

LOU 1: Designation of Provincial and Local Matters

❖ Overview

The purpose of this letter is to capture which matters are designated as provincial and which matters are designated as local. Provincial matters are negotiated by the accredited bargaining agents (BCPSEA and the BCTF). Local matters may be negotiated at the local level.

LOU No. 1 includes the following:

Addendum A: Unpaid Leave in the Designation of Provincial and Local Matters

Addendum B: Selection of Administrative Officers

Addendum C: Professional Development

Addendum D: October 25, 1995 Letter of Understanding (“Unpaid Leave”) – Revised

Appendix 1: Provincial Matters

Appendix 2: Local Matters

❖ Letter of Understanding No. 1 Re: Designation of Provincial and Local Matters

Letter Of Understanding No. 1

Between

The British Columbia Teachers’ Federation

And

The British Columbia Public School Employers’ Association

Re: Designation of Provincial and Local Matters

1. *Pursuant to the Public Education Labour Relations Act (PELRA), the provincial and the local parties agree to the designation of provincial and local matters as follows:*

a. *Those matters contained within Appendix 1 shall be designated as provincial matters.*

b. *Those matters contained within Appendix 2 shall be designated as local matters.*

2. *Provincial parties’ roles will be pursuant to PELRA.*

3. *Referral of impasse items to the provincial table will be pursuant to PELRA*
4. *Timing and conclusion of local matters negotiations:*
 - a. *Local negotiations will conclude at a time determined by mutual agreement of the provincial parties.*
 - b. *Outstanding local matters may not be referred to the provincial table subsequent to the exchange of proposals by the provincial parties at the provincial table.*
 - c. *Where no agreement is reached, local negotiations will conclude at the time a new Provincial Collective Agreement is ratified.*
5. *Local and provincial ratification processes:*
 - a. *Agreements on local matters shall be ratified by the local parties subject to verification by the provincial parties that the matters in question are local matters (Appendix 2).*
 - b. *Agreements on provincial matters shall be ratified by the provincial parties.*
6. *Effective date of local matters items:*
 - a. *Agreements ratified by the school district and local union shall be effective upon the ratification of the new Provincial Collective Agreement unless the timelines are altered by mutual agreement of the provincial parties.*

Signed this 8th day of March, 2013

Original signed by:

“Jim Iker”

For BCTF

“Renzo Del Negro”

For BCPSEA

❖ Explanation

Letter of Understanding No. 1 is the consolidation of all letters of understanding with respect to the designation of provincial and local matters. It includes the list of all matters deemed to be provincial (Appendix 1) and the list of all matters deemed to be local (Appendix 2). These lists are significant in that they determine which matters fall within the jurisdiction of the provincial bargaining agents — BCPSEA and the BCTF — and which matters fall within the jurisdiction of school districts and local unions for negotiating purposes.

As is evident from the two appendix titles, all matters found in Appendix 1 can only be negotiated by the provincial bargaining agents; all matters found in Appendix 2 are to be negotiated at the local level by school districts and local unions.

This division will remain in effect unless it is changed as a result of future negotiation between the parties. In the 2013-2019 round of bargaining, a number of items such as Posting and Filling language and Personnel Files were moved from the provincial list to the local list. Any return of items relating to class size and composition that were deleted as part of the Bill 19 process will be addressed in 2019 bargaining.

❖ Relationship to Other Articles

This LOU is intended as a reference source only. Districts and locals should refer to appendices 1 and 2 when handling grievances and/or other issues related to the administration of the provincial collective agreement that may require a formal agreement. Please see the information found in the Responsibilities section of this manual, as well as Managing Provincial Matters Grievances in Article A.6.

Addendum A: Unpaid Leave in the Designation of Provincial and Local Matters

*Addendum A to
Letter of Understanding No. 1
Appendices 1 and 2*

Unpaid Leave in the Designation of Provincial and Local Matters

Unpaid leaves shall be designated for local negotiations, except as it relates to those elements of the clause that are provincial including: continuation of benefits, increment entitlement, pension related matters, and posting and filling.

*“D. Hogg”
Negotiation Team for
British Columbia Teachers’
Federation*

*“K. Halliday”
Negotiation Team for
British Columbia Public School
Employers’ Association*

October 25/95.

Addendum B: Selection of Administrative Officers

*Addendum B to
Letter of Understanding No. 1
Appendices 1 and 2*

Selection of Administrative Officers

“Selection of Administrative Officers” shall be designated as a local matter for negotiations in those districts where the Previous Local Matters Agreement contained language which dealt with this issue or its equivalent. For all other districts, “Selection of Administrative Officers” shall be deemed a provincial matter for negotiations.

The issue of Administrative Officers returning to the bargaining unit does not form part of this addendum to appendices 1 and 2.

For the purposes of paragraph (1) of this addendum, the parties acknowledge that language on the issue of “Selection of Administrative Officers” or its equivalent exists in the Previous Local Agreements for the following districts: Fernie, Nelson, Castlegar, Revelstoke, Vernon, Vancouver, Coquitlam, Nechako, Cowichan, Alberni, and Stikine.

The parties further acknowledge that there may be language in other Previous Local Agreements on this same issue. Where that proves to be the case,

“Selection of Administrative Officers” or its equivalent shall be deemed a local matter for negotiations.

Dated this 11th day of December, 1996.

*“Alice McQuade”
President
British Columbia Teachers’
Federation*

*“K. Halliday”
Chief Negotiator
British Columbia Public School
Employers’ Association*

Addendum C: Professional Development

*Addendum C to
Letter of Understanding No. 1
Appendices 1 and 2*

Professional Development

For the purposes of section 7 of part 3 of PELRA the parties agree as follows:

Professional Development:

Language concerning the date that funds for professional development are to be made available in a district, reference to a “fund” for professional development purposes and the continued entitlement of an individual teacher to professional development funds and/or teacher-on-call time following a transfer shall be designated as local matters.

*“R. Worley”
For British Columbia Teachers’
Federation*

*“K. Halliday”
For British Columbia Public School
Employers’ Association*

Date: April 23, 1997

Amended by Education Services Collective Agreement Amendment Act, 2004

Addendum D:
October 25, 1995 Letter of Understanding (“Unpaid Leave”) – Revised

*Addendum D to
Letter of Understanding No. 1
Appendices 1 and 2*

October 25, 1995 Letter of Understanding (“Unpaid Leave”) – Revised

- 1. The parties agree that “unpaid leave” for the purposes of the Letter of Understanding signed between the parties on October 25, 1995 means an unpaid leave not otherwise designated as a provincial matter in Appendix 1 (Provincial Matters) of the agreement on designation of the split of issues.*
- 2. Unpaid leave as described in (1) above shall be designated for local negotiations except for provincial considerations in the article including: continuation of benefits, increment entitlement and matters related to pensions, and posting and filling.*

Dated this 7th of October, 1997.

*“R. Worley”
For British Columbia Teachers’
Federation*

*“K. Halliday”
For British Columbia Public School
Employers’ Association*

Appendix 1: Provincial Matters

This section lists the matters to be negotiated provincially. Appendix 2 lists matters to be negotiated locally. This division will remain in effect unless it is changed either through an arbitrator's decision arising from the application of the provincial collective agreement, or as a result of future negotiation between the parties.

Housekeeping: Form Issues

1. 3.10 *Glossary for terms*
2. 3.17 *Gender - Use of Plural and Singular in Contract Language; Interpretation of Teacher Contracts and School Act*
3. 3.4 *Cover Page of Agreement - Memorandum*

Section A: The Collective Bargaining Relationships

1. Term and Renegotiation
 - 1.71 *Negotiations - Provision for Re-Opening During Term, Re-Opening Agreement During Present Term of Contract*
 - 1.99 *Bridging, Strikes, Term of Agreement, Renewal of Agreement*
 - 3.29 *Retroactivity*
2. Legislative Change
 - 3.18 *Legislative Change*
3. Recognition of the Union
 - 3.28 *Recognition of Union*
4. Membership Requirement
 - 3.49 *Membership Requirements*
5. Exclusions from the Bargaining Unit
 - 3.8 *Bargaining Unit - Exclusion From Inter-Union Liaison*
6. No Contracting Out
 - 1.32 *Contracting Out, Job Security*
7. BCTF Dues Deduction
 - 3.48 *Dues Deduction - BCTF and College Fees*
8. President's /Officer Release
 - 1.61 *President's/Officer Release, Other Officers*
9. Management Rights
 - 3.21 *Management Rights / Responsibilities*

10. Pro-D Chairperson Release
1.79 Coordinators of Professional Development - Leave & 1.10 - Role into 10
11. Release for Local, BCTF, CTF, College of Teachers and Education International Business
1.65 Leave - Union Business, BCTF, CTF, COT; Long Term
1.66 Leave - BCTF, CTF, COT, Union Business; Short Term
12. Leave for Contract Negotiations
1.57 Contract Negotiations Leave
13. School Staff Committees
3.22 Committee-School Staff, District Committees
14. Access to Information
4.40 Access to Information
15. Copy of Agreement
1.26 Copy of Collective Agreement (as it relates to interfacing provincial language and local matters language)
16. Grievance Procedure
3.2 Arbitration (sometimes included with grievance procedure)
3.11 Grievance Procedure - Board Policy
3.12 Grievance Procedure, Dispute Resolution, Natural Justice; Appeal Process for Teachers; Personnel Practices and Due Process
17. Expedited Arbitration
3.7 Expedited - Arbitration
18. Troubleshooter
3.13 Grievance - Troubleshooter

Section B: Salary and Economic Benefits

1. Placement on Scale
1.75 Salary Review
1.38 Bonus for Education Courses, Reimbursement for Non-Credit Courses
1.75 Classification of Salary, Placement on Schedule, Letters of Permission, Placement on Schedule
1.85 Bonus for Upgrading, Course Bonuses
1.90 New Positions, Reclassification - Salary
3.45 Error in Salary - Adjustments

2. Category Addition
3. Category Elimination
4. Experience Recognition
 - a. *1.40 Recognition of Experience - Salary Purposes*Special Placement
5. Salary Scale
6. Trade, Technical and Work Experience
7. Increment Date
 - 1.43 Salary - Increments, Withholding, Dates of Extra Increments for Long Service*
8. Part-time Employees' Pay and Benefits
 - 1.82 Part Time Teachers' Sick Leave and Benefits, Employment Rights -Part Time Teachers*
9. Teachers' on Call Pay and Benefits
 - 1.94 Salary and Sick Leave of Substitute Teachers -Benefits*
10. Summer School and Night School Payment
 - 1.86 Counsellors Working Outside School Calendar, Night School Payments, Salary - Payment for Additional Days; Not Regular School Days*
11. Associated Professionals
 - 1.23 Speech Pathologists, Associated Professionals, Other Non-Teaching Employees*
12. Positions of Special Responsibility
 - 1.89 Salary - Posts of Special Responsibilities - Teachers in Charge, Curriculum Inservice Fund, Coordinators' Allowance, Dept. Heads and Posts of Special Responsibilities, Salary and Appointments*
13. Teacher in Charge
 - 1.2 Acting Administrators (Filling Temporarily Vacant Position)*
 - 1.89 Salary - Posts of Special Responsibilities - Teachers in Charge, Curriculum Inservice Fund, Coordinators' Allowance, Dept. Heads and Posts of Special Responsibilities, Salary and Appointments*

14. Automobile/Travel Allowance
 - 2.1 *Automobile Expenses*
 - 2.2 *Travel Allowance*

15. First Aid Allowance
 - 1.41 *First Aid, First Aid Allowances, Training*

16. *Isolation Allowance*
 - 2.6 *Special Allowances, i.e., Moving, Travel, Isolation, One Room School, Rural, Outer Island, Village Assignment, Pro-D Travel Allowance, etc.*

17. Moving/Relocation Allowance
 - 2.6 *Special Allowances, i.e., Moving, Travel, Isolation, One Room School, Rural, Outer Island, Village Assignment, Pro-D Travel Allowance, etc.*

18. One Room School Allowance
 - 2.6 *Special Allowances, i.e., Moving, Travel, Isolation, One Room School, Rural, Outer Island, Village Assignment, Pro-D Travel Allowance, etc.*

19. 1.96 *Classroom Supply Allowance (Compensation for Funds Spent by Teachers on Class)*

20. Housing Assistance
 - 2.5 *Housing*

21. Part Month Payments and Deductions
 - 1.87 *Part Month Payments and Deductions - Schedule*

22. No Cuts in Salary and Benefits
 - 1.69 *No Cuts in Salary*

23. Pay Periods
 - 1.88 *Pay Periods, Salary Payday Schedule*

24. Payment For Work Beyond Regular Work Year
 - 1.86 *Counsellors Working Outside School Calendar, Night School Payments/Summer School Payments, Salary-Payment for Additional Days; Not Regular School Days*

24. Board Payment of College Fees
 - 1.5 *College Fees, Employer Payment*

- 25. *General Benefits*
 - 1.10 *General Information, Benefits*
 - 3.36 *Benefits - Management Committee*

- 26. *Benefits - Coverage*
 - 1.6 *Coverage - Benefits*
 - 1.7 *Dental*
 - 1.9 *Extended Health*
 - 1.11 *Group Life Coverage*
 - 3.37 *Benefits - Optional Life Insurance*
 - 1.12 *Long Term Disability*
 - 1.14 *MSP, Benefits*
 - 1.16 *Deferred Salary Retirement Plan*
 - 1.20 *Vision Care*
 - 1.24 *Clothing Allowance; Uniforms / Coveralls*
 - 2.7 *Medical Leave - Preauthorized Travel for Medical Services Leave*

- 27. *Death Benefits*
 - 1.8 *Death*

- 28. *Unemployment Insurance/SIF Rebate*
 - 3.3 *Benefits - UIC (all rebates)*

- 29. *Continuation of Benefits*
 - 1.13 *Benefits - Payment for During Leave*
 - 1.17 *Salary Indemnity, Salary Continuance, Long Term Disability*

- 30. *Retirement Bonuses*
 - 1.15 *Pension, Retirement, Superannuation*
 - 1.16 *Retirement Incentive Benefits*
 - 1.22 *Bonus for Long Service*
 - 1.27 *Bonus for Early Retirement, Early Retirement Incentive*
 - 2.8 *Wellness Programs*

- 31. *Employee and Family Assistance Program*
 - 2.3 *EAP/EFAP*

- 32. *Personal Property Insurance*
 - 1.102 *Loss of Personal Effects, Theft, Vandalism*

- 33. *Group RRSP*
 - 3.38 *Benefits - RRSP*

Section C: Employment Rights

1. Employment on Continuing Contract
 - 1.31 *Employment/Appointment on Continuing Contract*
 - 1.98 *Employment Rights - Temporary Teachers*
 - 3.1 *Appointment - Probationary*

2. Dismissal and Discipline for Misconduct
 - 1.37 *Suspension, Dismissal and Discipline*
 - 3.40 *Conduct of a Teacher (Outside School)*

3. Dismissal Based on Performance
 - 3.5 *Dismissal for Non-Performance*

- 3.1 The Processes of Evaluation of Teachers' Teaching Performance

4. Part-Time Teachers' Employment Rights
 - 1.82 *Part Time Teachers' Sick Leave and Benefits, Employment Rights - Part Time Teachers*
 - 1.83 *Long Services - Part Time Teaching Plan, Part Year Teachers*

5. Teacher on Call Hiring Practices
 - 1.95 *Availability of Substitute Teachers and Hiring Practices*

6. Seniority-Severance Pay
 - 1.100 *Severance, Seniority*
 - 3.24 *Seniority (not associated with termination/severance)*

7. Retraining
 - 1.50 *Board Directed Upgrading, Educational Leave, Academic, Exams, Board Directed Education Upgrading, Educational Improvements Leave, Professional Leave Retraining, Teaching Training, Upgrading - Board Directed*

Section D: Working Conditions

1. Hours of Work
 - 1.84 *Duration of School Day; Instructional Time, Extended Day; Four Day Week, Librarians; Counsellors Hours and Schedules*

2. Preparation Time
 - 1.84 *Duration of School Day; Instructional Time, Extended Day; Four Day Week, Librarians; Counsellors Hours and Schedules*

3. Regular Work Year for Teachers
 - 1.92 *Regular Work Year for Teachers; School Calendar*
 - 1.104 *Year Round Schools*

- 3.46 *Reports (Teacher) on Students*
- 1.77 *Anecdotal Reports for Elementary Students, Staggered Part Day Entries*
- 1.73 *Conference Days - Parent Teacher*
- 3.50 *Closure of Schools for Health or Safety Reasons*

- 4. Duration of School Day
 - 1.84 *Duration of School Day; Instructional Time, Extended Day; Four Day Week, Librarians; Counsellors Hours and Schedules*
 - 1.77 *Anecdotal Reports for Elementary Students, Staggered Part Day Entries*

- 5. Supervision Duties
 - 1.97 *Duty Free Lunch Hour, Noon Hour Supervision, Supervision Duties*

- 6. Availability of Teacher on Call
 - 1.95 *Availability of Substitute Teachers and Hiring Practices*

- 7. Teacher on Call Working Conditions
 - 3.30 *Substitute Teacher Working Conditions*

- 8. Mentor/Beginning Teacher Program
 - 1.4 *Student Teachers, Beginning Teachers, Mentorship Program*
 - 1.72 *Orientation, Teacher, Employee*

- 9. Child Care for Work Beyond Regular Hours
 - 1.35 *Day Care; Child Care*

- 10. Home Education
 - 1.42 *Home Education, Suspended Students, Hospital/Homebound Teachers*

- 11. Itinerant Teachers
 - 1.36 *Definition of Teachers, Itinerant Teachers*

- 12. Non-traditional Worksites
 - 1.3 *Adult Education, Storefront Schools, Satellite School Programs*

- 13. Correspondence Courses
 - 1.33 *Correspondence School*

- 14. Technological Change
 - 3.31 *Adjustment Plan - Board Introduced Change; Technological Change; Library Resource Automation*

15. Hearing and Medical Checks
 - 1.105 *Medical Examinations, Tests, Screening for TB; Medical Tests – Hearing*

Section E: Personnel Practices

1. Definitions
 - 1.36 *Definition of Teachers, Itinerant Teachers*
2. NOTE: Re: Selection of Administrative Officers, See Addendum B.
3. Non-sexist Environment
 - 3.16 *Non-sexist Environment*
4. Sexual Harassment
 - 3.15 *Harassment - Sexual; Personal Harassment*
5. Harassment
 - 3.14 *Harassment of Teachers*
6. Falsely Accused Employee Assistance
 - 2.4 *Falsely Accused Employee*
7. Violence Prevention in Schools
 - 3.47 *Acts of Violence Against Teachers*
8. Criminal Record Checks
 - 1.111 *Criminal record checks*
9. Resignation
 - 3.44 *Employee Terminating Employment*

Section F: Professional Rights

1. Educational Change
 - 1.34 *Curriculum Implementation; Field Services*
 - 1.76 *Consultation Time to Deal w/Curriculum Changes Imposed by Ministry*
 - 3.41 *Future Education Directions Committee*
2. Professional Development: Funding (NOTE: See also Addendum C)
 - 1.19 *Tuition Costs*
 - 1.78 *Professional Development Committee - as related to funding*
 - 1.81 *Funds - Professional Development*
3. Professional Days (Non-Instructional)
 - 1.70 *Non-Instructional Days*

4. School Accreditation
 - 1.1 *Assessment, Accreditation (Elementary & Secondary)*
5. Professional Autonomy
 - 3.26 *Autonomy - Professional; Method of Instruction*
 - 3.27 *Responsibilities - Duties of Teachers*
 - 1.44 *Copyright Infringement; Indemnification; Save Harmless*
 - 3.42 *Use of PCs - Video*

Section G: Leaves of Absence

1. Sick Leave
 - 1.63 *Communicable Disease, Sick Leave, Sick Leave Portability, Bone Marrow/Cell Separation Program Participation - Leave*
 - 2.7 *Medical Leave - Preauthorized Travel for Medical Services Leave*
2. Maternity and Parental Leave and S.U.B. Plan
 - 1.18 *Maternity Supplemental Unemployment*
 - 1.108 *Maternity Leave*
 - 1.109 *Parental Leave - Short Term*
3. Short Term Paternity Leave and Adoption Leave
 - 1.46 *Adoption Leave*
 - 1.60 *Paternity Leave*
4. Jury Duty and Appearances in Legal Proceedings
 - 1.56 *Jury Duty Leave, Witness*
5. Educational Leave
 - 1.50 *Board Directed Upgrading, Educational Leave, Academic, Exams, Board Directed Education Upgrading, Educational Improvements Leave, Professional Development Leave Retraining, Teaching Training, Upgrading,- Board Directed*
 - 1.103 *Study Leave - Year End*
6. Bereavement/Compassionate Leave
 - 1.48 *Bereavement Leave*
 - 1.53 *Funeral Leave*
7. Leave for Family Illness
 - 1.52 *Care of Dependents Child or Relative - Emergency or Long Term Chronic - Leave, Emergency Leave for Family Illness, Compassionate Leave*
8. Discretionary Leave
 - 1.54 *Short Term - Leave, Discretionary; General; Personal*

9. Leave for Elected Office and Community Service
 - 1.49 *Community Service; Search and Rescue Leave*
 - 1.51 *Election Leave, Political Leave*
10. WCB Leave With Pay
 - 1.21 *WCB*
 - 1.67 *Worker's Compensation - Leave*
11. Early Retirement Incentive Plan - separate from B
12. Leave of Absence Incentive Plan
 - 1.47 *Absence Incentive Plan - Leave*
13. Religious Holidays
 - 1.62 *Religious Holiday - Leave*
14. Leave to Attend Retirement Seminars
 - 1.112 *Leave to Attend Retirement Seminars*
15. Leave for Communicable Disease
 - 1.63 *Communicable Disease, Sick Leave, Sick Leave Portability, Bone Marrow/Cell Separation Program Participation - Leave*
16. Leave for Conference Participation
 - 1.113 *Leave for Conference Participation*
17. Leave for Competitions
 - 1.55 *International Amateur Competition, Sports Competition Leave*
18. Leave for Visiting Exchange Teachers (needs broader title)
 - 1.59 *Dept. of Defence, Exchange Teacher; Outside Assignment, Secondment, Detached Duty - Leave, Resource Teacher Assignment*
19. Leave for University Convocations (needs broader title)
 - 1.64 *Citizenship, Marriage, Special Circumstances, Grad, Weather Leaves*
20. Leave for Blood, Tissue and Organ Donations
 - 1.63 *Communicable Disease, Sick Leave, Sick Leave Portability, Bone Marrow/Cell Separation Program Participation - Leave*
21. Leave for Exams
 - 1.50 *Board Directed Upgrading, Educational Leave, Academic, Exams, Board Directed Education Upgrading, Educational Improvements Leave, Professional Development Leave Retraining, Teaching Training, Upgrading,- Board Directed*

- 22. Miscellaneous Leaves with cost
 - 1.58 *Other - Leave*
 - 1.106 *Committee - Detached Duty*

March 5, 2013 - Provincial

Appendix 2: Local Matters

This section lists matters to be negotiated locally. Appendix 1 lists matters to be negotiated provincially. This division will remain in effect unless it is changed either through an arbitrator's decision arising from the application of the provincial collective agreement, or as a result of future negotiation between the parties.

Housekeeping: Form Issues

- 4.37 *Glossary for Terms*
- 4.17 *Cover Page of Agreement – Memorandum*
- 4.21 *Preamble, Introduction, Objects, Statement of Purpose*
- 4.22 *Purpose of Contract*

Section A: The Collective Bargaining Relationship

1. Local Negotiation Procedures
 - 4.1 *Abeyance of Contract*
2. Recognition of Union
 - 4.39 *Recognition of Union*
3. Access to Worksite
 - 4.2 *Access to Worksite*
4. Use of School Facilities
 - 4.30 *Use of Facilities*
5. Bulletin Board
 - 4.6 *Bulletin Board*
6. Internal Mail
 - 4.15 *Internal Mail*
7. Access to Information
 - 4.40 *Access to Information*
8. Teachers' Assistants (NOTE: See also Addendum C)
 - 4.29 *Aides, Volunteers, Teacher Assistants*
9. Picket Line Protection
 - 4.38 *Protection - Picket Line; School Closures - Re: Picket Lines (Strikes)*
10. Local Dues Deduction
 - 3.48 *Dues Deduction - Association*

11. Staff Representatives
 - 3.51 *Representatives, School Staff*
 - 3.52 *Chief Delegates, Union Staff Representatives, Representation, Due Process Right to Representation*
12. Right to Representation
 - 3.52 *Chief Delegates, Union Staff Representatives, Representation, Due Process Right to Representation*
 - 1.37 *Suspension, Dismissal and Discipline*
13. Staff Orientation
 - 1.72 *Orientation, Teacher, Employee*
14. Copy of Agreement
 - 1.26 *Copy of Collective Agreement*

Section B: Salary and Economic Benefits

1. Purchase Plans for Equipment
 - 4.27 *Computer Purchase*
2. Payroll Deductions
 - 4.24 *Payroll Deductions to Teachers Investment Account; Canada Savings Bond Deductions; Investment of Payroll -Choice of Bank Account*
3. Employee Donations for Income Tax Purposes

Section C: Employment Rights

1. Layoff-Recall
 - 1.100 *Layoff, Termination, Re-Engagement*
2. Part-Time Teachers' Employment Rights
 - 1.45 *Job Sharing*
 - 1.74 *Appointment to District (Offer of), Posting & Filling Vacant Positions, Assignments, Job Sharing, Posting & Filling Vacant Positions*

Section D: Working Conditions

1. Extra-curricular Activities
 - 3.11 *Extra-curricular*
2. Staff Meetings
 - 4.28 *Meetings - Staff*
3. Health and Safety
 - 4.26 *No Smoking - Smoke Free Environment*

4. Health and Safety Committee
4.14 Accident Prevention Committee; Health and Safety Committee
5. Hazardous Materials
6. Student Medication and Medical Procedures
1.68 Integration, Mainstreaming, Special Needs Students Specific to Student Medication and Medical Procedures
7. Local Involvement in Board Budget Process
4.5 Committee - Finance Board Budget - Union Involvement, School Funds
8. Teacher Involvement in Planning New Schools
4.27 Computer Purchase Plan; Construction of New Schools (Teacher Input) Equipment, Utilization, Supplies
9. Space and Facilities
1.110 space and facilities
10. Services to Teachers
1.107 School Services to Teachers, Like Translation
11. Inner City Schools
2.9 Use of Inner City School Funds

Section E: Personnel Practices

1. Posting Vacant Positions
1.74 Appointment to District (Offer of), Posting & Filling Positions, Assignments, Job Sharing, Posting & Filling Vacant Positions
3.23 Posting Procedures - Filling
3.32 Posting & Filling Vacant Positions - School Reorganization
1.101 Board Initiated Transfers, Involuntary Transfers
1.30 Creation of New Positions
3.25 General Provisions for Transfer
3.34 Teacher Initiated Transfer - Voluntary
2. Filling Vacant Positions
1.74 Appointment to District (Offer of), Posting & Filling Positions, Assignments, Job Sharing, Posting & Filling Vacant Positions
3.23 Posting Procedures - Filling
3.32 Posting & Filling Vacant Positions - School Reorganization
1.101 Board Initiated Transfers, Involuntary Transfers
1.30 Creation of New Positions
3.33 Staff Reductions - Transfers (may impact Section C.?)
3.43 Job Description

3. Offer of Appointment to the District
1.74 Appointment to District (Offer of), Posting & Filling Positions, Assignments, Job Sharing, Posting & Filling Vacant Positions
4. Positions and Assignments - referenced to Definition
5. Personnel Files
4.20 Personnel Files
6. School Act Appeals
4.25 Appeal by Students/Parents Under School Act
7. Board Policy
4.4 Board Policy - Commercialism in Schools; Input into Board Policy
8. No Discrimination
4.35 Discrimination
9. Race Relations
4.33 Multiculturalism; Race Relations
10. Gender Equity
4.36 Gender Equity
- 10.1 NOTE: Re: Selection of Administrative Officers, see Addendum B.
11. Parental Complaints
3.39 Complaints - Public

Section F: Professional Rights

1. Professional Development Committee (NOTE: See also Addendum C)
1.78 Professional Development Committee - as related to control
2. First Nations Curriculum
4.12 First Nations - Indian Studies Curriculum
3. Women's Studies
4.31 Women's Studies
4. Committees
4.8 Committee - Professional Relations
4.19 Parent Advisory Council
4.48 Joint Studies, Liaison, Employment Relations Committee

- 5. Fund Raising
 - 4.13 *Fund Raising*

- 6. Classroom Expenses
 - 4.23 *Reimbursement for Classroom Materials Paid by Teachers*

Section G: Leaves of Absence

- 4.3 *Banked Time Plan*
- 4.7 *Committee - Leave of Absence*
- 4.18 *Non-Contractual Items, Without Prejudice*
- 4.11 *Energy Awareness*
- 4.16 *Leave - notice*

- 1. Long Term Personal Leave

- 2. Extended Maternity/Parental Leave/Parenthood (or their equivalent)

- 3. Deferred Salary/Self Funded Leave Plans

Other unpaid leaves from Previous Local Agreements not otherwise contained in Appendix 1 are deemed to be part of Appendix 2 (Local Matters).

NOTE: See also Addendum A and Addendum D re unpaid leaves.