



LAURIER TEACHERS UNION
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Did you
Know?



A newsletter with information on our most FAQs.

Dear Members,

As we approach the end of the first four months of the school year, I want to take a moment to update you on the work your union has been doing on your behalf. The start of this year has brought significant challenges, and I am proud of the solidarity, professionalism, and resolve demonstrated by our teachers every day. Your union has been actively engaged in ensuring that your rights are protected, your safety is prioritized, and your working conditions support both your well-being and your ability to provide the best possible education to your students and many more.

Incidents of violence remain a critical issue in many of our workplaces. Over the past months, we have intervened repeatedly to ensure that all cases of workplace violence are reported, documented, and acted upon. We have monitored the implementation of various ministerial directives and intervened when the employer fails to apply them correctly. Whether the directives relate to pedagogical organization, student services, administrative duties, or emergency measures, we have insisted that the employer respect the rules and act in full transparency.

LTU has accompanied several members through CNESST processes, from initial declarations to contestations and return-to-work plans.

We have been vigilant during contract-assignment periods to ensure that all positions are posted, allocated, and reassigned in accordance with the collective agreement. We have intervened when irregularities or oversights occurred to safeguard fair access to contracts and secure stability for our members. Ensuring that teachers obtain the correct contract, at the correct time, remains one of our core priorities.

As we enter the holiday season, I hope you allow yourselves the time to rest, reflect, and reconnect with what brings you joy. You have earned a truly relaxing break. May these two weeks be filled with peace, warmth, and moments that replenish your energy for the year ahead.

On behalf of the team at the Laurier Teachers Union, I wish you and your loved ones a happy holiday period and a safe, restful, and well-deserved break. We look forward to returning together in the new year, ready to continue the important work we do.

With appreciation and solidarity,
Stephan Ethier
President, Laurier Teachers' Union

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LTU School Visits

Did you know...

LTU has visited several schools already?

LTU has been busy, but we're also finding time to visit our schools. Recently, we had the pleasure of meeting with members at JFK Elementary, Joliette Elementary, Heritage Elementary, Twin Oaks Elementary Jules Verne Elementary and Rosemere High School. LTU visits are scheduled either to address specific concerns or simply to offer general feedback and answer questions. If your school would like to arrange a visit, please speak with your union delegate, who can contact LTU to coordinate a time.

Rally Against Anti-Labour Laws

Did you know...

LTU represented your rights?

On November 29, 2025, LTU proudly participated in the major inter-union CSQ rally at Place du Canada in Montreal, standing alongside thousands of workers to defend our union rights. In the context of ongoing government pressures and upcoming restrictions on the right to strike, LTU was there representing members' rights and reaffirming our commitment to social justice, strong public services, and the protection of collective rights.



Shout Outs 5.0

Did you know...

that teachers can nominate other teachers?

LTU has launch the fifth edition of the "Shout-Outs" initiative. You already received information about the possibility of nominating a fellow teacher that has gone above and beyond to support you in some way. The deadline to nominate is December 20th 2025. For more information contact [Brian Benoit](#)



You can nominate a teacher using this QR code



New Teacher "Did You Know" Edition

Did you know...

LTU created a Did You Know specifically directed at new teachers?

LTU is working on ways to reach newly hired teachers. As such, we have created a [New Teachers "Did You Know?"](#) filled with pertinent resources and important information that can help with the beginning of their careers.

Seasoned teachers may also find this information to be helpful at any point in their career.

🔗 Access the New Teachers' Did You Know? [click here.](#)



Provincial Framework - Control Measures

Did you know...

every school needs to have one?

All schools are required to have a clear plan or process in place regarding restraint and control measures. This is not optional, according to the Cadre de référence sur les mesures de contrôle en milieu scolaire, every establishment must outline how it prevents crises, uses alternative strategies, and intervenes safely and legally when a situation escalates into an emergency. These protocols guide staff in situations involving violent or high-risk student incidents and ensure that any measure of control, contention or isolation, is used only as a last resort and in accordance with established procedures.

Teachers are encouraged to ask their administrator about their school's current protocol. Understanding the process is essential, as it directly affects how staff respond to crises, ensure safety, and follow required legal and ethical guidelines.

Also note that a teacher must not come up with these measures for a particular student themselves but as part of an official plan put into place with relevant professionals who are placed to establish student specific protocols, that even when in place usually identifies other individuals to intervene in such situations.



LTU Elections

Did you know...

there is a new Sector Director?

Following the recent call for nominations for the position of Director for Lanaudière and Rive Nord Elementary, we are pleased to announce that Sébastien Giguère has been acclaimed to the role for a three-year term.

Please join us in welcoming Sébastien to the LTU Board of Directors!

Standards & Procedures of Evaluation

Did you know...

a teacher initiated process?

A reminder that the development of a school's Standards and Procedures of Evaluation is a teacher-initiated and teacher-driven process. Under Article 96.15, teachers are responsible for preparing the proposal, and the principal's role is to approve it or provide written reasons if approval is not granted. Teachers must therefore be given the opportunity to meet, consult, and develop their proposal collaboratively.

If a principal asks teachers to review or comment on a draft or to consider proposed changes, staff should be provided with sufficient time to examine the material carefully, consult with colleagues, and offer meaningful feedback. Effective consultation requires time, clear information, and the opportunity for teachers to speak collectively before anything is finalized. If a pre-filled template is provided, teachers can, modify, remove, or rewrite any sections they do not agree with so that the final document accurately reflects their professional judgment.

Principals should not veto a teachers' proposal unless it fails to meet the required legal or regulatory framework, as this process is teacher-initiated under the Education Act.

It is always recommended that the document remain as general as possible in order to preserve teacher autonomy. For any questions contact [Brian Benoit](#).



Photo from LTU Delegates Conference 2025

LTU Delegates Conference

Did you know...

most delegates attended?

On October 23 and 24, LTU held its annual Delegates Meeting at the Manoir Saint-Sauveur. Delegates took part in a series of workshops led by QPAT and members of the LTU Executive on a range of important topics. The event was extremely well-received and marked another successful gathering dedicated to supporting and strengthening our local leadership.

PIC Infographic

Did you know...

there is a new PIC Infographic?

LTU has added a new [infographic](#) highlighting the [Professional Improvement Committee \(PIC\)](#) and the various funds available to teachers. We encourage all members to review the PIC Agreement to ensure they are familiar with the criteria, timelines, and requirements for applying to the different categories of support. Staying informed helps you make the most of the opportunities available for your professional growth.

For any questions about PIC please contact [Brian Benoit](#)



E1 & E2 Seniority Lists

Did you know...

the E1 & E2 seniority lists have been published?

On December 1 and 2, HR published the E1 and E2 seniority lists. These lists have been updated to take into account teacher's seniority for the 2025-2026 school year.

Teachers are obligated to verify their seniority and flag any errors to HR for review.

Both lists can be found on the SWLSB Portal:

- [E1 & E2 Seniority Lists](#)

Substitution Pay

Did you know...

teacher compensation for substitution depends on your status?

Teachers who complete substitution will be paid at different rates depending on their status.

- Teachers who are at 100% will receive 1/1000 of their annual salary + 33% per hour.
- Teachers who are working less than 100% will receive 1/1000 of their annual salary per hour.
- Occasional substitutes that are legally qualified will receive \$61.60 per hour.
- Occasional substitutes that are not legally qualified will receive \$52.79 per hour.

Check out the [LTU Substitution Infographic](#) for more information.

Long term substitution

Did you know...

that an absence that is predetermined to be over 20 days is automatically granted a contract?

If a teacher is absent for an undetermined period or a predetermined period of fewer than 20 days, a substitute will be hired and paid as a substitute (clause 6-6.03) for the first 10 days. After 10 days, the substitute's pay will be adjusted according to their salary scale (clause 6-4.02), based on experience and education.

If the teacher's absence is predetermined to exceed 20 consecutive days, or if an initially undetermined absence extends beyond 20 days after the first 10 days, the substitute is immediately granted a contract.

For example, if a teacher initially confirms an 11-day absence due to illness but later extends it by 10 more days (totaling 21 days), the substitute will now receive a contract upon confirmation of the extension.

When the absence is predetermined to exceed 20 days, the principal must fill the position by topping up a teacher who is not at 100% in the school if possible (clause 5-1.17 e)

[!\[\]\(3211b5d1d968fc1665909b34f9f16010_img.jpg\) Long Term Substitute Infographic](#)

Contacting LTU

Did you know...

there are many ways to reach LTU?

Check out [Who We Are](#) for the list of LTU's Delegates & Sector Directors on the LTU website and feel free to contact us in the office at (450) 667-7037 or by the emails below:

President

Stephan Ethier (sethier@ltu.ca)

Director of Membership Welfare

Melanie Massarelli (mmassarelli@ltu.ca)

Director of Pedagogical Affairs

Brian Benoit (bbenoit@ltu.ca)

LTU Administrative Assistant

Loretta Gifuni (loretta@ltu.ca)



Melanie Massarelli
Director of Membership
Welfare



Stephan Ethier
President



Brian Benoit
Director of Pedagogical
Affairs

Incident Reports

Did you know...

it is vital that these be filled out?



SWLSB has an obligation to maintain a healthy and safe work environment for their employees. As such, Incident-Accident Reports are mandatory to complete in instances resulting in either psychosocial (mental health) or physical injury. Such incidents, regardless of their severity, require formal documentation.

Incident-Accident Reports can be submitted online. These online forms are automatically sent to the appropriate administrator for follow up and any incident that involves the administration will be sent directly to HR bypassing the principal. Once the follow-up has been completed, LTU will receive a copy of these forms for our records. Teachers will also be able to see the follow-up process through the online platform.

Paper Incident-Accident Forms are still valid and can be found on the SWLSB Portal. These forms can be submitted by scanned email directly to the school's principal or HR.

Completing Incident-Accident Forms for any workplace injury is an essential part of a teacher's responsibility and facilitates filing for CNESST worker's compensation.

[!\[\]\(7fc7a78d681c65e5eab75b70bb438816_img.jpg\) Incident-Accident Online Form](#)

[!\[\]\(c878613cf7ded944bfc7a2ca9c203d94_img.jpg\) Incident-Accident Paper Form](#)

