



LAURIER TEACHERS UNION

Did you
Know



A note from LTU's President

It's hard to believe that we are only weeks away from the holiday break! Teachers continue to work tirelessly to find some semblance of "normalcy". We have all adapted to hold things together, and we are starting to see the light at the end of the tunnel. In the midst of a pandemic and thanks to your innovative mobilization, a new Provincial Agreement was negotiated; certain elements have already been implemented. Over the next months and throughout the upcoming school year, many changes will occur; The LTU Office is committed to continue guiding you through these changes as we adapt. We thank you for all your hard work, support and dedication to your students and to one another. YOU ARE THE UNION!

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PIC

Did you know...

PIC now allows for in person workshops & conferences?

PIC is up and running for the 2021-22 school year and applications are being taken through the [PIC website](#) where you can find the application form.

PIC requires a **3-week minimum** timeline for applications that must be respected. It is important to note that applications received after the activity has occurred will not be considered for reimbursement.

For workshops and conference, all public health guidelines and HR directives must be followed.

Finally, should you decide to no longer attend a workshop or conference please email the information to Rosa Lucifero at PSD.

Teacher Council

Did you know...

Teacher Council can request personal HR/LTU workshops?

LTU & SWLSB are providing individualized TC workshops upon request for the 2021-2022 school year. These workshops cover topics like:

- consultation,
- communication,
- operation,
- agenda items,
- mandate, &
- any other topics you may have questions about.

Requests for this individualized workshop for Teacher Council can be made by contacting LTU or HR.

[LTU Teacher Council documents](#) can also be found on our website.

Parity Committee

Did you know...

Parity allots the centralized resources for students with special needs?

The Parity Committee for Special Needs allows for Teacher consultation at the board level for services to students with special needs. This committee is composed of an equal number of members from both parties. The items discussed are outlined in [Article 4-6.00](#) of the Local Collective Agreement and [Clause 8-9.04](#) of the Provincial Collective Agreement.

Every year schools are allocated Remedial Teachers, Supporting Teachers, Attendants, and Special Education Technicians from the Parity Committee for Special Needs budget. These distributions are granted through a number of formulas including the number of coded students per school.

With the exceptional high needs of our students this year, Parity has already allocated all of its extra funding for this school year.

Please reach out to Melanie Massarelli at LTU with your questions or concerns about the Parity Committee.



Accident vs Incident of Aggression Report

Did you know...

they are not the same thing?

If a teacher suffers a work related accident, they should always complete an **Accident Report**. You can access the form through [the following link](#). The purpose of this report is to ensure the accident is reported to your employer. On this report, the teacher will describe the circumstances surrounding the event as well as the injuries sustained. Once the form is completed you should keep a copy for your records and submit the form to your administrator.

Completing the **Accident Report** is essential in cases where teachers, after consulting their medical specialist, are placed on medical leave due to a work related accident (CNESST).

Your administrator will have to complete their section and once this has been done, the report will be sent to Human Resources. LTU is sent a copy of all accident reports which are filed for future reference.

In cases where teachers are involved in an incident of aggression, either **verbal, physical** or **psychological**, it is, once again, essential that teachers complete the **Incident of Aggression Report**. You can access the PDF fillable form through [the following link](#). Once the form is completed, teachers should keep a copy for themselves, give a copy to their administrator and send a copy to the attention of Josée Desmarais in the Human Resources Department.

The purpose of the form is to ensure proper follow up from your administrator. It also allows LTU to keep a tracking of all incidents related to physical or psychological violence.

Emergency Substitution

Did you know...

is outlined in the collective and consulted on at TC?

With the shortage of teachers, full-time and part-time teachers are asked to do substitution on a regular basis. Please note, there is a process that exists as per our local agreement with regards to substitution as per clause [8-8.05.0](#). After consultation with Teacher Council, should a teacher be required to give an emergency substitution period, this block of time must be placed during a Prep period.

If a teacher is asked to substitute during a period that is part of their workload, they will be paid at 1/1000 of their salary.

Any teacher working at a percentage who is asked to substitute outside their workload is paid at a subbing rate ([6-6.03 a](#)) & [b](#))).

Emergency substitution as outlined by TC should be the last resort when asking for substitutes.



Local Agreement Negotiations

Did you know...

LTU will be starting consultation soon?

Local Negotiations will begin in the new year. Due to the short time constraints and the need to align and integrate the new provincial clauses in our local practices, it is likely that a targeted approach will be adopted.

Thank you to the Teachers who volunteered to be on the negotiation team. Once selected, you will be informed asap.

Consultation with school Delegates will likely begin in January; as per usual, all decisions will be ratified through the LTU Executive Committee, Board of Directors and Teachers via school Delegates or at a General Assembly.

Don't forget, You are the Local Union!



Supporting Teacher

Did you know...

the provincial collective agreement outlines the Supporting Teacher's duties, role and tasks?

Supporting Teacher responsibilities and duties are outlined in the [Provincial Collective Agreement 8-11.00](#) and in the [Supporting Teacher Document](#) created by SWLSB & LTU.

QPAT is presently creating a supporting document to outline the role of the Supporting Teacher. LTU is also working on a Infographic that will found on our new Infographics page shortly.

Should you have questions regarding Supporting Teacher, reach out to Melanie Massarelli in the office for guidance and support.

New Provincial Agreement

Did you know...

in we finally have a signed agreement?

With this agreement now signed, Teachers can expect to receive a first lump sum payment in mid-December, followed by a second lump sum payment in mid-January of \$602.68 each for full-time equivalents. In addition to the second lump sum, salary increases retroactive to April 1, 2020, will be paid. Teachers can view their new salary using the [salary calculation tool](#) created by CSQ.

It should be noted that the salary increases negotiated by CSQ have made the one-time amounts offered by the government permanent, thereby giving all teachers in Quebec salary increases ranging from 6.1% to 14.8% over three years.

In addition to salary increases, highlights of the new collective agreement for 2020-2023 include:

- The addition of 225 special classes over three years across the network
- The creation of approximately 300 new regular groups in elementary schools (QPAT-FSE) in difficult environments outside of disadvantaged areas
- A portion of supervision duties at elementary schools assigned to other employees so teachers can spend more time with students
- The release of nearly 1,000 mentor teachers (QPAT-FSE) to facilitate the professional integration of new teachers
- In preschool, a half-hour reduction in developmental and cognitive learning activities without changing the duration of the work day
- In adult education, the addition of the equivalent of two additional pedagogical days
- Additional releases for the correction of ministerial examinations of one day per year in Grade 6 and one half-day in Grade 4 (QPAT-FSE)
- An addition of recognized time in the workload for training to encourage completion of the legal qualification for Vocational Training Teachers
- Mandatory attendance at school reduced from 32 to 30 hours per week on average

See full QPAT-FSE press release [here](#).

Classification Steps

Did you know...

each year your "Step" goes up by 1 until you reach top salary at 17?

According to the Provincial Collective Agreement 6-2.02 a teacher is entitled to an advancement in step at the beginning of the work year as long as they have accumulated as a full-time teacher 155 days in the previous school year.

It is your responsibility to provide your school board with all documents attesting to your previous experience and your level of schooling; this includes official transcripts. By doing this, you will ensure that you are being paid the correct salary based on your classification step.

**when a secondary teacher obtains a partial leave without salary from one group of students only and that does not allow them to accumulate 155 days, the board shall recognize a year of experience. Ex: English teacher at 75% (only teaching 18 periods) would only accumulate 150 days.

New LTU Website (Coming Soon...)

Did you know...

we periodically update our website?

You may notice a slight change to the LTU website in the coming days. We are constantly trying to update our information to better serve our members.

New pages that will be introduced include:

- Infographics
- Committees
- Did you know?
- Elected representatives

On these new pages, you will find up-to-date information on many topics as well as documents that we have produced.

Can't find what you need?

Contact Loretta in the office by email (loretta@ltu.ca) or phone (450-667-7037) and she will be happy to direct you to someone who can answer your questions. You can also see below for a list of the dossiers we each take care of in the office.



Stephan Ethier
Director of Membership
Welfare

Dossiers

- Labour Relations
- Health & Safety
- Grievances
- Parental Rights
- Medical Leaves
- Workload
- Pay
- Pension
- Insurance
- Staffing
- Contracts
- LTU Board of Directors
- QPAT Board of Directors
- QPAT Membership Plans
- QPAT Health and Safety



Stephanie McLellan
President

Dossiers

- Spokes Person
- LTU Operations
- Collective Agreements
- Local & Provincial Negotiations
- Labour Relations
- LTU Board of Directors
- LTU Executive
- SWLSB Affairs
- QPAT Affairs
- Social Media & Events
- QPAT Executive:
Member-at-Large
- QPAT Board of Directors:
Member-at-Large



Melanie Massarelli
Director of Pedagogical
Affairs

Dossiers

- Pedagogical Issues
- Teacher Training
- Teacher Appraisal
- Professional Improvement
- Special Needs
- Parity Committee
- Adult Education
- Vocational Training
- Virtual Campus
- Evaluation/Reporting
- Oversize Classes
- Subject-Time Allocation
- BSR
- QPAT Board of Directors
- LTU Board of Directors

