been identified with the appropriate colour they wish to speak on.
2. The Procedures in preparing the Council Agenda must be followed.
3. The Chair shall begin the meeting at the time scheduled for Call to Order.
4. The meeting will continue until Adjournment.
5. Virtual Council Reps must change their screen name to be <first name, last name, Branch>. Failure to do so will result in removal from the meeting.
6. Virtual Observers must change their screen name to be <OB: first name, last name>. Failure to do so will result in removal from the meeting.

Debate

7. There shall be 4 coloured indicators used during debate:
 - (a) **WHITE**: speaking in favour of the motion (90 second time limit)
 - (b) **BLUE**: speaking against the motion (90 second time limit)
 - (c) **YELLOW**: used for other actions including calling for an amendment to the motion on the floor, call the question, questions to the Chair or to the mover through the Chair, motions to refer, postpone, limit or extend limits of debate (60 second time limit). Answers to the questions are not timed. This colour shall be used for Subsidiary Motions (i.e. amendments), and specific Incidental Motions (i.e. Division of a Question).

TTBU Members may only ask one question each time they are recognized by the chair on YELLOW.
 - (d) **RED**: used for Questions of Privilege, Points of Order, Challenges to the Chair, Suspension of Rules, or Rising Votes, and may interrupt debate upon recognition by the speaker (90 second time limit). Privileged Motions and other Incidental Motions may only be made through the use of this colour. Red shall not be used for announcements.
8. Once a Member has identified the colour they wish to speak on they will be placed into sequence. Changing colours may change the order of speakers.
9. When speaking, Members shall first state their name, Branch, and the colour they are speaking on.
10. Only a Council Representative can move a motion, second and vote on motions.

11. The mover of the resolution shall be heard first, followed by the first BLUE speaker. Subsequent debaters shall rotate in the order of YELLOW, WHITE, BLUE speakers.
12. If there are TTBU Members waiting to speak and at least four debaters have been heard, the Chair shall judge the debate as exhausted whenever the remaining TTBU Members on the speakers' list are all WHITE or all BLUE.
13. The appropriate form must be used to submit motions. Amendments must be submitted to Steering in writing prior to debate of the amendment.

Voting

14. Votes will be taken as follows and in the following order:
 - i. First Council Delegates will cast their vote;
 - ii. If not conclusive, or at the request of a single Council Representative using RED, the Chair will request Council Representative to identify themselves (Council Representatives who are unable to identify themselves should notify Steering so that arrangements can be made);
 - iii. If not conclusive, or at the request of a single Council Representative using a RED, the Chair will call for a counted vote;
15. At the conclusion of this procedure, the Chair will announce if the motion carried or failed.

Authority for Procedures

16. The Council Guide shall be the authority for all procedures not addressed by the above procedures.
17. Past Practice shall be the authority for all procedures not addressed by the above procedures.
18. The Provincial OSSTF Rules of Order shall be the authority for all procedures not addressed by the above procedures.
19. Robert's Rules of Order Newly Revised (current version) shall be the authority for all procedures not addressed by the above procedures.

ADOPTED September 2020

**AGENDA ITEM NO. 7 RELATED MOTION:
COMMITTEE OF THE WHOLE
JANUARY 21, 2021
TTBU COUNCIL**

1. BIRT TTBU Council move into Committee-of-the-Whole with the chairperson in the chair for a period not to exceed 30 minutes to discuss the proposed Rules of Order.

Rony Masri, Executive / Danica Izzard, Executive

Proposed TTBU Council Rules of Order 2021 Report

The TTBU Constitution and Steering Committee began the process of reviewing the Council Rules of Order through an equity lens, with a goal of making the rules more accessible to all members.

The Committee solicited feedback from AGM attendees and Councilor Representatives through one of two ways:

1. Online survey

- The survey would be distributed to those that attended the AGM in November and to our registered Councilor Representatives and Alternates
- Survey took place from December 10, 2020 to January 4, 2021 @ 4:30 PM

2. One-on-one virtual consultations w/ the Constitution and Steering Committee

- Those who wished to speak directly with the Committee were given an opportunity to share their ideas instead of completing the online survey
- 5 minute consultations via Zoom took place on January 5, 2021 and January 11, 2021 from 4:30 to 6:00 PM

Results:

- 39 Members completed the survey
- All of which attended the AGM, part 3 that took place on November 19, 2020
- 20/39 identified being from an equity seeking group
- 21/39 = The current Rules of Order are sufficient to structure the meeting in order that the business of the meeting can be accomplished.
- 18/39 = The current Rules of Order need to be changed in order that the business of the meeting can be accomplished.
- 3 Members participated in the virtual consultation

General Comments:

- Rules need to be simplified for participants to understand
- Concerns about Robert's Rules of Order - intimidating
- Concerns about the use of the cards
- Coloured cards are confusing; name the cards for what they are instead
- Equity motions need to be prioritized
- Concerns about the use of past practice

Review of all feedback and creation of a draft Council Rules of Order.

Using the feedback from the survey and online consultations, the TTBU Constitution and Steering Committee met between January 8th and January 13, 2021 creating a finalized draft with the following summary of changes:

- Stand-alone document with the complete Rules of Order in one place
- simplifies the Rules of Order, making them easy to understand and accessible.
- Tailors the rules to our Council
- Should the Rules not address a procedure or issue, there is a process to address this and to allow for additions/modifications.
- Most of the procedures/Rules are the same or simplified, where possible.
 - Call the question changed to ---> Call for a vote or Committee of the Whole ----> Informal Discussion
 - Still reference the previous language and allow for it to be used to make transition easy
 - Cards now reference a word, what action the card represents (FOR, AGAINST, QUESTION, PAUSE)
- Timed items - hashtag added to allow the option of interrupting business (except for debate) for an especially important agenda item. Committee believes it is something that should be used thoughtfully.
- Process for professional behaviour added to add transparency
- All past practice items (which were contained in the Council guide) have now been embedded in the Rules.
 - This addresses concerns about Past Practice and a process created for when new precedents are established to integrate into the Rules.
- Consensus - decision can be made by consensus, this is to simply the meeting and allow it to move forward if there are no objections.
 - This already happens at Provincial Council and AMPA in some circumstances.
- Rules will come into effect at our next Council meeting if passed

Next Steps

1. **Draft Council Rules of Order presented at January Council meeting**
 - Councilors are provided with a copy of the draft Rules of Order for their feedback during the meeting via "Committee of the Whole"
 - Motion to adopt Draft Rules (come into effect at February meeting)
 - Notice of Motion presented for the Finalized Draft of the Council Rules of Order
 - to be voted on at the February Council meeting,
 - based on Council's feedback
2. **Creation of final draft of the Council Rules of Order**
 - The Constitution and Steering Committee would meet between January Council and February Council to incorporate into the Rules of Order any feedback.
3. **Final Draft of Council Rules of Order voted on at February Council meeting.**
 - These Rules of Order would come into effect at the next Council meeting (April).

**AGENDA ITEM NO. 8 RELATED MOTION:
PROPOSED RULES OF ORDER
JANUARY 21, 2021
TTBU COUNCIL**

1. BIRT the TTBU Council Rules of Order for the 2020/21 Federation year be amended by deletion and substitution to read and to come into effect at the next TTBU Council meeting.

**OSSTF TTBU Council
Rules of Order**

Procedures

1. The Chair shall begin the meeting at the time scheduled for Call to Order.
2. The meeting will continue until Adjournment.
3. Each person shall be recognized by, and address, the Chair in the order determined by these rules. They must first be recognized by the Chair using the appropriate indicator they wish to speak on.

Agenda

4. The tentative Agenda shall be set by the TTBU Executive upon recommendation of the Constitution and Steering Committee in accordance with these rules and procedures.
5. Order of Agenda
 - a. On time motions will be sequenced prior to executive reports.
6. Order of Motions
 - a. On time motions will be sequenced before late motions.
 - b. On time motions will be sequenced in the following order:
 - i. Equity Motions (see definitions).
 - ii. Additional on time motions will be sequenced in the order they are received before the on-time deadline.
 - c. Late motions will be sequenced on the Agenda as an item that does not come prior to On time motions.

Timed Items

7. Agenda items may be timed or untimed.
 - a. Timed items shall be marked with a time on the Agenda.
 - b. Timed items shall not interrupt a motion or election in progress.
8. Timed items may be:
 - a. Unhashtagged timed items
 - b. Hashtagged (#) timed items
9. Unhashtagged timed items may be marked with a time on the Agenda

- a. The Chair will note when a timed item time has been reached at the exact time.
 - b. The timed item will be sequenced next.
 - c. Timed items will not interrupt current speakers, though the speaker may choose to yield to the timed item.
 - d. The speaker will be asked by the Chair if they wish to yield to the timed item.
10. Hashtagged timed items may be marked with a hashtag (#) and a time on the Agenda
- a. The Chair will note that a hashtagged time has been reached at the exact time
 - b. The hashtagged timed item will immediately proceed
 - c. The hashtagged timed item will interrupt the current speaker

Motions

11. A motion may not contravene our established bylaws or constitution.
12. Unless otherwise stated a Motion will require a mover and a seconder who are voting Council Representatives and who are present at the meeting.
13. Unless otherwise stated a Motion may be debated.

Decisions by Consensus

14. Decisions can be made by consensus (i.e. not requiring a vote) if, when the Chair asks, there is no objection from Council Representatives.
- a. Motion language may be changed through universal consensus
 - b. Motions may be passed through universal consensus

Main Motions

15. A Main Motion brings business before council, and is used to direct action
16. A new Main Motion can not be moved until the Main Motion currently being debated has been withdrawn or voted on.

Motions that can affect a Main Motion

17. Motions can be made to affect the current motion on the floor.
- a. Postponement to a later date
 - i. Moves to postpone the motion on the floor to a specific future date.
 - b. Referral to another entity
 - i. Moves to refer the motion to a standing Committee, the Executive, or one of the other entities in the Bargaining Unit for further study.
 - c. Move to Informal Discussion or Committee of the Whole
 - i. A member may move, "that we discuss [topic] informally for [time]".
 - ii. This motion should be voted on almost immediately.
 - iii. After discussing the topic, if no motion is forthcoming, the meeting should proceed to the next item on the Agenda.
 - d. Move into Executive Session
 - i. All matters discussed in Executive Session shall remain absolutely confidential to those members present during the Session.

- ii. A motion to rise and report from Executive Session shall be moved at the end of the Session.
- iii. Executive Session will be ended through a majority vote to Rise and Report from Executive Session

Other Kinds of Motions

18. Amendment to the motion on the floor

- a. An amendment may delete, substitute, or add words that will modify the original motion but must not negate it or change the intent.
 - i. If the amendment passes, the Chair should read the new amended motion which is on the floor to be debated and voted on.
 - ii. If the amendment fails, the previous motion again becomes the motion on the floor. Further amendments are allowed, one at a time.
 - iii. An amendment to an amendment may not be amended.

19. Reconsider

- a. A motion to reconsider a previous decision can be made immediately after the decision has been made. It should be voted on with little or no discussion.
- b. If the motion to reconsider is passed, then a member moves the previous motion and it is again debated and voted on.
 - i. The new decision replaces the previous one.

20. Deal with a report

- a. Not all reports need to have an attached motion.
- b. A motion to deal with a report can be either adopted, endorsed, or received.
 - i. Adopting has the effect of approving every word in the report. An adopted motion may be endorsed or received.
 - ii. Endorsing has the effect of approving the general directions of the report without adopting the recommendations.
 - iii. Receiving indicates only that the report has been read.

21. Notice of Motion

- a. A notice of motion can be made to members in writing during a meeting regarding a motion to be presented at a future meeting.
- b. A notice of motion may be made to members verbally during a meeting regarding a motion to be presented at a future meeting.
- c. This motion does not require a seconder

22. Procedural Motions

- a. BLOCing motions - "En bloc" shall be used to request that interdependent motions be considered together.
 - i. Motions can be combined and approved as one BLOC
 - ii. When motions have been moved en-bloc, a single Council Representative may request for the removal of one or more motions from the bloc. Any motion removed from the bloc shall be dealt with immediately after the en bloc resolutions have been dealt with.
- b. Calling for the Vote / Calling the Question

- i. A Council Representative that believes the debate is exhausted and wishes the meeting to proceed directly to a vote may “Call for the vote” or “Call the question”.
 - ii. The Chair will immediately move to a vote to see if Council wishes to end debate immediately and move to the vote on the motion, otherwise the prior debate will continue.
 - iii. There will be no debate on this motion.
- c. Moving to suspend the rules
- d. Amending an adopted Agenda
- e. Changing the sequencing of Motions
- f. Splitting a motion
 - i. A motion may be split if there are distinct questions that can be moved, debated, and voted on separately.

Debate

Indicators

23. There shall be 4 indicators used during debate:

- a. **FOR (✓)** (90 second speaking limit): Debating in favour of the motion.
- b. **AGAINST (X)** (90 second speaking limit): Debating against the motion.
- c. **QUESTION (?)** (60 second speaking limit): A question indicator may be used for:
 - i. Moving a Main Motion
 - ii. Moving a motion that can affect a motion being debated
 - iii. Moving other kinds of motions
 - iv. Moving a procedural motion
 - i. Procedural motions may be moved at any time after the Council Representative has been recognized by the Chair.
 - v. Questions to the Chair or to the mover through the Chair about a motion
 - i. Answers to the questions are not timed.
 - ii. TTBU Members may only ask one question each time they are recognized by the Chair on the QUESTION indicator, and one follow up (10 second speaking limit) to clarify
- d. **PAUSE (●)** (60 second speaking limit): Used only when absolutely necessary to pause meeting business, upon recognition by the Chair. It may not be used during a vote. It may be used by a Member / Council Representative only when the Member:
 - i. believes the established Rules of Order are being contravened.
 - ii. is experiencing an issue which is impacting their ability to participate in the meeting and within the purview of the Chair to resolve.
 - iii. is experiencing an issue which requires accommodation to physically participate in the meeting.
 - iv. disagrees with the ruling of the Chair and wishes to Challenge to the Chair.
 - v. has a question for the Chair about how to navigate the Rules of Order

Rules for Debate

24. Any Member in attendance may participate in debate.

25. The appropriate form must be used to submit motions. Motions must be submitted to Steering in writing prior to debate of the motion.
26. Only a Council Representative can move, second, and vote on motions.
27. Once a Member has identified the indicator they wish to speak on they will be placed into sequence by Steering. Changing indicators changes the sequencing of speakers.
28. Upon being recognized by the Chair, a member shall first state their name, Branch (non-executive members) or position (executive members), and the indicator they are speaking on.
29. The mover of the motion shall be heard first on a FOR indicator, followed by the first AGAINST speaker. Subsequent debaters shall rotate in the order of QUESTION, FOR, AGAINST speakers. Before voting on the motion, the mover will have an opportunity to close debate on a FOR indicator.
30. Excluding the mover, no member shall debate (FOR / AGAINST) more than once on any single motion.
 - a. An amended motion is considered to be a new motion.

Voting

Carrying a Motion

31. Unless otherwise stated, a motion is considered carried by receipt of a simple majority.
32. A 2/3 majority vote is required for:
 - a. All procedural motions which
 - i. suspend the Rules of Order,
 - ii. amend an adopted Agenda,
 - iii. change the sequencing of motions
 - b. Late motions
33. A 9/10 majority vote is required for:
 - a. Amending a Late motion

Voting Procedure

34. After the Chair has called for the vote, Council Representatives will cast their vote.
35. The Chair will announce if the motion is carried or defeated.
36. If the results are unclear, the Chair or a Council Representative (on a PAUSE indicator) may:
 - a. Call for a vote by rising, or a counted vote.
 - b. At the conclusion of this procedure, the Chair will announce if the motion is carried or defeated.
37. If requested by a Council Representative (on a PAUSE indicator) the percentages and/or

vote count will be provided for a particular vote, or the rest of the votes at the meeting.

Registration

38. Council Representatives must be registered to vote at Council by the established deadline.
39. Branch Presidents must complete the Branch Executive Form once elections are complete in the school and submit it to the OSSTF Toronto TBU office by the established deadline.
40. Council representatives may be asked to show ID at registration.
41. Alternates for the Branch may be designated by the Branch President.
 - a. The Branch President must email the name of the Council Representative who cannot attend and the name of the alternate to **steering@osstftoronto.ca** no later than noon on the day of the council meeting. Alternates will need to show ID at registration.
42. When required, voting cards will be distributed by the Executive Liaison to Constitution and Steering or designate, and office staff members, before the Council meeting. Once the meeting begins, the office staff will continue to distribute the voting cards.
43. TTBU Council voting cards are non-transferable and only valid on the day they are issued.

Elections

44. During elections, the office staff distribute the ballots, collect the ballots, and count the ballots; except for elections under the purview of the Elections Commission, and elections during a Virtual Meeting.
45. The Provincial Executive Assistant, or designate, will Chair the TTBU Council meeting for the portion of the meeting when Provincial Council elections, and AMPA elections occur.
46. The Chair steps down if they are running in any election being held at Council; the Chair is filled by the Provincial Executive Assistant or designate.

Virtual Meetings

47. Virtual meetings may be called to replace in-person meetings at the discretion of the TTBU Executive upon review of technologies available.
48. Registered Council Representatives will receive an email that contains the meeting access link prior to the meeting.
49. The link for the meeting will be posted on the OSSTF Toronto website for any TBU member that wishes to attend as an observer. Observers may be asked by one of the meeting hosts to briefly turn on their camera for identification purposes.

50. Only registered Council Representatives can vote during the meeting.
51. Sign in for the virtual meeting will open at least twenty minutes before the meeting call to order, as listed in the agenda.
52. Council representatives may be asked by one of the meeting hosts to briefly turn on their camera for identification purposes.
53. Virtual Council Reps must change their screen name to be <First Name, Last Name, Branch>. Failure to do so, after two requests, will result in removal from the meeting. Attendees are encouraged to do so before logging onto the meeting.
54. Virtual Observers must change their screen name to be <OBS: First Name, Last Name, Branch>. Failure to do so, after two requests, will result in removal from the meeting. Attendees are encouraged to do so before logging onto the meeting.
55. A microphone will only be un-muted when a speaker is recognized by the Chair.
56. In order to vote, registered TTBU Council Representatives must have a registered account on the Provincial OSSTF website.
57. All motions to Council, not carried through Universal Consensus, will be voted on through the OSSTF Voting Centre on the Provincial OSSTF website, when available.
 - a. Support for difficulty with the login process or for setting up an account can be accessed by contacting **Membership-Database@osstf.ca** during regular business hours.
58. During a virtual Council meeting, the Chair will indicate when voting opens, the length of time the ballot will be open, and when voting has closed.
59. The Steering Committee will explain the process for moving motions and participating in debate at the beginning of each virtual Council meeting.

Authority for Procedures

60. This document shall be the sole authority for all Council Meeting procedures.
61. At the first Council meeting of the Federation year the Rules of Order will be presented by the Constitution and Steering Committee accompanied by a motion to endorse the Rules of Order for that Federation year; unless subsequent amendments are proposed, the Rules of Order shall stand.
62. If there is a need to address a procedure or issue not addressed in these Rules of Order, the Chair will make a ruling in consultation with the Steering Committee based on the information available to them.
 - a. If a Council Representative does not agree with the ruling of the Chair, they can Challenge the Chair as per the Rules of Order.
 - b. The prevailing result will be added to the Rules of Order.

63. Amendments to these Rules of Order must be provided using the correct form. And, a Notice of Motion must be given no less than one meeting prior to the Amendment to the Rule of Order being debated.
- a. If carried, the amended Rules of Order will not come into effect until the adjournment of the meeting at which they were passed.
64. These Rules will be reviewed on a regular basis by the Constitution and Steering Committee.
65. The Constitution and Steering Committee may edit this document for grammar and clarity.

Professional Behaviour

66. Members and guests shall exercise decorum in the meeting. Participants shall wait until they are recognized before speaking. Inappropriate behaviour shall be dealt with in the following order:
- a. The Chair will remind the member, and the house, of the rules and standards for the meeting.
 - b. If the behaviour continues, the Chair will NAME the offender ("I have reminded _____ about the appropriate behaviour in the House; please be respectful. If this behaviour continues, you will be removed from this meeting.") Objectionable or disorderly words used by the offender shall be recorded and may be entered in the Minutes.
 - i. The case may be sufficiently resolved by an apology or a withdrawal of objectionable statements by the offender, if not;
 - ii. The Chair may choose to prevent the member from participating in further debate.
 - c. If the behaviour continues, The Chair will ask the member to leave the meeting. ("Your behaviour is interfering with the business of the House, I must direct you to leave the meeting.")
 - i. If the member refuses to leave the meeting, they will be removed.

Definitions

67. "Equity Motion" shall mean a motion concerned with issues that primarily impact groups defined by the Protected Grounds under the [Ontario Human Rights code](#)
68. Motions will be classified as the following
- a. BYL - Bylaw motions
 - b. CON - Constitution motions
 - c. MAC - Miscellaneous Action Motions
 - d. POL - Policy motions
 - e. PROC - Procedural motions
69. "Policy motions" shall mean any stand or position taken by OSSTF Toronto TBU in accordance with its Bylaws on matters beyond its internal legislative power.

70. "Bylaw motions" shall mean any stand or position taken by OSSTF Toronto TTBU that impacts the standing rules governing the membership of OSSTF Toronto TBU on matters entirely within the control of OSSTF Toronto TBU.
71. "Miscellaneous action motion" shall mean any stand or position taken by OSSTF Toronto TBU that is within the internal legislative power of OSSTF Toronto TBU.
72. "On time motions" shall mean motions that were submitted to the Administrative Assistant, with responsibilities for Council (**mleblanc@osstftoronto.ca**) eight days prior to any given Council, by 4:30pm.
73. "Late motions" shall mean any BYL, CON, MAC, or POL motion that is not considered an "On time motion".

Danica Izzard, Executive / Rony Masri, Executive

OSSTF District 12 STBU
Comparative Income Statement

Page 1

	Budget 07/01/2020 to 06/30/2021	Actual 07/01/2020 to 01/20/2021	Change
REVENUE			
District Funding			
District Rebates - Funding Master	881,071.81	274,721.07	606,350.74
P.D. & Training	62,698.47	0.00	62,698.47
District WSIB Funding	5,239.00	0.00	5,239.00
Other District Funding	41,296.83	0.00	41,296.83
Total District Funding	990,306.11	274,721.07	715,585.04
Member Levy			
TTBU Levy - Executive Time Release	448,000.00	221,621.31	226,378.69
Total Member Levy	448,000.00	221,621.31	226,378.69
Other Revenue			
Investment Revenue	16,000.00	0.00	16,000.00
OTIP Rebate	25,000.00	25,000.00	0.00
Total Other Revenue	41,000.00	25,000.00	16,000.00
TOTAL REVENUE	1,479,306.11	521,342.38	957,963.73
EXPENSE			
Executive			
Executive Time Release	687,000.00	343,500.00	343,500.00
Health and Safety Time Release	500.00	0.00	500.00
ExecExpenses/Member Meetings	16,500.00	612.78	15,887.22
Executive Action	12,000.00	0.00	12,000.00
Executive Mileage and Taxi	14,500.00	231.49	14,268.51
Total Executive	730,500.00	344,344.27	386,155.73
Meetings			
TTBU Executive	12,000.00	1,902.76	10,097.24
TTBU Council Meetings/Travel	29,000.00	641.63	28,358.37
TTBU Annual General Meeting	35,080.00	9,541.01	25,538.99
Branch Meetings (Rebates)	23,000.00	20,126.13	2,873.87
Total Meetings	99,080.00	32,211.53	66,868.47
Activities/Programmes			
Grants and Donations	3,500.00	0.00	3,500.00
Community Forums/ Member Outreach	500.00	0.00	500.00
Elections Commission and Expenses	500.00	0.00	500.00
Branch Presidents Workshops	63,000.00	0.00	63,000.00
Executive Workshop	2,000.00	792.04	1,207.96
New Teacher Events and Workshops	6,000.00	0.00	6,000.00
Professional Development	8,400.00	0.00	8,400.00
Retirees Reception	7,000.00	0.00	7,000.00
Tributes	1,500.00	0.00	1,500.00
Time Release -Activities/Programmes	1,000.00	15.82	984.18
Special Projects/Member Engagement	500.00	0.00	500.00
Total Activities/Programmes	93,900.00	807.86	93,092.14
Member Protection			
Grievances	31,000.00	5,017.33	25,982.67
Legal Retainer	17,000.00	16,950.00	50.00
Negotiations	5,000.00	460.67	4,539.33
Secondary Consultation(Common Conc)	1,000.00	0.00	1,000.00
Staffing(Data/Blue Bk/Training Wkp)	14,000.00	542.73	13,457.27
Total Member Protection	68,000.00	22,970.73	45,029.27
Committees			
Constitution Committee	3,900.00	84.54	3,815.46
TTBU Budget Committee	1,700.00	15.82	1,684.18
Collective Bargaining Committee	1,500.00	151.25	1,348.75
Retirement Workshops	3,000.00	0.00	3,000.00
Professional Development Committee	1,300.00	32.94	1,267.06
Ad Hoc Committees	2,000.00	0.00	2,000.00
Total Committees	13,400.00	284.55	13,115.45

OSSTF District 12 STBU
Comparative Income Statement

	Budget 07/01/2020 to 06/30/2021	Actual 07/01/2020 to 01/20/2021	Change
Office Expenses			
Staff Salaries	192,695.98	97,221.90	95,474.08
EI Expense	4,000.00	1,833.31	2,166.69
CPP Expense	8,000.00	4,012.56	3,987.44
WSIB Expense	6,400.00	1,822.66	4,577.34
Pension Expense	16,000.00	6,677.38	9,322.62
Benefit Plan	24,000.00	7,193.20	16,806.80
Total Staff Benefits	58,400.00	21,539.11	36,860.89
Temporary Help	960.00	0.00	960.00
Bank Charges and Audit	500.00	0.00	500.00
Building Operations	103,600.00	5,555.46	98,044.54
Capital Equipment	5,000.00	0.00	5,000.00
Supplies	18,500.00	3,846.96	14,653.04
Photocopying	4,500.00	90.40	4,409.60
Photocopier Leases	21,500.00	5,917.88	15,582.12
Paper Purchases	2,400.00	1,260.06	1,139.94
Printing	500.00	682.52	-182.52
Telephone	24,000.00	8,886.86	15,113.14
Postage	5,000.00	4,818.97	181.03
Taxi and Courier	500.00	0.00	500.00
Parking/Management	5,000.00	3,320.00	1,680.00
Insurance	2,500.00	0.00	2,500.00
Total General Office Expenses	89,400.00	28,823.65	60,576.35
Computer/Network Support/Licenses	17,200.00	3,187.49	14,012.51
Website/Fibre	9,200.00	6,760.95	2,439.05
Contingency	130.13	0.00	130.13
Total Office Expenses	472,086.11	163,088.56	308,997.55
TOTAL EXPENSE	1,476,966.11	563,707.50	913,258.61
NET INCOME	2,340.00	-42,365.12	44,705.12

E.T.O.E.
JP

OSSTF District 12
Comparative Income Statement

Page 1

	Budget 07/01/2020 to 06/30/2021	Actual 07/01/2020 to 01/19/2021	Change
REVENUE			
Provincial Office Funding			
2000 - Basic District Rebates	1,599,801.00	703,912.00	895,889.00
2010 - Prof. Develop. and Training	88,817.00	0.00	88,817.00
2015 - Union Training	1.00	0.00	1.00
2045-Events to Engage	6,000.00	0.00	6,000.00
2050 - PAC Special Distr. Programs	2,500.00	0.00	2,500.00
2052 - District Coalitions	25,000.00	0.00	25,000.00
2055 - Dist Excellence in Education	1.00	0.00	1.00
2080 - District WSIB Funding	1,310.00	0.00	1,310.00
2090 - Member Accessibility Funding	1.00	0.00	1.00
Election Readiness / Mobilisation	1.00	0.00	1.00
Other Provincial Office Funding	1.00	0.00	1.00
Total Provincial Office Funding	1,723,433.00	703,912.00	1,019,521.00
Member Levy			
District Political Action Levy	85,000.00	0.00	85,000.00
Total Member Levy	85,000.00	0.00	85,000.00
Other Revenue			
Interest Revenue	1,500.00	0.00	1,500.00
Active Retired Members	1.00	12,847.50	-12,846.50
Camille Natale Award Income	1.00	0.00	1.00
Miscellaneous Revenue	58,500.00	0.00	58,500.00
Total Other Revenue	60,002.00	12,847.50	47,154.50
TOTAL REVENUE	1,868,435.00	716,759.50	1,151,675.50
EXPENSE			
Bargaining Unit Funding			
OTBU Funding - Funding Master	193,322.20	79,600.71	113,721.49
OTBU Funding - Other	13,757.12	17,050.39	-3,293.27
PSSP Funding - Funding Master (net)	173,709.03	71,533.91	102,175.12
PSSP Funding - Other	12,361.41	15,320.56	-2,959.15
TTBU Funding - Funding Master	881,071.81	362,828.25	518,243.56
TTBU Funding - Other	62,698.47	0.00	62,698.47
Active Retired Members	0.00	12,847.50	-12,847.50
Allocation To BUs From Surplus	58,500.00	0.00	58,500.00
Total Bargaining Unit Funding	1,395,420.04	559,181.32	836,238.72
Executive			
Executive Time Release	160,000.00	0.00	160,000.00
Executive Liaison Expenses	2,000.00	0.00	2,000.00
Total Executive	162,000.00	0.00	162,000.00
Meetings			
District Executive	2,000.00	0.00	2,000.00
District General & Annual Meetings	16,500.00	8,503.55	7,996.45
Inter-District Meetings/Training	0.00	0.00	0.00
AMPA	40,000.00	0.00	40,000.00
Total Meetings	58,500.00	8,503.55	49,996.45
Activities/Programmes			
Political Action	40,000.00	11,485.99	28,514.01
Labour Council	26,500.00	0.00	26,500.00
Election Readiness/Mobilisation	1.00	0.00	1.00
Affiliations/Coalitions	10,000.00	0.00	10,000.00
Grants and Donations	6,000.00	600.00	5,400.00
Community Forums/Member Outreach	6,000.00	0.00	6,000.00
AMPA Campaigns	5,000.00	0.00	5,000.00
Camille Natale Award	1.00	310.18	-309.18
Ex in Ed - Jim McQueen Award	8,500.00	45.20	8,454.80
Awards Event	4,000.00	0.00	4,000.00
Pregnancy ,Parental, Adoption Leave	1,550.00	0.00	1,550.00
Total Activities/Programmes	107,552.00	12,441.37	95,110.63

Printed On: 01/20/2021

OSSTF District 12
Comparative Income Statement

	Budget 07/01/2020 to 06/30/2021	Actual 07/01/2020 to 01/19/2021	Change
Committees			
Constitution Committee	1,500.00	134.59	1,365.41
Communications PAC Committee	3,700.00	0.00	3,700.00
Finance Committee	1,600.00	139.35	1,460.65
Gay/Straight Alliance Committee	3,500.00	23.13	3,476.87
Occupational Health and Safety Cttee	1,600.00	16.69	1,583.31
Human Rights Committee	4,500.00	49.72	4,450.28
Status of Women Committee	3,000.00	0.00	3,000.00
Black, Indigenous ,Workers of Colour	2,500.00	0.00	2,500.00
Eco Committee	1,100.00	19.98	1,080.02
Total Committees	23,000.00	383.46	22,616.54
Office Expenses			
Staff Salaries	48,174.00	19,891.08	28,282.92
EI Expense	1,000.00	415.31	584.69
CPP Expense	2,000.00	977.68	1,022.32
WSIB Expense	1,600.00	455.67	1,144.33
Pension Expense	4,000.00	1,665.32	2,334.68
Benefit Plan	6,000.00	2,321.28	3,678.72
Total Staff Benefits	14,600.00	5,835.26	8,764.74
Temporary Help	240.00	0.00	240.00
Bank Charges and Audit	500.00	0.00	500.00
Building Operations	25,900.00	0.00	25,900.00
Capital Equipment	1,250.00	0.00	1,250.00
Supplies	4,625.00	958.29	3,666.71
Photocopying	1,125.00	74.13	1,050.87
Photocopier Leases	5,375.00	1,479.47	3,895.53
Paper Purchases	600.00	263.49	336.51
Printing	125.00	170.63	-45.63
Telephone	6,000.00	2,345.57	3,654.43
Postage	1,250.00	1,417.71	-167.71
Taxi and Courier	125.00	0.00	125.00
Parking/Management	1,250.00	830.00	420.00
Insurance	625.00	0.00	625.00
Total General Office Expenses	22,350.00	7,539.29	14,810.71
Computer/Network Support/Licenses	4,800.00	712.13	4,087.87
Website/Fibre	2,300.00	1,690.40	609.60
Contingency	14.96	0.00	14.96
Total Office Expenses	118,878.96	35,668.16	83,210.80
TOTAL EXPENSE	1,865,351.00	616,177.86	1,249,173.14
NET INCOME	3,084.00	100,581.64	-97,497.64

E.O.E.
JLP

**TTBU Branch Councillor
Rebate Application
2020-2021**

I, _____, T.T.B.U. Branch Councillor
for (name of school) _____
have virtually attended the following T.T.B.U. Council meetings as
attested by my signature(s) and wish to apply for the Travel Cost Rebate.

Signature(s):

September 24, 2020

October 19, 2020

December 10, 2020

Last Name (print)

First Name (print)

Home/Mailing Address: Street _____
(print) City _____
Postal Code _____

___ Total meetings attended x \$15.00 = \$ ___ Total Rebate

Thank you
David Pickering
Treasurer, OSSTF D12

Complete form to: TTBU
Email: mreid@osstftoronto.ca
dpickering@osstftoronto.ca

TTBU AC # 5070

OSSTF TTBU PD Committee-Sponsored Workshops

Updated January 21, 2021

The PD Day on February 12, 2021 will be a self-directed PD day. The TTBU Professional Development Committee will be offering the following options if members wish to incorporate as part of their self-directed PD. Please note that the schedule for the day will be from 9:00 a.m. to 3:00 p.m.

Further Information and registration for all workshops will take place through our website (www.osstftoronto.ca). Registration begins on Fri. January 29, 2021 @ noon. **Registration ends on Mon. February 8, 2021 @ 4:30 pm.** Spaces for the workshops are limited.

Walking into Retirement with a Plan

Half-Day AM Workshop

Learn about retirement planning from the comfort and safety of your own home. OTIP's experts will discuss how to smoothly transition your current health, dental and travel coverage into retirement as well as the flexible plan options available to you. This is a great information session for educators that may be early in their careers who are looking for information to add to their long-term financial planning strategies. The Educators Financial Group workshop below will follow immediately after.

Stepping Stones towards Retirement (Educators Financial Group)

Half-Day AM workshop

Taking you through the stepping stones to create a solid financial plan. We will begin with managing your cashflow and taking control of your expenses, touch on strategies to become debt free faster, educate you on investment options and explain how these all tie into your pension and retirement goals.

Engaging BIPOC Members within OSSTF Toronto and Beyond

Half-Day AM workshop

This workshop is designed to engage members who identify as Black, Indigenous and/or People of Colour, in authentic conversations and strategies for support within OSSTF Toronto, in areas such as building leadership capacity, navigating union spaces, combating Anti-Black Racism and maintaining mental wellness.

Feeling Your Best Even When You're Stressed: Shift Your Energy to create More Calm

Full Day Workshop

Are you feeling stressed from living and working in a rapidly changing world? Are you looking for new ways to deal with stress, recharge your battery, feel more calm, and more at ease in your body? This workshop will offer you the opportunity to learn about ways you can manage your most precious resource – your energy. You will learn how to shift from stressed to serene by expanding your holistic awareness of yourself as an energy being. You will learn about your chakra system and then explore this new awareness through a moving meditation practice called Chakradance – perfect for you if you are tired of long days sitting at a computer screen and want to meditate with less sitting.

Pathways to Green Sector Careers

Full Day Workshop

The workshop will be provided by Relay Education, a TDSB partner that provided education about green sector career pathways. The workshop will provide information and resources to teachers of different subject areas who will be able to bring this information and these resources into their classrooms.

For more information contact Executive Officer Rony Masri at rmasri@osstftoronto.ca.



OTPP & OMERS Pension Workshops

To: Presidents and All Members
From: Pierre Cote, General Secretary

For Action

The start times of the pension webinars have been adjusted and staggered in order to maximize opportunities for members throughout the province to access them. Also, there is a new OMERS webinar in French.

Please be advised that due to the COVID-19 pandemic, OSSTF/FEESO and Educators Financial Group (EFG) will be providing OTPP and OMERS pension webinars to our members till the end of 2020. We will advise you as soon as a decision has been made regarding the delivery model of the pension workshops post December 2020.

These webinars will focus specifically on pension planning and retirement. Whether members are 15 years from retirement or a few months away, they'll discover common sense financial strategies and retirement planning ideas. The webinars are approximately 75 minutes long and provide opportunities for members to ask questions of the OSSTF/FEESO and EFG presenters. Members will also be able to request a meeting to speak privately with an EFG financial specialist assigned to their region when they complete the survey, or they can submit a request through the following web link: <https://educatorsfinancialgroup.ca/>

OTPP members should choose from **one** of the following dates for the **OTPP** Pension Webinar: Please register for the date you have selected using the link below.

- Tuesday, October 6 from 4:00 pm – 5:15 pm
<https://attendee.gotowebinar.com/register/1905010957421150478>
- Wednesday, October 21 from 4:30 pm – 5:45 pm
<https://attendee.gotowebinar.com/register/6707917441121220880>
- Thursday, November 26 from 5:00 pm – 6:15 pm
<https://attendee.gotowebinar.com/register/5156848482406473998>



OMERS members should choose from **one** of the following dates for the **OMERS** Pension Webinar: Please register using the link below the date that you have selected.

- Wednesday, October 7 from 5:30 pm – 6:45 pm
<https://attendee.gotowebinar.com/register/5973652580937120526>
- Tuesday, October 20 from 6:00 pm – 7:15 pm
<https://attendee.gotowebinar.com/register/4504188275802360336>
- Monday, November 23 from 6:30 pm – 7:45 pm (**French webinar**)
<https://attendee.gotowebinar.com/register/8977440283023180813>
- Saturday, November 28 from 10:00 am – 11:15 am
<https://attendee.gotowebinar.com/register/8036689337916874000>

Please follow this link [View System Requirements](#) and go to the **webcast webinar** section in order to participate without technical difficulties.

Leaders are encouraged to promote the webinars to their members.

Any questions you may have can be directed to Chris Goodsir at chris.goodsir@osstf.ca.

Protecting and Enhancing Public Education
Protéger et faire avancer l'éducation publique

Ontario Secondary School Teachers' Federation
Fédération des enseignantes-enseignants
des écoles secondaires de l'Ontario
60 Mobile Drive, Toronto, Ontario M4A 2P3

TEL 416.751.8300
TEL 1.800.267.7867
FAX 416.751.3394
www.osstf.on.ca





OSSTF TORONTO



OSSTF PENSION RETIREMENT PLANNING WORKSHOPS TEACHERS' PENSION PLAN MEMBERS 2021

Registration: TTBU members - "Events" calendar on our website - osstftoronto.ca

WORKSHOP #1

DATE: Wednesday, January 13
TIME: 4:30 PM - 5:45 PM
PLACE: <https://register.gotowebinar.com/register/9117831427030233357>

WORKSHOP # 2

DATE: Wednesday, February 17
TIME: 5:00 PM - 6:15 PM
PLACE: <https://register.gotowebinar.com/register/6397592380912897296>

WORKSHOP # 3

DATE: Thursday, April 8
TIME: 4:30 PM - 5:45 PM
PLACE: <https://register.gotowebinar.com/register/8171514754352962832>

WORKSHOP # 4

DATE: Tuesday, May 4
TIME: 7:00 PM - 8:15 PM
PLACE: <https://register.gotowebinar.com/register/455277390862795789>

WORKSHOP # 5

DATE: Thursday, May 27
TIME: 5:00 PM - 6:15 PM
PLACE: <https://register.gotowebinar.com/register/5929522584387547408>

**** You may also wish to register for an OTIP/Educator's Financial "Benefits & Financial Planning Retirement Seminar" at www.otip.com/events ****

Sign up for OTIP's free retirement webinar!

OTIP's popular retirement workshop "Walk into retirement with a plan" is now available as a webinar! Please share with your members who are planning for their retirement.

Members will learn about retirement planning from the comfort and safety of their own homes. OTIP's experts will discuss how to smoothly transition their current health, dental and travel coverage into retirement as well as the flexible plan options available to them.

Members can view the schedule and sign up for a free webinar today at www.otip.com/retirement_webinar

Application to Provincial Standing Committees and Councils

To: Presidents and All Members

From: Harvey Bischof, President

For Information

The application for Provincial Standing Committees and Councils for 2021-2022 is now available on the OSSTF/FEESO website.

To complete an application, please follow the navigation path: **OSSTF/FEESO Website Homepage → About Us → How We Are Organized → Provincial Council → Related Links > Application Form → Log in using your Member ID.**

There are also several background documents that you may find helpful while filling out your application. To view these documents, please log in to the Registered User section of the OSSTF/FEESO website and follow the navigation path: **myOSSTF → Leadership → Committees and Councils → Councils → Provincial Council.** A link to these documents is also provided on the Provincial Council page on the OSSTF/FEESO website.

List of Provincial Standing Committees and Councils with vacancies:

- Comité des services en langue française
- Communications and Political Action Committee
- Educational Services Committee
- Finance Committee
- Health & Safety/Workplace Safety and Insurance Act Committee
- Human Rights Committee
- Parliamentary and Constitution Council
- Protective Services Committee
- Status of Women Committee

You must have previously confirmed your membership account (either through the website or directly with the membership team).

How can you tell if your account is confirmed or not?

Confirmed membership accounts use their membership ID as their username. Unconfirmed accounts use the email address used to create the account as the username.

The online form has drop down boxes for quick data entry as well as automated features for submitting copies to both Provincial Office and local Provincial Councillors.

The applications must be in on time in order to be considered. The deadline is **March 1, 2021.** Applications received after that time will be considered late and will only be considered for appointment if there are insufficient on-time applications for a specific committee/council.

OSSTF/FEESO values the participation of members with different voices from lived experiences. We recognize that the selection of candidates for Federation positions from members of equity-seeking groups is an asset. Self-identification of membership in equity-seeking group(s) is voluntary. If you choose to self-identify, please let us know any that apply to you:

- ☐ Woman
- ☐ Racialized Person
- ☐ LGBTQ2SI
- ☐ FNMI (First Nations, Métis, Inuit)
- ☐ Person with a Disability
- ☐ Francophone

If you encounter any issues with the form, please send an email to webhelp@osstf.ca.

RB/jm
115 - Application to Provincial Standing Committees and Councils

Protecting and Enhancing Public Education
Protéger et faire avancer l'éducation publique

Ontario Secondary School Teachers' Federation
Fédération des enseignantes-enseignants
des écoles secondaires de l'Ontario
49 Mobile Drive, Toronto, Ontario M4A 1H5

TEL 416.751.8300
TEL 1.800.267.7867
FAX 416.751.3394
www.osstf.on.ca

January 13, 2021

Provincial Executive Liaison Report

To: District 12 TTBU Council

From: Harvey Bischof, President
Earl Burt, Treasurer

1. Election 2022 – Education Platform Consultation January 2021

As part of the Strategic Action Plan, OSSTF/FEESO will begin its 2022 Provincial Education Platform Consultations on Friday, January 29, 2021 with two half-day virtual sessions. The first session in the morning will include registrants from the Teacher, Occasional Teacher and PSSP Bargaining Units. The afternoon session will include registrants from ESS / education workers and university sector. As well, each OSSTF/FEESO committee, and advisory work groups (Environmental, FNMI, New Member, Equity, BPPOC) will be able to send one representative, who may attend both the morning and afternoon sessions.

Communications / Political Action Committee (CPAC) members and Election Organizers will attend both sessions. Provincial secretariat may attend either session. However, we strongly recommend that each department designate one staff representative attend for the full day.

Each Bargaining Unit will be allowed up to two (2) delegates. All other attendees, including Election Organizers, CPAC Committee members and other committees and advisory work group chairs/representatives will not count towards their respective Bargaining Unit's complement.

The two sessions will be identical and will outline the education platform consultation plan with our members and other interested parties. This consultation will begin the formal process, which will culminate with the release of OSSTF/FEESO's education platform for the 2022 provincial, municipal and trustee elections at June Provincial Council.

The agenda for the meeting will include:

- Introduction by PE member
- Details of plan and timelines
- Breakout sessions for participants
- Closing remarks

At the session, delegates will receive an introduction to the plan to have individual member submissions completed through the *protected* section of the provincial website. A fillable form will be created for members to complete.

As well, local districts and Bargaining Units will be encouraged to promote awareness of the consultation and to make individual member submissions. Districts and BU's should also consider holding roundtables to enhance participation in the member consultations, where possible. In addition, we will encourage committees and advisory work groups to have group discussions about the platform, and to make a group submission if they choose.

After receiving feedback from the education platform consultations on January 29, we will formally launch the all member consultation and webpage at February Provincial Council.

Equity caucuses will occur on Thursday evening and through the day on Friday. In order to facilitate participation in the equity caucuses, all participants will be permitted to request up to a full day of time release on Friday, January 29, and, if necessary, for the evening of Thursday, January 28.

2. Update on the Women's Advocate Program – December 2020

The first stage of training for the new Women's Advocates took place on November 27-28. Approximately 80 advocates participated in two days of Zoom meetings presented by OSSTF staff and two presenters from the Centre for Research & Education on Violence against Women & Children, Western University. The training focused on understanding the effects of domestic violence on women, how it impacts the workplace, and the role unions have played in addressing this issue. The sessions were very well received. However approximately 40 advocates, that originally had been identified by their Districts, were unable to participate for various reasons. Staff is looking at the feasibility of providing another training session in the spring for those members who were unable to participate in the November event.

Phase two of the training will take place February 20. This session will provide advocates with an opportunity to work with their regional counterparts. Participants will learn how to implement the program in their Districts, and how to respond to and support members. Participants will also have the opportunity to develop resources and materials that they can use within their regions.

A webinar is being developed for local leaders that will explain the program and outline the decisions that local Districts will need to make re: its implementation (e.g. how members will contact the advocate, what hours they are available, how breaks and vacations will be dealt with, how members will learn about the program, connecting with local employers etc.). Template brochures and posters will be provided and a template letter for employers will be included.

As training of advocates will need to be on-going, staff are developing a plan to create budget line for the program. Tentatively, OSSTF would be looking at an investment every other year to provide current advocates with refresher training and to provide new advocates with basic training. Costs are being explored and a motion would be developed for AMPA 2022.

3. Remote Learning Fall Institute Update

The Fall Institute was held on November 23-28, 2020. Seven workshops were scheduled:

- Cultiver la résilience *
- Remote learning options for the early learning support team (x2)
- Modelling Calmness
- The Science of Learning
- Anti-racist Education Online
- Power of Podcasts

*(A second session scheduled for Saturday was cancelled because no registrations were received.)

Just over 300 members registered to participate. As expected, not all of those who registered actually attended. Unfortunately, one webinar (The Power of Podcasts) had to be cancelled because the presenter was ill. In total over 100 members participated over the course of the week. Because of the success of this event, the Educational Services Department plans to hold additional events later in the year.

4. Ontario College of Teachers Council Meeting – December 11, 2020

On December 11, 2020 the Ontario College of Teachers' (OCT) Council held a last minute one-hour meeting in which education affiliates were not in attendance. OCT Council passed a motion in support of granting "temporary teaching certificates" to teacher candidates.

The Ministry of Education, with the support of the Ontario Association of Deans of Education (OADE) and the Council of Ontario Directors of Education (CODE), requested the OCT Council approve the creation of a Temporary Certificate of Qualification and Registration for Ontario teacher candidates and labour mobility applicants. The Temporary Certificate would be a short-term emergency measure designed to address severe teacher shortages in Ontario's public school system caused by the impact of the COVID-19 pandemic.

At the meeting, OCT Council responded to councillor inquiries regarding union representation for teachers on temporary certificates. The College believes these members would be treated as certified teachers and would be represented by the appropriate affiliate. The explanation provided to Council was that boards would likely take advantage of this option for difficult to fill vacancies such as French teacher positions. The *Education Act, R.S.O., 1990* and the *School Boards Collective Bargaining Act, 2014* support the opinion that temporary certified teachers would be represented by OSSTF/FEESO.

5. School Council Guide and Toolkit Report to the Provincial Executive

In 2015, OSSTF/FEESO designed a comprehensive school council guide to assist Districts and their school council representatives. The guide defined the role of a school advisory council representative, gave an overview of the history of school advisory councils and advised representatives about what they could expect in their role.

That guide was developed in 2015 and needed an update. Furthermore, the guide needed to give Districts that had never engaged school councils a starting point from which to begin their engagement.

Out of that need, the School Council Toolkit was developed. The toolkit collaborates with the guide, but is directed at District and Bargaining Unit leaders. The toolkit assists local leaders on how to update their constitutions to ensure the school council representative has a fair election procedure and gives the leadership tips on outreach to members. In addition, the toolkit provides information for members on the role of the school council representative and facilitating the sharing of information.

The guide and the toolkit are both available in English and French and will be available on the OSSTF/FEESO website.

6. Bill 124 Charter Challenge Update

This report provides a summary of the status of the *Bill 124* litigation. Susan Ursel and Kristen Allen, of Ursel Phillips Fellows Hopkinson LLP, are counsel for OSSTF/FEESO. Susan Ursel has taken a lead role among the counsel representing the applicant unions.

Expert Evidence

All of the applicant unions, including OSSTF/FEESO, have collectively retained Bob Hebdon to provide an expert opinion on the impact of *Bill 124* on meaningful collective bargaining. Hebdon is a Professor Emeritus at McGill University and is a recognized expert in public sector labour relations, collective bargaining, dispute resolution, and industrial conflict. OSSTF/FEESO counsel worked collaboratively with all union counsel to draft 12 questions for Dr. Hebdon to address in his report, and he has reported that his first draft is

nearly complete. Once a draft is circulated, counsel will have an opportunity to share it with OSSTF/FEESO and to discuss it further with Dr. Hebdon before he completes a further draft. The tentative plan is to have this expert evidence finalized by January 15, 2021, although, it is likely this deadline will be pushed back if a draft is not received by December 14, 2020, since there are a number of parties who need to provide input.

OSSTF/FEESO Affidavit(s)

Affidavits are being used to present witness evidence in order to help reduce the amount of testimony in chief that will be required. The Affiliates are aiming to have affidavits finalized and filed by January 15, 2021. Brad Bennett will be OSSTF/FEESO's primary affiant, and his affidavit will largely focus on the chilling effect *Bill 124* had on bargaining at the central table. Counsel has been working with Brad, Kerri Ferguson, Norm Westbury, and Vaino Poysa to collect all relevant documents that will assist in drafting Brad's affidavit. Drafting is underway and counsel anticipates having a draft to Brad to review in early January.

Status of Other Applications

The other applicant unions, including the large coalition of unions represented by Steven Barrett from Goldblatt Partners LLP, have indicated their goal is to file their affidavits in a similar timeframe (before or by January 15, 2021). All union counsel is meeting to discuss this further, and also to discuss the order or manner in which the case should be argued. Presently, there is no consensus among the unions in terms of i) whether the applications should all be joined and heard by one judge or ii) if joined, or even if sequential, what order the applications should proceed in. Our present view is that the applications should proceed chronologically in terms of impact, with the sectors first impacted by *Bill 124* (namely education) arguing first. Other unions have different views, but discussions are still underway.

Preliminary Discussions with the Crown

Steven Barrett has had a preliminary discussion with Crown counsel on behalf of the broader group about next steps. He has reported that the Crown's preliminary view is that the applications should be joined and all of the Applicants would make their arguments one after the other, and then the government would respond, followed by reply from the Applicants. He would not commit to discussing timeframes for the Crown's evidence until the Applicants' evidence is filed. Eventually, timeframes will have to be set for the Crown's responding evidence on the breach of the charter and section 1 (s. 1) evidence, the Applicants' responding evidence on s. 1, potential reply evidence on s. 1, cross-examinations on the affidavits, and then factums.

Next Steps and Case Management

Like with any large civil proceeding, case management would help keep things moving forward in a timely and organized way. Union counsel is discussing the process by which they can obtain a case management judge, but again, that likely cannot occur until after the evidence is filed in January.

Possible University Sector Application

The issue of the university sector's status remains outstanding. OSSTF/FEESO's original application did not refer to that sector, since their funding structure is distinctly different than that of boards of education. In addition, at the time of the application, it was not clear what impact the Bill might have on university sector bargaining. Now that bargaining has progressed in the sector, OSSTF/FEESO will need to consult with counsel and determine whether a separate application for our university sector bargaining units is necessary.

7. Pandemic Related Grievances

As new situations arise in this pandemic, school boards are making decisions on how quarantine language should be applied that are problematic. As an example, when someone has done the self-assessment and is directed to get tested, in some boards quarantine leave is not permitted. At least four bargaining units have filed grievances on the issue of quarantine language not being granted.

A number of teacher bargaining units have filed grievances on the hiring of LTOs into what should be permanent positions.

Grievances have also been filed by a few of the teacher bargaining units in boards without a virtual school. The grievances are based on workload, management rights and privacy. Others are preparing grievances to be filed soon.

Many questions have come about inclement weather days as boards are requiring teachers to teach remotely on those days. As a paid day, a board is within its rights to require teachers to do some remote work especially when the infrastructure is in place to do so. Locals will have to deal with problematic situations in these situations as they arise. The provincial bargainers have been briefed on this and are providing advice as the questions come in. This same situation may arise for some education workers and the advice will be the same.

8. CRA Work-From-Home Tax Credit

On November 30, the federal government announced in its Fall Economic Statement that it would permit Canadians to claim expenses up to \$400 for working at home due to COVID-19. The government stated that the current practice for claims is to make it easier for both employees and employers. To simplify the filing the CRA will allow employees working from home to claim up to \$400 without the need to track detailed expenses, and will generally not request that people provide a signed form from their employers. The Canada Revenue Agency will be releasing further details.

9. Pay Equity Training

The OSSTF Pay Equity Manual and accompanying leader training has proven to be very effective in assisting local leaders with their pay equity processes. Staff continues to update the Pay Equity Manual, and the most up-to-date version is available on the Protective Services Search Engine. Given the current restrictions on in-person meetings, staff will be creating a webinar for new education worker Bargaining Unit leaders that introduces them to basic pay equity processes and the resources available in the manual. The webinar will continue to be used for basic pay equity training purposes and will replace the current Module 1 training. Modules 2-4, which include simulations, will still be offered when in-person training resumes.

NOTICE OF MOTION
JANUARY 21, 2021
TTBU COUNCIL

1. BIRT the TTBU Council Rules of Order be amended at the February 18, 2021 TTBU Council meeting.

Rony Masri, Executive / Danica Izzard, Executive



OSSTF TORONTO

Teachers' Bargaining Unit
1482 Bathurst St., Suite 300
Toronto, Ontario
M5P 3H1

Childcare / Dependant Care Submission

- Childcare or dependant care expenses to allow members to attend authorized OSSTF Toronto actual/virtual 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.
- 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 the TTBU or District Activity Liaison in advance for consideration of special approval.

OSSTF Toronto Activity: _____

TTBU or District Activity Liaison: _____

Cheque Payable to: (print legibly) _____

Mailing Address: (print legibly) _____

Documentation of Living Wage Attached:

☐

Original Receipt Attached:

☐

Copy of Original Receipt & Submission kept:

☐

Originals Sent to Address Below:

☐

Teachers' Bargaining Unit
Ontario Secondary School Teachers' Federation, Toronto

1482 Bathurst St, Suite 300, Toronto, Ontario, M5P 3H1
TEL: (416) 393-8900 FAX: (416) 393-8912
www.osstftoronto.ca

Protecting and Enhancing Public Education