

The Newfoundland and Labrador Teachers' Association

BGM 2019



April 23-26, 2019
INVEST IN OUR KIDS

Allergy Alert

To accommodate those who are sensitive to fragrances and other scented products, we ask that you not wear perfume, aftershave, cologne or other scented products while attending BGM. Thank you for your cooperation.

Salon Doors

Salon Doors

screen

Head Table (raised)
(9)

podium

Provincial Executive Table (raised)
(8)



MIC

Fogo Island
(2)

Ganov
(4)

GranForLine
(1)

Green Bay
(2)

Long Range
(1)

Marconi
(8)

Rameaux
(1)

Rushoon-
Terrenceville
(1)

St. Mary's
Bay
(1)

Southern
Shore
(1)

Table
Mountain
(2)

Taylor's
Brook
(2)

Appalachia
(3)

Baccalieu
(1)

Baie Verte
Peninsula
(2)

Bay d'Espoir
(2)

Coastal Labrador
South
(2)

Conception
Bay Centre
(1)

Deer
Lake
(2)

Exploits
Valley
(3)



MIC

Hamilton Sound
(2)

Harion
(2)

Humber
(4)

SPECIAL INTEREST COUNCILS:

COSS
Health
Math/Science

Music
NLCPA
PESIC

SAC
Second Languages

SPECIAL INTEREST COUNCILS:

SLP
TLNL

Small Schools
TESIC

Trinity,
Trinity Bay
(2)

Upper Trinity
South
(2)

Bay Roberts
(2)

Belle Mer
(2)

Belleoram-
Wreck Cove
(2)

Bremco
(2)

Burgeo
(1)



MIC

Ingomachois
(2)

Labrador West
(2)

Lake Melville
(2)

Northern Light
(2)

Notre
Dame
(1)

Nutak
Labradorimi
(2)

Placentia
(1)

Port aux
Basques
(1)

St. John's
Centre
(3)



MIC

Waterford Valley
(7)

Aurora
(2)

Burin-Marystown
(2)

Carbonear
(2)

Churchill Falls
(1)

Clarenbridge
(3)



MIC

Conception Bay South
(6)

MUN Observers
(2)

NLTA Staff
(8)





2019 NLTA Biennial General Meeting

Table of Contents

Section	Item
Front Cover	Delegate Seating Plan
Back Cover	Delegate/Alternate List
Greetings	Greetings from Organizations
Agenda	• Agenda • Provincial Executive Council Listing • Convention Committees and Duties • Convention Expenses for 2019 • Candidates for Provincial Executive
Minutes	Minutes of the 2017 Biennial General Meeting
2017 Resolutions	Report on Resolutions from the 2017 BGM
2019 Resolutions	Processing of Resolutions Resolutions to the 2019 BGM
Finance Booklet	• Introduction • Auditor Reports, 2016-17 and 2017-18 • Historical Data on NLTA Finances • Draft Budgets, 2019-20 and 2020-21 • Financial Statement to February 28, 2019 • Group Insurance Auditor Reports, 2016-17 and 2017-18 • Group Insurance Budgets, 2019-20 and 2020-21 • NLTA Staff Salaries • Conferences Attended
Priorities	NLTA Priorities for 2017-19 Summary Report
Policy Changes	Changes in NLTA Policy Statements Since the 2017 BGM
Report of the Ad Hoc Committee	Policies, Procedures, and Regulations for the Province-Wide Vote for President and Vice-President
Biennial Report	Report to Convention 2017-19



Faculty of Education

Office of the Dean
St. John's, NL Canada A1B 3X8
Tel: 709 864 8588 Fax: 709 864 8673
www.mun.ca/educ



March 1, 2019

NLTA Delegates:

It is my honour to take part in the Biennial General Meeting of the Newfoundland and Labrador Teachers' Association. On behalf of the Faculty of Education, I extend my congratulations to you all and applaud the NLTA for their ongoing work. Your profession is important and touches so many in our province. You have an instrumental role in the lives of students, through your work you impact so many and your dedication and commitment to education is admirable. All of us at the Faculty of Education are proud to be included in events with the NLTA and the teachers throughout our province.

Every year at the Induction ceremony for new teachers, I see bright and promising teachers that have successfully completed their programs, eager and ready to change the world. Many of you within the NLTA are alumni who have been part of that experience. Your ongoing support helps us at the Faculty of Education to continue to achieve excellence and constantly grow and adapt to meet the changing needs of new generations of students. Through our professional development programs and research we make every effort to produce great educators. Your involvement, continued participation and feedback is essential to that cause.

At Memorial, we continue work to improve the student experience and recently unveiled a Teaching and Learning Framework that by the end of 2023 will serve to strengthen the student educational experience. We all share the pursuit of education, to connect learners and educators to one another, the community and the world to create and exchange knowledge. Working together, we can offer our students well-rounded educational experiences which begins in our excellent school system and carries through the post-secondary experience. It all starts with great teachers.

Best regards,

A handwritten signature in blue ink that reads "Kirk Anderson".

Kirk Anderson
Dean



A Message From
TONY STACK
CEO / DIRECTOR OF EDUCATION

On behalf of the Newfoundland and Labrador English School District, I am pleased to welcome delegates to the NLTA's 2019 Biennial General Meeting.

I know you will be undertaking important work in terms of electing an executive council; enacting changes to your bylaws and discussing resolutions and policy. We recognize these issues impact the NLTA membership, and that is important to us - because NLTA members are also our valued employees.

Some believe education is a sacred calling. It is certainly a sacred trust. As educators, we acknowledge the crucial role and responsibility we play in the development of young minds and attitudes. The District always looks forward to working with the NLTA on projects which reflect our shared values and commitment to student achievement.

I hope you take advantage of the learning opportunities available to you this week; the networking opportunities, and also take time to socialize with your colleagues. Have a great meeting.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Tony Stack'.

Tony Stack



Conseil scolaire
francophone provincial
de Terre-Neuve-et-Labrador

Friday, March 1, 2019

Welcome to the Biennial General Meeting of the NLTA, here in St. John's

Dear Participant,



Once again this year, the Newfoundland and Labrador Teachers' Association (NLTA) offers you a convention that promises to be very interesting and that will undoubtedly meet your needs as dedicated members of education. Whether you work at the administrative level or in the classroom, in rural or urban areas, you may encounter challenges at different points in your career. Thus, networking with your colleagues and participating in professional development activities allows you to be enriched with new strategies and approaches that will serve you well in your role as an educator.

As you know, the province is moving forward on education with the implementation of the recommendations of the Premier's Task Force on Improving Educational Outcomes. This demonstrates the openness and willingness of the Department of Education and Early Childhood Development to change in order to better meet the educational needs and to increase the quality of education in Newfoundland and Labrador, at all levels from kindergarten to grade 12

I commend you on your commitment to education. Know that every day you make a difference in the lives of many children. Dare to take risks, do not hesitate to suggest your innovative ideas and use your creativity. And as leaders, listen to your students as they are the future leaders of tomorrow.

Yours truly,

Kim Christianson
Director of Education

Conseil scolaire francophone provincial de Terre-Neuve-et-Labrador

65 Ridge Road, Suite 212 • St. John's, NL • A1B 4P5 • Tel: (709) 722-6324 • Fax: (709) 722-6325 • www.csfp.nl.ca • conseil@csfp.nl.ca



Conseil scolaire
francophone provincial
de Terre-Neuve-et-Labrador

Vendredi 1^{er} mars 2019

BIENVENUE À ST. JOHN'S POUR L'ASSEMBLÉE GÉNÉRALE BISANNUELLE DU NLTA

Chères participantes, chers participants,



Encore cette année, le *Newfoundland and Labrador Teachers' Association* (NLTA) vous offre une convention qui se promet être des plus intéressante et qui viendra sans aucun doute répondre à vos besoins en tant que membres dévoués à l'éducation. Que vous œuvriez au niveau administratif ou en salle de classe, en région rurale ou urbaine, vous rencontrez sans doute des défis à différents moments de votre carrière. Ainsi, réseauter avec vos collègues et participer à des activités de développement professionnel vous permet d'enrichir votre boîte à outils avec de nouvelles stratégies et approches qui vous seront bien utiles dans votre rôle d'éducateur.

Comme vous le savez, la province poursuit sa démarche en éducation avec la mise en œuvre des recommandations du *Groupe de travail du premier ministre sur l'amélioration du rendement scolaire*. Ceci démontre l'ouverture et la volonté du *Ministère de l'Éducation et du Développement de la petite enfance* de changer afin de répondre davantage aux besoins en éducation et d'augmenter la qualité de l'enseignement à Terre-Neuve-et-Labrador, à tous les niveaux, de la maternelle à la douzième année.

Je vous félicite pour votre engagement en éducation. Sachez que, chaque jour, vous faites une différence dans la vie de nombreux enfants. Osez prendre des risques, n'hésitez pas à proposer vos idées novatrices et à user de votre créativité. Et en tant que leaders, soyez à l'écoute de vos élèves puisque ce sont eux les futurs leaders de demain.

Cordialement,

Kim Christianson

Directrice générale de l'éducation

Conseil scolaire francophone provincial de Terre-Neuve-et-Labrador

65 Ridge Road, Suite 212 ▪ St. John's, NL ▪ A1B 4P5 ▪ Tel: (709) 722-6324 ▪ Fax: (709) 722-6325 ▪ www.csfp.nl.ca

▪ conseil@csfp.nl.ca



NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SCHOOL SYSTEM ADMINISTRATORS

NLTA Biennial General Meeting Delegates,

On behalf of the Newfoundland and Labrador Association of School System Administrators (NLASSA) I would like to extend greetings to all NLTA delegates attending your Biennial General Meeting from April 23-26, 2019. The theme for your upcoming BGM is "Invest in Our Kids", an ideal and purpose that our NLASSA members share with your association.

The Newfoundland and Labrador Association of School System Administrator's vision is an organization of professional educators that provides dynamic and effective leadership through individual and collective expertise, to ensure an inclusive education system that meets the educational needs of every student in the province. As part of the Canadian Association of School System Administrators (CASSA), NLASSA leaders work to support educational change throughout the country. To that end, I would highlight three core beliefs of our association that is certainly shared by NLTA members:

"The primary focus of schooling is student learning, and all decisions regarding curriculum, teachers, and pedagogy must positively impact the learning process."

"NLASSA has an essential, influential, and collaborative leadership role in education in Newfoundland and Labrador."

"In our education system, successful schooling that ensures every student's success is derived from dynamic collaboration among students, parents, teachers, school boards, associations/unions, community members, and Government."

Our association remains steadfast in continuing collaboration with NLTA staff and membership. At the heart of this collaboration we envision open and respectful communication, innovative problem-solving and student-centered decision making. The impetus for such collaboration is our collective goal of providing leadership to create and support learning environments where all students can thrive.

Once again, we hope that your Biennial General meeting is informative and constructive for all delegates. Furthermore, we wish your new Executive Council all the best in the year ahead.

Sincerely,

A blue ink signature of Bronson Collins, featuring a large, stylized initial 'B' and a flowing cursive script.

Bronson Collins

NLASSA President

The Newfoundland and Labrador Teachers' Association

2019 BGM BIENNIAL GENERAL MEETING

A G E N D A

Sheraton Hotel Newfoundland
St. John's • April 23-26 • 2019

Tuesday, April 23 • • • • •

- 2:00 p.m.
- 7:00 p.m. **REGISTRATION** (*Lobby outside Salons*)
- 3:00 p.m. **ORIENTATION SESSION** (*Salons A & B*)
For new delegates, alternates and observers
- 4:00 p.m. **PENSION & GROUP INSURANCE BENEFIT STATEMENT INFO SESSION** (*Salons A & B*)
- 6:00 p.m. **BUDGET BRIEFING SESSION** (*Salons A & B*)
- 7:00 p.m. **OPENING SESSION** (*Salons A & B*)
A. O Canada/Ode to Newfoundland
B. Election Statements by Provincial Executive Candidates
- 9:00 p.m. **RECEPTION** (*Court Garden*)
- 10:30 p.m.
- 1:00 a.m. **HOSPITALITY SUITE** (*Plymouth Room*)

Wednesday, April 24 • • • • •

- 8:00 a.m. **REGISTRATION** (*cont'd*)
- 8:30 a.m. **FIRST GENERAL SESSION** (*Salons A & B*)
Chairperson for Convention: Don Ash
A. Chairperson's Remarks
B. Greetings from the Hon. Al Hawkins, Minister of Education and Early Childhood Development
C. President's Address – Dean Ingram, President
- 10:15 a.m. **BREAK**
- 10:30 a.m. **SECOND GENERAL SESSION** (*Salons A & B*)
A. Adoption of Agenda
B. Appointment of Convention Committees
C. Convention Policies
1. Rules of Procedure
2. Convention Expenses
3. Processing of Resolutions
D. Minutes of 2017 BGM
1. Adoption
2. Business Arising from 2017 Convention
a) Report on Resolutions from BGM 2017
b) Report from the Ad Hoc Committee to Review the Policies, Procedures and Regulations for the Province-wide Vote for President and Vice-President
c) _____
E. Discussion of Resolutions
- 12:30 p.m. **LUNCH BREAK** (*Court Garden*)

- 1:30 p.m. **THIRD GENERAL SESSION** (*Salons A & B*)
A. Minute of Silence in Memory of Deceased NLTA Members
B. Keynote Address
Keynote to address topics of suicide and inter-generational trauma
Ms. Maggie MacDonnell, 2017 Global Teacher Prize Winner

Closed Session – Delegates/Teachers

- C. Group Insurance Auditors' Report & Budgets
D. Financial Reports
1. Auditors' Report
2. Financial Statement
E. Tabling of 2019-20 and 2020-21 Budgets
F. Biennial Report 2017-19
G. Discussion on Resolutions
- 4:00 p.m. **RECESS**
- 6:00 p.m. **RECEPTION** (*Court Garden*)
- 6:45 p.m. **PRESIDENT'S BANQUET** (*Ball Room*)
- 10:00 p.m.
- 12:00 a.m. **HOSPITALITY SUITE** (*Plymouth Room*)

Thursday, April 25 • • • • •

- 8:30 a.m. **FOURTH GENERAL SESSION** (*Salons A & B*)
A. Report of Electoral Committee
B. Election of 2019-21 NLTA Executive
C. Report on 2017-19 NLTA Priorities
1. Workload Concerns
2. Teacher Health and Wellness – Teacher Mental Health
3. Premier's Task Force on Improving Educational Outcomes
4. Promoting the Profession
5. Inclusive Education/Student Support Services
6. Collective Bargaining
D. Discussion on Resolutions
- 10:30 a.m. **BREAK**
- 10:45 a.m. E. Canadian Teachers' Federation
H. Mark Ramsankar, President
F. Retired Teachers' Association of NL
Albert Legge, President
G. Teachers' Pension Plan Corporation (TPPC)
Paula McDonald, CEO
H. Address by NLTA Vice-President-Elect,
Trent Langdon
I. Report of Electoral Committee (*cont'd*)
J. Discussion on Resolutions

12:30 p.m. **AWARDS LUNCHEON** (*Court Garden*)

2:30 p.m. **FIFTH GENERAL SESSION** (*Salons A & B*)

Closed Session – Delegates/Teachers

 A. 2019-20 and 2020-21 Budgets

4:15 p.m. **BREAK**

Open Session

4:30 p.m. B. Discussion on Resolutions

6:00 p.m. **RECESS**

7:30 p.m. **SIXTH GENERAL SESSION** (*if required*)

Open Session

 A. Discussion on Resolutions

9:00 p.m. **FUN NIGHT – DANCE** (*Salons A & B*)

NLTA Provincial Executive Council 2017-19

Table Officers

Dean Ingram President
Biology/Science E-Teacher (*on leave*)
CDLI, Clarenville

Trent Langdon . . . Vice-President
Guidance Counsellor
St. Peter's Junior High, Mount Pearl

Derek Drover Teaching Principal, French & English
Victoria Academy, Gaultois

Gabriel Ryan Social Studies Department Head
Crescent Collegiate, Blaketown

Executive

Maureen Doyle-Gillingham Instructional Resource Teacher/
Career Development 2201
Baccalieu Collegiate, Old Perlican

Craig Hicks Vice-Principal/Librarian and
Classroom Teacher
Phoenix Academy, Carmanville

***Jamie Jenkins** . . . Classroom Teacher
Holy Heart High School, St. John's

Kelly Loch Vice-Principal
Persalvic School, Victoria

Joseph Santos . . . Skilled Trades/Occupational
Health & Safety/Technology
Resource Teacher
O'Donel High, Mount Pearl

Colin Short Classroom Teacher
St. James Elementary,
Channel-Port aux Basques

***Sean Weir** Vice-Principal, Multi-grade
Classroom Teacher,
Teacher-Librarian
Bayside Academy, Port Hope Simpson

Chesley West Classroom Teacher
Macdonald Drive Junior High,
St. John's

**Jamie Jenkins replaced Donna Reddick who retired July 31, 2019*

**Sean Weir replaced Bill Chaisson who retired January 31, 2019*

Duties of Convention Committees

Finance

- To present a resolution re meal allowance during the days of Convention. This allowance will be contingent upon attendance at all occasions.
- To present a resolution re meal allowance for days of travel to and from the Convention.
- To inform delegates of the rate for transportation as set down in By-Law XVI, or any other regulation which Convention might pass.
- To examine and approve expense accounts of delegates.

Resolutions

- To present for consideration as "Resolutions from the Floor" only those resolutions which have a direct bearing on, and relevancy to, business discussed at Convention.
- To deal with resolutions referred by the Chair for clarification or wording.
- To formulate resolutions on matters referred to the committee by the Convention and to report back to the general session.
- To reword resolutions as directed by Convention.

Scrutineers

- To distribute the appropriate ballot papers to delegates for voting purposes.

- To collect all ballot papers from delegates.
- To tabulate the results of this voting in cooperation with the Electoral Committee.
- To file a copy of these results with the secretary for inclusion in the official minutes.

Steering

- To work closely with the President to see that the Convention business proceeds smoothly.
- To alert chairpersons and convenors of committees to any changes in the order of business so that reports may be presented on time.
- To re-arrange the agenda where necessary and, at the beginning of each session, to recommend the order of business for that session.
- To suggest appropriate times for debate of additional and unfinished business.

Parliamentarian

- To advise the President on matters of procedure.
- To interpret parliamentary rules in order to facilitate debates at Convention.

Electoral

- To conduct the election of the Executive in accordance with the Constitution and By-Laws and to announce the results of the balloting to Convention.

Convention Expenses for 2019

For your information, below please find detailed guidelines of expenses for BGM 2019.

A. Travel

In accordance with Association policy, delegates who choose to drive to Convention will be reimbursed for the lesser of airfare or kilometers driven. **(Current NLTA kilometer rate is 50¢/km - pavement; 75¢/km - gravel.)**

If you are required to travel on Monday because flying to St. John's on Tuesday will not allow you to attend required sessions, then prior approval must be obtained from NLTA Manager of Corporate Services, Wade Rogers.

B. Hotel Accommodations

The Sheraton Hotel Newfoundland requires hotel guests provide credit card information (or a cash advance) to cover incidental expenses (i.e. meals, pay-TV, phone calls, etc.). **NLTA is responsible for room and tax only which will be paid directly by NLTA.**

BGM is expected to end at approximately 1:00 p.m. on Friday, April 26. A hotel room will only be provided if driving time is greater than five hours or if a flight is not available.

NLTA policy will cover all legitimate costs. However, expenses outside of policy will require prior approval from our Manager of Corporate Services.

C. Meals

The meal allowance for BGM will be calculated at the regular Association rate which is \$68 per day and will be broken down as follows:

- Tuesday, April 23 — \$33 for dinner;
- Wednesday, April 24 — \$15 for breakfast (lunch and dinner are provided);
- Thursday, April 25 — \$15 for breakfast, and \$33 for dinner (lunch is provided); and
- Friday, April 26 — \$15 for breakfast, lunch will be provided.

The total amount for Convention is \$111.

Depending on hours of travel, a claim may be made for lunch on Tuesday, April 23 and dinner on Friday, April 26. All expenses, other than those noted above, will require prior approval from the Manager of Corporate Services.

D. Child/Dependent Care

Delegates who require child care during Convention should provide their own babysitter, the cost of which will be reimbursed by the NLTA in accordance with our Child/Dependent Care Policy as follows:

Children/Dependents Left at Home

Delegates who leave their children/dependents at home and require care will be reimbursed when they incur child care expenses outside regular Monday to Friday teacher working hours. Expenses will be paid for children up to age 16 or for other dependents over the age of 16 who are physically or mentally infirm, reside in the member's home, are normally dependent on the member and for whom the member is responsible for providing care in the member's absence while on NLTA business. Payment will be based on the minimum wage per hour to a maximum of \$80 per 24-hour period, per family. **Receipts are required.**

Children/Dependents Brought to BGM

Delegates who bring their children/dependents to BGM and require care will be reimbursed for children up to and including 12 years of age or for other dependents as noted above. Payment will be based on the hourly minimum wage per meeting day, per family. Further payment may be claimed, if it is necessary, to allow the delegates to attend the scheduled social functions on the evenings of April 24 and 25. Maximum payment per 24-hour period is \$80. **Receipts are required.**

If you have any questions regarding the above, please contact:

Wade Rogers

Manager of Corporate Services

wrogers@nlta.nl.ca

Tel: 726-3223 or 1-800-563-3599, ext. 235

Candidates for Provincial Executive

Derrick Baker

Education

- Bachelor of Arts: MUN 1991
- Bachelor of Education: MUN 1991
- Masters of Education (Leadership): MUN 2008

NLTA Involvement

- 1991-98: School Representative
- 2001-02: Secretary, Belleoram-Wreck Cove Branch
- 2003-07: Vice President, Belleoram-Wreck Cove Branch
- 2007-present: President, Belleoram-Wreck Cove Branch
- 2014-16: Chairperson and Member, School Board-Teacher Liaison Committee
- 2018-19: Member, School Board-Teacher Liaison Committee

Statement

I would like to take this opportunity to personally thank the members of the Belleoram-Wreck Cove Branch for their support and nomination for Provincial Executive.

Over the past 24 years, I have held positions as an administrator, vice principal, and classroom teacher and have experienced firsthand the challenges and changes that teachers have faced in this demanding educational system. Despite being a rural teacher by definition, I have many friends and colleagues throughout the province who teach in larger schools and share many of the same concerns: increased workload, lack of resources in the classroom, teacher wellness, and workplace violence, to name a few. These concerns are the same all over the province, in both urban and rural schools. This is proven over and over, whether I'm on the marking board, gathered around the campfire in some Provincial Park, or salmon fishing on the Pinware River in Labrador. Within minutes into a conversation, we find ourselves comparing our students and/or schools, sharing similar stories, and the daily challenges that face teachers in schools hundreds of miles apart.

I personally believe that all teachers share a common goal and strive to provide the best for our students. My passion and commitment to the Association and to the teachers of this province compels me to work harder to bring our issues to the forefront. I firmly believe in transparency, a positive attitude and working together collaboratively across all levels, in order to bring about change that will shape the future of the educational system of this province. As an association, we must stand together and work together to show unity and strength. We have achieved great strides in the past, and together we can achieve many more.

I humbly ask for your support and promise to work diligently to bring your issues and concerns to the forefront to make improvements for all teachers and all students from St. John's to Labrador City.

I would also like to acknowledge my fellow colleagues and wish them the best of luck as well.

Thank You.



Maureen Doyle-Gillingham

NLTA Involvement

- Bay de Verde Branch
- Baccalieu Branch Representative, Treasurer, Secretary and President
- Member and Chair Curriculum Committee
- Chair Communications/Political Action Ad Hoc Committee Province-Wide Voting
- Educational Leave Committee
- Finance and Property Committee
- School Board-Teacher Liaison Committee
- Group Insurance Manager/Chair
- Pooled Investment Committee
- BGM/CONTACT Delegate
- Joint Council Attendee
- Provincial Executive
- Staff Negotiations
- CTF/FCE Status of Women

Education

- Bachelor Arts/Education
- Bachelor Special Education
- Dental Assistant Diploma

Experience

- Instructional Resource/Secondary Teacher
- Substitute
- Employment Counsellor
- Dental Assistant

Dear Colleagues in Education,

It is an honor and a privilege to accept the nomination from the teachers of the NLTA Baccalieu Branch for the NLTA Provincial Executive. I would also like to thank the BGM delegates who supported me during the last election. Having support, encouragement and confidence from colleagues has been paramount in my desire to continue to advocate for the teachers of Newfoundland and Labrador. For all the conversations and interactions we have engaged in, a common thread was woven throughout. How to optimize our working conditions while providing the best learning environments for our students. While many great things are happening in our schools, many issues are occurring as well. No matter where we teach, no matter our job description – a teacher's job is demanding. These demands increase and become more complex every day. We face issues with regard to Workload, Teacher Health/Welfare, Inclusive Education/Supports and Collective Bargaining that continue to be a concern for the membership. I believe that the work of the Association is always a work in progress and that we need strong representation at the table to bring forth the membership's concerns.



At the Executive Table I have continued to watch, listen and learn the business of the Association. I have never been too shy to ask for assistance, or for clarification, or to question. I always remember that my role is to help make decisions that are in the best interest of all teachers in Newfoundland and Labrador. That is what I was elected to do and I have been a strong voice in doing so!

I again ask for your support and I pledge to continue to work diligently on behalf of all teachers. I hold firm that Aesop is still correct, and his wise words echo in my mind as I carry out the business of our Association: "In Union there is strength."

Thank You.

Derek Drover

NLTA Experience

- Provincial Executive (2007-09, 2009-11, 2011-13, 2013-15, 2015-17, 2017-present)
- Table Officer (2010-11, 2011-13, 2013-15, 2015-17, 2017-present)
- Chairperson, Ad Hoc Committee Province-Wide Vote for President and Vice-President and Remuneration for Vice-President and Executive (2017-19)
- Building Professional Negotiation Skills, Gardiner Centre (2017)
- Ad Hoc Committee Policy Review (2016-17)
- CTF AGM Delegate (2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018)
- Council of Atlantic Provinces and Territory Teachers' Organizations (CAPTTO) AGM Delegate (2011, 2013, 2014, 2015, 2016, 2017, 2018)
- Teacher Certification Committee (2015-present)
- DEECD Graduation Requirements Focus Group (2015)
- Education International 7th World Conference (2015)
- Membership Engagement Committee (2014-17)
- Chairperson, Staff Negotiations Committee (2013-present)
- Chairperson, Pooled Investment Committee (2010-11)
- Finance & Property Committee (2009-11)
- Group Insurance: Trustee (2007-09); Chairperson (2009-11)
- International Foundation's Annual Canadian Employee Benefits Conference (2008, 2009, 2010)
- NLTA Representative, Education Forum of the Rural Secretariat (2009)
- Chairperson, EAP Coordinating Committee (2007-09)
- International Foundation's Trustees 2 Group Benefits Course (2008)
- Seagaulher Branch: President (1999-2007), Vice-President (1997-98), Political Action Officer (1993-97), School Representative



Colleagues, it has been an honour to have served as a member of your Provincial Executive and, once again, I humbly ask for your support to continue as a member of your 2019-2021 Provincial Executive team. As you know, future challenges, as always, await us and our resolve must be resolute.

The 2018 provincial budget announced the initial phase of the Premier's Task Force (PTF) recommendations implementa-

tion, yet also announced an overall reduction of 30 teaching units. Government offered hope for improving educational outcomes, yet reduced teaching units through the teacher allocation model. Any sustained effective strategy to improving educational outcomes must acknowledge, as we move forward, that the annual government budgetary process of eroding teacher allocations is anachronistic and detrimental to meeting the academic and complex social emotional needs of our schools.

My friends, new challenges are just around the corner and future annual provincial government budgets are always on the horizon. We must incessantly "promote the cause of education in the province" (NLTA Act, p. 2) seizing the opportunities afforded by our engagement within the province's Education Action Plan's committee structure and persistently trumpeting that annual teacher allocation model reductions run counter to improving educational outcomes. We must stand strong together and send a clear message that cuts to education are not an option!

Colleagues, I respectfully ask for your support.
All the best and see you at BGM.

Kyran Dwyer

"The very essence of leadership is that you have to have vision. You can't blow an uncertain trumpet."

~ Theodore M. Hesburgh



Solidarity – "united action" – is the foundation of the NLTA; without it our Association is powerless. The NLTA exists to serve, protect, empower and be a voice for all teachers. And leaders of our Association must have a clear vision of what that means. Leaders must be able to listen to the concerns of teachers and clearly articulate those concerns in a strong voice. Now, more than ever, it is important for the NLTA to empower teachers to speak. We cannot be silent.

I offer myself as a candidate for the Provincial Executive; I offer to be that voice for teachers, especially for those who feel they are not being heard. I commit to listening to teachers and to speaking to your concerns. Most importantly, I promise to empower teachers to use the strength of their own voices.

Teachers are in this profession because they believe – they know – they make a difference. This is the very foundation of their professionalism. But teachers are tired of having their professionalism undermined by divisive negotiating tactics of governments who insist on negotiating benefits for one group of teachers at the expense of another. Now, more than ever, we must say a collective "No" to this attack on our professionalism. Now, more than ever, we must protect the welfare and well-being of all teachers.

We must oppose a government that insists on compensating teaching professionals at Walmart prices. We cannot continue to give up, without a fight, what thousands of teachers have fought for and sacrificed over the years to attain.

Frederick Bancroft, the first president of the NTA, worked to establish an association for "united action" and for "the protection of teachers" At their first meeting "the chief subject of dis-

(cont'd)

cussion was that of the increase of salaries for teachers and that all teachers work together.” That is a vision I share. It is a vision worth defending. It is a vision I will fight for on your behalf.

Thank you to the Waterford Valley Branch for nominating me and I humbly ask for your vote to the Provincial Executive during BGM 2019.

NLTA Experience

- 2014 -19: SAC Executive

Teaching Experience

- 2006 -19: Principal – St. Teresa’s and St. Matthew’s

Qualifications

- M.Ed.: MUN (1999)
- BA, B.Ed.: MUN (1992)

Craig Hicks

NLTA Experience

- 2017-19: Collective Bargaining Committee
- 2017-19: Chair, Pooled Investment Committee
- 2015-17: Chair, Substitute Teacher Committee
- 2014 -15: Substitute Teacher Ad Hoc Committee
- 2013-19: Chair, F&P Committee
- 2015-17: Pooled Investment Committee
- 2013-15: Chair, Pooled Investment Committee
- 2013-19: Administrative Staff Negotiation Committee
- 2013-19: Support Staff Negotiation Committee
- 2011-19: Provincial Executive
- 2011-13: Chair, Communications/Political Action Committee
- 2011-13: Deferred Salary Leave Committee
- 2011-13: Pension Administration Committee
- 2010-11: Chair, SBTL
- 2009: BGM, Hamilton Sound Branch
- 2007: BGM, Hamilton Sound Branch
- 2006-08: SBTL
- 2006-19: President, SAC Region 6
- 2005-11: President, Hamilton Sound Branch
- 2003-05: MB&S Committee
- 2003: BGM, Hamilton Sound Branch
- 2001-05: V.P., Hamilton Sound Branch
- 2001: BGM, Hamilton Sound Branch
- 1999-2001: MB&S Committee
- 1997: AGM, Hamilton Sound Branch
- 1992-2001: PD Officer, Hamilton Sound Branch

Teaching Experience

- 2005-19: V.P., Teacher/Librarian, Phoenix Academy
- 2002-05: Teacher/Librarian, Carmanville School Complex
- 2000-02: Teacher/Librarian, Gill Memorial Academy
- 1999-2000: Substitute Teacher, Lewisporte/Gander School District
- 1991-99: Jr. & Sr. High Teacher, Carmanville School Complex
- 1990-91: Substitute Teacher, Nova Consolidated School District



Qualifications

- M.Ed.: MSVU (2001)
- Library Studies: MUN (1999)
- B.Ed.: MUN (1990)

Statement

I am honoured to receive the nomination and continued support of the Hamilton Sound Branch as I seek re-election on Provincial Executive.

There have been many changes in our province during my 27 years of involvement with our Association; however, the struggle with government and educational decision makers has not relented. In a province where political party policies seem to overlap, there is certainly no distinction when it comes to solving the financial burdens created by government. It is crucial that we understand and become engaged in provincial issues that are affecting our profession. This will help in forming a balanced perspective, which will lead to the most logical and meticulous decisions to be made in the best interests of our membership.

I believe that solid leadership means listening and encouraging diverse ideas that engage all members in respectful and meaningful conversations. It is through this process that our Association establishes a clear vision that strengthens our resolve and ensures that teachers have a united voice when faced with tough decisions.

Regardless of the myriad of issues and challenges facing our Association, I strive to represent every member with the respect and dignity that you deserve. My dedication and loyalty to our members demonstrates my commitment to continue to advocate and work towards a stronger Association. I respectfully seek your continued support at BGM 2019.

Jamie Jenkins

NLTA Involvement

- Provincial Executive Member (2018-present)
- MBS Committee Chair (2018-present)
- Group Insurance Manager (2014-present)
- Delegate to BGM (2001-present)
- Joint Council Member (2002-present)
- Pooled Investment Committee Member (2015-18)
- Branch President (2002-07, 2011-17)
- Branch Executive positions (2000-02, 2008-11)
- NLTA committee member (various times)



Dear Colleagues,

During my teaching career I have worked as a substitute, replacement, and classroom teacher in various school configurations in rural, isolated and urban centers throughout Newfoundland as well as in Labrador. I believe this gives me insight into a wide range of concerns and issues that face teachers from all aspects of the profession.

From the beginning of my career I recognized the need for active involvement in the NLTA. In 2016 I was awarded the Bancroft Award in recognition of my service at the branch level. I believe my various branch roles and passion for the Association

helped my transition to my current role as a Provincial Executive member.

I believe in an Association that is strong for its members — one that will lobby on behalf of the professional and personal needs of teachers. I have and will continue to advocate for an Association that will bring teacher and educational issues forward to the District, Government and Public.

I consider myself practical and logical which, in turn, allows me to analyze situations and put forward viable solutions to challenges facing teachers and the NLTA. For example, at BGMs '05 and '07 I put forward resolutions that secured long-term financial stability for our Association. This also allowed our emergency fund to grow from \$3.4 million to its current status of \$15.7 million. Some of these funds are used to create our powerful public campaigns such as “Teachers Change Lives”.

Our Association has faced several important challenges surrounding the teaching profession including a recent attack on our collective agreement. It is imperative we continue to be proactive and transparent in bringing these issues forward and to strongly advocate for teachers' rights.

I believe my experience, knowledge, and voice can strengthen our Association's position on issues. I vow to continue to listen to teachers and make sure teacher's issues and concerns are heard at the executive table.

If anyone would like to discuss any issues with me, please contact me at your convenience or speak with me directly at BGM. Thank you for your consideration.

Respectfully submitted.

Kelly Loch

NLTA Experience

- Provincial Executive Member 2017-19
- Finance and Property Committee Member 2017-19
- Equity Committee Chair 2017-19
- CTF Advisory Committee on the Teaching Profession 2018-19
- CTF Women's Symposium Delegate 2018
- Executive Liaison: Rushoon-Terrenceville, GranForLine, Burin-Marystown, Carbonear; Music Special Interest Council
- Branch: President, School Representative, Secretary, Member
- Curriculum Committee Member
- NLTA MBS Committee Member
- School Board-Teacher Liaison Committee
- BGM Delegate

Education

- B.Ed (Primary) (1997) MUN
- B.Sp.Ed (1998) MUN
- M.Ed (2004) MSVU

Teaching Experience

- 2006-Present: Kindergarten/IRT/Vice-Principal, Persalvic School, Victoria
- 2005-06: Principal/IRT, Acreman Elementary, Green's Harbour
- 2002-05: Music K-9/IRT, Cabot Academy, Western Bay



- 2000-02: IRT: Carbonear Collegiate, Carbonear
- 1999-2000: Challenging Needs/IRT, North Shore Collegiate, Northern Bay
- 1998-99: Music K-12/Challenging Needs Teacher, King's Point

Dear Colleagues,

I am honored to accept the nomination from the Carbonear Branch as a candidate seeking a second term on Provincial Executive. It has been a positive learning experience over the past two years and I have worked diligently on behalf of teachers throughout our province.

There are many challenging issues that continue to face our teachers. The immense workload teachers experience on a daily basis can be crippling to teachers' mental health and well-being. How can our teachers effectively teach students with all the demands of our profession? This I feel is the ever growing crisis in our education system. It is time to advocate for what we need for ourselves. We need to continue to advocate for major improvements that will support teachers. We need proper supports in order to do our jobs. As you all know, other major concerns that we face daily are increased class sizes, teacher workload, behavior concerns of students, and school/home relations.

During the latest round of negotiations our team experienced great resistance from our Government. It was clear that we needed to protect the rights that our past teachers have fought for. This was definitely a concession agreement. We will need to stand strong and united going into the next round of negotiations; there is much work to be done.

I look forward to meeting you at BGM 2019 and having discussions about the needs and concerns of the teachers of this province. I humbly seek your support as a voice on the Provincial Executive for a second term. If re-elected, I will continue to bring a strong voice for discussions and decisions made at the provincial level for the teachers of Newfoundland and Labrador.

Tracey Payne

Education

- B.Sc. (Chemistry and Mathematics)
- B.Ed. (Secondary)
- M.Ed.

NLTA Experience

Humber Branch:

- Member at Large
- Chair, Awards Ceremony
- Chair, Social Committee
- Chair, Scholarship Committee
- Chair, Retirement Committee
- Professional Development Officer
- Vice-President
- President
- Joint Council Representative
- School Board-Teacher Liaison Committee
- BGM Delegate



(cont'd)

Other:

- Group Insurance Trustee
- Member, Provincial Negotiating Team

Statement

My experience as Branch President, Group Insurance and service on a previous Negotiating Team has prepared me to ask for your support as I seek a place at Provincial Executive.

We continue to face challenges.

Health and wellness is an important issue. Mental Nervous Disorders represent 44% of LTD claims. My experience as a manager has made me realize that we must continue to provide services and supports to our teachers. I am proud of the work we have done as Managers in expanding the services available to teachers.

Workload is a concern for all. Reductions in administration time, inadequate IRT and Guidance supports are a frustration for all. Teachers are being asked to do more with less. Government must give us the human and financial resources to do our jobs.

Reduction of student assistants has impacted the workload of members. We are now doing the work of Student Assistants on a daily basis.

Collective Bargaining is a priority. NLTA can open negotiations in November. In the last round, we signed a concessionary contract. Four years of zeros means that we had no wage increase in 8 of the last 12 years. Inflation runs between 2-2.5% each year, therefore, we have lost 16-20% of buying power.

The next round of negotiations must focus on wage increases, protection of post-retirement benefits and avoid splitting of group insurance benefits for our retired members.

We need to do the following:

- Continue to promote teachers through campaigns such as Teachers Change Lives.
- Build alliances to avoid one union signing a concessionary contract which sets a template.
- Open Collective Bargaining when it is advantageous to do so.
- Continue to rally teachers to use the voice they have been given. A call to action must never go unanswered out of fear or complacency.

While looking forward, we need to be grounded in the past. Bancroft founded this Association on the pillars of teacher welfare and professional development. Today, both pillars are as important as they were many years ago.

I look forward to our conversations at BGM 2019.

Gabriel Ryan

Dear Colleagues,

With heartfelt thanks to my colleagues from my home branch of Upper Trinity South, I am honoured to offer myself once again as a candidate for NLTA Provincial Executive. I have been directly involved in NLTA for 18 of my 20 years teaching. I am currently a Table Officer on Executive, elected by my peers after BGM 2017, and I have served on 15 different NLTA committees, eight of them as Chair. Recently, in the lead-



up to a most difficult round of negotiations, I served as Chair of the Collective Bargaining Committee. As a 12-year member of Provincial Executive, I continue to be driven by a profound belief in workers' rights and will continue to be an advocate for same despite the inherent challenges to unionism within our province and, in fact, globally. Earlier in my career, I served several roles within my home branch, including three years as Branch President. This experience was and is a great training ground for learning what it means to be an active and supportive member of NLTA. Within our Association, we need more teachers to take on leadership roles and to become more informed about decisions that affect us all. Renewal is the key to progress, so while I offer myself for re-election, I wholeheartedly encourage others to take the leap and become a candidate for Provincial Executive, if not for this term, then at a time that will work for you. I believe firmly in real democracy and a large slate of candidates in a very competitive race is the best way to elect or re-elect those who will best represent the needs of our members.

Throughout its almost 130-year history, NLTA has had to continuously modernize. As a membership, we must stay informed and actively participate in our Association to keep pace with changes foisted annually upon us. As importantly, we must be open to divergent opinions from within our ranks and encourage respectful discourse even when our own personal opinions do not carry the day. Best ideas are gleaned from comprehensive contributions. I firmly believe that. Our challenge is to be actively involved throughout four year cycles, not just at the end of them.

Colleagues, may the remainder of your year bring satisfaction and a sense of accomplishment. To those attending BGM 2019, I look forward to seeing you there and I respectfully ask for your support.

Joseph Santos

NLTA Experience

- 2017-19: Member, NLTA Provincial Executive Council
- 2017-19: Chair, NLTA Professional Issues Committee
- 2017-19: Member, NLTA Property and Finance Committee
- 2009-19: Executive Member Waterford Valley Branch: President, Vice-President
- 2013-15: School Board-Teacher Liaison Committee Member
- 2006-09: President St. Mary's Bay Branch
- BGM Delegate: 2007, 2009, 2011, 2013, 2015, 2017
- 2017 CBC Town Hall "Inside the Classroom" Delegate



Dear Colleagues,

I am honoured to be nominated by Waterford Valley Branch for a prospective position with the NLTA Provincial Executive of 2019-2021.

Accepting this nomination is not something I take lightly as I consider it a great honour and responsibility to represent teachers of our province in the many facets of the NLTA. Having previously served on our Provincial Executive and having been branch presi-

dent at two different branches has provided me the good fortune to meet and work with some of the best teachers in the province. I would once again be honored to have the opportunity to work closely with our Association for the betterment of our teachers.

I believe that actions speak louder than words and I have always believed in helping out whomever I can, whenever I can. As a member of our Provincial Executive, I would have the chance to interact with and help so many fellow colleagues, an opportunity I would relish.

Teachers provide support to students, wishing for each to develop their talents and succeed. As individual teachers, it is imperative to remember that we also have our own support system. The NLTA is a group that fosters the collaboration of teachers, providing support when necessary and backing when required. We are in the best profession in the world and we need to be there to help one another.

Teachers continue to be frustrated by the lack of proper resourcing and preparation time, unrealistic workload demands and the inability to access meaningful professional development. Furthermore, large class sizes, combined grades and multi-aged groupings all pose their own unique set of challenges. I hope that when it comes time to vote, that delegates at BGM give me the opportunity to do what I can to help all teachers address these frustrations.

I BELIEVE in this profession. I look forward to speaking with all delegates at convention 2019. (josephsantos@nlesd.ca)

Colin Short

Current/Past NLTA Involvement

- Provincial Executive 2015-19
- Chair, Curriculum 2017-19
- Chair, Professional Issues 2015-17
- Finance & Property 2015-17
- Pooled Investment 2015-17
- Staffing 2015-17
- CONTACT 2001, 2015, 2017, 2018
- School Board-Teacher Liaison 2011-12
- BGM 2003, 2005, 2007, 2009, 2011, 2013, 2015, 2017, 2019
- Port aux Basques Branch – President (five terms), Vice President, Secretary-Treasurer, Past President, Communications, Political Action
- School Rep Seminar 1999, 2002, 2005, 2008, 2011, 2014, 2015, 2016, 2017, 2018

Education

- Bachelor of Arts - Bachelor of Education (MUN) 1993
- Certificate Programme in Library Studies (MUN) 1995
- Diploma in Adult Teacher Education (MUN) 2002
- Master of Education (Literacy) (MSVU) 2012

My Friends,

Welcome to BGM 2019!

I would like to thank the teachers of Port aux Basques Branch for nominating me once again for a position on your Executive. It has been my pleasure to serve you during the past four years and I am again seeking your support for re-election.



Historically, education has been in the top two spending priorities for our government, second only to health. Sadly, we are now third, behind servicing the provincial debt. We must continue to press and lobby to make sure that our students and our profession receive the attention and resources it needs to be successful.

Education in our province continues to change. We have seen a new group of teaching professionals – our Teaching and Learning Assistants – added to some of our schools. The Premier's Task Force Report continues to bring new changes to our classrooms and schools. Thankfully, NLTA has representation on the steering and all implementation committees. We must continue to exert our influence to ensure that further changes best support teachers and our goals of providing quality education for our students.

My friends, you have an important responsibility during this convention – you must elect a new executive. I am currently teaching Grade 4 in a K-6 school in Port aux Basques, but thankfully I have also spent time in K-9, 7-12 and 10-12 schools over my 23-year career. I have taught classes in all grades from 4-12, I have been a lead technology teacher, physical education teacher and replacement guidance teacher. My experience gives me a unique perspective to speak for you.

Thank you for your consideration.

Sean Weir

NLTA Involvement

- Member of Provincial Executive, 2011-15, 2018-19
- Branch President, Coastal Labrador South, 2007-2011 & 2015-19
- Group Insurance Manager, 2011-present
- School Board-Teacher Liaison Chairperson, Labrador Region NLESD, 2016-18
- School Board-Teacher Liaison Chairperson, Western School District, 2009-11
- Group Insurance Chairperson, 2013-15
- Equity Committee Chairperson, 2018
- Candidate for NLTA Vice-President, 2014
- Member, Finance and Property Committee, 2013-15, 2018
- Member, Pooled Investment Committee, 2013-15
- Member of Labrador Benefits Negotiating Team, 2009-10

Education

- O'Donel High School, Mount Pearl, 1985-88
- B.Ed (French), Memorial University, 1995
- M.Ed (Educational Leadership), Memorial University, 2015

Professional Experience:

- (1995-99) Substitute Teacher (Eastern School District)
- (1999-2011) Multi-grade Classroom Teacher with French duties (Gr. 4-9), D.C. Young School
- (2011-15) Multi-grade Classroom Teacher with Literacy/Numeracy Support duties (Gr. K-9), Bayside Academy



(cont'd)

- (2015-present) Assistant Principal with Multi-grade Classroom duties (Gr. 5-12) in Physical Education and Healthy Living 1200, OH&S 3200, Math 5 and 6, and Teacher-Librarian, Bayside Academy

Election Statement

During this current school year, I discovered that absence truly does make the heart grow fonder. It may sound a little cliché, but it pretty much summarizes my feelings about returning to the Executive table after a three-year absence. By “filling in” for two executive members, I was reinvigorated to seek a fourth term on our Provincial Executive Council.

In the spring of 2018, the provincial government unveiled its vision for the future with its *Education Action Plan*, and the accompanying “phase-in” schedule for all schools with K-6 student populations in the province. This resulted in the creation of 39 Phase 1 Premier’s Task Force Schools, of which my school is one. Among other things, the *Action Plan* saw the creation of Library Learning Commons, Teaching and Learning Assistants, school-based Reading Specialists and a Responsive Teaching and Learning Policy. The workload associated with this method of curriculum delivery is significant, especially when one considers the model is needs-based while our teacher/TLA allocation, and even some learning resources, like LLI Kits, remain based solely on student enrollment. One of the most important jobs of the new Executive will be to ensure that all new policies and initiatives align with our collective agreement, as our workplaces continue to evolve. Here, I can be of great assistance. Diligence is required to protect our members from unrealistic expectations, which have a habit of becoming common practice.

In preparing to cast your ballot, please consider my experience and dedication to the Association as I humbly ask for your support.

Chesley West

Education

- B.A. (French and English)
- B.Ed. (Immersion)
- M.Ed. (Leadership)

Teaching

- 1998-99: Mountain Field Academy, French, Grades 3-11
- 1999-2000: Mount Pearl Intermediate, Immersion 7-9
- 2000-present: Macdonald Drive Junior High, Immersion 7-9

NLTA

- Executive
 - Executive Member (2017-19)
 - Chair: Substitute Teacher Committee
 - Member: Finance and Property Committee
 - Member: Pooled Investment Committee
- Marconi Branch
 - President (2011-17)
 - VP (2005-10)



- Political Action Officer (2003-04)
- Member at Large (2002-03)
- Other Involvement
 - Chair: School Board-Teacher Liaison Committee
 - Communications and Political Action Committee
 - Membership Engagement Committee
 - BGM (2007-present)
 - Joint Council (2009-present)

First, to my colleagues, for your support – always, my sincerest gratitude.

As educators, we all recognize the uniqueness of our profession, empowering children of our province in taking what we have built, teaching them to build upon it, and to realize, even on a global scale, their full potential. We work together, often facing overwhelming challenges, using our individual strengths collectively to make the best use of the resources we have today while constantly advocating for better resources for tomorrow.

Still, there is much to do and being in a profession so tightly connected with ever-evolving social, political, and economic landscapes with their broadening needs and narrowing resources, it is safe to say there will always be much to do. Whether a new teacher finding their way down their newly-chosen career path or one nearing retirement, looking back with pride on a road well-travelled, we all share in the knowledge that things are changing and more rapidly than ever. Policies, technology, curriculum, our communities, our province, our world, our students, they are all changing and so are we. In some cases, these changes are quite positive and we celebrate them, together. Often, though, we find ourselves facing losses – the greatest being time. We have more students with more needs requiring more support. We have more paperwork, more data analysis, more emails, and more phone calls, all leading to less time for curriculum development, for personal growth, for friends and family, and for ourselves.

In all this, however, I remain hopeful and, as a member of Executive, I want to continue to work with you and for you, advocating for a profession where the victories are great and the losses are learning experiences that remind us of who we are and teach us what we must do collectively to bring education forward in this province – for our students and for each other.



*Minutes of the
2017 Biennial General Meeting
of the
Newfoundland and Labrador
Teachers' Association*

April 18 – 21, 2017

TABLE OF CONTENTS

Adoption of Agenda.....	8
Addresses to Convention:	
NLTA President-elect	31
NLTA Vice-President-elect	31
Retired Teachers' Association of Newfoundland and Labrador	30
Adjournment.....	42
Awarding of Honorary Membership	25
Business Arising	
Report on Resolutions from the 2017 BGM.....	10
By-Law Changes From Provincial Executive	
By-Law XI. – Nominations and Election for Executive	10
New By-Law XIII. – Nominating and Election Procedures for Vice-President	11
By-Law Changes From Branches	
By-Law X. – Convention (Appalachia Branch)	14, 28
By-Law XV. – Elections (Appalachia Branch)	14
By-Law XII. – Nominating and Election Procedures for Officers and By-Law XV. – Elections (Appalachia Branch).....	15
By-Law XIII.A. – Duties of Officers (Office of the President) (Humber Branch).....	15
By-Law IV.B. – Associate Membership (Privileges) and By-Law V.B. – Life Membership (Privileges) (St. John's Centre Branch)	16, 34
Canadian Teachers' Federation Report.....	30
Committees for Convention Sessions	8, 40
Convention Expenses.....	10
Convention Policies	9
Date of Next Convention	41
Delegates	1
Financial Reports	
Auditor's Report – Association	23
Auditor's Report – Group Insurance	23

Budgets for 2017-18 and 2018-19	23, 33, Appendix A
Financial Statement	23
Installation of the President	40
Keynote Address – It’s all about relationships: Strategies to buffer children as well as Educators from stress, and promote health, wellbeing and success in schools	22
Minutes of the 2017 Convention	10
Pre-Convention Sessions	
Orientation Session for New Delegates	7
Pension and Group Insurance Benefit Statement Information Session	7
Pre-Budget Briefing Session	7
Presentation of Association Awards	
Bancroft Award	32
Barnes Award	32
CTF International Programs Volunteer Recognition Award	30
Patricia Cowan Award for Support and Promotion of Education	32
President’s Award	25
Special Recognition Award	32
President's Address	8
Proposed Changes to NLTA Policy	29, 31, 34, Appendix B
Report of the Electoral Committee on Election of 2017-19 Executive	7, 26, 29
Report to Convention	23
Resolutions	
Executive Recommendations on Resolutions	17
Category A – Association	19, 24
Category B – Programs and Services	17, 24, 27
New Business Resolutions	41
Resolutions from the Floor	35, 36
Processing of Resolutions	10
Rules of Procedure	9
Summary Report on NLTA Priorities for 2015-17	27

APPENDICES

A	Proposed Budgets for 2017-18 and 2018-19
B	Changes to NLTA Policy

MINUTES OF THE 2017 BIENNIAL GENERAL MEETING

St. John's

April 18 – 21, 2017

The 2017 Biennial General Meeting of the Newfoundland and Labrador Teachers' Association was held at the Sheraton Hotel Newfoundland, St. John's, April 18-21, 2017. 159 registered – 82 delegates representing Branches; 11 delegates representing Special Interest Councils; 12 Provincial Executive members; 25 official Branch alternates; 4 Faculty of Education observers; 7 special guests/observers; and 18 staff members.

The following registered:

Executive

James Dinn	President
Dean Ingram	Vice-President
Derek Drover	Table Officer
Jeanne Williams	Table Officer
Bill Chaisson	Corner Brook
Maureen Doyle-Gillingham	Ochre Pit Cove
Craig Hicks.....	Carmanville
Trent Langdon	Mount Pearl
Donna Reddick.....	Conception Bay South
Sherri Rose	Deer Lake
Gabriel Ryan.....	Holyrood
Colin Short.....	Port aux Basques

Branches

(A) = Official Alternate

Appalachia	Jeffrey Blundon Dwayne Parsons Vicki Sheaves
Aurora.....	Sharon Young Stephanie Hedderson (A)
Baccalieu	Marlene LeShane Janine Foley (A)
Baie Verte Peninsula	Ryan White Amanda Ryan (A)
Bay d'Espoir	Rebecca Parsons-Burden Gwen Goodyear (A)

Branches (contd.)

Bay Roberts	Paul Sheppard Terri Lee Bishop
Belle Mer	Della Way Marsha Genge (A)
Belleoram-Wreck Cove	Derrick Baker Andrea Penney (A)
Bremco	Hollis Cull (A)
Burgeo	Wayne Vivian (A)
Burin-Marystown	Colleen Scott (A)
Carbonear	Kelly Loch Gord King
Churchill Falls	Deana Rose Danielle Reardon (A)
Clarenbridge	Heather Wells Susanne Hawkins
Coastal Labrador South	Sean Weir Mary Ward (A)
Conception Bay Centre	Jill Dawe (A)
Conception Bay South	Danielle Stanley-Genge JoAnne Taylor Scott Fifield Laura Winnett Greg Oliver
Deer Lake	Jim Davis Brian Leslie
Exploits Valley	Paul Moore Paulette Colbourne Cameron Snow

Branches (contd.)

Fogo Island	Susan Crawford Trevor Taylor (A)
Ganova	Clifford Budgell Tim Goodyear Russell Stockley Lee Anne Johnson (unfunded alternate)
Granforline	Dale Parsons Allison Parsons (A)
Green Bay	Kevin Flynn Alex Hutchings (A)
Hamilton Sound	Darren Goodyear Kieran Smith (A)
Harton	Bernetta Delaney Sandra Hynes (A)
Humber	Tracey Payne Darren Hutchings Ian Adey Paul May
Ingornachoix	Connie Myers Tammy Young (A)
Labrador West	Arlene Johnson Sandy Crowley
Lake Melville	Sharon Mugford Sandra Quigley
Landfall	Heather Rice Yvonne Pevie (A)
Long Range	Sonya Lewis Tara Tobin (A) Terri Lynn Organ (unfunded alternate)
Marconi	Chesley West Stephen Wade Lambert Valerie Ryan Krista Houlihan

Branches (contd.)

Marconi (contd.)	Christine Tessier Robert Johnson John Veitch Zachary Welsh
Northern Light	Maurice Smith Amanda Anthony-Chubbs (A)
Notre Dame	Craig Tucker Kristin White
Nutak Labradorimi	Tony Tibbo Heather Denine (A)
Placentia	Sheldon Slaney (A)
Port aux Basques.....	Steve Drover (A)
Rameaux	Catherine Poole Verna Hatcher (A)
Rushoon-Terrenceville	Patrick Whiffen Dolorosa Murphy (A)
St. John's Centre.....	Jamie Jenkins Angela Dawe Karen Yetman
St. Mary's Bay	Patti Corcoran Jennifer Pilgrim (A)
Seagaulher	Wade Tibbo (A)
Southern Shore	The branch was not represented (A)
Table Mountain.....	Heather Brake Courtney Williams (A)
Taylor's Brook	Janice House Donna Fudge (A)

Branches (contd.)

Trinity-Deadman's Bay	The branch was not represented (A)
Trinity, Trinity Bay	Earle Pike Peggy Sacrey (A)
Upper Trinity South	Kim Siegfriedt Robyn Norman (A)
Waterford Valley	Joseph Santos Stuart MacGillivray Jeff Ivany Catherine Best Brandon Field Neal Tremblett Kimberly Fifield

Special Interest Councils

Counsellors and Psychologists	Boyd Perry
Health	Kellie Baker
Math/Science.....	Yvonne Dawe
Music	Michelle Collins
Physical Education	Luke Neville
School Administrators.....	Kyran Dwyer
Second Languages	The council was not represented
Small Schools.....	Natasha Aylward
Special Services.....	Sonya Lee
Speech-Language Pathologists	Kirsten Haynes
Teacher-Librarians	Heather Godden
Technology Education	Jason Aue

Guests/Observers

Chairperson for Convention.....	Don Ash
Canadian Teachers' Federation	Heather Smith Sandra Lane
Guest Speaker	Dr. Eva Oberle
Chairperson, Electoral Committee	Tina Matthews
Electoral Committee	Ed Buckingham Debra Sparkes-Mercer

Guests/Observers (contd.)

MUN Faculty of Education Observers Laura Jane Taylor
Rebecca Smith
Douglas Clark
Jane Walsh

Staff

Executive Director Steve Brooks
Assistant Executive Director Stefanie Tuff
Senior Administrative Staff Officer, Programs and Services Beverley Park
Administrative Staff Office, Programs and Services Ian Crewe
Administrative Staff Officer, Programs and Services Perry Downey
Administrative Staff Office, Programs and Services Miriam Sheppard
Administrative Staff Officer, Programs and Services George Tucker
Manager of Corporate Services Wade Rogers
Communications Officer Lesley-Ann Browne
Employee Assistance Program Officers Judy McCann-Beranger
Gail Carroll
Executive Assistant, Governance GERALYN Costello
Assistant to Senior Management Susan Cardoulis
Assistant, Programs and Services Joann Russell
Assistant, Programs and Services Jeanine Warford
Assistant, Communications Michelle LaMarche
Accountant/Assistant, Corporate Services Rita Tee
Systems Analyst Scott Jackson
IT Administrator Jason Brenton

Tuesday, April 18, 2017

I. PRE-CONVENTION SESSIONS

A number of pre-Convention sessions were held on Tuesday, April 18, as follows:

A. Orientation Session for New Delegates

During this session, Mr. Steve Brooks, Executive Director, provided information to new delegates on the functioning of the Convention.

B. Pension and Group Insurance Benefit Statement Information Session

During this session, staff members from Programs and Services reviewed group insurance and pension benefit statements with participants who had registered for the session.

C. Pre-Budget Briefing Session

This session was held by the Finance and Property Committee to review and answer questions from delegates on the proposed NLTA Budgets for 2017-19.

II. OPENING SESSION

- A. The 2017 Biennial General Meeting was officially opened at 7:05 p.m. on Tuesday, April 18, 2017. The opening session commenced with the singing of "O Canada" and the "Ode to Newfoundland" led by the duo Johnson and Lear, substitute teachers with the NL English School District. Mr. Jim Dinn, NLTA President and Chairperson for this session, welcomed delegates and special guests to the BGM. In particular, he welcomed the following special guests who were in attendance:

Ms. Heather Smith, President of the Canadian Teachers' Federation (CTF)
Mr. Guy Arsenault, President of the New Brunswick Teachers' Association
Ms. Nancy Lawlor, Vice-President of the Elementary Teachers' Federation of Ontario
Mr. Duncan Ford, former member of Provincial Executive
Mr. Gary Bambrick, former branch president
Dr. Kirk Anderson, Dean of the Faculty of Education at Memorial University
Ms. Sandra Lane, Executive Assistant, Governance, with the CTF
Ms. Tina Matthews, Mr. Ed Buckingham and Ms. Debra Sparkes-Mercer, members of the Electoral Committee

B. Election Statements by Provincial Executive Candidates

During this session, which was chaired by Ms. Tina Matthews, Chairperson of the Electoral Committee, candidates for positions on the Provincial Executive Council for 2017-19 were afforded the opportunity to address Convention delegates.

The business session recessed at 8:35 p.m.

Wednesday, April 19, 2017, 8:35 a.m.

III. FIRST GENERAL SESSION

The President informed the assembly that it had been a decision of Provincial Executive to continue to use an independent chairperson for all sessions of the Convention. He then introduced Mr. Don Ash who had agreed to be the Chairperson for Convention.

Chairperson: Don Ash

The following change in seated delegates was recorded: Mark Thorne replacing Amanda Ryan for Baie Verte Peninsula Branch.

The Chair welcomed the following observers to Convention from the Memorial University Faculty of Education:

*Laura Jane Taylor representing the Student Society for Primary/Elementary First Degree
Rebecca Smith representing the Student Society for Primary/Elementary Second Degree
Douglas Clark President of the Student Society for Intermediate/High School Degree*

A. Greetings from the Department of Education and Early Childhood Development

The Chairperson noted that the Minister of Education was not available to bring greetings.

B. President's Address

Following an introduction by the Chairperson, NLTA President James Dinn delivered his address to delegates. *(The speech is available as a digital recording and a copy is attached to the Official Minutes.)*

IV. SECOND GENERAL SESSION

A. Adoption of Agenda

Blundon-Dwyer: That the agenda be accepted as presented.

CARRIED

B. Appointment of Convention Committees

Executive recommended appointment of the following Convention committees:

Electoral Committee

Tina Matthews (Chair)
Ed Buckingham
Debra Sparkes-Mercer
Miriam Sheppard (Staff)

Steering Committee

James Dinn (Chair)
Derek Drover
Dean Ingram
Jeanne Williams
Steve Brooks (Staff & Parliamentarian)

Resolutions Committee

Ryan White (Chair)
Sandy Crowley
Angela Dawe
Heather Godden
Russell Stockley
Ian Crewe (Staff)
Perry Downey (Staff)

Scrutineers Committee

Kim Siegfriedt (Chair)
Patti Corcoran
Darren Goodyear
Earle Pike
Sharon Young
Beverley Park (Staff)
George Tucker (Staff)

Finance Committee

Craig Hicks (Chair)
Maureen Doyle-Gillingham
Trent Langdon
Colin Short
Wade Rogers (Staff)

Santos-Weir: That the proposed committee members be accepted as presented.

CARRIED

C. Suggested Duties of Convention Committees

The suggested duties of Convention Committees, as outlined in the Convention Kit, were accepted.

D. Convention Policies**1. Rules of Procedure**

The Chairperson noted that all sessions of this Convention will be governed by "Advice on the Conduct of Meetings", published by the Canadian Teachers' Federation, and **Robert's Rules of Order**.

2. Chairperson of the Finance Committee re Convention Expenses

Mr. Craig Hicks, Chairperson of the Finance Committee, briefly outlined for delegates the various expense guidelines in effect for the Convention.

3. Processing of Resolutions

The Chairperson reviewed with delegates the procedures in place for BGM resolutions received from branches and special interest councils and for resolutions from the floor.

E. Minutes of the 2015 Biennial General Meeting

1. Adoption

Loch-Sheppard: That the Minutes of the 2015 Biennial General Meeting be accepted as presented.

CARRIED

2. Business Arising

a) Report on Resolutions from the 2015 BGM

Discussion took place on the Report on Resolutions from the 2015 BGM, which contained information on the actioning of resolutions that had been accepted or referred to Executive at that BGM. *(A copy of the Report is attached to the Official Minutes.)*

F. Proposed By-Law Changes

The Chairperson noted that a two-thirds majority is required in order for by-law changes to be approved. Throughout these proposed changes, additions to current policy appear in **bold print** and deletions appear in ~~strike through~~.

1. From Provincial Executive

a) By-Law XI. – Nominations and Election for Executive [*Nomination for Executive by Signatures of Members*]

Dinn-Ingram: That Sections A.(1), C. and G. of By-Law XI. – Nominations and Election for Executive be amended to read:

“A. Any member of the NLTA in good standing* is eligible for nomination and election to the Executive, providing:

(1) Nomination papers are signed by at least 10 members in good standing*, each signature being witnessed by

- (a) an officer of a branch; or
- (b) a member of the NLTA Executive; or
- (c) a Commissioner for Oaths.

and submitted to the Electoral Committee, appointed by the NLTA Executive.

~~(1) Nominations for the Executive shall be provided by the branches and by groups of 10 or more teachers where no branch exists. Any number of nominees may be submitted by each regional and unattached local branch providing that the consent of each nominee is obtained by the branch, and the nomination is approved by a motion at a duly constituted general branch meeting.~~

- C. Nominees are free to contact branches and special interest councils in any way they see fit keeping in mind the professional Code of Ethics. ~~and Branches and special interest councils may or may not instruct delegates to the Convention as they see fit, with the understanding that after the first ballot is cast at the Convention, delegates are released from their instructions and may vote at their discretion.~~
- G. No member shall be eligible to be a member of the Executive unless such person is residing in, or actively teaching in, the province of Newfoundland Labrador during the term of office.”

And that this by-law change take effect following BGM 2017.

CARRIED

b) New By-Law XIII. – Nominating and Election Procedures for Vice-President [*Election of the Vice-President at BGM*]

Dinn-Drover: That a new By-Law XIII. – Nominating and Election Procedures for Vice-President of the NLTA By-Laws be added to read:

“A. Any member of the NLTA in good standing is eligible for nomination and election to the office of Vice-President, providing:

(1) Nomination papers are signed by at least 10 members in good standing*, each signature being witnessed by

- (a) an officer of a branch, or**
- (b) a member of the NLTA Executive, or**

(c) a Commissioner for Oaths

and submitted to the Electoral Committee, appointed by the NLTA Executive.

- (2) The Electoral Committee shall receive nominations for the office of Vice-President up to the commencement of the opening day of Convention sessions in accordance with By-Law XIII.A.(1). Such nominations must be accompanied by a short biographical sketch, an election statement, and a signed statement by the candidate of willingness to serve under conditions from time to time established by the Convention and applicable during the term sought.
 - (3) Subject to XIII.A.(1), for publication in the Convention *Bulletin* nominations must be postmarked or hand delivered to the NLTA Head Office not later than the date which is two months prior to the opening date of Convention.
- B. Photographs and information on candidates referred to in XIII.A.(3) must be published in The Bulletin at least one month prior to the opening date of Convention.
- C. Nominees are free to contact branches and special interests councils in any way they see fit, keeping in mind the professional Code of Ethics. Branches and special interest councils may or may not instruct delegates to the Convention as they see fit, with the understanding that after the first ballot is cast at the Convention, delegates are released from their instructions and may vote at their discretion.
- D. Balloting

The Vice-President shall be elected by ballot on the first day of Convention, as per the following:

- (1) Voting shall be by written secret ballots issued to voting delegates to Convention as defined by Section 10 of the NLTA Act;
- (2) Ballots shall be collected and counted by the official scrutineers appointed by the Convention, in the presence of the Electoral Committee, and one representative for each candidate, if s/he so desires;
- (3) The results of each ballot shall be announced by the Chairperson of the Electoral Committee;

- (4) In the event that the names of more than two candidates appear on a ballot, the candidate receiving the most votes must have a majority of the registered delegates to be declared elected;
 - (5) If no majority of votes is registered on the initial or succeeding ballots, where more than two candidates are involved, the candidate receiving the least number of votes shall be dropped and balloting will continue;
 - (6) On a ballot containing the names of two candidates, the candidate receiving most votes shall be declared elected;
 - (7) In the event of a tie on a ballot with only two candidates, a further ballot shall be held after each candidate has been given the opportunity to address the Convention. If another tie then results, each member of the Electoral Committee shall cast a secret ballot to break the tie before the results of the ballot are released. Such a ballot shall be conducted by the Chairperson of the Scrutineers Committee.
- E. Anyone alleging irregularities in nomination or election procedures must make such allegations known in writing to the Chairperson of the Electoral Committee at the Convention not later than 30 minutes after the announcement of the results of the election. Upon receiving such allegation, the Chairperson of the Electoral Committee must appoint a committee of three registered delegates, excluding nominees, who will investigate the allegation and report their findings and recommendations to the Chairperson of the Electoral Committee before 10:00 a.m. of the session of the following day of the Convention. In the event that the allegation of irregularities is accepted as proved, by a majority of the committee appointed to investigate the matter, the matter and conclusions must be reported to the Convention by the Chairperson of the Electoral Committee. After receiving the report of the Electoral Committee the Convention shall, by a $\frac{2}{3}$ vote of registered delegates, allow the election to stand or otherwise a new election shall be held in respect of the Executive positions affected by the irregularity."

DEFEATED

The Chairperson informed delegates that since the proposed new By-Law XIII. had been defeated, the proposed changes to current By-Law XII. – Nominating and Election Procedures for Officers and current By-Law XV. – Elections would not be presented.

The business session recessed at 10:30 a.m. and reconvened at 10:45 a.m.

Chairperson: Don Ash

G. Proposed By-Law Changes (contd.)

1. From Branches

- a) **By-Law X. – Convention** [*Number of Delegates Per Branch to Attend BGM*]
(Appalachia Branch)

Blundon-Sheaves: That By-Law X – Convention be amended in part to read: “Delegates shall be elected from the legally constituted local and regional branches in the ratio of one to every 85 ~~100~~ members, or fraction thereof, in the branch.”

It was agreed to replace the number “85” with the number “75”.

Santos-Vivian: That the motion be tabled.

CARRIED

- b) **By-Law XV. – Elections** [*Timing of Election for NLTA President and Vice-President*] (Appalachia Branch)

Blundon-Dwayne Parsons: That By-Law XV.A. – Elections be amended to read as follows:

“Elections for President and Vice-President shall be held on a day selected by the Electoral Committee, as appointed under section B. of the By-Law, **within three weeks of the Convention referred to in By-Law X** ~~on the first Tuesday in December in the year prior to the year of the expiry of the term of office for that position.~~ Election information shall be published in *The Bulletin* at least one month prior to the date of the elections.” and

That By-Law XIII.A.(1) – Duties of Officers (Office of the President) be amended to read as follows:

“The term of office shall be for a two-year period from August 1 in the year ~~following the year~~ the President was elected to July 31 of the second year following.”

DEFEATED

c) **By-Law XII. – Nominating and Election Procedures for Officers and By-Law XV. – Elections [*Electronic Voting for President and Vice-President*] (Appalachia Branch)**

Blundon-Sheaves: That By-Law XII.D.(1) and (2) – Nominating and Election Procedures for Officers (Balloting) be amended as follows:

“The President and Vice-President shall be elected by ballot on election day as per the following:

(1) Voting shall be by ~~written~~ secret ballots issued to active members as defined by By-Law III.

~~(2) Ballots shall be collected and counted by the Branch Executive, in the presence of one representative for each candidates, if s/he so desires.”~~, and

That By-Law XV. – Elections be amended by adding a new Section C to read:

“Notwithstanding any other provisions in these by-laws with respect to ballots and voting procedures for President and Vice-President elections, the Provincial Executive Council may determine that voting may be done by electronic means, in whole or in part, in accordance with procedures in NLTA policy approved by the Provincial Executive Council.”

CARRIED

d) **By-Law XIII.A. – Duties of Officers (Office of the President) [*Term of Office of the President*] (Humber Branch)**

Adey-S. Fifield: That By-Law XIII.A(3) – Duties of Officers (Office of the President) be amended to read: “The office shall not be held for more than successive terms by the same person. A portion of a term shall be considered as a full term.”

Following the vote on the motion, division was called. Votes were then counted by a show of hands and the ruling of the chair that the *Adey-S. Fifield* motion had been defeated was upheld.

MOTION - DEFEATED

President Jim Dinn left the room for discussion of the following proposed by-law change due a possible conflict of interest.

- e) **By-Law IV.B. – Associate Membership (Privileges) and By-Law V.B. – Life Membership (Privileges) [*Privileges of Associate and Life Members*] (St. John's Centre Branch)**

Jenkins-A. Dawe: That By-Law IV.B. (1) and (2) – Associate Membership (Privileges) be amended to read:

- “(1) General – Associate Members in this category may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, except in the case of a retiring President who shall be eligible to serve fully on the Executive in the position of Past-President as an Associate Member for the year immediately following his or her term of office as President.**
- (2) Retired Teachers – Retired teachers in this category may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, except in the case of a retiring President who shall be eligible to serve fully on the Executive in the position of Past-President as an Associate Member for the year immediately following his or her term of office as President. Other privileges may be granted as per Association Policy.” and**

That By-Law V.B. – Life Membership (Privileges) be amended to read:

“Life Members may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, except in the case of a retiring President who shall be eligible to serve fully on the Executive in the position of Past-President as a Life Member for the year immediately following his or her term of office as President. Other privileges may be granted as per Association policy.”

DEFEATED

H. Resolutions to the 2017 BGM

Mr. Ash, Chairperson, noted that the Executive recommendations on resolutions to the 2017 BGM had been forwarded to delegates in their Convention kits. He reminded delegates of the current policy of the Association regarding resolutions to BGM in that all resolutions for which the Executive recommendation is to **Carry** or **Amend and Carry** are presented in a block motion. Delegates who wish to discuss any particular resolution within the block must ask to have it removed prior to the motion being passed by the assembly.

Dinn-Ingram: That the following resolutions be accepted as per the Executive recommendations to Convention: Resolutions 4-5, 7-20.

It was agreed to remove Resolutions 4, 5, 7, 8, and 13 from the block of motions.

MOTION AS EDITED – CARRIED

The Chairperson noted that Resolution 21 from the St. John's Centre Branch is **CURRENT POLICY** of the Association and no vote is required.

Resolution 21 reads: "That the NLTA review, and make changes, if deemed necessary, to the composition of the Negotiating Team to ensure the make-up of the team reflects the make-up of the teaching population."

The following resolutions were **CARRIED** or **CARRIED AS AMENDED** as per the Executive recommendations:

Resolutions in Category B – Programs and Services

Resolution 9 –

That the NLTA lobby school boards to ensure, to the extent possible, that student Individual Education Plan meetings occur during school hours. (**Conception Bay South**)

CARRIED AS AMENDED

Resolution 10 –

That the NLTA lobby school boards to split Kindergarten classes whenever class size exceeds the cap of 20 students. (**Conception Bay South**)

CARRIED AS AMENDED

Resolution 11 –

That the NLTA lobby the Department of Education and school boards to ensure each teacher who is responsible for students has adequate physical space in which to teach those students. **(Conception Bay South)**

CARRIED

Resolution 12 –

That the NLTA lobby the Department of Education and school boards to move to a true needs based teacher allocation model as opposed to a budget based model. **(Green Bay)**

CARRIED AS AMENDED

Resolution 14 –

That the NLTA enter into discussions with the Department of Education and school boards to come up with a fair, responsible and ethically sound allocation formula for speech-language pathologists taking into consideration workload and geographical responsibility. **(Speech-Language Pathologists Council and Labrador West)**

CARRIED AS AMENDED

Resolution 15 –

That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal for one non-teaching day during each reporting period for the purpose of report preparation. **(Labrador West)**

CARRIED AS AMENDED

Resolution 16–

That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal to place a cap on multi-grade classrooms of a maximum of two grades per class. **(Labrador West)**

CARRIED AS AMENDED

Resolution 17 –

That the NLTA enter into discussions with the Department of Education and school boards to address the issue of recruitment and retention of school based speech-language pathologists in this province. **(Speech-Language Pathologists Council)**

CARRIED AS AMENDED

Resolution 18 –

That the NLTA enter into discussions with the Department of Education and school boards regarding the specific professional development (PD) needs of speech-language pathologists. **(Speech-Language Pathologists Council)**

CARRIED AS AMENDED

Resolution 19 –

That the NLTA lobby the school boards to ensure an appropriate dedicated space is provided to teachers who are required to complete online PD within their schools. **(Conception Bay South)**

CARRIED

Resolution 20 –

That the NLTA discuss with officials at the Department of Education and Early Childhood Development the need to review, and possibly change, the current “Recommended Time Allotments” for each subject area. **(St. John’s Centre)**

CARRIED

I. Resolutions in Category A – Association**Resolution 1 –**

Blundon-Sheaves: That, commencing in 2017, an additional branch executive member (other than the branch president or his/her designate) be permitted to attend one regularly scheduled Joint Council meeting per year; that such additional delegates be divided as equally as possible between the two yearly meetings with the method of division determined by Provincial Executive; that all costs associated with this arrangement be borne by the Association; and that this arrangement continue unless a job action or other event significantly affects the availability of funds. **(Appalachia)**

DEFEATED

Resolution 2 –

Blundon-Dwayne Parsons: That the NLTA investigate the viability and desirability of a three-year term of office for President and Vice-President, such findings to be

presented at the second Joint Council meeting for
2017-18. (Appalachia)

DEFEATED

Resolution 3 –

Blundon-Sheaves: That the NLTA investigate the viability and desirability of changing to a triennial Convention rather than a biennial Convention such findings to be presented at the second Joint Council meeting for 2017-18. (Appalachia)

DEFEATED

Resolution 4 –

Blundon-Sheaves: That the NLTA move to electronic voting for Provincial Executive with the goal of having this system ready for the 2021 BGM. (Appalachia)

Dinn-Ingram: That Resolution 4 be amended to read: “That the NLTA investigate the feasibility of electronic voting at BGM with the possibility of having this system ready for the 2021 BGM.”

CARRIED

MOTION AS AMENDED - CARRIED

Resolution 5 –

Wells-Hawkins: That the NLTA pay the travel expenses of teachers attending the pre-retirement seminar at the full rate of mileage, meals and accommodations. (Clarenbridge)

Dinn-Ingram: That Resolution 5 be amended to read: “That the NLTA pay the travel expenses of teachers attending the pre-retirement seminar at the full rate of kilometres.” (Clarenbridge)

CARRIED

MOTION AS AMENDED - CARRIED

The business session recessed at 12:35 p.m. and reconvened at 1:35 p.m.

V. THIRD GENERAL SESSION

Chairperson: Don Ash

- A. A minute of silence was observed in memory of the following teachers who had died since the 2015 Convention:

Maxwell Adams	Lloyd Curtis	Gerald Hall
Caroline Andrew	Jose Dalisay	Susanna Hannam
Doris Andrews	Sadie Davis	Stella Hapgood
Luz Aramil	Frank Denney	Millicent Harris
Eldon Baker	Desiree Dichmont	Sr. Columba Hartery
Roy Baker	Patricia Doody	Mary Haynes
Catherine Bartlett	Joseph Downey	Paul Hepditch
Margaret Bennett	Teresita Doyle	Margaret Hewitt-Barney
Sarah Beresford	William Doyle	Sister Anne Hickey
Elizabeth Best	Emma Drodge	Pleman Hicks
Mabel Bickford	Aloysius Drover	Audrey Hiscock
Betty Bissell	Catherine Dunne	Clarissa Hiscock
David Blagdon	Edna Earle	Bernice Hogan
Linda Blagdon	Catherine Elliott	Elizabeth Hollett
Goldie Bradbury	Kay Elliott	Philip Hu
Ronald Brewer	Margaret Elms	Leander Hussey
Bertram Brown	Alphonse Farrell	Bernard Hynes
Agnes Bruce	Samuel Fiander	Patricia Hynes
William Burry	Harold Fillier	Linda Janes
Gerald Burton	Noreen Fitzpatrick	Albert Jenkins
Douglas Bussey	Glenys Fleming	William Jones
Beverly Butler	Dorothy Ford	Debra Ann Kearney
Leonard Button	Rayfield Fowlow	Archibald Keeping
Milagros Cadorna	Bertram Freake	Paul Kelly
Isaac Caravan	Freda French	Sister Mary Kelly
Clara Case	Angela Furey-Demas	Ann Kennedy
Eileen Churchill	Loretta Gardiner	Sr. M. Mark Kennedy
Edward Clarke	Carl George	John Keough
Gordon Clarke	Viola Gillingham	Daniel King
Linda Coates	Archelaus Goodland	Gordon King
Leveson Cocarell	Ruby Gough	James King
Kimberley Cole	Elsie Goulding	Sharon King
Clide Collins	Lester Goulding	Jocelyn Lane
Daphne Collins	William Greeley	Madonna Lee
Maude Collins	Jane Green	Annie Leyte
Dana Cox	Charles Gregory	Roseanne Linehan
Melvin Critch	Dave Hackett	Daisy Littlejohn
Selby Critch	Michael Haley	John Lynch
Jacqueline Cumby	Barbara Hall	Irene MacPherson

Lloyd Martin	Selma Payne	Brother Leo Taylor
Marguerite Martin	Evelyn Pelley	Brahma Tewari
Bernadette	George Penney	Jacob Thomas
McCormack	Benjamin Perry	Ida Tilley
Allan Mercer	Patricia Piercey	Elizabeth Toms
Graham Mercer	Shirley Pinksen	Robert Toms
James Mercer	Elizabeth Piper	Mary Tremblett
Keith Mercer	Shannon Pittman	Brenda Tricco
Sr. Amelia Mooney	Sr. Margaret Pittman	Olive Troake
Donald Morris	Douglas Power	Roy Trowbridge
Henry Morris	Jerry Pryor	Raymond Tucker
Sr. Rosalie Morrissey	Darrell Pye	Dr. Otto Tucker
Mary Moss	Marcella Quinlan	Ruby Tucker
Bramwell Moulard	Randolph Ralph	Linda Vatcher
David Murphy	Anna Regula Schule	Lester Vey
Donald Murphy	B. Joan Rideout	Sr. L. M. Wakeham
Sister Marie Murphy	Raymond Riggs	Andrew Walach
Anna Myers	Eli Rogers	Nathan Walters
Edward Neil	Thomas Rossiter	Joyce Warren
Harris Noftle	James Ryan	Rose Warren
Peter Noftle	Audrey Sceviour	Lloyd Webber
Esperanza	Wanda Skinner	Dellena Wells
Noseworthy	Gordon Smith	Gilbert Wells
Lawrence O'Leary	Benjamin Snook	Lorna Whalen
Bernadette O'Neil	Dorothy Snow	Sandra Whiffen
Kathleen O'Quinn	Lorraine Steeves	Lewis Williams
David Organ	Austin Stewart	Douglas Woolgar
Carrie Penney	Hector Swain	

B. Keynote Address – “It’s all about relationships: Strategies to buffer children as well as educators from stress, and promote health, wellbeing and success in schools.”

The Chairperson introduced Dr. Eva Oberle, Assistant Professor, School of Population and Public Health, The Human Early Learning Partnership, Faculty of Medicine, University of British Columbia. Dr. Oberle spoke to delegates on the topic “It’s all about relationships: Strategies to buffer children as well as educators from stress, and promote health, wellbeing and success in schools.” Her presentation was followed by a question period. *(Dr. Oberle’s presentation is available as a digital recording.)*

Blundon-Flynn: That the Convention move to a closed session.

CARRIED

CLOSED SESSION

C. Group Insurance Auditor's Reports and Budgets

Mr. Bill Chaisson, Chairperson of the Group Insurance Managers, informed delegates that the Group Insurance Auditor's Reports for the years ending August 31, 2015 and August 31, 2016 and the budgets for the Group Insurance Managers for 2017-18 and 2018-19 were being presented for the information of delegates. *(Copies are attached to the Official Minutes.)* Questions were then entertained on the documents.

D. Auditor's Reports and Financial Statement**1. Auditor's Reports**

Mr. Craig Hicks, Chairperson of the Finance and Property Committee, informed delegates that the Association's Auditor's Reports for the years ending August 31, 2015 and August 31, 2016 were being presented for the information of delegates. *(Copies are attached to the Official Minutes.)* Questions were then entertained on the documents.

2. Financial Statement

The Association's Financial Statement to February 28, 2017 was presented for the information of members. *(A copy is attached to the Official Minutes.)*

E. Tabling of the Proposed Budgets for 2017-18 and 2018-19

Hicks-Short: That the proposed NLTA Budgets for 2017-18 and 2018-19 be placed on the table.

CARRIED

Short-Santos: That Convention rise from closed session.

CARRIED

OPEN SESSION**F. Report to Convention**

The Chairperson reported that the Association's Report to Convention to April 2017 was being presented for the information of delegates. *(A copy is attached to the Official Minutes.)* Questions were then entertained on the contents of the Report.

G. Resolutions in Category A – Association (contd.)**Resolution 6 –**

Blundon-Sheaves: That the Association establish a maximum amount of funds which branches are permitted to accumulate in their account, such amount to be determined by Provincial Executive in consultation with branch presidents at the Fall 2017 Joint Council meeting. **(Appalachia)**

Dinn-Drover: That Resolution 6 be referred to Executive.

CARRIED

H. Resolutions in Category B – Programs and Services**Resolution 7 –**

Blundon-Dwayne Parsons: That the NLTA survey its members to determine how parent-teacher interviews are conducted across the province with the goal of working with the school district to have common parent-teacher interview times based on similar school configurations and teacher workload, such findings to be presented at the first Joint Council meeting for 2017-18. **(Appalachia)**

Dinn-Ingram: That Resolution 7 be amended to read: “That the NLTA survey its members to determine how parent-teacher interviews are conducted across the province with the goal of working with the school district to have common parent-teacher interview times based on similar school configurations and teacher workload, such findings to be presented at a the first Joint Council meeting during for 2017-18.”

CARRIED

MOTION AS AMENDED – CARRIED

Resolution 8 –

Blundon-Dwayne Parsons: That the NLTA lobby the Department of Education to provide principals with three days of annual leave to be used at principals’ discretion in recognition of the additional time spent at school before classes begin in September and after school closes in June. **(Appalachia)**

Santos-K. Fifield: That Resolution 8 be amended by replacing the word “principals” with the words “school administrators”.

DEFEATED

Dinn-Williams: That Resolution 8 be amended to read: “That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal ~~to be~~ by the Department of Education to provide principals with three days of annual leave to be used at principals’ discretion in recognition of the additional time spent at school before classes begin in September and after school closes in June.”

Quigley-Mugford: That the amendment be amended by replacing the word “principals” with the word “teachers”.

DEFEATED

AMENDMENT – CARRIED

Debate on the resolution was suspended as the adjournment time for the session had been reached.

The business sessions for the first day of Convention concluded at 4:05 p.m.

PRESENTATION OF HONORARY MEMBERSHIP AND THE PRESIDENT’S AWARD

The Association’s dinner to confer Honorary Membership and the President’s Award was held at the Sheraton Hotel Newfoundland. Special guests were welcomed by the President.

Following an introduction by Mr. Duncan Ford, Honorary Membership in the Newfoundland and Labrador Teachers’ Association was conferred upon Ms. Doreen Noseworthy. Ms. Noseworthy then addressed the group.

The President’s Award, given to an active member of the Newfoundland and Labrador Teachers’ Association who has served at the provincial, executive, branch, or special interest council level, who is recognized as a person who has given of him/herself to the Association and who is an exemplary educator, was presented to Ms. Jeanne Williams. Ms. Williams briefly addressed the gathering.

Thursday, April 20, 2017, 8:35 a.m.

VI. FOURTH GENERAL SESSION

Chairperson: Don Ash

The following changes in seated delegates were noted:

*Stephanie Hedderson replacing Sharon Young for the Aurora Branch
Mary Ward replacing Sean Weir for the Coastal Labrador South Branch
Donna Fudge replacing Janice House for the Taylor's Brook Branch
Courtney Williams replacing Heather Brake for the Table Mountain Branch
Amanda Ryan replacing Mark Thorne for the Baie Verte Peninsula Branch
Luke Neville of the Physical Education Council is not present for today's session and is not being replaced.*

A. Report of the Electoral Committee – Election of Executive

Ms. Tina Matthews, Chairperson of the Electoral Committee, chaired this and all subsequent sessions dealing with the election of Executive. She then introduced the other members of her Committee: Ed Buckingham and Debra Sparkes-Mercer.

Ms. Matthews noted that the election of Executive is governed by By-Law XI., subsections A.(2) and D. which state, respectively:

“The President shall, provided s/he so desires, be an ex officio Executive member for the year following the completion of the President's term of office.”

“Seventeen Executive members shall be elected biennially, and the 10 who have the greatest number of votes shall, with the President, the Vice-President and a person holding office under XI.A.(2), where applicable, form the Executive Council. The remaining Executive members shall be classified as alternate members.”

She informed delegates that no additional candidates had declared themselves as of the deadline for nominations. She then introduced each of the 13 declared candidates to the assembly.

Ms. Matthews noted that delegates must vote for not more than 10 candidates of their choice and that there are 105 eligible voters.

Ballots sheets were distributed and the vote was conducted.

Mr. Ash took the Chair.

B. Summary Report on NLTA Priorities for 2015-17

The Chairperson reported that the Association had set five priorities for the 2015-17 school years. They are: Teacher Health, Workload, Inclusive Education, Membership Engagement and Awareness, and Fostering and Maintaining Relationships with External Agencies. These priorities appear on the agenda of each Executive and Joint Council meeting where an update on the progress of each of the priorities is presented and discussed. The priorities were then reviewed on a page-by-page basis with questions/comments entertained from the assembly. *(A copy of the document is attached to the Official Minutes.)*

C. Resolutions in Category B – Programs and Services (contd.)**Resolution 8 –**

Discussion continued on the once amended *Blundon-Dwayne Parsons* motion which had been suspended at the end of the last session. The resolution as amended reads:

“That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal to provide principals with three days of annual leave to be used at principals’ discretion in recognition of the additional time spent at school before classes begin in September and after school closes in June.”

Following the vote on the amended motion, division was called. Votes were then counted by a show of hands and the ruling of the chair that the *Blundon-Dwayne Parsons* motion as amended had been defeated was upheld.

MOTION AS AMENDED – DEFEATED

The following change in seated delegates was recorded: Sean Weir replacing Mary Ward for the Coastal Labrador South Branch.

Resolution 13 –

Crowley-Mugford: That the NLTA lobby the government during negotiations to have a separate teaching unit allocation for French Immersion.

Dinn-Drover: That Resolution 13 be amended to read: “That the NLTA lobby the government ~~during negotiations~~ to **develop** have as a separate teaching unit allocation for French Immersion.”

It was agreed to edit the amendment to read: "That the NLTA lobby government to apply the same classroom caps in French immersion as in English."

AMENDMENT AS EDITED – CARRIED

MOTION AS AMENDED - CARRIED

The Chair recognized the following guests to Convention:

Kevin Foley and Roger Simmons, Past-Presidents of NLTA

Ed Moore and Paula Smith, past NLTA Executive members

Doreen Noseworthy, President of the Retired Teachers' Association of NL

Blundon-Dwayne Parsons: That the once edited **Blundon-Sheaves** motion re the proposed amendment to By-Law X. – Convention be lifted from the table.

CARRIED

D. Proposed By-Law Changes (contd.)

1. By-Law X. – Convention [*Number of Delegates Per Branch to Attend BGM*] (Appalachia Branch) (contd.)

Blundon-Sheaves: That By-Law X – Convention be amended in part to read: "Delegates shall be elected from the legally constituted local and regional branches in the ratio of one to every 85 ~~100~~ members, or fraction thereof, in the branch."

The Chairperson noted that it had been previously agreed to change the number "85" to "75".

As had been requested by the assembly, the Executive Director provided information on the additional Convention delegate entitlement for branches if the proposed by-law change were approved with the ratio of one to every 75 members.

Sheaves-Blundon: That the motion be amended to read: "That By-Law X – Convention be amended in part to read: 'Delegates shall be elected from the legally constituted local and regional branches in the ratio of one to every 100 members, or fraction thereof, in the branch and that there be a minimum of two voting delegates regardless of branch size.'"

Ingram-Drover: That the *Blundon-Sheaves* motion be referred to Executive.

CARRIED

E. Proposed Changes to NLTA Policy

The Chairperson informed delegates that the proposed changes to NLTA policy statements will be voted on “in block”, and Convention delegates may alter or reject such policy statements. Changes, if desired, will be by way of an amendment to the motion to accept the policy statements. Included in this motion will be changes in the following policies:

1. Policy on Table Officers
2. Policy on Expense Claims
3. Policy on NLTA Investments
4. Policy on Committees
5. Policy on BGM Electoral Committee
6. Policy on Election of President and Vice-President by Province-wide Vote
7. Policy on Release of Membership Information
8. Policy on Group Insurance
9. Policy on Teacher Allocation (Specialists – Guidance Counsellors)

Dinn-Drover: That the proposed changes to NLTA policy be accepted as presented. *(The wording of the policy changes is attached to these Minutes as Appendix B.)*

Ingram-Williams: That the motion be amended by changing the Policy on the Election of the President and Vice-President by Province-wide Vote to reinstate references to the Vice-President being elected by province-wide vote.

CARRIED

Hutchings-Dale Parsons: That the motion be further amended by deleting section m)iii) from the Financial Guidelines section of the Policy on the Election of the President and Vice-President by Province-wide Vote.

Discussion on the motion was suspended for the report of the Electoral Committee

F. Report of the Electoral Committee – Election of Executive (contd.)

Ms. Matthews reported that 104 ballots had been cast in the election of Executive and that there were no spoiled ballots and no ties. She then announced the names and vote totals of all candidates for Executive including the newly elected Executive as follows:

Ryan, Gabriel	76
Drover, Derek	75
Hicks, Craig	70
West, Chesley	66
Doyle-Gillingham, Maureen	64

Santos, Joseph	61
Chaisson, Bill	59
Loch, Kelly	57
Reddick, Donna	55
Short, Colin	52

The alternates, in order of votes polled, are as follows:

Jenkins, Jamie	46
Weir, Sean	44
Flynn, Kevin	23

Ms. Matthews reported that all elections had been completed. She noted, for the information of candidates, that under Association by-laws a recount procedure is available for up to thirty minutes after the adjournment of the session on the second day of Convention. She thanked the other members of the Electoral Committee, the Scrutineers Committee, and the staff members involved with the Committee for their work prior to and during the Convention.

On behalf of the Association, the Chairperson thanked the members of the Electoral Committee for their work during this BGM.

The business session recessed at 10:45 a.m. and reconvened at 11:00 a.m.

G. Canadian Teachers' Federation Report

The Chairperson introduced Ms. Heather Smith, President of the Canadian Teachers' Federation, who brought greetings and addressed the assembly on the work of the Federation on behalf of Canadian teachers. *(Ms. Smith's speech is available as a digital recording.)*

H. Presentation of 2017 CTF International Program Volunteer Recognition Award

Ms. Smith presented the 2017 CTF International Program Volunteer Recognition Award to Ms. Beverley Park, Senior Administrative Officer, Programs and Services, with the NLTA. The award, which was established in 2007, is given annually to a volunteer who has enhanced one or more of the CTF international projects by participating in Project Overseas and/or other international initiatives and who displays exceptional leadership, creativity and decision-making skills. Ms. Park briefly addressed the assembly.

I. Address by the Retired Teachers' Association of Newfoundland and Labrador

Following an introduction by the Chairperson, Ms. Doreen Noseworthy, President of the Retired Teachers' Association of Newfoundland and Labrador, brought

greetings and addressed delegates on behalf of the retired teachers of the province. *(Ms. Noseworthy's remarks are available as a digital recording.)*

J. Address by the President-Elect

Mr. Dean Ingram, President-elect for 2017-19, addressed delegates. *(Mr. Ingram's remarks are available as a digital recording.)*

K. Address by the Vice-President-Elect

Mr. Trent Langdon, Vice-President-elect for 2017-19, addressed delegates. *(Mr. Ingram's remarks are available as a digital recording.)*

The following changes in seated delegates were recorded:

*Jennifer Pilgrim replacing Patti Corcoran for the St. Mary's Bay Branch
Sharon Young replacing Stephanie Hedderson for the Aurora Branch*

L. Proposed Changes to NLTA Policy (contd.)

Discussion continued on the *Hutchings-Dale Parsons* motion to amend the motion to accept the proposed policy changes.

Hutchings-Dale Parsons: That the motion be further amended by deleting the proposed new section m)iii) from the Financial Guidelines section of the Policy on the Election of the President and Vice-President by Province-wide Vote, which reads:

“Candidates receiving no less than ten percent (10%) of the overall votes cast on the initial ballot are entitled to reimbursement, subject to an audit of the disclosure of all financial contributions and expenditures, of the lesser of \$2,000 or forty percent (40%) of eligible expenses. Eligible expenses for reimbursement include the cost of travel, unpaid leave, printing and communications, but does not include the value of “in kind” contributions. The maximum funds to be made available to all candidates under this policy is set at \$10,000. In situations where the amount of eligible reimbursement for all candidates exceeds \$10,000, the reimbursement will be prorated as a share of \$10,000. For example, in a situation where six candidates are all entitled to the maximum \$2,000 reimbursement, each candidate will receive \$1666.66.”

DEFEATED

Discussion continued on the once amended *Dinn-Drover* motion to accept proposed policy changes.

Adey-Hutchings: That the motion be further amended by deleting the following words from the proposed new section m)iii) of the Financial Guidelines section of the Policy on the Election of the President and Vice-President by Province-wide Vote: "receiving no less than ten (10%) of the overall votes cast on an initial ballot".

CARRIED

Discussion continued on the twice amended *Dinn-Drover* motion to accept the proposed policy changes and was then suspended for the lunch break.

The business session recessed at 12:15 p.m.

PRESENTATION OF ASSOCIATION AWARDS

The Association's luncheon to present provincial awards was held in the Court Garden of the Sheraton Hotel Newfoundland, St. John's. The Vice-President, who chaired the luncheon, informed guests that since the Association has now moved to biennial general meetings, awards for both 2016 and 2017 would be presented to the recipients.

The Bancroft Award, established by the Association to recognize outstanding service by active members at the branch level, was presented by the President to Jamie Jenkins, nominated by the St. John's Centre Branch, Peter McCormack, nominated by the Labrador West Branch, and Katherine Rowsell, nominated by the Humber Branch, for 2016, and to Christina Cox, nominated by the St. John's Centre Branch, for 2017.

The Barnes Award, established by the Association to recognize outstanding professional development service by teachers at the special interest council level, was presented by the President to Robert Matthews, nominated by the School Administrators' Council, for 2016, and to Kellie Baker, nominated by the Physical Education Council, for 2017.

The Special Recognition Award, instituted by Johnson Inc. to recognize the 100th anniversary of the Newfoundland and Labrador Teachers' Association, was presented by Mr. John Thompson, Senior Vice-President, Business Development and Marketing of Johnson Inc., to Robert Parsons, nominated by the Granforline Branch, for 2016, and to Deborah Green, nominated by the Humber Branch, for 2017. The award is presented annually to an active member of the NLTA who, while a teacher in the province, made a major contribution to the cultural, social and/or community life of Newfoundland and Labrador.

The Patricia Cowan Award for Support and Promotion of Education is named in honour of the first woman president of the NLTA. Established in 2007 to recognize individuals or groups outside the K-12 school system for their outstanding contribution to teachers and to the teaching profession either through their role as advocates or through a relationship with the

NLTA resulting in a positive impact on teaching and learning, the award is presented at Convention during the final year of a President's term. The President presented the award for 2017 to Geralyn Costello for her contributions to the Association during her almost 42 years of service as an employee of the NLTA.

The business session reconvened at 2:45 p.m.

VII. FIFTH GENERAL SESSION

The following changes in seated delegates were recorded:

*Janice House replacing Donna Fudge for the Taylor's Brook Branch
Heather Brake replacing Courtney Williams for the Table Mountain Branch*

The Chair recognized Jane Walsh who is replacing Douglas Clark as a representative for the Society for Intermediate/High School Studies at the Faculty of Education

Gillingham-Doyle/Quigley: That Convention move to a closed session.

CARRIED

CLOSED SESSION FOR DELEGATES AND TEACHERS

A. Proposed Budgets for 2017-18 and 2018-19

Young-LeShane: That the proposed NLTA Budgets for 2017-18 and 2018-19 be lifted from the table.

CARRIED

Mr. Hicks, Chairperson of the Finance and Property Committee, informed delegates that an amendment had been made by Provincial Executive to the proposed budgets for 2017-18 and 2018-19 that had been printed in the Convention kit. This amendment added amounts in the Emergency Fund for the continuation of the Association's public awareness campaign for the next two budget years – \$700,000 for 2017-18 and \$1,050,000 for 2018-19. The revised document had been distributed to delegates at the BGM registration.

Hicks-Langdon: That the proposed NLTA Budgets for 2017-18 and 2018-19 be accepted. *(The Budgets are attached to these Minutes as Appendix A.)*

CARRIED

Blundon-Budgell: That Convention rise from closed session.

CARRIED

OPEN SESSION

The Chair recognized the following guest to Convention: Clayton Rice, Treasurer of the Retired Teachers' Association of NL.

B. Proposed Changes to NLTA Policy (contd.)

Discussion continued on the twice amended *Dinn-Drover* motion to accept the proposed policy changes.

MOTION AS AMENDED - CARRIED

Dwyer-Jenkins: That the proposed changes to By-Law IV.B. – Associate Membership (Privileges) and By-Law V.B. – Life Membership (Privileges) be reconsidered.

Following the vote on the motion, division was called. Votes were then counted by a show of hands and the ruling of the chair that the *Dwyer-Jenkins* motion had been defeated was overturned.

MOTION - CARRIED

C. Proposed By-Law Changes from Branches (contd.)

1. By-Law IV.B. – Associate Membership (Privileges) and By-Law V.B. – Life Membership (Privileges) [*Privileges of Associate and Life Members*] (St. John's Centre Branch)

Jenkins-A. Dawe: That By-Law IV.B. (1) and (2) – Associate Membership (Privileges) be amended to read:

- “(1) General – Associate Members in this category may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, **except in the case of a retiring President who shall be eligible to serve fully on the Executive in the position of Past-President as an Associate Member for the year immediately following his or her term of office as President.**
- (2) Retired Teachers – Retired teachers in this category may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, **except in the case of a retiring President who shall be**

eligible to serve fully on the Executive in the position of Past-President as an Associate Member for the year immediately following his or her term of office as President. Other privileges may be granted as per Association Policy.” and

That By-Law V.B. – Life Membership (Privileges) be amended to read:

“Life Members may attend and speak at meetings of the Association, but not at meetings or portions of meetings relative to collective bargaining. They shall not be entitled to hold office in the Association, nor vote, nor be members of the Executive, **except in the case of a retiring President who shall be eligible to serve fully on the Executive in the position of Past-President as a Life Member for the year immediately following his or her term of office as President.** Other privileges may be granted as per Association policy.”

Johnson-Veitch: That the motion be amended by adding the words “without voting privileges” after the words “fully on the Executive” in each section of the proposed by-laws.

There was a lengthy discussion on the motion.

Santos/Stanley-Genge: That the question be put.

CARRIED

AMENDMENT – DEFEATED

Discussion continued on the original motion.

Field-Blundon: That the question be put.

CARRIED

ORIGINAL MOTION - DEFEATED

D. Resolutions from the Floor

Resolution 1 –

Loch-Goodyear: That the NLTA establish an Ad Hoc Committee of NLTA members to review the policy, procedures and regulations for the province-wide vote for Vice-President and President.

CARRIED

Resolution 2 –

That the NLTA investigate possible ways of supporting candidates for Vice-President financially or through release time with a report to Joint Council in 2018.

With the concurrence of the assembly, Resolution 2 was WITHDRAWN.

Resolution 3 –

Goodyear-Stockley: That the NLTA Collective Bargaining Committee consider for inclusion in the next round of negotiations, a proposal to reinstate sick leave provisions to those that were in place prior to 2006 and that this be done for all teachers.

CARRIED

The business session recessed at 4:20 p.m. and reconvened at 4:45 p.m.

VIII. SIXTH GENERAL SESSION

Chairperson: Don Ash

A. Resolutions from the Floor (contd.)

Snow-Davis: That Resolutions 6, 9 and 10 be carried in block.

CARRIED

These Resolutions 6, 9 and 10 read as follows:

Resolution 6 –

That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal that would require school districts to take a stronger approach in imposing and enforcing consequences for students who exhibit extreme and/or chronic misbehaviour.

CARRIED

Resolution 9 –

That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal that the first week of school be for teachers only to prepare their classes.

CARRIED

Resolution 10 –

That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal to provide teachers with three days of annual leave to be used at teachers' discretion for promotion of teacher wellness/health.

CARRIED

With the concurrence of the assembly, Resolution 13 was dealt with at this time.

Resolution 13 –

Collins-Baker: That the NLTA policy re Negotiating Team for Provincial Negotiations be amended to include a specialist teacher (e.g. music, physical education or fine arts teacher).

Dinn-Drover: That Resolution 13 be referred to Executive.

CARRIED

Resolution 4 –

Brake-A. Dawe: That the NLTA lobby school districts to ensure that if students require the use of technology to meet outcomes, the school district must provide the necessary devices.

CARRIED

The following change in seated delegates was recorded: Jenine Foley replacing Marlene LeShane for the Baccalieu Branch.

Resolution 5 –

Brake-A. Dawe: That the NLTA lobby school districts to institute and enforce a ban on students having/using their own personal electronic devices in school.

Adey-Hutchings: That Resolution 5 be amended to read: "That the NLTA lobby school districts for a consistent policy on the use of personal electronic devices in schools."

Langdon-Short: That Resolution 5 be referred to Executive.

CARRIED

Resolution 7 –

Blundon-Dwayne Parsons: That the NLTA investigate the feasibility and desirability of holding BGM during August instead of the Easter break.

Jenkins-A. Dawe: That Resolution 7 be amended by replacing the word “August” with the word “summer break”.

Ingram-Drover: That the amendment be amended to read: “That Resolution 7 be amended by replacing the words “during August instead” with the word “outside”.

Baker-Way: That Resolution 7 be referred to Executive.

Following the vote on the motion to refer, division was called. Votes were then counted by a show of hands and the ruling of the chair that the *Baker-Way* motion had been carried was upheld.

MOTION TO REFER - CARRIED

Resolution 8 –

Blundon-Dwayne Parsons: That the NLTA report back on the feasibility of electronic voting at future BGMs at a 2017-18 Joint Council meeting.

CARRIED

Resolution 11 –

Aylward-Collins: That the NLTA enter into discussions with districts and the Department of Education to include teaching methods for multiage/grade in the program of study documents and curriculum guides provided by the Department of Education.

It was agreed to add the words “and combined grades” after the word “grade”.

MOTION AS EDITED - CARRIED

Resolution 12 –

Aylward-Collins: That the NLTA enter into discussions with districts and/or the Department of Education to provide a clear definition of what constitutes a small school.

CARRIED

Resolution 14 –

White-Jenkins: That the NLTA consider reserving a pool of surplus funds that branches can apply for to fund alternates to BGM and Joint Council to improve member engagement, such to be discussed at a future Joint Council meeting.

CARRIED

Resolution 15 –

Smith-Dale Parsons: That the NLTA lobby the Department of Education to have limits placed on the amount of supervision time teachers can be required to do in a given day/cycle.

It was agreed to add the words “and school districts” after the word “Education”.

MOTION AS EDITED - CARRIED

The business sessions for the second day of Convention recessed at 6:00 p.m.

Friday, April 21, 2017, 8:30 a.m.

Chairperson: Don Ash

IX. FINAL SESSION

The following changes in seated delegates were recorded:

Marlene LeShane replacing Janine Foley for the Baccalieu Branch

Luke Neville of the Physical Education Council is present for this session.

Kellie Baker of the Health Education Council is not present for this session and is not being replaced.

A. President's Closing Remarks

Mr. Ingram presented Mr. Dinn with the gavel he had used during his term of office as President, a past president's pin and a President's ring, which was a gift from the Association. On behalf of all members of the NLTA, he thanked Mr. Dinn for his dedication to teachers and to education during his years of involvement with the Association and particularly during his four years as President. Mr. Dinn then briefly addressed the assembly. During his address he referred in particular to Mr. Perry Downey, Administrative Officer, Programs and Services, who would be retiring from his position at the end of April, and thanked him for his service to the Association.

B. Remarks from Retiring Executive Member

The President thanked Ms. Sherri Rose and Ms. Jeanne Williams, members of the 2015-17 Provincial Executive who would not be returning to Executive, for their service to the Association. Ms. Williams briefly addressed the assembly.

C. Installation of the President

Mr. Dinn administered the Oath of Office to Mr. Dean Ingram, NLTA President for 2017-19, who then briefly addressed delegates.

D. Convention Committee Reports

1. Scrutineers

Ms. Kim Siegfriedt, Chairperson of the Scrutineers Committee, reported that the election of Executive had been carried out in accordance with the Association's by-laws and no irregularities had been reported. She thanked the members of her Committee and the Electoral Committee for their work during the Convention.

Siegfriedt-D. Goodyear: That the ballots from the election of the 2017-19 Executive be destroyed.

CARRIED

2. Resolutions

Mr. Ryan White, Chairperson of the Resolutions Committee, reported that all resolutions, with the exception of New Business resolutions, had been dealt with. He thanked the members of his Committee for their assistance during Convention.

3. Steering

Mr. Jim Dinn, Chairperson of the Steering Committee, stated that all business had been completed with the exception of New Business resolutions, the acceptance of the date for the next BGM and the closing of Convention. He thanked the members of his committee for their assistance during Convention. In particular, he thanked Mr. Don Ash for taking on the role of the Chairperson of Convention.

E. New Business Resolutions

The Chairperson noted that in order for New Business resolutions to be dealt with at BGM there must be unanimous consent of the assembly. Consent was obtained and the following resolutions were introduced.

Resolution 1 –

Field-K. Fifield: That the NLTA establish an ad hoc committee to investigate the feasibility of remuneration for the Vice-President and NLTA Executive.

CARRIED

Resolution 2 –

Davis-Leslie: That the NLTA challenge any school board policy that directly relates to teaching and learning that is not supported by evidence-based research.

DEFEATED

F. Date of the Next Biennial General Meeting

Dinn-Ingram: That the 2019 Biennial General Meeting of the Newfoundland and Labrador Teachers' Association take place from April 23-26, 2019, or at a time designated by the Provincial Executive.

CARRIED

G. Closing of Convention

Mr. Ash thanked all delegates for their attendance at the BGM and wished all a safe journey home.

VIII. ADJOURNMENT

K. Fifield/Doyle-Gillingham: That the meeting adjourn.

CARRIED

The Chairperson declared the 2017 Biennial General Meeting of the Newfoundland and Labrador Teachers' Association closed at 10:00 a.m.

CONFIRMED:

PRESIDENT

EXECUTIVE DIRECTOR

DATE

DATE

GMC

NOTE: All sessions of the Biennial General Meeting were digitally recorded and are on file at the NLTA Office.

REPORT ON RESOLUTIONS FROM THE 2017 BIENNIAL GENERAL MEETING

[NOTE: Action on each resolution is printed in **bold** text following the resolution.]

CATEGORY A: ASSOCIATION

Electronic Voting for Provincial Executive Election at BGM

4. That the NLTA investigate the feasibility of electronic voting at BGM with the possibility of having this system ready for the 2021 BGM. **(Appalachia)**

CARRIED AS AMENDED

Investigation was completed and a presentation regarding the feasibility was presented to the March 2018 Joint Council Meeting. Voting was considered under two scenarios — resolutions and elections. While the technology does exist to allow for electronic voting for both formats during BGM sessions, the costs would be approximately \$6000 for resolution voting and \$6000 for voting stations for elections. It was determined that electronic voting for Provincial Executive may be feasible without any required changes to By-laws, but would require policy changes. There was not deemed to be any time savings to the business meeting to warrant electronic voting on resolutions.

Expenses for Pre-Retirement Seminars

5. That the NLTA pay the travel expenses of teachers attending the pre-retirement seminar at the full rate of kilometres. **(Clarenbridge)**

CARRIED AS AMENDED

Beginning in the 2017-18 fiscal year, travel for pre-retirement seminars has been reimbursed at the rate established per Association Financial Guidelines Policy – Travel Expenses.

Maximum Funds for Branches

6. That the Association establish a maximum amount of funds which branches are permitted to accumulate in their account, such amount to be determined by Provincial Executive in consultation with branch presidents at the Fall 2017 Joint Council meeting. **(Appalachia)**

REFERRED TO EXECUTIVE

This resolution was carried by Provincial Executive. The MBS Committee conducted a consultation session with Branch Presidents at the October 2017 Joint Council Meeting. The committee recommended that the NLTA establish a maximum amount of funds that any branch can have in their account and that the “maximum amount” be based upon the calculation of $(\$700 + \$6 \text{ per member}) \times 2$.

It is further recommended that this be implemented for the 2020-21 school year. This recommendation was approved at the October 2018 Provincial Executive Meeting and the March 2019 Joint Council Meeting.

CATEGORY B: PROGRAMS AND SERVICES

Survey re Parent-Teacher Interviews

7. That the NLTA survey its members to determine how parent-teacher interviews are conducted across the province with the goal of working with the school district to have common parent-teacher interview times based on similar school configurations and teacher workload, such findings to be presented at a Joint Council meeting during 2017-18. **(Appalachia)**

CARRIED AS AMENDED

In October 2018, a survey was sent to administrators on how parent-teacher interviews are conducted across the province. There were 196 responses to the survey. The results were presented to Joint Council during the October 2018 meeting. This issue was also discussed at a liaison meeting with NLESD HR staff. NLESD policy re the Use of Instructional Time also speaks to this, allowing schools to use up to five hours of instructional time per year for parent-teacher interviews when coupled with evening sessions. It would be challenging to standardize the placement and duration of evening sessions based on school configuration as student enrollment and other factors (i.e. schools where many of the teachers commute) are relevant considerations at the school level. The opening package for the most recent round of negotiations included a proposal for all parent-teacher interviews to take place during the regular school day.

IEP Meetings

9. That the NLTA lobby school boards to ensure, to the extent possible, that student Individual Education Plan meetings occur during school hours. **(Conception Bay South)**

CARRIED AS AMENDED

The Professional Issues Committee discussed this at their meeting in January 2018. Workload (Article 29.01) and Schedule E concerns were raised to the Districts. Correspondence was sent to the Associate Director for NLESD to reiterate NLTA position on workload and length of the school day. The CSFP confirmed that meetings are scheduled during the school day whenever possible. The opening package for the most recent round of negotiations included a proposal that every effort be made to schedule IEP meetings during the instructional day.

Kindergarten Class Size

10. That the NLTA lobby school boards to split Kindergarten classes whenever class size exceeds the cap of 20 students. **(Conception Bay South)**

CARRIED AS AMENDED

This was discussed at several MBS Committee meetings. Correspondence was sent to the NLESD Associate Director to document the NLTA's position on this matter. Class size, including kindergarten, has been a focus in the Association's pre-budget submissions and the "Invest in our Kids" campaign. The opening package for the most recent round of negotiations included a proposal for a "hard cap" of 12 students for kindergarten classes.

Physical Space for Teachers

11. That the NLTA lobby the Department of Education and school boards to ensure each teacher who is responsible for students has adequate physical space in which to teach those students. **(Conception Bay South)**

CARRIED

Discussion occurred at several MBS Committee meetings. Correspondence was sent to the Associate Director at NLESD and to the Director of Curriculum at EECD. The opening package for the most recent round of negotiations included a proposal that the number of students in laboratory, workshop, computer and technology classes not exceed the number of available student work stations. In all cases, the NLTA insists that class size not exceed what is allowed under the fire code.

Teacher Allocations

12. That the NLTA lobby the Department of Education and school boards to move to a true needs based teacher allocation model as opposed to a budget based model. **(Green Bay)**

CARRIED AS AMENDED

This was discussed at the MBS Committee meeting in January 2019. This was also raised in various conversations with EECD officials and through detailed proposals on class size and case load limits in the opening package for the most recent round of negotiations. In consultation with the MBS Committee, the NLTA staff representative on the Premier's Task Force Committee dealing with the new draft RTL Policy is considering how the Policy (EECD) affects this issue. The NLTA has consistently presented in Pre-Budget Consultation Sessions, collective bargaining and meetings with EECD officials that teaching resources are not adequate to meet the needs of the current school system.

13. That the NLTA lobby the government to apply the same classroom caps in French Immersion as in English. **(Labrador West)**

CARRIED AS AMENDED

This was discussed at MBS Committee meetings, as well as with the NLESD Associate Director in Spring 2018. Follow up correspondence was sent to the Associate Director in Spring 2019. The Association has and continues to advocate for improved class size caps for all subject areas, without distinction, through pre-budget submissions, collective bargaining, and the “Invest in our Kids” campaign. As part of the current consultation process on the Schools Act, the NLTA has argued that where French Immersion systems exist, specific allocations must be provided.

14. That the NLTA enter into discussions with the Department of Education and school boards to come up with a fair, responsible and ethically sound allocation formula for speech-language pathologists taking into consideration workload and geographical responsibility. (Speech-Language Pathologists Council and Labrador West)

CARRIED AS AMENDED

The MBS Committee discussed this at several of their meetings. Ongoing and continuous discussions have occurred with Department of Education and District officials on this matter, including highlighting the ongoing challenges of this matter being a “roadblock” in recruiting SLPs for vacant positions throughout the province. There have been various communications with Directors of HR in regions where this has been an issue. NLTA staff are also working with the SLP SIC on this matter to advocate and make the case for improved caseload numbers. The opening package for the most recent round of negotiations included a proposal on allocations and case load limits for SLPs.

Non-Teaching Day for Report Preparation

15. That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal for one non-teaching day during each reporting period for the purpose of report preparation. (Labrador West)

CARRIED AS AMENDED

The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck. In the 2016-2020 Provincial Collective Agreement, the Association was successful in negotiating a provision guaranteeing one non-student contact day per school year for report card preparations.

Cap on Multi-Grade Classrooms

16. That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal to place a cap on multi-grade classrooms of a maximum of two grades per class. (Labrador West)

CARRIED AS AMENDED

The NLTA opening package for the most recent round of negotiations had already been approved at the time of BGM 2017 and contained a proposal for class size caps for multi-grade classes. The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West

Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck.

Speech-Language Pathologist Issues

17. That the NLTA enter into discussions with the Department of Education and school boards to address the issue of recruitment and retention of school based speech-language pathologists in this province. (Speech-Language Pathologists Council)

CARRIED AS AMENDED

The Professional Issues Committee discussed this at their meeting in January 2018. The committee solicited input from the Speech Language Pathologist SIC. Recruitment strategies were discussed with the District. The NLESD has hired a retired teacher to fill one position, but currently has unfilled positions. The District has advertised nationally through Career Beacon and Indigenous organizations, and attempts to recruit university students enrolled in SLP programs. Correspondence was sent to the NLESD Associate Director expressing concern over vacant positions, stressing the significance of 'every effort' and requesting updates on recruitment efforts. The CSFP has hired, on permanent contract, a French language SLP who services all schools. Previously, CSFP contracted with English SLPs, SLPS from Quebec, or sent students to private English language SLP clinics.

18. That the NLTA enter into discussions with the Department of Education and school boards regarding the specific professional development (PD) needs of speech-language pathologists. (Speech-Language Pathologists Council)

CARRIED AS AMENDED

This was discussed at Professional Issues Committee meetings. Concerns were raised with the NLESD. Programs and Services staff advocated for a meeting with NLESD staff. The NLESD and SLP SIC representatives met to discuss strategies to address PL needs of SLPs. The NLESD has offered additional PL through webinars and provided funding to support SLP PL initiatives. Correspondence was sent to the NLESD Associate Director enquiring about future/ongoing plans for PL for SLPs and requesting continued cooperation and funding. The CSFP pays professional fees for their SLP and provides funding for PL.

Dedicated Space for Online PD

19. That the NLTA lobby the school boards to ensure an appropriate dedicated space is provided to teachers who are required to complete online PD within their schools. (Conception Bay South)

CARRIED

The Professional Issues Committee discussed this at their meeting. Concerns were brought forward by Programs and Services staff in discussions with District officials. Correspondence was sent to the NLESD Associate Director requesting assurances that appropriate space, time and resources are available for online PL. The CSFP provides laptops to all teachers for online PL. Investment in Wi-Fi has improved reliability.

Course Percentages

20. That the NLTA discuss with officials at the Department of Education and Early Childhood Development the need to review, and possibly change, the current “Recommended Time Allotments” for each subject area. (St. John’s Centre)

CARRIED

This was discussed at Curriculum Committee meetings and Programs and Services staff raised concerns in discussions with EECD officials. EECD indicated it develops time allotments with teacher working groups and assured NLTA that the expression “recommended time allotments” provides for minimum time standards and allows for flexibility for teachers and schools. The Curriculum Committee members expressed preference for maintaining some teacher autonomy.

RESOLUTIONS FROM THE FLOOR

- FL1 That the NLTA establish an Ad Hoc Committee of NLTA members to review the policy, procedures and regulations for the province-wide vote for Vice-President and President.

CARRIED

A committee was established: Derek Drover (Chair); Steve Brooks (Staff Consultant). The committee has recommended By-law and Policy changes to be presented at BGM 2019. The recommendation, if adopted, will allow the NLTA to move to an electronic ranked ballot election which would provide opportunity for unsuccessful candidates to run for Vice-President.

- FL3 That the NLTA Collective Bargaining Committee consider for inclusion in the next round of negotiations, a proposal to reinstate sick leave provisions to those that were in place prior to 2006 and that this be done for all teachers.

CARRIED

This was included in the NLTA opening proposals for the most recent round of negotiations. The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck.

- FL4 That the NLTA lobby school districts to ensure that if students require the use of technology to meet outcomes, the school district must provide the necessary devices.

CARRIED

This was discussed at a meeting of the Professional Issues Committee. Programs and Services staff discussed the concerns with school district officials. Correspondence was sent to the NLESD Associate Director stressing the need for adequate technology equipment and supports to meet outcomes. The CSFP addresses this in policy and is unaware of any issues with lack of necessary technology resources. The NLTA continues to advocate with EECD for a more streamlined process to ensure timely delivery of dedicated assistive technology for students with diagnosed needs.

- FL5 That the NLTA lobby school districts to institute and enforce a ban on students having/using their own personal electronic devices in school.

REFERRED TO EXECUTIVE

This resolution was defeated by Provincial Executive. The Professional Issues Committee discussed it during their meeting on November 14, 2018 and the committee recommended that the resolution be defeated. The committee members believed that the resolution was too restrictive for teacher autonomy and would be onerous for teachers and administrators to enforce. The committee's recommendation was approved by Provincial Executive at the November 30, 2018 meeting.

- FL6 That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal that would require school districts to take a stronger approach in imposing and enforcing consequences for students who exhibit extreme and/or chronic misbehavior.

CARRIED

The NLTA opening package for the most recent round of negotiations had already been approved at the time of BGM 2017. In the most recent round of negotiations for the 2016-2020 Provincial Collective Agreement, NLTA achieved strengthened language to require the Districts to support and protect teachers who are victims of harassment, as well as discipline and/or deal with those who perpetuate such actions. Changes were also proposed to the definition of harassment under the agreement, such that a linkage to specific enumerated grounds is no longer required. The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck.

- FL7 That the NLTA investigate the feasibility and desirability of holding BGM during August instead of the Easter break.

REFERRED TO EXECUTIVE

This resolution was carried by Executive. Investigation was completed and it was determined that the hotel room costs for August would be 61.3% greater. Other considerations included possible negative impact of attendance during the summer months. It was also noted during a discussion of this item at the Joint Council meeting in November 2015. The majority felt that BGM should continue to be held during the Easter break.

- FL8 That the NLTA report back on the feasibility of electronic voting at future BGMs at a 2017-18 Joint Council meeting.

CARRIED

A presentation regarding the feasibility of electronic voting was presented to the March 2018 Joint Council meeting. Voting was considered under two scenario — resolutions and elections. While the technology does exist to allow for electronic voting for both formats during BGM sessions, the costs would be approximately \$6000 for resolution voting and \$6000 for voting stations for elections. It was determined that electronic voting for Provincial Executive may be feasible without any required

changes to By-laws but would require policy changes. There was not deemed to be any time savings to warrant electronic voting on resolutions.

- FL9 That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal that the first week of school be for teachers only to prepare their classes.

CARRIED

The NLTA opening package for the most recent round of negotiations had already been approved at the time of BGM 2017. The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck.

- FL10 That the NLTA Collective Bargaining Committee consider for inclusion in the opening proposals for the next round of negotiations a proposal to provide teachers with three days of annual leave to be used at teachers' discretion for promotion of teacher wellness/health.

CARRIED

The NLTA opening package for the most recent round of negotiations had already been approved at the time of BGM 2017. Opening proposals following the expiry of the 2012-2016 Collective Agreement proposed five personal leave days for teachers. The new Provincial Collective Agreement was ratified on March 1, 2019. Negotiations for the Labrador West Collective Agreement are in progress. New Collective Bargaining Committees have not yet been struck.

- FL11 That the NLTA enter into discussions with districts and the Department of Education to include teaching methods for multiage/grade and combined grades in the program of study documents and curriculum guides provided by the Department of Education.

CARRIED

The Curriculum Committee discussed this at their meeting. Programs and Services staff advocated to EECD the need for PL resources and strategies when creating and updating curriculum. EECD offered multigrade PL for play-based learning through its website and has some online PL resources designed for multiage settings. EECD transferred shared lesson repository to NLESD. The NLESD has created sessions specifically for multigrade/age teachers for implementation of play-based learning. Correspondence was sent to the NLESD Associate Director stressing the need for PL supports in this area. The CSFP plans all non-grade specific PL with this perspective since most of their classrooms are in these categories. CSFP are creating resources for teachers to identify linkages between outcomes across grade levels.

- FL12 That the NLTA enter into discussions with districts and/or the Department of Education to provide a clear definition of what constitutes a small school.

CARRIED

Programs and Services staff have engaged in discussions with the Small Schools SIC and EECD officials on this matter. Input from NLTA staff and small schools representatives led to some increase in allocations for small schools involved in Phase 1 of the Premier's Task Force implementation. The

opening package for the most recent round of negotiations included proposals for class size caps in small/multi-grade schools, as well as an allocation to provide support for schools in which students receive CDLI instruction.

FL13 That the NLTA policy re Negotiating Team for Provincial Negotiations be amended to include a specialist teacher (e.g. music, physical education or fine arts teacher).

REFERRED TO EXECUTIVE

Provincial Executive defeated this resolution. The Association policy currently requires for geographical, gender, and generational representation along with a requirement that primary/elementary teachers, intermediate/high school teachers, administrators, District/regional office staff and substitute teachers are represented. It was felt that ample opportunity for representation currently existed within the team.

FL14 That the NLTA consider reserving a pool of surplus funds that branches can apply for to fund alternates to BGM and Joint Council to improve member engagement, such to be discussed at a future Joint Council meeting.

CARRIED

This resolution was defeated by Provincial Executive. This issue was discussed at the October 2018 Joint Council Meeting. The MBS Committee recommended that Provincial Executive defeat this motion. Several concerns were brought forward by the MBS Committee including the extra cost that this would entail (~\$67000 by way of accommodations, meals, travel and substitute teacher costs for 49 additional teachers). A concern was also expressed that large numbers of non-voting attendees may impact the productivity of the meeting. The committee also discussed the fact that there are other ways to engage members at the branch level that should be considered first.

FL15 That the NLTA lobby the Department of Education and school districts to have limits placed on the amount of supervision time teachers can be required to do in a given day/cycle.

CARRIED

This was discussed at several MBS Committee meetings. Correspondence was sent to the Associate Director of Education to express NLTA's concerns on this matter. The opening package for the most recent round of negotiations included proposals to place limits on teacher supervision of students.

NEW BUSINESS RESOLUTIONS

NB1 That the NLTA establish an Ad Hoc Committee to investigate the feasibility of remuneration for the Vice-President and NLTA Executive.

CARRIED

A committee was established: Derek Drover (Chair); Steve Brooks (Staff Consultant).

Recommendations regarding remuneration for the Vice-President were approved by Provincial Executive at the January 2019 meeting and endorsed at the March 2019 Joint Council meeting.

RESOLUTIONS ON BY-LAW CHANGES REFERRED TO PROVINCIAL EXECUTIVE

BY-LAW X – Convention [Number of Delegates per branch to Attend BGM]

That By-law X – Convention be amended in part to read: “Delegates shall be elected from the legally constituted local and regional branches in the ration of one to every ~~85~~ 100 members, or fraction thereof, in the branch.”

REFERRED TO EXECUTIVE

This resolution was defeated. A review of Branch membership indicated that only four branches have between 75 and 100 members. There are 29 branches with less than 75 members and as such, would not see any benefit. Sixteen branches have in excess of 100 members, of which nine branches would benefit with more delegates. The four branches with membership between 75 and 100 would see a total increase of four (4) delegates resulting in four (4) fewer funded alternate positions. The nine branches with membership over 100 would see a total increase of 13 delegates, with the largest branch, Marconi, receiving three (3) additional delegates. The intent of the motion is to provide more delegates to smaller branches; the result would be more delegates for the largest branches.

PROCESSING OF RESOLUTIONS TO THE 2019 BGM

A total of 58 resolutions were submitted from branches and special interest councils. Three resolutions dealt with the same issue and were combined as one (#45) with the names of the sponsoring branches attached. Resolutions 9, 21, 22, 30, 36, 43, 50, 51 and 53 are current policy of the Association and no vote is required. This leaves 47 resolutions to be dealt with at BGM 2019. The resolutions were then categorized under two main headings – Association and Programs and Services – and published in the Convention issue of *The Bulletin* accompanied by the name of the branch/council which submitted the resolution.

All remaining resolutions were then assigned to various standing committees which developed recommendations for the Executive on each of the resolutions. (The recommendations follow the listing of each resolution in the **2019 Resolutions tab** of the Convention kit.)

As per current policy, a motion to accept all resolutions which are recommended to be carried or carried as amended will be placed before the delegation at the commencement of the debate on resolutions. Delegates wishing to debate these motions should request that they be removed from the block motion.

For resolutions or proposed by-law changes submitted to the BGM by a branch or special interest council, a registered delegate for that branch/council will be given the privilege of moving the resolution and speaking to it. The right to close the debate will also be granted to the mover.

All speakers to each motion at the Convention will be limited to three minutes per speaker. When three speakers have spoken in succession on one side of a motion, a call will be made for a speaker on the other side and, if there is no speaker, then the vote would take place after the mover of the original motion has had the opportunity to close debate.

During the initial voting on by-law amendments and/or the introduction of new by-laws, the Scrutineers Committee will be required to count the vote (where the vote is close) rather than wait for a division call.

Resolutions From The Floor may be presented for consideration during Convention only if these resolutions have a direct bearing on, or relevancy to, business discussed at Convention. These should be written on the proper motion form provided on your tables and may be submitted to any member of the Resolutions Committee. The committee will review and edit these resolutions as necessary, and steer them through Convention on the last day. At that time, the resolution must be brought to the floor by the person who moved it. If that person is not in attendance as a delegate at that time, then the resolution will not be placed before the Convention. If the original seconder for the motion is not in attendance, then the person moving the resolution must request an alternate seconder from the delegates in attendance in order to place the motion on the floor.

Resolutions that do not meet the criteria of *Resolutions From The Floor* will be processed by the Resolutions Committee as New Business Resolutions. New Business Resolutions are addressed at the end of the BGM schedule, time permitting.

RESOLUTIONS TO THE 2019 BIENNIAL GENERAL MEETING

CATEGORY A – ASSOCIATION

Teachers at BGM as Observers

1. That the NLTA reserve a pool of funds to permit teachers in their first two years to attend BGM as observers. The number of teachers and the application process would be determined by Provincial Executive. **(Appalachia)**

Explanatory Note:

While Education students may attend BGM, it is also important to involve those teachers just starting their career. An early involvement and understanding of all aspects of the Association will hopefully increase engagement. While teachers are able to attend BGM as delegates and alternates, it is felt that an additional invitation should be extended to new and interested teachers to attend as observers.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA reserve a pool of funds to permit **early career** teachers ~~in their first two years~~ to attend BGM as observers, **subject to review after BGM 2021**. The number of teachers, **eligibility criteria**, and the application process would be determined by Provincial Executive." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

Based on hotel rates for BGM 2019 and costs incurred during BGM 2017, the estimated average cost per BGM attendee is \$1,570.66 (hotel, travel, meals, etc.). The overall cost would depend on the number of observers approved to attend. The amendment suggested is meant to address a concern that the "first two years" descriptor is open to interpretation. Does it mean the first two years of active membership or does it mean the first two years in a regular teaching position? By inserting the reference to "early career teachers" and adding "eligibility criteria" it is felt Provincial Executive would be able to ensure a fair and transparent selection process.

CATEGORY A – ASSOCIATION (CONT'D.)

MUN Education Students Attend Joint Council

2. That the NLTA extend an invitation to Memorial University Education students to attend a Joint Council meeting and to cover reasonable taxi fare to attend such a meeting. The number of students and amount of funds available would be determined by Provincial Executive. (**Appalachia**)

Explanatory Note:

Extending the invitation to future teachers to become informed about the workings of the Association will increase their knowledge and hopefully their interest in being more involved members.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA extend an invitation to Memorial University Education ~~students~~ **student representatives** to attend ~~a~~ **one** Joint Council meeting **per year** and to cover reasonable taxi fare to attend such a meeting. The number of students and amount of funds available would be determined by Provincial Executive." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

Based on the October 2018 invoice, the additional hotel-related costs (coffee breaks, luncheon, social) to attend a Joint Council meeting is approximately \$103.85 per attendee. Assuming a two day meeting and the MUN attendees would not require hotel rooms, we would estimate an \$80 per day round trip cab fare per attendee (assumes they are not cabbng from MUN) for a total estimated cost of \$263.85 per attendee. Total overall cost would depend on number of MUN students approved to attend. By amending to reference student representation, it was felt the same model allocating faculty society presidents to attend BGM could be used.

CATEGORY A – ASSOCIATION (CONT'D.)

Branch Alternate to Attend Joint Council

3. That the NLTA reserve a pool of funds for 2019-2021 such that branches can apply to fund one alternate per branch to one Joint Council meeting over the two-year period. This would be a two-year trial and would be evaluated in 2021 as to its effectiveness and the results presented at the 2021 BGM. (**Appalachia**)

Explanatory Note:

One potential way to engage teachers is to offer them the opportunity to attend a Joint Council Meeting every two years. While there is a cost involved, the Association is currently in a positive financial position and can well afford such an opportunity. Alternates at a Joint Council Meeting would first be done on a trial basis to survey its benefit to the Association.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA reserve a pool of funds, **not greater than \$80,000** for 2019-2021 such that branches can apply to fund one ~~alternate~~ **observer** per branch to one Joint Council meeting over the two-year period. This would be a two-year trial and would be evaluated in 2021 as to its effectiveness and the results presented at the 2021 BGM." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The estimated cost to have additional teacher observers attend a Joint Council meeting is \$1,569.05, having all 49 branches have alternates attend over the two-year period would have a total cost of \$76,884 (\$19,221 per meeting, spreading the alternates evenly over the four meetings). Estimated costs include hotel rooms, per diems, additional hotel costs and the teacher leave cost estimates. The first proposed amendment establishes a maximum fund. The second addresses a concern that some branches should not have alternates when others would not. Having observer status would not allow for participation in the debate or vote of Joint Council. It would be strictly an opportunity to observe the Joint Council process.

CATEGORY A – ASSOCIATION (CONT'D.)

Longer Term for President and Vice-President

4. That the NLTA explore the positive and negative consequences of having the NLTA President and Vice-President serve longer terms, rather than the current two-year term. Once findings are produced they are to be presented to the NLTA membership.
(Appalachia)

Explanatory Note:

The current two-year term of NLTA President and Vice-President may not be the most beneficial term length for the Association or for those serving in these positions. A longer term may encourage a wider selection of candidates for these positions, provide stronger consistent leadership, and save the NLTA money.

Executive's Recommendation: CARRIED

Rationale for Executive's Recommendation:

The cost saving associated with longer terms would be minimal. There will be a discussion on adopting electronic voting to elect the President and Vice President at this BGM. Depending on the term length proposed (i.e. three-year term) there would be savings related to relocation costs (\$10,000 budgeted) (every three years vs. every two). The move to a term length greater than the current two may have tax implications; currently CRA considers a position of two years or less to be temporary and assuming all other conditions are met provided housing or a housing allowance is not considered a taxable benefit. While the Association could apply to CRA for an exemption, there is no guarantee this would be granted and any housing or allowance provided would be considered a taxable benefit.

CATEGORY A – ASSOCIATION (CONT'D.)

Funding Alternates to BGM

5. That the NLTA fund costs for an alternate delegate to attend a Biennial General Meeting from any branch. (Ganovia)

Explanatory Note:

This explanation is two-fold. First, yes a large branch has more delegates than smaller branches, hence the reason why having an alternate for small schools made sense. But, let's say, a branch with 20 members is represented by one vote, but if that member can't make it, then someone is there to fill in. For my branch, Ganovia, we have 262 members and 3 delegates. That means each delegate represents approximately 87 members each. If one delegate cannot make it, there is no one to represent those 87 people. Therefore, 20 members have more voting rights than the 87 members from a large centre. This seems unfair. Second, an alternate only has voting power if a delegate cannot attend. The vote ratio does not change. We are looking for membership engagement and most of us know here at BGM that being a part of these meetings gives a whole new perspective of the NLTA and is a great learning experience for all teachers.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The total estimated cost to have all 49 branches have an additional funded alternate attend BGM would be \$76,962.33. This would mean an additional cost of \$36,110 per BGM. There would likely be additional costs from Eastern Audio for additional microphones, etc. Parking, which is already a point of concern at BGM, would be aggravated. If the Sheraton were unable to accommodate the additional alternates in the existing meeting space there would be additional costs associated to moving BGM to the Convention Centre and Delta Hotel. Additional hotel rate for all delegates would be \$14 per night plus \$14 per day for parking. Currently, if a branch delegate is unable to attend BGM, the branch can select another delegate to attend in their place. Branches continue to be able to fund an alternate out of branch funds. Delegates for each branch represent all members of the branch, not only a group of members. If there is a concern about a branch not being able to exercise all of its voting rights, a suggestion would be a motion from the floor that would entitle any delegate to exercise all or some of the branch voting cards in the absence of a delegate. This is the practice used at the Canadian Teachers' Federation and the Canadian Association for the Practical Study of Law in Education general meetings.

CATEGORY A – ASSOCIATION (CONT'D.)

Restructuring of Joint Council

6. That the NLTA do an internal review to restructure Joint Council to create a more accurate representative model. **(Ganova)**

Explanatory Note:

The current model only implements regional representation when it should consider demographic representation. Some at my branch feel young teachers were not represented in the last contracts and feel Joint Council is the most important body that makes the majority of decisions.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

Joint Council is an important element of the overall NLTA governing structure. It has the ability to make advisory motions, approve policy changes by Executive and make recommendations on tentative agreements accepted by Executive. The current structure is built upon the principle that all branches have an equal vote at Joint Council and that Joint Council comprises only NLTA Provincial Executive and Branch Presidents. Branches represent all teachers in a branch and every teacher has the opportunity through branch meetings and elections to have their voice heard. If the intent of the motion is to re-examine the representative structure of Joint Council, the first step should include a review of branch viability.

CATEGORY A – ASSOCIATION (CONT'D.)

Number of Terms a President Can Be in Office

7. That the NLTA determine the feasibility of changing the maximum number of terms of office for the President of the Association from two to three terms. **(Green Bay)**

Explanatory Note:

There should be ample opportunity for the membership to vote for a President who wishes to run for a third term in office.

Executive's Recommendation: NO POSITION

Rationale for Executive's Recommendation:

A similar resolution to BGM 2017 was defeated.

CATEGORY A – ASSOCIATION (CONT'D.)

Administrative Officer Information Package

8. That the NLTA develop an information package for NLTA members who are striving to work at the NLTA as future Administrative Officers that would include, but not limited to expectations of qualifications, education and experience. **(St. John's Centre)**

Explanatory Note:

The purpose of this package would be to assist current NLTA members to be successful candidates in job competitions.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

Currently, the desired qualifications, skills and experience are provided to all potential candidates through the job advertisement. In addition, all NLTA policies and the collective agreements are available through the NLTA website. Information on recent arbitration decisions are printed in *The Bulletin* and available online. In cases of candidates selected for interviews who are unsuccessful, an in-person debriefing on their responses to questions, along with NLTA expectations, are made available to candidates following the selection process. In some cases individuals have used these meetings to learn what steps they should take to be successful.

This would require assigning an Administrative Officer to develop the information requested and to identify those interested in pursuing a career as an Administrative Officer. There is also a concern the supplying of such packages would have on the interview process and the ability of Executive to assess each candidate.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Engagement Committee

10. That the NLTA strike a committee to solicit ideas/suggestions from teachers on how they wish to be informed and engaged in the union. (**Appalachia**)

Explanatory Note:

Teacher engagement is always an issue. We need to hear from teachers on best methods to inform them and what they are seeking from our organization.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

There had been an Ad Hoc Committee on Teacher Engagement that later became an NLTA Standing Committee. The committee had the mandate to address the emotional, practical and professional connection of teachers to the Association as a means of promoting growth, maintaining momentum (with consideration to the geographical, generational, pedagogical and individual needs of teacher) and building engagement by:

1. obtaining input and suggestions regarding membership engagement from various teacher audiences;
2. providing input and making suggestions to Provincial Executive on areas of membership engagement;
3. reviewing and monitoring activities in the area of membership engagement.

Consultation sessions were held with Joint Council to gather information on Membership Engagement in March 2014. All standing committees had input into the consultation sessions. An Action Plan was developed for Membership Engagement. A survey of the membership took place in 2014 on Membership Engagement. The Membership Engagement Committee grappled with the best approach to membership engagement and made some recommendations to Provincial Executive.

In February 2017 the following motions were passed by Provincial Executive:

1. That at the end of the term of the 2015-17 Membership Engagement Committee that the mandate and work of the Membership Engagement Committee be incorporated into the Communications/Political Action Committee and the name/mandate of that committee be revised to be Communications/Political Action/Membership Engagement.
2. That the 2017-19 Provincial Executive give consideration to having Membership Engagement as one of the Priorities for the NLTA when priorities are selected at the August planning meeting of Provincial Executive.

The 2018-19 Communications/Political Action Committee have discussed membership engagement and recently recommended a Teacher Recognition Program which was accepted by Provincial Executive. Other NLTA standing committees have also made recommendations concerning teacher engagement.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Removal of the Word “Pervasive”

11. That the NLTA lobby government to remove the word “pervasive” from all of their documents due to the negative connotation. (With the exception of a PDD diagnosis as it is a medical term) (**Special Services Council**)

Explanatory Note:

The word “pervasive” as defined by the Collins English Dictionary is an adjective that means something, especially something bad, that is pervasive, is present or felt throughout a place or thing. The Oxford Dictionary defines “pervasive” as an adjective (especially of an unwelcome influence or physical effect) spreading widely throughout an area or a group of people. We are not sure that there needs to be any further rationale for wanting this removed. The word was used in a news story this past year related to the missing funds/materials from the NLESD. “AG finds ‘pervasive’ financial rule breaking and oversight problems at NLESD”. There are much friendlier terms to use when talking about some of the most valuable students in our education system.

Executive’s Recommendation: CARRY

Rationale for Executive’s Recommendation:

In discussions between the NLTA and officials at the Department of Education & Early Childhood Development (EECD), it is clear that EECD is having the same discussion, to eliminate the use of the term “pervasive”. EECD “special services staff” no longer officially refer to students as having “pervasive needs.” Instead, they are looking at the possibility of replacing the term with “complex needs” when appropriate. Complex Needs in the Draft RTL Policy states:

***Complex Needs:** The challenges a child or youth is experiencing with such frequency, intensity, and/or duration that it adversely affects the health, learning and/or safety of self and/or others. These challenges occur across multiple domains (academic, behaviour, mental health, family relationships and/or physical health) and settings.*

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Teacher Access to Prescribed Curriculum Resources

12. That the NLTA lobby the NLESD and the Department of Education to ensure that teachers have access to the prescribed curriculum resources across all subject areas and grade levels and that, where necessary, these resources be delivered to schools for teachers to have access to these materials in order to effectively implement the curriculum. **(Music Council)**

Explanatory Note:

It has come to the attention of the Music Special Interest Council that new schools that have opened over the past number of years are operating without necessary curriculum resources in some subject areas, particularly music. New schools have been working together with administrators, the NLESD as well as the Department of Education to find a resolution to this ongoing concern but are yet to receive any printed resources as outlined in the curriculum. This applies to schools with various configurations, for example K-6, K-7 as well as 5-8 schools. This has caused great concern and frustration for teachers who are seeking a timeframe on when to expect resources with no answer in sight.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby the NLESD and the Department of Education to ensure that teachers have access to the prescribed curriculum resources across all subject areas and grade levels and that, where necessary, these resources be delivered to **all** schools (**existing and new**) **by the school opening date** for teachers to have access to these materials in order to effectively implement the curriculum." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

All teachers require curricular resources to be delivered in a timely fashion.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Update Special Services Language, Roles and Responsibilities

13. That the NLTA lobby the government for an updating of all special services language, roles and responsibilities. **(Special Services Council)**

Explanatory Note:

The Department of Education website previously had a section that explained roles and responsibilities, as well as definitions. The website was not only helpful for teachers, but was also very helpful for families who are trying to navigate their way through the education system.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

Although committee members acknowledged that updated language on the EECD website would be useful for all stakeholders, the committee recognized that there is significant work being done in this area as part of the Premier's Task Force action plan. The committee thought it advisable in this instance to wait for further developments from PTF. Since teachers are part of the working groups and NLTA is represented, there are opportunities to advocate for clear communication strategies.

The committee acknowledged the usefulness of the previous website and acknowledged that the area of special services is receiving significant attention as part of the action plan of the PTF.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Improve Methods of Reporting for Special Needs

14. That the NLTA lobby government to improve methods of reporting for special needs students that are more dignified for students and more user friendly for the teachers.
(Special Services Council)

Explanatory Note:

Students who are on a functional curriculum often work on some of the same life skills for their school careers. Teachers updating on the sometimes slow progress of these students is demeaning to the students. For example, Jack working on spelling J-A-C-K is a necessary skill if the student's name is Jack for a variety of reasons. However, updating the progress or lack thereof multiple times a year for years on end seems insensitive. There may not be a need for posting on each individual objective in a functional curriculum but rather a positive anecdotal report could be more positive.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The committee expressed some concerns that more anecdotal reporting might contribute to increased workload expectations for teachers. The committee felt that there are currently adequate opportunities for positive reporting. Committee members felt that it would be more advisable to adjust the outcomes when they are unmet by students on a functional curriculum. This would reduce the need for repeated negative reporting and protect the teacher against questions about why students are not progressing.

The committee recognized that there is a continuing problem of taking children off the prescribed curriculum in order to provide a functional curriculum. This requires the teacher to demonstrate that the student is incapable of meeting regular curricular objectives. The committee noted similar concerns for the process of moving students to the general curriculum in high school. In that respect, the committee acknowledged that the process of moving students seems to lack dignity at times, but felt the actual reporting of the program provides opportunities for positive comments.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Hiring of Itinerant French Special Education Teachers

15. That the NLTA lobby government to hire itinerant French special education teachers to address the needs of our students who struggle with their second language instruction.
(Special Services Council)

Explanatory Note:

The allocation of an itinerant French Immersion teacher would alleviate the frustration and stress from our teachers allowing them to become more productive in their classrooms and able to cope with the high demand of needs that are sitting before them. It would allow teachers to have a contact/liason to discuss concerns face to face while allowing strategies to be implemented for kids of learning difficulty. In turn, students would enjoy staying in the second language classroom and would avail of the learning styles that they so deserve while enrollment would remain intact and increase in our primary, elementary and junior schools.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby government to ~~hire~~ **create** itinerant French special education ~~teachers~~ **allocations** to address the needs of our students who struggle with their second language instruction." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The committee felt that any efforts to hire more people for the education system would be positive. They recognized the changing nature of French Immersion classrooms and the committee felt that there is a need for additional supports. The committee suggested a change to the language of the resolution to reflect that EECD does not actually do the hiring of teachers.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Hiring of Occupational Therapists

16. That the NLTA continue to lobby government to hire occupational therapists for the school system. (**Special Services Council**)

Explanatory Note:

There are high numbers of students in the school system with sensory needs that require occupational therapy consults and monitoring. The waitlist at the Janeway is long.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA continue to lobby government ~~to hire occupational therapists~~ **for occupational therapist allocations** for the school system." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The committee fully supported the spirit of the resolution. They noted that the current procedures for getting occupational therapist supports are time-consuming and felt that students would be much better served if there were OT positions directly in the education system. Committee members noted a need to change the wording of the resolution to recognize that EECD provides allocations, but does not hire teachers.

The committee noted the success of the NLTA in its efforts to protect Speech Language Pathologists and Educational Psychologists. The committee expressed hope that this success could lead to the inclusion of additional groups, including Occupational Therapists, in the future and was supportive of these efforts. The proposed changes to the language of the resolution simply reflect that EECD creates allocations and the Districts hire teachers. The committee noted that the resolution acknowledges the efforts of the NLTA in this area.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Committee on Special Education

17. That the NLTA lobby government to form a committee with the Department of Education, NLTA staff member, NLESD representative, and a special education teacher from junior high, and high school to discuss problems and issues with special education, and to work together to problem solve these concerns for our students. (Primary and Elementary are currently being addressed through the PTF). **(Special Services Council)**

Explanatory Note:

There appears to be many communication issues between the entities involved in education. By forming a committee that is working with common goals, some consistency within the system may be found.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "Be it resolved that the NLTA lobby government to form a committee with ~~the Department of Education, NLTA staff member, NLESD representative, and a special education teacher from junior high, and high school~~ **representation from EECD, NLTA, NLESD, CSFP, and currently practising special education teachers from primary, elementary, junior high, and high school** to discuss problems and issues with special education, and to work together to problem solve these concerns for our students. ~~(Primary and Elementary are currently being address through the PTF).~~" Then **CARRY AS AMENDED.**

Rationale for Executive's Recommendation:

The committee agreed with the resolution and thought that all stakeholders should have a voice. For that reason, the committee supported the resolution, but felt that it would be preferable to have representation from all levels of the school system, including primary and elementary. This would allow for richer information and more continuity throughout the system. The committee added 'currently practising' to ensure that the realities of today's classroom would be represented in the discussions of such a committee.

The committee noted that there used to be a committee with a similar purpose and thought that this would be helpful in the future. They thought that having primary and elementary representatives involved in current working groups was helpful and that having representation from higher levels would build on this success.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Special Education Training

18. That the NLTA lobby government to ensure that all teachers and administrators in the education system have completed some training in Special Education. (**Special Services Council**)

Explanatory Note:

With the inclusion model there are higher numbers of students in our classrooms with diverse special needs who may be on IEP and ISSPs. Without having an understanding of special education core aspects and terminology, it is very difficult to meet the needs of the special needs students in the classroom and in the building.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The committee acknowledged that all teachers have to deal with much more diverse classrooms than previously. However, the committee felt that there were several potential negative implications of this resolution. The committee thought it could lead to reduced protection for redundancies for Special Education/Instructional Resource teachers if all staff had training in special education. The committee thought that not all members would wish to have a requirement for additional training. There were additional concerns that having all teachers trained in special education might lead to reduced IRT allocations. The committee also felt that such an initiative might increase workload for classroom teachers.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

CPI Training

19. That the NLTA lobby the Department of Education to provide the leave time and training so that all new teachers (as a part of teacher orientation), and any existing teachers who have expressed an interest, have CPI training at the beginning of each school year.
(Appalachia)

Explanatory Note:

The culture and climate of the school and student body makeup is continually changing, made up of a variety of behavioural and mental health needs. CPI is not merely the physical aspect of necessary holds in emergency situations, but also a complete mindset change and a toolbox of useful strategies to use with students of all types, not just those with extreme physical behaviours. Teachers need every advantage available to them when dealing with a continually changing school environment and student climate. CPI training gives insight and allows teachers to support their co-workers in behavioural situations.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The committee felt that many teachers (new or already established) would not want this as it would likely place an expectation on them that they be required to use such CPI techniques since they would have the training. There was an Elementary Teachers' Federation of Ontario recommendation made to its members re the same concept and possible resultant expectations. The committee also raised the concern that there is a cost/retraining for teachers to stay certified every two years.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Virtual PD from Home

20. That teachers be given the option to complete virtual PD from home. **(Taylor's Brook)**

Explanatory Note:

Many teachers in rural schools travel in from other communities and the internet service at their homes is often much better than that at the schools. It is not uncommon for teachers doing the PD at school to have connectivity issues so it would seem to make more sense to sign in from a reliable source.

In January, one of our teachers was scheduled for PD and the school closed for weather. When he asked if he could do it the next day, he was told that the sub time would come out of our school bank as the sub was already booked, but if he wanted he could sign in from home. Many teachers that attended the PD that day were also connected from home because the weather closures were many.

If this is the case during “special circumstances”, why not make it an option on any day?

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The committee felt that if the resolution passed it might set a precedent and open the door to a requirement to complete PD on days of weather-related closures. The committee noted that the NLTA advocates against increasing requirements for teachers to work at home and that such a decision might weaken its arguments. The committee also raised concerns about social justice issues where some teachers might have access to resources at home, but others might not. There were also concerns about security issues, like encryption and a belief that the employer should provide resources and equipment required for work.

The committee felt that giving choice to teachers is generally positive and that there may be reasons why such a proposal would be beneficial in specific circumstances. However, the potential negative implications outweighed the positive aspects in the view of the committee. They noted that such a move might also suggest that the NLTA is supportive of teachers doing work from home with their own resources.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Primary French Immersion Cap Size

23. That the NLTA lobby the NLESD and the EECD to revisit the primary French Immersion cap size such that it is in line with the primary English class cap. (**Appalachia**)

Explanatory Note:

The French Immersion cap is higher than the English class cap. While French Immersion is a parental choice for their child, such a program decision should not create extra large classes that impact student learning.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby the NLESD and the EECD to revisit the ~~primary~~ French Immersion cap size such that it is in line with the ~~primary~~ English class cap. Then **CARRY AS AMENDED**."

Rationale for Executive's Recommendation:

The committee fully supported this resolution. They proposed a change in the language of the resolution to broaden its scope. The committee supports all efforts to reduce class size.

The committee did not see any reason to limit the resolution to the primary level. Efforts to reduce class size at all levels should be encouraged. The changing nature of French Immersion classes was recognized as another argument to support this resolution.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Reformat K-6 Report Card

24. That the NLTA lobby the Department of Education to alter the report card format for K-6 report cards. (**Ganova**)

Explanatory Note:

Revamping the report card format would allow for parent comprehension of the success of their child. Once the level of success is clearly communicated to parents, if necessary, early assessments and interventions could be identified to ensure students' success and confidence. Primary/Elementary teachers feel that the report cards are too broad and do not reflect student success or lack thereof. One outcome in Mathematics is Numbers. This outcome is very broad and a student may understand one topic of Numbers but not another. For example, the students know how to add decimals but cannot multiply them. These suggestions include:

- Online reporting such as PowerSchool so parents can keep up on any changes to their child's learning in real time.
- Space for success of specific curriculum outcomes and grade level benchmarks should be identified on the report card. This could be completed using a course specific drop down menu. This aims to allow for parents to understand where the child is successful and where the student can be assisted.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

The committee felt that passing this resolution could add to the workload for teachers. There was concern that adding space for more specific outcomes could increase reporting responsibilities. They noted that there are already several outcomes per subject area for each term. The committee believed that explanatory comments and interviews help inform parents/guardians presently.

The committee noted that presently, teachers are not permitted to identify specific reading benchmark levels. They did not think that further delineation of outcomes would make reports more informative for parents.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Elimination of Paper Copies of Report Cards

25. That the NLTA lobby the NLESD and the Department of Education to eliminate paper copies of report cards unless requested by the parent. **(Ganova)**

Explanatory Note:

With PowerSchool access, paper copies of report cards seem redundant. There should be a system where report cards can be printed when requested by a parent who does not have computer access, otherwise students and parents have full access to grades and comments at all times. This would also be environmentally friendly.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby the NLESD and the Department of Education to eliminate paper copies of report cards unless requested by the parent **or guardian, but continue to print a copy of final reports for the purposes of cumulative records.**"

Then **CARRY AS AMENDED.**

Rationale for Executive's Recommendation:

The committee was favourable to the resolution, but determined there was a need to change the language to reflect the role of cumulative records. Cumulative records are the permanent, official record for students at present and offer protection for teachers in many circumstances.

With the change in language, the committee felt that this offered choice to parents/guardians and would reduce the time and resources required for printing. The committee also recognized the positive impact on school copying costs.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Cleanliness of School Buildings

26. That the NLTA lobby EECD/NLESD for higher standards of cleanliness in school buildings. (St. John's Centre)

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby EECD/NLESD for ~~higher standards of cleanliness in school buildings~~ **increased allocations for maintenance staff in school buildings and that every effort is made to ensure sufficient staffing levels.**"

Then **CARRY AS AMENDED.**

Rationale for Executive's Recommendation:

The committee proposed amended wording because the intent of the resolution is to improve cleanliness. The committee felt that the best way to achieve this goal is to hire more maintenance staff. There were some concerns that the original wording was too general and could lead to higher expectations for teachers and possibly increased responsibilities for administrators.

The committee noted that problems often arise when maintenance staff are missing and not replaced. For that reason, the committee added the comments about ensuring sufficient staffing levels.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Equitable Access to Digital Resources

27. That the NLTA advocate that either the Department of Education and Early Childhood Development or the school district develop, maintain, and provide free access to a Virtual School Library Learning Commons for all Newfoundland and Labrador students, using a model similar to that provided by the Toronto District School Board: www.tdsb.on.ca/library. (**Teacher-Librarians Council**)

Explanatory Note:

At present, some school libraries provide access to virtual school library learning commons, i.e. school library websites that connect students to freely available and also subscription resources such as research databases, digital creation tools, and means of making global connections. Leveraging the digital world is a key tenet of Michael Fullan's Deep Learning model but at the current time, students in K-12 in our province do not have equitable access to these resources. Some schools can afford the subscriptions, many cannot. As we know, bulk purchasing of digital resources is often much cheaper.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA advocate that either the Department of Education and Early Childhood Development or the school district develop, maintain and provide free access to a Virtual School Library Learning Commons, ~~using a model similar to that provided by the Toronto District School Board: www.tdsb.on.ca/library~~ **and equitable access to digital resources** for all Newfoundland & Labrador students." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The committee agreed with the request for greater access to resources and stressed the importance of providing equity for all students. Although they agreed that was the spirit of the resolution, the committee wished to add "equitable access" to strengthen the language.

The committee did not see the need to restrict the model to the one proposed and decided to strike that reference from the resolution. They also expressed the need for greater support for learning resources generally in the education system.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Report Card Drop-Down Menu

28. That the NLTA lobby school districts to allow Primary/Elementary teachers to use the drop-down comments available in PowerSchool or provide them with a bank of approved comments to use for report cards. **(Conception Bay South)**

Explanatory Note:

Report card writing for Primary/Elementary teachers can take up a great deal of time. First, due to the nature of the way students in these grade levels are assessed and the need to use the 4 point rubric to report their achievement. Second, due to the inconsistency of what to include in the comments section and the amount of time it takes administrators to proofread each report card.

Allowing Primary/Elementary teachers to use the drop-down comments available in PowerSchool would eliminate the need for administrators to approve wording and proofread every report for typos/grammatical errors. Teachers should be provided with a digital bank of pre-approved comments to cut and paste if not approved to use the PowerSchool comments.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby school districts to allow Primary/Elementary teachers to use ~~the drop-down comments available in PowerSchool or provide them with a bank of approved comments to use~~ for report cards." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The committee felt that reporting is a significant workload issue for teachers. A list of available comments might reduce the time needed to complete reports. The committee thought this could make reporting more consistent within and across schools. The proposed change in language was intended to address concerns that 'approved comments' might be too restrictive.

The committee felt that the comment section is stressful and time consuming for teachers, although they acknowledged the valuable information that the comments can provide. The committee thought that this resolution would not limit teachers' ability to make comments and could be helpful in some circumstances.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Assistive Technology Accommodations

29. That the NLTA lobby school districts to ensure that each student who requires a specific device to meet their assistive technology accommodations has their own dedicated device for use at school, outside of any group sets of devices available to all other students.
(Conception Bay South)

Explanatory Note:

Often times, students requiring assistive technology to meet their documented accommodations do not receive a device that is specifically reserved for only that student. Instead, teachers must plan work and/or assessments around availability of a “set” of devices. If technology such as Chromebook or an iPad is listed on a student’s Record of Accommodations Form, that student should have a device that is dedicated solely for their use within the school building.

Executive’s Recommendation: AMEND AND CARRY

AMEND to read: “That the NLTA lobby school districts **and EECD** to ensure that each student who requires a specific device to meet their assistive technology accommodations has their own dedicated device for use at school, outside of any group sets of devices available to all other students.” Then **CARRY AS AMENDED**.

Rationale for Executive’s Recommendation:

The committee acknowledged that approved assistive technology is intended to be dedicated to specific students, but that this is not always the practice due to delays in processing requests. The committee wished to amend the resolution to reflect that EECD provides devices for students.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Additional Tech Support

31. That the NLTA lobby EECD/NLESD to hire more district tech support to deal with the mass amounts of technical supports needed in today's school environment – and to deal with the long wait times for such technical support. **(St. John's Centre)**

Explanatory Note:

Self-explanatory and an ongoing issue.

Executive's Recommendation: CARRY

Rationale for Executive's Recommendation:

NLTA receives regular calls and complaints about this issue. There are concerns about the long delays in getting work done and the impact on teaching and workload as a result.

The NLTA continues to advocate for teachers on this issue. The resolution is requesting hiring additional staff for this purpose. This would be helpful to teachers and administrators and not be seen negatively by members of another bargaining unit.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Administration Harassment on Social Media

32. That the NLTA lobby the NLESD to develop a strict policy to deal with issues of administration harassment on social media. (**Appalachia**)

Explanatory Note:

Administration harassment on social media is growing and getting more difficult to manage. The public and especially parents need to understand that this type of negative behavior is not appropriate and should not be tolerated.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA lobby ~~the NLESD~~ **school districts** to develop ~~a strict and enforce~~ policy to deal with issues of ~~administration~~ harassment **of NLTA members** on social media." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

No NLTA member should be subject to being harassed on social media (or any other medium). This is in line with both the Safe and Caring Schools Policy of EECd in addition to the Respectful Workplace Policy of NLESD.

The committee felt it would be appropriate to include all NLTA members in such a policy — not just administrators. The committee also felt that while current policy should cover this topic, the specific issue of harassment on social media is becoming more and more prevalent and as such, could warrant having its own unique policy or protocol for dealing with such behavior. The word "strict" was also omitted as it was seen as being redundant.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Student Assistant Duties

33. That teachers should not be expected to perform the duties of a Student Assistant on a regular basis. (**Appalachia**)

Explanatory Note:

With cuts in Student Assistant hours, an additional teacher or the administration is expected to supervise those students normally monitored by SAs during recess and lunch.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

There is a NL Court of Appeal ruling in a matter brought forward by NAPE re teachers doing the work/duties of student assistants. Application was made to bring the matter to the Supreme Court but was denied. The case essentially stated that in the absence of a student assistant (for whatever reason), a teacher could be required, indeed expected, to perform the duties normally associated with a student assistant.

There has been discussion with NLESD re protocol to follow when a student assistant is out and not able to be replaced with another student assistant. The protocol states that when this situation arises, the school admin should endeavour to reassign other student assistants in the building based on student need (portering, feeding, etc.) and only then when necessary, should a teacher be asked to perform the duties normally done by student assistants.

It was felt by the committee that the best way to address this concern is by advocating for more appropriate student assistant allocations.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Three-week Pay Gap

34. That the NLTA work with Teacher Payroll to develop a method such that those teachers who wish to avail of avoiding the three-week pay period be permitted to have an amount deducted from their cheque to offset the week without pay. This amount would be paid out during the third week of the three-week pay gap. (**Appalachia**)

Explanatory Note:

Teachers are still looking for ways to avoid the three-week pay gap. This may be a viable solution.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

As per Clause 22.01(b) of the Collective Agreement, a committee revisited this issue and was not prepared to make recommendations for change that would potentially be seen as negative by teachers (monthly or bi-monthly pay, reduced bi-weekly pay during a 27 pay period year, etc.) on a regular permanent basis as opposed to once every 5-6 years.

NLTA informs teachers well in advance as to when this occurs. The committee felt that personal/individual budgeting (in advance of the gap) would be one way for a teacher to deal with this. The committee also felt that having multiple options/methods for teachers to opt in/out of would not work given that there are already so many payroll issues. This could also be an additional workload item for school-based personnel in determining who is on what method of payment and dealing with issues that arise as a result.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Caps on IRT 1 and IRT 2

35. That the NLTA lobby government for a more organized approach to supporting inclusion and special education within the education system with specific caps on IRT 1 and IRT 2.
(Special Services Council)

Explanatory Note:

There is a major lack of organization in the current system. Students are falling through the cracks with the inclusion model. They are being excluded by the inclusion model. Systems such as the prior categorical and non-categorical special education and pathways were well-structured systems that ensured that student needs were being met in a well-organized and supported manner, and the Instructional Resource teachers are not overwhelmed with work. Student caps on teacher caseload helped to lead to a more enhanced teaching and learning environment. While the current system is 'needs based', it is difficult to truly determine student need through the pervasive needs online documentation.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

With the current roll out of the PTF recommendations (Phase 1 schools this year and Phase 2 and 3 schools in years to come) and with NLTA staff already on various levels of committees, it was felt best to refer this matter to Provincial Executive for consideration to see how things progress with the Phase 1 schools.

One of the teachers on the MBS committee is in a Phase 1 school and expressed her opinion that the matter of this resolution should be dealt with as the new RTL draft policy comes into place.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Cap on SLP Services

37. That the NLTA place a cap on SLP services. **(Special Services Council)**

Explanatory Note:

The caseloads of the SLPs in our province continue to grow. There is no doubt that all research today on speech and language focuses on the importance of early and intensive interventions. When SLPs are carrying hundreds of students on their caseload, how are they supposed to address the needs of students with diagnosed S/L concerns?

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA ~~place a cap~~ **lobby government for caps** on SLP ~~services~~ **caseloads**. Then **CARRY AS AMENDED**."

Rationale for Executive's Recommendation:

The Association regularly advocates for increased allocations for Speech-Language Pathologists. It has been referenced in opening packages in negotiations, the submission to the Premier's Task Force and most recently in the NLTA's pre-budget submission.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Administrator Protection

38. That there be a provision for slander against an administrator so that it can be addressed.
(School Administrators' Council)

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

More information required. The question was also raised as to why only slander? Would libel also not be a concern? The thought here is that the intent of the Resolution is to lobby school districts to put in place a protocol for dealing with defamation of administrators. While this is a legal matter, the feeling of the committee is that the District should have some such protocol in place as many such matters are not seen to be significant enough to take legal action against.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

School Calendar Changes

39. That the NLTA include in the next opening proposals for contract negotiations that any changes to the school calendar by the board has to be communicated to teachers with a minimum notice of five working days. **(Ganova)**

Explanatory Note:

The Gander school system has PL days allotted during the school year called “system PL day” such that all schools are off for PL at the same time. This is beneficial for colleagues from different schools in the area to get together to discuss transitioning for students. For example, the two department heads from St. Paul’s Intermediate and Gander Collegiate meet up to discuss student needs, retention issues, testing issues, etc. This is also beneficial for the primary to meet up with the elementary, but due to a planned power outage, Gander Academy was forced to change their school calendar and have PL during the planned power outage and lose out on the system PL day. Teachers felt they were not given adequate time and were professionally disadvantaged.

Executive’s Recommendation: DEFEAT

Rationale for Executive’s Recommendation:

The committee felt this would be such a rare thing to have happen. There are more significant items that need to be negotiated before this is even considered. As well, while there was a specific scenario cited in the Branch rationale, there could be situations in which a change with little notice is what teachers in a particular school would want to happen. Further, the NLTA has a binding, with precedent grievance settlement in place which establishes the rules around when previously scheduled meetings and PL can proceed if/when school is closed for reasons such as power outages.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Substitute Sick Leave

40. That the NLTA include in the next opening proposals for contract negotiations that substitutes who have previous sick leave accumulation have access to these sick days as of the first day of the school year. Also, that a substitute can use sick leave before entering the school for that day. **(Ganova)**

Explanatory Note:

Substitutes have to work 50 substitute days before they can access their sick leave. This seems unfair for substitutes who have accumulated days. A substitute has to be on the school property to be entitled to their sick leave. This seems unreasonable.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the ~~NLTA include~~ **Collective Bargaining Committee consider for inclusion** in the ~~next~~ opening proposals for ~~contract~~ **the next round of** negotiations, **a proposal** that substitutes ~~teachers who have previous sick leave accumulation~~ have access to **previously accrued** ~~these~~ sick ~~leave days~~ as of their first day of **work in** the school year. Also, ~~that a~~ substitute **teachers should be given access to such** ~~can use~~ sick leave ~~days before entering the school for that day~~ **prior to commencement of employment for a contract as long as they are booked to work.**" Then CARRY AS AMENDED.

Rationale for Executive's Recommendation:

This would bring substitutes more in line with teachers who are in permanent and/or replacement contracts who can call in sick prior to commencing employment, for example, at the beginning of a school year.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Guaranteed Teacher Prep Time

41. That the NLTA lobby EECD/NLESD for guaranteed preparation time each day for all teachers. (St. John's Centre)

Explanatory Note:

With increased demands due to class size, class composition and inadequate personnel, teacher workload has increased with insufficient allowance for adequate preparation time.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA **continue to advocate and** lobby ~~EECD/NLESD~~ for guaranteed preparation time each day for all teachers/**teaching and learning assistants**." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

This resolution is consistent with NLTA policy; however, the committee felt it important to continue this advocacy and lobby effort.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Need for Program Specialists to Support Teacher Librarians

42. That the NLTA advocate for the hiring of teacher librarianship program specialists as part of Phase 2 of the Education Action Plan. **(Teacher-Librarians Council)**

Explanatory Note:

Teacher librarians across Newfoundland and Labrador are excited and enthusiastic learners and professional practitioners, but are lacking the support of expert leadership in the field. As part of the Education Action Plan, many more teacher librarians have been and will be hired. Similarly to school-based reading specialists, schools with over 200 students now have a full-time teacher librarian, those with 51-199 have a half-time teacher librarian, and those with 50 or fewer have an allocation based on their population. However, five program specialists for reading were hired by region to support the school-based reading specialists. No similar hiring was done to support teacher librarians.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

With the current roll out of the PTF recommendations (Phase 1 schools this year and Phase 2 and 3 schools in years to come) and with NLTA staff already sitting on PTF committees, it was felt best to refer this matter to Provincial Executive for consideration to see how things progress with the Phase 1 schools. This resolution is also in keeping with NLTA Policy re Learning Resource Programs as well as allocation increases in this area (see BES 35 7b(ii)).

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Equity for Small Schools

44. That the NLTA advocate for the provision of a 25% teacher librarian allocation in small schools (i.e. those with 50 or fewer students) in upcoming phases on the Education Action Plan. **(Teacher-Librarians Council)**

Explanatory Note:

As part of the Education Action Plan, schools with 50 or fewer students have an allocation based on their population at the 1:1000 ratio. We see this as an inadequate allocation. Reading specialists were provided to these schools at 25%.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

Current policy is that schools with 149 students or less would receive a .50 allocation for learning resources.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Class Size Caps

45. That the NLTA prioritize, in the next round of contract negotiations, a hard cap on class sizes of 20 students for kindergarten, 25 students for all other grade levels, and 10 students for multigrade classes. **(GranForLine/ Conception Bay South/ St. John's Centre)**

Explanatory Note:

With the recent concessions on our current contract, teachers are justified in requiring a work environment that meets the needs of their students in a meaningful way. If hard caps on class sizes became part of our contract, the government would be forced to hire more teachers to help our students. With the demanding workload and high number of students with exceptionalities, teachers need more teachers to bare the load. Multigrading does not always solve the problem. In many cases, multigrading is happening in class sizes of 20 plus and those teachers are required to do much more planning than a teacher that has one grade level. It is unfair to the teachers that are granted these positions. However, it is noted in extremely small schools avoiding multigrading with 10 or less students may be unpreventable.

Currently we do not have a set class size definition as part of our Collective Agreement. We need to protect teachers and students from the stress caused by classes that are already too large, before we can even take into account the composition of the class (academic/behaviour) as well as the physical space (size/layout) of the classroom.

This is an ongoing issue.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the ~~NLTA prioritize~~ **Collective Bargaining Committee consider including** in the **opening proposals for the** next round of ~~contract~~ negotiations, **a proposal for** a hard cap on class sizes ~~of 20 students for kindergarten, 25 students for all other grade levels, and 10 students for multigrade classes~~ **in all grades/configurations as per NLTA policy.**" Then CARRY AS AMENDED.

Rationale for Executive's Recommendation:

While this is current policy, the committee felt it important to suggest considering including this in the opening proposals for the next round of negotiations.

See PD16 #2 "Class size for the extended kindergarten program shall be a maximum of fifteen students to one classroom teacher and in no circumstances shall class size exceed fifteen students to one teacher. Where multigrading exists, e.g. (K-1, (K, 1, 2) etc., class size for the combined class shall be no larger than fifteen students for one teacher."

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Experience Equivalent to Qualifications

46. That the NLTA lobby the NLESD to require that experience be equivalent to qualifications during the hiring process. **(GranForLine)**

Explanatory Note:

In recent years, qualifications have taken precedent to experience during the hiring process. This has become problematic for many teachers. For example, teachers that have been teaching for 15 years in an elementary position but have secondary/intermediate qualifications are not making it through the filtering system when applying for elementary positions. Teachers that are more than competent and suitable for these positions are not being shortlisted, and thus are not benefiting from the current hiring process. If experience is considered equivalent to qualifications for redundancies and reassignments, then experience should also be considered for vacant positions.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the ~~NLTA lobby the NLESD to require~~ **Collective Bargaining Committee consider including in the opening proposals for the next round of negotiations, a proposal** that **teaching** experience be ~~equivalent to~~ **considered in the assessment of** qualifications during the hiring process." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

Similar to the explanatory note, the committee agreed that teaching in an elementary classroom for multiple years (despite having secondary methods) should be a consideration for a teacher wishing to apply for an elementary position in another school. Hiring criteria are established in the Collective Agreement, so this would be an issue for negotiations.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Membership Vote Items

47. That the NLTA should abolish the tactic of presenting items to vote to the membership that only affect early career and future generations of teachers. **(Green Bay)**

Explanatory Note:

If the Association is to speak with one voice for all teachers, then all teachers need to be treated fairly and receive the same benefits. There should never be a feeling of them versus us, but the current system definitely feels divided when it comes to benefits and voice.

Executive's Recommendation: DEFEAT

Rationale for Executive's Recommendation:

This is not a "tactic" or strategy of NLTA. Taking this position would essentially tie the hands of future negotiating teams and future Executives who ultimately decide when a tentative agreement gets brought forward. The committee would hope that in future rounds, any potentially divisive changes would be strongly contested; however, we cannot predict what proposals may come forward from government. The negotiating team and Provincial Executive have to have the authority, as per NLTA policy, to inform members on what may be the best agreement possible in any circumstance. The membership has the ultimate authority through the ratification vote process.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Branch Financial Officers Training

48. That the NLTA provide adequate training to branch financial officers. **(Waterford Valley)**

Explanatory Note:

Often branch financial officers do not know the financial protocols for submitting various items to the NLTA and may miss important deadlines for reimbursement. It was indicated that financial officers be given training to the seminars that school reps are given every $\frac{3}{4}$ years in the area of financial protocols for being the branch financial officer.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

This was thought to be a good idea by the committee. The committee is also aware that the program for school rep seminars is under review and this suggestion/resolution will be a consideration in that review process. A feedback session from Branch presidents on this topic occurred during the March 2019 Joint Council meeting.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Salary Increase in Opening Proposals

49. That the NLTA Collective Bargaining Committee include in the opening proposals for the next round of negotiations, a proposed clause that will provide for an increase in salary to match the rate of inflation. **(Conception Bay South)**

Explanatory Note:

Teachers have not received a salary increase in the past two contracts that has allowed for the increase in the cost of living caused by inflation, increased income tax, or to offset the provincial levy.

Executive's Recommendation: AMEND AND CARRY

AMEND to read: "That the NLTA Collective Bargaining Committee ~~include~~ **consider including** in the opening proposals for the next round of negotiations, a ~~proposed clause~~ **proposal** that will provide for an increase in ~~salary~~ **teacher salaries** ~~to match~~ **that at least matches** the rate of inflation." Then **CARRY AS AMENDED**.

Rationale for Executive's Recommendation:

The committee felt it was important to not limit any negotiated wage increase only to the level of inflation... hence, the insertion of the phrase "at least".

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

CDLI Teachers and PD Opportunities

52. That the NLTA lobby the NLESD such that CDLI teachers are provided the same professional development opportunities as per the Collective Agreement. (**Appalachia**)

Explanatory Note:

Currently, CDLI teachers are not offered the same professional development opportunities as other teachers with two days of school-based PD and one teacher developed PD day.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

While this would appear to be a Collective Agreement issue, the committee felt that more information was required re the intent/spirit of the resolution.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Instructional Resource Teacher Allocations

54. That the Department of Education and NLESD reinstate Instructional Resource Teacher hours to meet the demands of the new policy on assessment that is being introduced to the schools. **(Waterford Valley)**

Explanatory Note:

Currently the number of Instructional Resource Teacher allocations are inadequate to meet the needs of the students of our province on a daily basis. Many students are not getting the extra help they need because classroom sizes are too big and with the cascade model, the students with the highest needs receive the most support. With the introduction of the new policy on student services, students will be receiving less support in terms of IEP programming and more responsibility will fall to the classroom teacher to provide adequate support. In larger classrooms this will mean that other students may not receive the adequate time they need for their learning needs.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

Resolution was not clear re what "policy" is being referenced... new Assessment Policy? RTL policy? There have been no cuts to IRT allocations in the Teacher Allocation Model, and there is no indication from government that this is planned. The committee also recognizes that ongoing advocacy and lobbying for increased IRTs is current NLTA policy.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Substitute Pension Plan

55. That the NLTA lobby government to ensure that substitute teachers become eligible to pay into the Teachers' Pension Plan (TPP) and that they pay into the TPP at the same rate as teachers that are employed on a permanent or full time basis. **(Ganovia)**

Explanatory Note:

Teachers currently pay into the Government Money Purchase Plan (GMPP) that is a defined contribution plan and not a defined benefit plan such as the TPP. Furthermore, substitute teachers pay into this plan at 5% premiums of their working salary that is matched by government. The TPP premiums are currently set at 11.35% that is also matched by government, i.e., a teacher under the TPP accrues one day of pensionable service for each day worked in the school year. Substitute teachers only accrue 44% of a teacher's pensionable service that is paying into the TPP. A substitute teacher that works a full school year would only accrue 85.8 days (or .44) of pensionable service into the GMPP during a given school year, whereas a teacher on a full time contract paying into the TPP would accumulate 1.0 pensionable service during that school year. It is unreasonable for substitute teachers to receive less contribution towards his/her pension plan per days service when all teachers are employed by the same employer.

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

- Committee agreed that in the long term, paying into the TPP plan up front is a better option than transferring from GMPP to TPP later.
- Substitutes would go from paying 5% to 11.35% of their salary. This is a significant change in net pay for substitutes.
- Employer matching would increase from 5% to 11.35% under TPP. This is a significant benefit to substitutes in the long term.
- Committee members had concerns with making a decision on behalf of all substitutes and felt that some opportunity to inform members and seek their input should be undertaken before a final decision is made on this.
- Currently, substitutes pay 5% premiums, matched 5% by the employer, into the GMPP. On transfer to TPP, those substitutes make up for the shortfall on the employee and employer sides as there is no further employer matching at time of pension transfer. At time of transfer, the teacher is therefore responsible for a 6.35% shortfall in their premiums (11.35% – 5%) and the 6.35% shortfall in the employer's premiums.

CATEGORY B – PROGRAMS AND SERVICES (CONT'D.)

Administrator Mental Health

56. That there be recognition of the importance of mental health for administrators and care be given to support. **(School Administrators' Council)**

Executive's Recommendation: REFER TO EXECUTIVE

Rationale for Executive's Recommendation:

More information is required to make a recommendation. There is a much bigger recognition of mental health now than in the past. Administrators need to be made more aware of EAP services and to take advantage of these services (they are confidential). It was recognized that administrators do face challenges that are unique to them. What is not clear in the Statement of Resolution are factors such as "recognition" by whom and "care" by whom and how this "care" would be quantified or demonstrated.

The NLTA has been in ongoing discussions with both the School Administrators' Council and the NLESD on the issue of Administrator Workload Intensification. A working group has been established to work on this issue. The NLTA has also put out a call for proposals in research regarding the social-emotional health of teachers and administrators.

CATEGORY C: CURRENT POLICY RESOLUTIONS

Teacher Survey Results

9. That the NLTA clearly communicate with its members the purpose and outcome of any survey of teacher opinion – pre and post survey, e.g. Length of the school year. (**St. John's Centre**)

Explanatory Note:

Feedback was received by our branch that there are teachers not satisfied with the “length of the school year” survey(s) from 2018. Although there was a majority, action was not taken and reasons for this were not clearly described in the email that accompanied the survey results.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

As much information as possible concerning all surveys is provided to the membership. It is the decision of Provincial Executive to decide what information is to be released. The information that was provided concerning the length of the school year survey stated specifically the reasons why the survey was initiated and it was determined by Provincial Executive that no further action was to take place at that time. It is important that delegates understand that when the Association undertakes a decision-binding vote such as the election of President and Vice-President or a ratification vote, it involves a much more detailed process than a survey which is meant to gather information.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Music Teachers' Ability to Tutor

21. That the NLTA lobby the NLESD to permit Music teachers to continue to provide music lessons to students in their schools without being held in conflict. (**Appalachia**)

Explanatory Note:

Current NLESD regulations would put music teachers in conflict with district policy as many teach privately. In many areas, they may be the only music teacher available, yet are not permitted to receive pay for private lessons.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

The NLTA Code of Ethics acknowledges that "A teacher does not accept pay for tutoring his/her own pupils in the subject in which the teacher gives classroom instruction." Although music teachers may be in a position where they teach a student, the Association would not consider private lessons to be tutoring.

This is current policy of the NLTA. The NLTA has been engaged in regular communication with EECD, and especially NLESD, on this issue since it came to the attention of the Association. The NLTA has raised the issue with senior NLESD staff and it has been brought to the Board for consideration. The committee noted that this type of concern would also apply to teachers who offered powerskating or other outside activities which had nothing to do with the school relationship.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Teacher's Right to Tutor Privately

22. That the NLTA lobby the NLESD to permit teachers to privately tutor students in their school that they do not teach without being held in conflict. (**Appalachia**)

Explanatory Note:

Current NLESD policy does not allow teachers to privately tutor students in their school that they do not teach. This leaves students in many areas with no available tutor.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

The NLTA Code of Ethics acknowledges that "A teacher does not accept pay for tutoring his/her own pupils in the subject in which the teacher gives classroom instruction." Students in some areas might not have access to a tutor outside of the teachers in their school. The Association does not consider it a breach for a teacher to tutor other students in his/her school.

Again, this is current policy of the NLTA. The NLTA continues to communicate its concerns about this issue to EECD and NLESD senior staff. The NLTA continues to advocate in individual cases on behalf of teachers and is actively lobbying at the highest levels of NLESD to effect a change in policy on this matter. The committee expressed general concerns that the application of the conflict of interest policy has had negative impact on morale and a feeling of frustration with the District.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Access to Board Owned Property

30. That the NLTA engage in conversations with NLESD about the intent of the “conflict of interest” policy, particularly directive 12, being applied in a manner that restricts the use of “Board-owned property of any kind (including facilities and/or materials) for activities not associated with their official capacity of an employee with the District”. **(Health Education Council)**

Explanatory Note:

The “conflict of interest” policy is being used to restrict teachers and staff from using health-related facilities and equipment. However, it is common knowledge that employees who are healthy are better positioned to perform “official capacities of an employee”. As such, teachers and staff should be permitted (and encouraged) to access facilities and/or materials at their place of employment that support teacher/staff health and well-being, when not being accessed by public/community groups.

It has been relayed to teachers that part of the reasoning for restricting access to health facilities and equipment is that school board employees should not have unfair advantage over the public in accessing these facilities and equipment in a public building. This argument is faulty given that students are also accessing these facilities and equipment. While the argument can be made that this is to support curriculum outcomes including the health and well-being of students, the same can be said of teachers and staff in that the use of these facilities and equipment also contributes to teachers supporting curriculum outcomes as they are better positioned to perform “their official capacity of an employee with the District” as healthy and well professionals.

Executive’s Recommendation: CURRENT POLICY

Rationale for Executive’s Recommendation:

This is current policy of the NLTA. The NLTA has had repeated communication with EECD and the District on this matter. It has also been raised at meetings with NLESD senior staff and the Association continues to advocate for changes to this policy.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Special Education Department Head Position

36. That the NLTA continue to lobby government for a paid Special Education Department Head position. (Tentative Agreement). Should this be passed, the roles and responsibilities need to be defined. (**Special Services Council**)

Explanatory Note:

The special services department is one of the busiest departments in the school, with work demands that change in what can be a momentary basis due to testing, student need, administration/board/department need. Due to the lack of paid department heads, many schools have issues with organization surrounding special education. Many schools have a 'volunteer' performing the role of the department head, while their counterparts in other subject areas are receiving a bonus for their department head designation.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

The Association was successful in getting recognition of a Department Head for Student Support Services in the recent tentative agreement which was subsequently ratified by the members. The work in developing the roles and responsibilities will be ongoing with the Premiers' Task Force working group.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Junior and Senior High School Libraries

43. That the NLTA advocate for enhancements similar to those found in the Education Action Plan to teacher librarianship and school libraries in grade 7-12 schools. **(Teacher-Librarians Council)**

Explanatory Note:

Students in junior high and high schools across Newfoundland and Labrador need access to high quality school library programs and skilled teacher librarians. As evidenced in the report of the Premier's Task Force on Improving Educational Outcomes, too many students in our high schools struggle with reading and basic math, choose less academically demanding high school courses, have insufficient knowledge of career opportunities, post-secondary study options, and fundamental life skills, drop out of school, and have mental health needs and academic challenges and are not receiving the support they need to succeed. All these issues are especially relevant for many indigenous students and for immigrant students. As teacher librarians, we believe that the future of Newfoundland and Labrador's economic success depends on growing a generation of young people who are highly-educated, technologically savvy, and globally interconnected. Fostering growth in tech industries that aren't dependent on urban location will be assisted by greater investment in growing a multi-literate population. Through phase one of the Education Action Plan, K-6 school libraries across Newfoundland and Labrador have seen additional support, with teacher librarians in these schools developing engaging learning experiences that stimulate students' interests in reading, writing, coding, creating, and innovating solutions to authentic problems.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

NLTA has a detailed policy found in Professional Development Policy E10-11 that covers the Learning Resource Program for K-12.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

CDLI Teachers and School Closures

50. That CDLI teachers not be expected to work from an alternate site if their worksite is closed due to weather, water, power, etc. (**Appalachia**)

Explanatory Note:

Currently, CDLI teachers are expected to work from home when their worksite is closed. While their teacher responsibility is different than other teachers, they should not be expected to try and work from a closed school or use their own equipment to work from home.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

To the knowledge of the committee and staff present, CDLI teachers are not expected to work from an alternate site if their worksite is closed due to weather, water, power, etc.

This was an issue that was raised by CDLI teachers this current school year and dealt with by NLTA Programs and Services staff. The end result was a written confirmation from the District that this was not an expectation of CDLI staff.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Posting of the Seniority List

51. That the NLTA monitor and actively engage the NLESD to ensure that the seniority list is posted on time and is accurate. (**Appalachia**)

Explanatory Note:

Too often the seniority list is not posted on time and is not accurate. Teachers submit changes but the list does not always change. Teachers who change schools have been inadvertently dropped from the list.

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

This is mandated in the Collective Agreement. NLTA staff regularly assist teachers with issues related to errors on the list and are constantly advocating to have the "production" of the list done in a manner that produces the smallest number of errors possible.

CATEGORY C: CURRENT POLICY RESOLUTIONS (CONT'D.)

Administration and Guidance Allocations

53. That the NLTA continue to lobby EECD/NLESD for better administration and guidance allocations. **(St. John's Centre)**

Executive's Recommendation: CURRENT POLICY

Rationale for Executive's Recommendation:

This is something constantly being advocated for by the Association — both via collective bargaining, budget consultation submissions, media statements and other avenues for advocacy as per NLTA policy.

MOTION RE RESOLUTIONS TO BE PRESENTED TO DELEGATES AT BGM 2019

That the following resolutions be accepted as per
the Executive recommendations to Convention:

Resolutions 1-4, 11-12, 15-17, 23, 25-29, 31-32, 37, 40-41, 45-46, and 49.

Newfoundland & Labrador Teachers' Association

**Finance Booklet
BGM 2019**

Finance Booklet

Section	I	Introduction
Section	II	NLTA Auditor Reports: 2016-17 and 2017-18
Section	III	Historical Data on NLTA Finances
Section	IV	NLTA Draft Budgets: 2019-20 and 2020-21
Section	V	NLTA Financial Statement: February 28, 2019
Section	VI	Group Insurance Auditor Reports: 2016-17 and 2017-18
Section	VII	Group Insurance Budgets: 2019-20 and 2020-21
Section	VIII	NLTA Staff Salaries
Section	IX	Conferences Attended

Section I

Introduction

A. NLTA Finance and Property Committee 2017-2019: Craig Hicks (Chairperson), Kelly Loch, Joe Santos, Chesley West, Wade Rogers (Staff) and Rita Tee (Staff)

B. Terms of Reference of Finance and Property Committee:

1. In accordance with By-Law XVII and policies of the Executive Council, the duties of the Finance Committee are:
 - a) To control, under the direction of the Executive, the spending of all funds of the Association.
 - b) To review, under the direction of the Executive, the spending of all funds of the Association.
 - c) To make recommendations to Executive regarding budgetary revisions and adjustments.
 - d) To submit monthly and annual financial reports to the Executive and present the annual financial reports to BGM.
 - e) To prepare an annual budget for presentation in preliminary draft to Executive and in draft to the BGM.
 - f) To recommend to the Executive the allowance for expenses incurred through attendance at BGM.
 - g) To serve in an advisory capacity to the Executive and to BGM in matters of finance and financial policy.
 - h) To invest funds in accordance with the financial policy of the Association.
2. To authorize purchase, lease or rental of property and equipment as directed by the Executive Council.
3. To make recommendations to the Executive Council regarding office space, renovations, maintenance, tenancy and the acquisition or disposal of property and equipment.
4. To administer the tendering policies of the Executive Council.

NOTE: The administrative staff members, subject to the review of the Finance and Property Committee, are to be responsible for processing expense claims at Convention and at all conferences.

C. The Budget Process

The Terms of Reference of the Finance Committee require that the Committee prepare an Annual Budget for presentation in preliminary draft to the Provincial Executive and in draft to the BGM.

The main elements of the process are as follows:

1. The budget process for the 2019-20 and 2020-21 budgets began with an initial discussion draft prepared and reviewed by NLTA staff in September 2018.
2. In October 2018 the discussion draft was reviewed by the Finance and Property Committee prior to presentation to Joint Council.
3. The discussion draft was then presented to Joint Council at the meeting of October 26-27, 2018. Branch Presidents were separated into groups where input was provided into the budget documents.
4. At a meeting held on November 29, 2018, the Finance and Property Committee reviewed the input from Joint Council.
5. The draft was provided to the March 8-9, 2019 meeting of Joint Council for further comment.
6. A final draft of the budgets for 2019-20 and 2020-21 was approved by Provincial Executive for presentation to the 2019 BGM.
7. The draft budgets for 2019-20 and 2020-21, as presented, at the 2019 BGM are subject to amendment during the BGM debate.

Section II

NLTA

Auditor Reports

2016-17 and 2017-18

Financial Statements

Newfoundland and Labrador Teachers' Association

August 31, 2017

Contents

	Page
Independent Auditors' Report	1-2
Statement of Operations	3
Statement of Changes in Fund Balances	4
Statement of Financial Position	5
Statement of Cash Flows	6
Notes to the Financial Statements	7-15
General Fund - Schedule of Expenses	16-17
Restricted Funds' Statement of Operations	18
Restricted Funds' Statement of Changes in Fund Balances	19
Restricted Funds' Statement of Financial Position	20
Restricted Funds' Statement of Cash Flows	21



Independent auditors' report

Grant Thornton LLP
Suite 300
15 International Place
St. John's, NL
A1A 0L4
T +1 709 778 8800
F +1 709 722 7892
www.GrantThornton.ca

To the Members of Newfoundland and Labrador Teachers' Association,

We have audited the accompanying financial statements of Newfoundland and Labrador Teachers' Association, which comprise the statements of financial position as at August 31, 2017, and the statements of operations, statements of changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audits is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Newfoundland and Labrador Teachers' Association as at August 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

St. John's, Canada

March 8, 2018



Chartered Professional Accountants

Newfoundland and Labrador Teachers' Association

Statement of Operations

Year Ended August 31

2017

2016

	General Fund (Pages 16-17)	Restricted Funds (Page 18)	<u>Total</u>	<u>Total</u>
Revenue				
Membership fees	\$ 5,407,907	\$ 472,499	\$ 5,880,406	\$ 6,338,459
Contributions	354,415	164,207	518,622	499,536
Government grants	246,361	-	246,361	266,216
Interest on investments	24,196	692,564	716,760	1,164,457
Miscellaneous	<u>105,034</u>	<u>34,006</u>	<u>139,040</u>	<u>127,824</u>
	<u>6,137,913</u>	<u>1,363,276</u>	<u>7,501,189</u>	<u>8,396,492</u>
Expenses				
Administration	2,359,996	26,458	2,386,454	2,146,490
Benefits and economic services	1,352,736	-	1,352,736	1,389,789
Communications	754,114	-	754,114	776,761
Employee assistance program	-	84,619	84,619	74,619
Retired Teachers' Association of NL	-	12,000	12,000	6,000
Branch operations	343,661	-	343,661	299,831
Investment fees	-	69,903	69,903	64,592
Professional development	628,377	28,940	657,317	628,757
Grievances and arbitration	-	213,080	213,080	136,877
Negotiations and other lock-out	-	89,962	89,962	46,282
Public awareness strategy	<u>-</u>	<u>692,362</u>	<u>692,362</u>	<u>1,043,393</u>
	<u>5,438,884</u>	<u>1,217,324</u>	<u>6,656,208</u>	<u>6,613,391</u>
Excess of revenue over expenses before other items	<u>699,029</u>	<u>145,952</u>	<u>844,981</u>	<u>1,783,101</u>
Other items				
Increase in fair value of investments	<u>-</u>	<u>531,015</u>	<u>531,015</u>	<u>293,961</u>
	<u>-</u>	<u>531,015</u>	<u>531,015</u>	<u>293,961</u>
Excess of revenue over expenses	<u>\$ 699,029</u>	<u>\$ 676,967</u>	<u>\$ 1,375,996</u>	<u>\$ 2,077,062</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Changes in Fund Balances

Year Ended August 31 2017 2016

	General Fund	Restricted Funds (Page 19)	Total	Total
Fund balances, beginning of year	\$ 5,766,923	\$ 20,432,758	\$ 26,199,681	\$ 24,113,200
Excess of revenue over expenses	699,029	676,967	1,375,996	2,077,062
Actuarial re-measurements (Note 9)	(313,551)	-	(313,551)	9,419
Interfund transfers	<u>(690,532)</u>	<u>690,532</u>	<u>-</u>	<u>-</u>
Fund balances, end of year	<u>\$ 5,461,869</u>	<u>\$ 21,800,257</u>	<u>\$ 27,262,126</u>	<u>\$ 26,199,681</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Financial Position

August 31

2017

2016

	General Fund	Restricted Funds (Page 20)	Total	Total
Assets				
Current				
Cash and cash equivalents	\$ 4,621,531	\$ -	\$ 4,621,531	\$ 4,643,850
Receivables	20,256	-	20,256	12,434
Receivable from				
General fund	-	980,415	980,415	944,936
Insurance fund	51,758	-	51,758	43,242
Restricted funds	471,708	-	471,708	323,471
Prepays	29,060	-	29,060	23,309
	5,194,313	980,415	6,174,728	5,991,242
Investments (Note 4)	1,047,312	21,376,876	22,424,188	21,060,274
Property and equipment (Note 5)	1,823,075	-	1,823,075	1,964,894
Deferred pension costs (Note 9)	421,429	-	421,429	402,910
	<u>\$ 8,486,129</u>	<u>\$ 22,357,291</u>	<u>\$ 30,843,420</u>	<u>\$ 29,419,320</u>
Liabilities				
Current				
Payables and accruals	\$ 583,500	\$ 85,326	\$ 668,826	\$ 566,828
Payable to				
General fund	-	471,708	471,708	323,471
Restricted funds	980,415	-	980,415	944,936
	1,563,915	557,034	2,120,949	1,835,235
Accrued severance pay	425,432	-	425,432	514,638
Accrued benefit liability (Note 9)	1,034,913	-	1,034,913	869,766
	3,024,260	557,034	3,581,294	3,219,639
Members' Equity	<u>5,461,869</u>	<u>21,800,257</u>	<u>27,262,126</u>	<u>26,199,681</u>
	<u>\$ 8,486,129</u>	<u>\$ 22,357,291</u>	<u>\$ 30,843,420</u>	<u>\$ 29,419,320</u>

Commitments (Note 8)

On behalf of the Board

 _____ President _____ Treasurer

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Cash Flows

Year Ended August 31

2017

2016

	General Fund	Restricted Funds (Page 21)	Total	Total
Operating				
Excess of revenue over expenses	\$ 699,029	\$ 676,967	\$ 1,375,996	\$ 2,077,062
Depreciation	165,201	-	165,201	164,794
Deferred pension costs	(18,519)	-	(18,519)	(140,413)
Accrued severance pay	(89,206)	-	(89,206)	(27,816)
Accrued benefit liability	165,147	-	165,147	92,666
Actuarial re-measurements	(313,551)	-	(313,551)	9,419
	608,101	676,967	1,285,068	2,175,712
Change in non-cash operating working capital (Note 7)	(6,145)	86,054	79,909	(214,823)
	601,956	763,021	1,364,977	1,960,889
Financing				
Advances to restricted fund	(690,532)	-	(690,532)	(452,051)
Advances from general funds	-	690,532	690,532	452,051
	(690,532)	690,532	-	-
Investing				
Increase (decrease) in investments	89,636	(1,453,553)	(1,363,917)	(1,094,053)
Purchase of property and equipment	(23,379)	-	(23,379)	(37,162)
Proceeds from sale of property	-	-	-	4,059
	66,257	(1,453,553)	(1,387,296)	(1,127,156)
Net (decrease) increase in cash and cash equivalents	(22,319)	-	(22,319)	833,733
Cash and cash equivalents				
Beginning of year	4,643,850	-	4,643,850	3,810,117
End of year	\$ 4,621,531	\$ -	\$ 4,621,531	\$ 4,643,850

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

1. Purpose of the organization

The Newfoundland and Labrador Teachers' Association is a provincial union and professional association, providing services collectively and individually to all teachers in Newfoundland and Labrador. These services include collective bargaining, handling of grievances and arbitrations, professional development, economic services and any other function deemed relevant by the membership. The Association is a not-for-profit corporation and is exempt from paying income tax under Subsection 149 (1) (K) of the Income Tax Act.

2. Summary of significant accounting policies

Basis of presentation

The Association has prepared these financial statements in accordance with Canadian Accounting Standards for not-for-profit organization (ASNPO).

Fund accounting

The Association follows the restricted fund method of accounting for contributions.

The General Fund accounts for the organization's program delivery and administrative activities. The Fund reports all unrestricted resources. During 2017, the General Fund transferred \$690,532 to the Emergency Fund.

The Emergency Fund is responsible for any matters related to arbitration, negotiations, lock-outs or job actions, and any other approved emergency purposes. The Fund reports on the investments maintained for emergency job actions, as well as the expenses for the same. During 2017, the Emergency Fund received transfers of \$690,532 from the General Fund.

The Professional Development Fund utilizes interest earned to support professional development initiatives for teachers.

The Centennial Fund, created in 1990 to mark the 100th anniversary of the NLTA, utilizes interest earned to offset EAP counselling services, to provide an annual grant to the RTANL and to provide educational opportunities to teachers to enhance knowledge about teaching and learning.

The Reserve Fund is used to cover annual deficits in the General Fund. It is internally restricted to a minimum of 10% of current revenues in the General Fund.

The IT Strategy Fund was established to provide support for information technology upgrades within the Association.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

2. Summary of significant accounting policies (cont'd.)

The purpose of the Safe Schools Fund is to promote whole-school community involvement in violence prevention activities that contribute to the development of a safe and caring learning environment.

The School Administrators' Council Professional Development Fund (SAC Fund) was established to hold a portion of school administrators' membership fees for the use of the Schools Administrators' Council to fund its programs.

The Presidential Housing Fund was established to assist in funding costs associated with future presidential housing benefits.

The Presidential Travel Fund was established to assist in funding costs associated with future presidential travel expenses.

Use of estimates

In preparing the Association's financial statements in conformity with Canadian accounting standards for not-for-profit organizations, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenses during the year. Items requiring the use of significant estimates include deferred pension costs, accrued benefit liability, and rates of depreciation.

Revenue

Membership dues are recognized when collected. Investment income is recorded as it is earned.

Government grants and contributions for specific projects are recognized as the related expenses are incurred.

Reimbursements of costs from the Group Insurance Fund to the General Fund are recorded as the related costs are incurred and information to determine the Fund's proportionate share of the costs becomes readily available.

Depreciation

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution.

Rates of depreciation applied on a straight line basis to write-off the cost of property and equipment over their estimated lives are as follows:

Land improvements	10%
Buildings	2-5%
Building improvements	2.5 - 10%
Equipment	10%
Computer equipment	20%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

2. Summary of significant accounting policies (cont'd.)

Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks (net of bank overdrafts). Bank borrowings are considered to be financing activities.

Investments

Investments are classified as held for trading and accounted for at fair value with changes in fair value recorded in excess of revenue over expenses. Fair value is determined using the quoted market value for publicly traded investments.

Accrued severance pay

Severance pay is calculated based upon years of service and current salary levels. The amount is payable when the employee ceases employment with the Association.

Accrued pension costs

Accrual of the costs of the Association's defined benefit pension plans are recorded monthly and adjusted annually based on actuaries' reports using the funding going concern valuation method. Pension expense includes the net of management's best estimate of the cost of benefits provided, interest cost of projected benefits, return on pension plan assets, as well as the best estimates of salary changes and retirement ages of employees. Pension plan assets are valued at market values. The discount rate used for determining deferred pension costs is the expected rate of return on plan assets.

Accrued employee future benefit liability

The Association provides post-retirement benefits in the form of extended life and health coverage to employees. The cost and obligations of these benefits earned by employees are actuarially determined using the funding going concern valuation method and management's best estimate of assumptions and future claim rates and costs.

Financial instruments

Initial measurement

The Association's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

Subsequent measurement

At each reporting date, the Association measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

2. Summary of significant accounting policies (cont'd.)

The Association uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the statement of operations. The financial instruments measured at amortized cost are cash and cash equivalents, receivables and payables and accruals. The financial instruments measured at fair value are investments.

For financial assets measured at cost or amortized cost, the Association regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Association determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Impairment of long-lived assets

Long-lived assets are reviewed for impairment upon the occurrence of events or changes in circumstances indicating that the value of the assets may not be recoverable, as measured by comparing their net book value to the estimated undiscounted cash flows generated by their use. Impaired assets are recorded at fair value, determined principally using discounted future cash flows expected from their use and eventual disposition.

3. Risk management

The Association's policy for managing significant risks includes policies, procedures and oversight designed to reduce the risks identified to an appropriate threshold. Management and the Board of Directors manage its investment portfolio in accordance with its long term investment policy. The investment risk inherent in its investment portfolio is managed through diversification in both asset classes and investments held. The Board is provided with timely and relevant reports on the management of significant risks. Significant risks managed by the Association include liquidity, credit, and market risks.

Liquidity risk

Liquidity risk is the risk that the Association will be unable to meet its contractual obligations and financial liabilities. The Association manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient cash and marketable securities available to meet its obligations and liabilities.

Credit risk

Credit risk is the risk of loss associated with a counterparty's inability to fulfill its payment obligations. The Association's credit risk is attributable to receivables. Management believes that the credit risk concentration with respect to financial instruments included in receivables is remote.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

3. Risk management (cont'd.)

Market risk

Market risk is the risk of loss that may arise from changes in market factors such as interest rates, foreign exchange rates and equity prices.

Interest rate risk

Interest rate risk is the risk that the value of a financial security will fluctuate due to changes in market interest rates. The Association is exposed to interest rate risk through investment in fixed income securities. Interest rate risk is managed through diversification of fixed income securities through sector allocation and security duration. The Association holds fixed income securities totaling approximately 32.3% of its investments in the Fiera Balanced Integrated Fund with a market value of \$7,243,013 at year end.

Foreign exchange risk

The Association is exposed to foreign exchange risk on fluctuations related to equity investments that are denominated in a foreign currency. The Association manages this risk through diversification of its investment portfolio. The Association held foreign equities totaling approximately 26.4% of its investment in the Fiera Balanced Integrated Fund with a market value of \$5,919,986 at year end.

Price risk

The Association has exposure to price risk with respect to equity prices. Equity price risk is defined as the potential adverse impact on the Association's earnings due to movements in individual equity prices or general movements in the level of the stock market. The Association manages price risk through diversification of its investment portfolio. Its investment in the Fiera Balanced Integrated Fund had a total market value of \$22,424,188 at year end.

4. Investments	2017		2016	
	Cost	Market Value	Cost	Market Value
General fund	\$ 1,047,312	\$ 1,047,312	\$ 1,136,948	\$ 1,136,948
Restricted fund	<u>19,634,541</u>	<u>21,376,876</u>	<u>18,712,186</u>	<u>19,923,326</u>
	<u>\$ 20,681,853</u>	<u>\$ 22,424,188</u>	<u>\$ 19,849,134</u>	<u>\$ 21,060,274</u>

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

5. Property and equipment			<u>2017</u>	<u>2016</u>
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 24,875	\$ -	\$ 24,875	\$ 24,875
Land improvements	96,970	89,309	7,661	8,937
Buildings	488,379	290,969	197,410	207,178
Building improvements	2,802,017	1,285,671	1,516,346	1,642,762
Equipment	995,005	935,789	59,216	66,232
Computer equipment	<u>932,769</u>	<u>915,202</u>	<u>17,567</u>	<u>14,910</u>
	<u>\$ 5,340,015</u>	<u>\$ 3,516,940</u>	<u>\$ 1,823,075</u>	<u>\$ 1,964,894</u>

6. Bank indebtedness

The Association has a line of credit of \$250,000. The balance owing as at August 31, 2017 was \$Nil (August 31, 2016 - \$Nil).

7. Change in non-cash operating working capital			<u>2017</u>	<u>2016</u>
	<u>General Fund</u>	<u>Restricted Funds (Page 21)</u>	<u>Total</u>	<u>Total</u>
Receivables	\$ (7,822)	\$ -	\$ (7,822)	\$ (12,053)
Receivable from				
General funds	-	(35,477)	(35,477)	(66,927)
Insurance fund	(8,516)	-	(8,516)	(8,367)
Restricted funds	(148,237)	-	(148,237)	(44,390)
Prepays	(5,751)	-	(5,751)	26,403
Payables and accruals	128,704	(26,706)	(101,998)	(220,806)
Payable to general fund	-	148,237	148,237	44,390
Payable to restricted fund	<u>35,477</u>	<u>-</u>	<u>35,477</u>	<u>66,927</u>
	<u>\$ (6,145)</u>	<u>\$ 86,054</u>	<u>\$ 79,909</u>	<u>\$ (214,823)</u>

8. Commitments

The Association has commitments under a contract for legal services, and under rental leases for property rental, office and printing equipment to make payments as follows: 2018 - \$348,675; and 2019 - \$36,887

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

9. Employee future benefits

Defined benefit pension plan

The Association maintains a defined benefit pension plan for its support staff. The plan provides benefits based on length of service and average earnings.

There were no significant changes in the contractual elements of the plan during the years ended August 31, 2016 and August 31, 2017. Based on an actuarial valuation of the plan, completed as at December 31, 2016, the following results have been extrapolated for August 31, 2017.

	<u>2017</u>	<u>2016</u>
Accrued benefits obligation	\$ 4,290,137	\$ 3,907,296
Fair value of plan assets	<u>4,588,366</u>	<u>4,310,206</u>
Funded status – plan surplus	298,229	402,910
Accrued special payments	123,200	-
Valuation allowance	<u>-</u>	<u>-</u>
Deferred pension costs	<u>\$ 421,429</u>	<u>\$ 402,910</u>

The accrued benefit asset noted above was determined based on the going concern funding obligation and current service costs as permitted in Part III of the CPA Handbook Section 3463.

	<u>2017</u>	<u>2016</u>
Current service costs	\$ 37,475	\$ 40,656
Finance income	<u>(23,401)</u>	<u>(14,794)</u>
Net pension expense	<u>\$ 14,074</u>	<u>\$ 25,862</u>

	<u>2017</u>	<u>2016</u>
Actuarial re-measurements charged (credited) to member's equity	<u>\$ 219,136</u>	<u>\$ (36,304)</u>

Significant actuarial assumptions used in calculating the net pension expense for the Association's funded pension plan were as follows:

	<u>2017</u>	<u>2016</u>
Discount rate	5.35%	5.90%
Long term rate of return on plan assets	5.35%	5.90%
Rate of increase in compensation levels	3.00%	3.50%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

9. Employee future benefits (cont'd.)

Other post-employment benefits

The Association provides for coverage under the group life and group health plans upon retirement from active service for its employees.

The following results have been prepared based on a full actuarial valuation of the plans as at August 31, 2016 and extrapolated to August 31, 2017.

	<u>2017</u>	<u>2016</u>
Accrued benefits obligation	\$ 1,034,913	\$ 869,766
Fair value of plan assets	<u>-</u>	<u>-</u>
Funded status – plan deficit	(1,034,913)	(869,766)
Valuation allowance	<u>-</u>	<u>-</u>
Accrued benefit liability	<u>\$ (1,034,913)</u>	<u>\$ (869,766)</u>

The accrued benefit liability noted above was determined based on the going concern funding obligation and current service costs as permitted in Part III of the CPA Handbook Section 3463.

	<u>2017</u>	<u>2016</u>
Current service costs	\$ 25,371	\$ 27,813
Finance costs	<u>51,873</u>	<u>46,420</u>
Net benefit expense	<u>\$ 77,244</u>	<u>\$ 74,233</u>

	<u>2017</u>	<u>2016</u>
Actuarial re-measurements charged to member's equity	<u>\$ 94,415</u>	<u>\$ 26,885</u>

Significant actuarial assumptions used in calculating the accrued benefit liability and expense for these plans were as follows:

<u>Group Life</u>	<u>2017</u>	<u>2016</u>
Discount rate	5.35%	5.90%
Rate of increase in compensation levels	3.00%	3.50%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2017

9. Employee future benefits (cont'd.)

<u>Group Health</u>	<u>2017</u>	<u>2016</u>
Discount rate	5.35%	5.90%
Medical inflation rate	6.80% in 2017 decreasing 0.15% per year to 2029 and then to 5.0% per year thereafter	6.95% in 2016 decreasing 0.15% per year to 2029 and then to 5.0% per year thereafter

10. Related party transactions

Revenue includes \$75,548 (2016 - \$73,737) from the Insurance Fund for its share of building operating expenses and pre-retirement seminars and \$278,867 (2016 - \$226,710) from the Insurance Fund for reimbursement of salaries.

These related party transactions were in the normal course of operations and were measured at their exchange amounts, which are the amounts of consideration established and agreed to by the related parties.

Newfoundland and Labrador Teachers' Association

General Fund

Schedule of Expenses

Year Ended August 31	2017	2016
Administration		
Building	\$ 342,450	\$ 332,769
Canadian Teachers' Federation	157,840	162,893
Conferences	37,991	38,416
Conventions	311,866	3,036
Executive	109,247	75,822
General	119,140	122,098
IT strategy	65,000	110,000
Office	163,975	166,625
Personnel	818,580	779,115
President's office	<u>233,907</u>	<u>280,238</u>
	<u>\$ 2,359,996</u>	<u>\$ 2,071,012</u>
Benefits and economic services		
Employee assistance program	\$ 246,361	\$ 259,667
Lawyers' fees	135,500	135,500
Non-program travel	23,273	21,568
Personnel	821,959	836,305
Pre-retirement sessions/financial information	39,011	46,377
Resource Centre	80,097	83,324
Standing committees	<u>6,535</u>	<u>7,048</u>
	<u>\$ 1,352,736</u>	<u>\$ 1,389,789</u>
Communications		
Committees	\$ 1,164	\$ 2,621
Education week	22,462	17,270
Personnel	261,298	259,309
Print plant	380,173	408,974
Publicity and design	84,587	83,229
Travel	<u>4,430</u>	<u>5,358</u>
	<u>\$ 754,114</u>	<u>\$ 776,761</u>

Newfoundland and Labrador Teachers' Association
General Fund
Schedule of Expenses (cont'd.)

Year Ended August 31

2017

2016

Branch operations

Branches	\$ 335,511	\$ 286,356
Membership services	<u>8,150</u>	<u>13,475</u>
	<u>\$ 343,661</u>	<u>\$ 299,831</u>

Professional development

Conferences and resource materials	\$ 48,555	\$ 45,679
Personnel	381,960	365,711
Professional development programs	32,604	28,943
Program and travel	49,558	34,348
Special interest councils	106,742	111,329
Standing committees	<u>8,958</u>	<u>9,697</u>
	<u>\$ 628,377</u>	<u>\$ 595,707</u>

Newfoundland and Labrador Teachers' Association

Restricted Funds' Statement of Operations

Year Ended August 31

2017 2016

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	Schools Administrators' Council Professional Development Fund	Presidential Housing Fund	Total	Total
Revenue											
Membership fees	\$ 472,499	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 472,499	\$ 507,077
Contributions	-	-	157,815	-	-	6,392	-	-	-	164,207	199,089
Interest on investments	490,622	39,153	37,899	124,414	-	-	26	450	-	692,564	1,147,585
Miscellaneous	-	-	-	-	-	-	-	34,006	-	34,006	28,578
	<u>963,121</u>	<u>39,153</u>	<u>195,714</u>	<u>124,414</u>	<u>-</u>	<u>6,392</u>	<u>26</u>	<u>34,456</u>	<u>-</u>	<u>1,363,276</u>	<u>1,882,329</u>
Expenses											
Administration	8,868	-	-	-	2,086	-	-	12,504	3,000	26,458	75,478
Employee assistance program	-	-	84,619	-	-	-	-	-	-	84,619	74,619
Retired Teachers' Association of NL	-	-	12,000	-	-	-	-	-	-	12,000	6,000
Investment fees	42,149	7,172	6,902	13,680	-	-	-	-	-	69,903	64,592
Professional development	-	19,190	9,750	-	-	-	-	-	-	28,940	33,050
Grievance and arbitrations	213,080	-	-	-	-	-	-	-	-	213,080	136,877
Negotiations and other lock-out	89,962	-	-	-	-	-	-	-	-	89,962	46,282
Public awareness strategy	<u>692,362</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>692,362</u>	<u>1,043,393</u>
	<u>1,046,421</u>	<u>26,362</u>	<u>113,271</u>	<u>13,680</u>	<u>2,086</u>	<u>-</u>	<u>-</u>	<u>12,504</u>	<u>3,000</u>	<u>1,217,324</u>	<u>1,480,291</u>
Excess of revenue over expenses before other item	(83,300)	12,791	82,443	110,734	(2,086)	6,392	26	21,952	(3,000)	145,952	402,038
Other item											
Increase in fair value											
Of investments	<u>380,029</u>	<u>28,767</u>	<u>26,821</u>	<u>95,398</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>531,015</u>	<u>293,961</u>
Excess of revenue over expenses	<u>\$ 296,729</u>	<u>\$ 41,558</u>	<u>\$ 109,264</u>	<u>\$ 206,132</u>	<u>\$ (2,086)</u>	<u>\$ 6,392</u>	<u>\$ 26</u>	<u>\$ 21,952</u>	<u>\$ (3,000)</u>	<u>\$ 676,967</u>	<u>\$ 695,999</u>

Newfoundland and Labrador Teachers' Association

Restricted Funds' Statement of Changes in Fund Balances

Year Ended August 31

2017 2016

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	Schools Administrators" Council Professional Development Fund	Presidential Housing Fund	Total	Total
Fund balances beginning of year	\$ 13,642,918	\$ 1,114,410	\$ 1,289,799	\$ 3,482,571	\$ 11,348	\$ 575,635	\$ 5,799	\$ 104,748	\$ 205,530	\$ 20,432,758	\$ 19,284,708
Excess of revenue over expenses	296,729	41,558	109,264	206,132	(2,086)	6,392	26	21,952	(3,000)	676,967	695,999
Interfund transfers	690,532	-	-	-	-	-	-	-	-	690,532	452,051
Fund balances, end of year	\$ 14,630,179	\$ 1,155,968	\$ 1,399,063	\$ 3,688,703	\$ 9,262	\$ 582,027	\$ 5,825	\$ 126,700	\$ 202,530	\$ 21,800,257	\$ 20,432,758

Newfoundland and Labrador Teachers' Association

Restricted Funds' Statement of Financial Position

Year Ended August 31

2017 2016

Assets**Current**Receivable from
general fund

\$	159,889	\$	-	\$	-	\$	176	\$	9,262	\$	582,027	\$	-	\$	26,531	\$	202,530	\$	980,415	\$	944,936

Investments

(Note 4)

	15,009,623		1,162,504		1,404,644		3,694,111		-		5,825		100,169		-		21,376,876		19,923,326
\$	15,169,512	\$	1,162,504	\$	1,404,644	\$	3,694,287	\$	9,262	\$	582,027	\$	126,700	\$	202,530	\$	22,357,291	\$	20,868,262

Liabilities**Current**

Payables and

accruals

Payable to

general fund

\$	80,993	\$	1,574	\$	1,378	\$	1,381	\$	-	\$	-	\$	-	\$	-	\$	85,326	\$	112,033
	458,340		4,962		4,203		4,203		-		-		-		-		471,708		323,471

539,333

6,536

5,581

5,584

-

-

-

557,034

435,504

Members' Equity

14,630,179

1,155,968

1,399,063

3,688,703

9,262

582,027

126,700

202,530

21,800,257

20,432,758

22,357,291

20,868,262

Newfoundland and Labrador Teachers' Association

Restricted Funds' Statement of Cash Flows

Year Ended August 31

2017 2016

Operating

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	Schools Administrators Council Professional Development Fund	Presidential Housing Fund	Total	Total
Excess of revenue over expenses \$	296,729	\$ 41,558	\$ 109,264	\$ 206,132	\$ (2,086)	\$ 6,392	\$ 26	\$ 21,952	\$ (3,000)	\$ 676,967	\$ 695,999
Change in non-cash operating working capital (Note 7)	113,891	-	-	-	2,086	(6,392)	-	(26,531)	3,000	86,054	79,435
	410,620	41,558	109,264	206,132	-	-	26	(4,579)	-	763,021	775,434
Financing											
Advances from general fund	690,532	-	-	-	-	-	-	-	-	690,532	452,051
Investing											
(Increase) decrease in investments	(1,101,152)	(41,558)	(109,264)	(206,132)	-	-	(26)	4,579	-	(1,453,553)	(1,227,485)
Net increase in cash and cash equivalents	-	-	-	-	-	-	-	-	-	-	-
Cash and cash equivalents											
Beginning of year	-	-	-	-	-	-	-	-	-	-	-
End of year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Financial Statements

Newfoundland and Labrador Teachers'
Association

August 31, 2018

Contents

	Page
Independent Auditors' Report	1-2
Statement of Operations	3
Statement of Changes in Fund Balances	4
Statement of Financial Position	5
Statement of Cash Flows	6
Notes to the Financial Statements	7-15
General Fund - Schedule of Expenses	16-17
Restricted Funds' Statement of Operations	18
Restricted Funds' Statement of Changes in Fund Balances	19
Restricted Funds' Statement of Financial Position	20
Restricted Funds' Statement of Cash Flows	21

Independent auditors' report

Grant Thornton LLP
Suite 300
15 International Place
St. John's, NL
A1A 0L4
T +1 709 778 8800
F +1 709 722 7892

To the Members of Newfoundland and Labrador Teachers' Association

We have audited the accompanying financial statements of Newfoundland and Labrador Teachers' Association, which comprise the statements of financial position as at August 31, 2018, and the statements of operations, statements of changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audits is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Newfoundland and Labrador Teachers' Association as at August 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



St. John's, Canada

March 6, 2019

Chartered Professional Accountants

Newfoundland and Labrador Teachers' Association

Statement of Operations

Year Ended August 31

2018

2017

	General Fund (Pages 16-17)	Restricted Funds (Page 18)	<u>Total</u>	<u>Total</u>
Revenue				
Membership fees	\$ 5,614,562	\$ 490,095	\$ 6,104,657	\$ 5,880,406
Contributions	311,628	174,799	486,427	518,622
Government grants	260,627	-	260,627	246,361
Interest on investments	92,222	1,633,268	1,725,490	716,760
Miscellaneous	<u>101,735</u>	<u>33,186</u>	<u>134,921</u>	<u>139,040</u>
	<u>6,380,774</u>	<u>2,331,348</u>	<u>8,712,122</u>	<u>7,501,189</u>
Expenses				
Administration	1,902,511	152,907	2,055,418	2,386,454
Benefits and economic services	1,368,729	-	1,368,729	1,352,736
Communications	712,066	-	712,066	754,114
Employee assistance program	-	98,397	98,397	84,619
Retired Teachers' Association of NL	-	17,000	17,000	12,000
Branch operations	325,292	-	325,292	343,661
Investment fees	-	58,333	58,333	69,903
Professional development	557,814	26,386	584,200	657,317
Grievances and arbitration	-	155,679	155,679	213,080
Negotiations and other lock-out	-	86,930	86,930	89,962
Public awareness strategy	<u>-</u>	<u>700,033</u>	<u>700,033</u>	<u>692,362</u>
	<u>4,866,412</u>	<u>1,295,665</u>	<u>6,162,077</u>	<u>6,656,208</u>
Excess of revenue over expenses before other items	1,514,362	1,035,683	2,550,045	844,981
Other item Increase in fair value of investments	<u>-</u>	<u>525,609</u>	<u>525,609</u>	<u>531,015</u>
Excess of revenue over expenses	<u>\$ 1,514,362</u>	<u>\$ 1,561,292</u>	<u>\$ 3,075,654</u>	<u>\$ 1,375,996</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Changes in Fund Balances

Year Ended August 31

2018**2017**

	General Fund	Restricted Funds (Page 19)	Total	Total
Fund balances, beginning of year	\$ 5,461,869	\$21,800,257	\$27,262,126	\$26,199,681
Excess of revenue over expenses	1,514,362	1,561,292	3,075,654	1,375,996
Actuarial re-measurements (Note 9)	(159,483)	-	(159,483)	(313,551)
Interfund transfers	<u>(349,515)</u>	<u>349,515</u>	<u>-</u>	<u>-</u>
Fund balances, end of year	<u>\$ 6,467,233</u>	<u>\$23,711,064</u>	<u>\$30,178,297</u>	<u>\$27,262,126</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Financial Position

August 31

2018

2017

	General Fund	Restricted Funds (Page 20)	Total	Total
Assets				
Current				
Cash and cash equivalents	\$ 5,190,182	\$ -	\$ 5,190,182	\$ 4,621,531
Receivables	21,040	-	21,040	20,256
Receivable from				
General fund	-	767,236	767,236	980,415
Insurance fund	66,145	-	66,145	51,758
Restricted funds	636,929	-	636,929	471,708
Prepays	<u>1,422</u>	<u>272,955</u>	<u>274,377</u>	<u>29,060</u>
	5,915,718	1,040,191	6,955,909	6,174,728
Investments (Note 4)	1,050,314	23,318,885	24,369,199	22,424,188
Property and equipment (Note 5)	1,687,660	-	1,687,660	1,823,075
Deferred pension costs (Note 9)	<u>539,592</u>	<u>-</u>	<u>539,592</u>	<u>421,429</u>
	<u>\$ 9,193,284</u>	<u>\$24,359,076</u>	<u>\$33,552,360</u>	<u>\$30,843,420</u>
Liabilities				
Current				
Payables and accruals	\$ 442,967	\$ 11,083	\$ 454,050	\$ 668,826
Payable to				
General fund	-	636,929	636,929	471,708
Restricted funds	<u>767,236</u>	<u>-</u>	<u>767,236</u>	<u>980,415</u>
	1,210,203	648,012	1,858,215	2,120,949
Accrued severance pay	402,128	-	402,128	425,432
Accrued benefit liability (Note 9)	<u>1,113,720</u>	<u>-</u>	<u>1,113,720</u>	<u>1,034,913</u>
	<u>2,726,051</u>	<u>648,012</u>	<u>3,374,063</u>	<u>3,581,294</u>
Members' Equity				
Internally restricted	-	23,593,242	23,593,242	21,667,732
Externally restricted	-	117,822	117,822	132,525
Unrestricted	<u>6,467,233</u>	<u>-</u>	<u>6,467,233</u>	<u>5,461,869</u>
	<u>6,467,233</u>	<u>23,711,064</u>	<u>30,178,297</u>	<u>27,262,126</u>
	<u>\$ 9,193,284</u>	<u>\$24,359,076</u>	<u>\$33,552,360</u>	<u>\$30,843,420</u>

Commitments (Note 8)

On behalf of the Board

 _____ President _____ Treasurer

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Statement of Cash Flows

Year Ended August 31

2018

2017

	General Fund	Restricted Funds (Page 21)	Total	Total
Operating				
Excess of revenue over expenses	\$ 1,514,362	\$ 1,561,292	\$ 3,075,654	\$ 1,375,996
Depreciation	169,913	-	169,913	165,201
Deferred pension costs	(118,165)	-	(118,165)	(18,519)
Accrued severance pay	(23,304)	-	(23,304)	(89,206)
Accrued benefit liability	78,807	-	78,807	165,147
Actuarial re-measurements	(159,483)	-	(159,483)	(313,551)
	1,462,130	1,561,292	3,023,422	1,285,068
Change in non-cash operating working capital (Note 7)	(506,466)	31,202	(475,264)	79,909
	955,664	1,592,494	2,548,158	1,364,977
Financing				
Advances to restricted fund	(349,515)	-	(349,515)	(690,532)
Advances from general funds	-	349,515	349,515	690,532
	(349,515)	349,515	-	-
Investing				
Increase in investments	(3,002)	(1,942,009)	(1,945,011)	(1,363,917)
Purchase of property and equipment	(34,496)	-	(34,496)	(23,379)
	(37,498)	(1,942,009)	(1,979,507)	(1,387,296)
Net increase (decrease) in cash and cash equivalents	568,651	-	568,651	(22,319)
Cash and cash equivalents				
Beginning of year	4,621,531	-	4,621,531	4,643,850
End of year	\$ 5,190,182	\$ -	\$ 5,190,182	\$ 4,621,531

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

1. Purpose of the organization

The Newfoundland and Labrador Teachers' Association is a provincial union and professional association, providing services collectively and individually to all teachers in Newfoundland and Labrador. These services include collective bargaining, handling of grievances and arbitrations, professional development, economic services and any other function deemed relevant by the membership. The Association is a not-for-profit corporation and is exempt from paying income tax under Subsection 149 (1) (K) of the Income Tax Act.

2. Summary of significant accounting policies

Basis of presentation

The Association has prepared these financial statements in accordance with Canadian Accounting Standards for not-for-profit organization (ASNPO).

Fund accounting

The General Fund accounts for the organization's program delivery and administrative activities. The Fund reports all unrestricted resources. During 2018, the General Fund transferred \$349,515 to the Emergency Fund.

The Emergency Fund is responsible for any matters related to arbitration, negotiations, lock-outs or job actions, and any other approved emergency purposes. The Fund reports on the investments maintained for emergency job actions, as well as the expenses for the same. During 2018, the Emergency Fund received transfers of \$349,515 from the General Fund.

The Professional Development Fund utilizes interest earned to support professional development initiatives for teachers.

The Centennial Fund, created in 1990 to mark the 100th anniversary of the NLTA, utilizes interest earned to offset EAP counselling services, to provide an annual grant to the RTANL and to provide educational opportunities to teachers to enhance knowledge about teaching and learning.

The Reserve Fund is used to cover annual deficits in the General Fund. It is internally restricted to a minimum of 10% of current revenues in the General Fund.

The IT Strategy Fund was established to provide support for information technology upgrades within the Association.

The purpose of the Safe Schools Fund is to promote whole-school community involvement in violence prevention activities that contribute to the development of a safe and caring learning environment.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

2. Summary of significant accounting policies (cont'd.)

The School Administrators' Council and Newfoundland and Labrador Counsellors' and Psychologists' Association Professional Development Fund (SAC/NLCPA Fund) was established to hold a portion of school administrators' and NLCPA members' membership fees for the use of the School Administrators' Council and the NLCPA to fund their programs.

The Presidential Housing Fund was established to assist in funding costs associated with future presidential housing benefits.

The Presidential Travel Fund was established to assist in funding costs associated with future presidential travel expenses.

Use of estimates

In preparing the Association's financial statements in conformity with Canadian accounting standards for not-for-profit organizations, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenses during the year. Items requiring the use of significant estimates include deferred pension costs, accrued benefit liability, and rates of depreciation.

Revenue

Membership dues are recognized when collected. Investment income is recorded as it is earned.

Government grants and contributions for specific projects are recognized using the deferral method of accounting for contributions. Under this method, contributions restricted for future period expenses are deferred and are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Reimbursements of costs from the Group Insurance Fund to the General Fund are recorded as the related costs are incurred and information to determine the Fund's proportionate share of the costs becomes readily available.

Depreciation

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution.

Rates of depreciation applied on a straight line basis to write-off the cost of property and equipment over their estimated lives are as follows:

Land improvements	10%
Buildings	2%
Building improvements	2.5 - 10%
Equipment	10%
Computer equipment	20%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

2. Summary of significant accounting policies (cont'd.)

Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks (net of bank overdrafts). Bank borrowings are considered to be financing activities.

Investments

Investments are classified as held for trading and accounted for at fair value with changes in fair value recorded in excess of revenue over expenses. Fair value is determined using the quoted market value for publicly traded investments.

Accrued severance pay

Severance pay is calculated based upon years of service and current salary levels. The amount is payable when the employee ceases employment with the Association.

Accrued pension costs

Accrual of the costs of the Association's defined benefit pension plans are recorded monthly and adjusted annually based on actuaries' reports using the funding going concern valuation method. Pension expense includes the net of management's best estimate of the cost of benefits provided, interest cost of projected benefits, return on pension plan assets, as well as the best estimates of salary changes and retirement ages of employees. Pension plan assets are valued at market values. The discount rate used for determining deferred pension costs is the expected rate of return on plan assets.

Accrued employee future benefit liability

The Association provides post-retirement benefits in the form of extended life and health coverage to employees. The cost and obligations of these benefits earned by employees are actuarially determined using the funding going concern valuation method and management's best estimate of assumptions and future claim rates and costs.

Financial instruments

Initial measurement

The Association's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

Subsequent measurement

At each reporting date, the Association measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

2. Summary of significant accounting policies (cont'd.)

The Association uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the statement of operations. The financial instruments measured at amortized cost are cash and cash equivalents, receivables and payables and accruals. The financial instruments measured at fair value are investments.

For financial assets measured at cost or amortized cost, the Association regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Association determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Impairment of long-lived assets

Long-lived assets are reviewed for impairment upon the occurrence of events or changes in circumstances indicating that the value of the assets may not be recoverable, as measured by comparing their net book value to the estimated undiscounted cash flows generated by their use. Impaired assets are recorded at fair value, determined principally using discounted future cash flows expected from their use and eventual disposition.

3. Risk management

The Association's policy for managing significant risks includes policies, procedures and oversight designed to reduce the risks identified to an appropriate threshold. Management and the Board of Directors manage its investment portfolio in accordance with its long term investment policy. The investment risk inherent in its investment portfolio is managed through diversification in both asset classes and investments held. The Board is provided with timely and relevant reports on the management of significant risks. Significant risks managed by the Association include liquidity, credit, and market risks.

Liquidity risk

Liquidity risk is the risk that the Association will be unable to meet its contractual obligations and financial liabilities. The Association manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient cash and marketable securities available to meet its obligations and liabilities.

Credit risk

Credit risk is the risk of loss associated with a counterparty's inability to fulfill its payment obligations. The Association's credit risk is attributable to receivables. Management believes that the credit risk concentration with respect to financial instruments included in receivables is remote.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

3. Risk management (cont'd.)

Market risk

Market risk is the risk of loss that may arise from changes in market factors such as interest rates, foreign exchange rates and equity prices.

Interest rate risk

Interest rate risk is the risk that the value of a financial security will fluctuate due to changes in market interest rates. The Association is exposed to interest rate risk through investment in fixed income securities. Interest rate risk is managed through diversification of fixed income securities through sector allocation and security duration. The Association holds fixed income securities totaling approximately 32.2% of its investments in the Fiera Balanced Integrated Fund with a market value of \$7,846,882 at year end.

Foreign exchange risk

The Association is exposed to foreign exchange risk on fluctuations related to equity investments that are denominated in a foreign currency. The Association manages this risk through diversification of its investment portfolio. The Association held foreign equities totaling approximately 24.2% of its investment in the Fiera Balanced Integrated Fund with a market value of \$5,897,347 at year end.

Price risk

The Association has exposure to price risk with respect to equity prices. Equity price risk is defined as the potential adverse impact on the Association's earnings due to movements in individual equity prices or general movements in the level of the stock market. The Association manages price risk through diversification of its investment portfolio. Its investment in the Fiera Balanced Integrated Fund had a total market value of \$24,369,199 at year end.

4. Investments	2018		2017	
	Cost	Market Value	Cost	Market Value
General fund	\$ 1,050,314	\$ 1,050,314	\$ 1,047,312	\$ 1,047,312
Restricted fund	<u>21,050,933</u>	<u>23,318,885</u>	<u>19,634,541</u>	<u>21,376,876</u>
	<u>\$22,101,247</u>	<u>\$24,369,199</u>	<u>\$20,681,853</u>	<u>\$22,424,188</u>

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

5. Property and equipment		<u>2018</u>		<u>2017</u>
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 24,875	\$ -	\$ 24,875	\$ 24,875
Land improvements	96,970	90,586	6,384	7,661
Buildings	506,087	300,825	205,262	197,410
Building improvements	2,802,017	1,412,058	1,389,959	1,516,346
Equipment	1,002,474	952,610	49,864	59,216
Computer equipment	942,090	930,774	11,316	17,567
	<u>\$ 5,374,513</u>	<u>\$ 3,686,853</u>	<u>\$ 1,687,660</u>	<u>\$ 1,823,075</u>

6. Bank indebtedness

The Association has a line of credit of \$250,000. The balance owing as at August 31, 2018 was \$Nil (August 31, 2017 - \$Nil).

7. Change in non-cash operating working capital		<u>2018</u>		<u>2017</u>
	<u>General Fund</u>	<u>Restricted Funds (Page 21)</u>	<u>Total</u>	<u>Total</u>
Receivables	\$ (784)	\$ -	\$ (784)	\$ (7,822)
Receivable from				
General fund	-	213,179	213,179	(35,477)
Insurance fund	(14,387)	-	(14,387)	(8,516)
Restricted funds	(165,221)	-	(165,221)	(148,237)
Prepays	27,638	(272,955)	(245,317)	(5,751)
Payables and accruals	(140,533)	(74,243)	(214,776)	101,998
Payable to general fund	-	165,221	165,221	148,237
Payable to restricted fund	(213,179)	-	(213,179)	35,477
	<u>\$ (506,466)</u>	<u>\$ 31,202</u>	<u>\$ (475,264)</u>	<u>\$ 79,909</u>

8. Commitments

The Association is committed under a contract for legal services and under rental leases for property and printing equipment to make payments as follows: 2019 - \$319,287; 2020 - \$262,441; and 2021 - \$265,008.

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

9. Employee future benefits

Defined benefit pension plan

The Association maintains a defined benefit pension plan for its support staff. The plan provides benefits based on length of service and average earnings.

There were no significant changes in the contractual elements of the plan during the years ended August 31, 2017 and August 31, 2018. Based on an actuarial valuation of the plan, completed as at December 31, 2017, the following results have been extrapolated for August 31, 2018.

	<u>2018</u>	<u>2017</u>
Accrued benefits obligation	\$ 4,377,212	\$ 4,290,137
Fair value of plan assets	<u>5,304,619</u>	<u>4,588,366</u>
Funded status – plan surplus	927,407	298,229
Accrued special payments	-	123,200
Valuation allowance	<u>387,815</u>	<u>-</u>
Deferred pension costs	<u>\$ 539,592</u>	<u>\$ 421,429</u>

The accrued benefit asset noted above was determined based on the going concern funding obligation and current service costs as permitted in Part III of the CPA Handbook Section 3463.

	<u>2018</u>	<u>2017</u>
Current service costs	\$ 36,514	\$ 37,475
Finance income	<u>(23,473)</u>	<u>(23,401)</u>
Net pension expense	<u>\$ 13,041</u>	<u>\$ 14,074</u>

	<u>2018</u>	<u>2017</u>
Actuarial re-measurements charged (credited) to member's equity	<u>\$ 159,483</u>	<u>\$ 219,136</u>

Significant actuarial assumptions used in calculating the net pension expense for the Association's funded pension plan were as follows:

	<u>2018</u>	<u>2017</u>
Discount rate	5.35%	5.35%
Long term rate of return on plan assets	5.35%	5.35%
Rate of increase in compensation levels	3.00%	3.00%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

9. Employee future benefits (cont'd.)

Other post-employment benefits

The Association provides for coverage under the group life and group health plans upon retirement from active service for its employees.

The following results have been prepared based on a full actuarial valuation of the plans as at August 31, 2016 and extrapolated to August 31, 2018.

	<u>2018</u>	<u>2017</u>
Accrued benefits obligation	\$ 1,113,720	\$ 1,034,913
Fair value of plan assets	<u>-</u>	<u>-</u>
Funded status – plan deficit	(1,113,720)	(1,034,913)
Valuation allowance	<u>-</u>	<u>-</u>
Accrued benefit liability	<u>\$(1,113,720)</u>	<u>\$(1,034,913)</u>

The accrued benefit liability noted above was determined based on the going concern funding obligation and current service costs as permitted in Part III of the CPA Handbook Section 3463.

	<u>2018</u>	<u>2017</u>
Current service costs	\$ 30,566	\$ 25,371
Finance costs	<u>55,979</u>	<u>51,873</u>
Net benefit expense	<u>\$ 86,545</u>	<u>\$ 77,244</u>

	<u>2018</u>	<u>2017</u>
Actuarial re-measurements charged to member's equity	<u>\$ -</u>	<u>\$ 94,415</u>

Significant actuarial assumptions used in calculating the accrued benefit liability and expense for these plans were as follows:

<u>Group Life</u>	<u>2018</u>	<u>2017</u>
Discount rate	5.35%	5.35%
Rate of increase in compensation levels	3.00%	3.00%

Newfoundland and Labrador Teachers' Association

Notes to the Financial Statements

August 31, 2018

9. Employee future benefits (cont'd.)

<u>Group Health</u>	<u>2018</u>	<u>2017</u>
Discount rate	5.35%	5.35%
Medical inflation rate	7.825% in 2018 decreasing 0.175% per year to 2037 and then to 4.5% per year thereafter	6.80% in 2017 decreasing 0.15% per year to 2029 and then to 5.0% per year thereafter

10. Related party transactions

Revenue includes \$86,397 (2017 - \$75,548) from the Insurance Fund for its share of building operating expenses and pre-retirement seminars and \$225,231 (2017 - \$278,867) from the Insurance Fund for reimbursement of salaries.

These related party transactions were in the normal course of operations and were measured at their exchange amounts, which are the amounts of consideration established and agreed to by the related parties.

Newfoundland and Labrador Teachers' Association

General Fund

Schedule of Expenses

Year Ended August 31

2018

2017

Administration

Building	\$ 344,458	\$ 342,450
Canadian Teachers' Federation	161,870	157,840
Conferences	35,753	37,991
Conventions	1,464	311,866
Executive	73,532	109,247
General	106,975	119,140
IT strategy	-	65,000
Office	175,878	163,975
Personnel	777,087	818,580
President's office	<u>225,494</u>	<u>233,907</u>
	\$ 1,902,511	\$ 2,359,996

Benefits and economic services

Employee assistance program	\$ 260,627	\$ 246,361
Lawyers' fees	135,500	135,500
Non-program travel	16,946	23,273
Personnel	810,799	821,959
Pre-retirement sessions/financial information	61,689	39,011
Resource Centre	76,053	80,097
Standing committees	<u>7,115</u>	<u>6,535</u>
	\$ 1,368,729	\$ 1,352,736

Communications

Committees	\$ 4,422	\$ 1,164
Education week	23,417	22,462
Personnel	255,818	261,298
Print plant	321,317	380,173
Publicity and design	99,779	84,587
Travel	<u>7,313</u>	<u>4,430</u>
	\$ 712,066	\$ 754,114

Newfoundland and Labrador Teachers' Association
General Fund
Schedule of Expenses (cont'd.)

Year Ended August 31	2018	2017
Branch operations		
Branches	\$ 317,105	\$ 335,511
Membership services	<u>8,187</u>	<u>8,150</u>
	<u>\$ 325,292</u>	<u>\$ 343,661</u>
Professional development		
Conferences and resource materials	\$ 50,030	\$ 48,555
Personnel	365,895	381,960
Professional development programs	21,312	32,604
Program and travel	23,963	49,558
Special interest councils	83,894	106,742
Standing committees	<u>12,720</u>	<u>8,958</u>
	<u>\$ 557,814</u>	<u>\$ 628,377</u>

Newfoundland and Labrador Teachers' Association Restricted Funds' Statement of Operations

Year Ended August 31

Year Ended August 31											2018	2017
	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total	
Revenue												
Membership fees	\$ 490,095	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,095	\$ 472,499	
Contributions	-	15,000	159,799	-	-	-	-	-	-	174,799	164,207	
Interest on investments	1,179,470	85,890	85,877	276,486	-	-	96	2,091	3,358	1,633,268	692,564	
Miscellaneous	-	-	-	-	-	-	-	33,186	-	33,186	34,006	
	<u>1,669,565</u>	<u>100,890</u>	<u>245,676</u>	<u>276,486</u>	<u>-</u>	<u>-</u>	<u>96</u>	<u>35,277</u>	<u>3,358</u>	<u>2,331,348</u>	<u>1,363,276</u>	
Expenses												
Administration	6,596	15,000	-	-	-	57,060	-	50,076	24,175	152,907	26,458	
Employee assistance program	-	-	98,397	-	-	-	-	-	-	98,397	84,619	
Retired Teachers' Association of NL	-	-	17,000	-	-	-	-	-	-	17,000	12,000	
Investment fees	34,150	6,384	6,229	11,570	-	-	-	-	-	58,333	69,903	
Professional development	-	17,136	9,250	-	-	-	-	-	-	26,386	28,940	
Grievance and arbitrations	155,679	-	-	-	-	-	-	-	-	155,679	213,080	
Negotiations and other lock-out	86,930	-	-	-	-	-	-	-	-	86,930	89,962	
Public awareness strategy	700,033	-	-	-	-	-	-	-	-	700,033	692,362	
	<u>983,388</u>	<u>38,520</u>	<u>130,876</u>	<u>11,570</u>	<u>-</u>	<u>57,060</u>	<u>-</u>	<u>50,076</u>	<u>24,175</u>	<u>1,295,665</u>	<u>1,217,324</u>	
Excess of revenue over expenses before other item	686,177	62,370	114,800	264,916	-	(57,060)	96	(14,799)	(20,817)	1,035,683	145,952	
Other item												
Increase in fair value of investments	355,311	32,470	30,258	107,570	-	-	-	-	-	525,609	531,015	
Excess (deficiency) of revenue over expenses	\$ 1,041,488	\$ 94,840	\$ 145,058	\$ 372,486	\$ -	\$ (57,060)	\$ 96	\$ (14,799)	\$ (20,817)	\$ 1,561,292	\$ 676,967	

Newfoundland and Labrador Teachers' Association

Restricted Funds' Statement of Changes in Fund Balances

Year Ended August 31

2018 2017

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total
Fund balances beginning of year	\$ 14,630,179	\$ 1,155,968	\$ 1,399,063	\$ 3,688,703	\$ 9,262	\$ 582,027	\$ 5,825	\$ 126,700	\$ 202,530	\$ 21,800,257	\$ 20,432,758
Excess (deficiency) of revenue over expenses	1,041,488	94,840	145,058	372,486	-	(57,060)	96	(14,799)	(20,817)	1,561,292	676,967
Interfund transfers	349,515	-	-	-	-	-	-	-	-	349,515	690,532
Fund balances, end of year	\$ 16,021,182	\$ 1,250,808	\$ 1,544,121	\$ 4,061,189	\$ 9,262	\$ 524,967	\$ 5,921	\$ 111,901	\$ 181,713	\$ 23,711,064	\$ 21,800,257

Newfoundland and Labrador Teachers' Association Restricted Funds' Statement of Financial Position

Year Ended August 31

2018

2017

Assets**Current**

Receivable from

general fund

Prepaids

Investments

(Note 4)

Liabilities**Current**

Payables and

accruals

Payable to

general fund

Members' Equity

Internally

restricted

Externally

restricted

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total
Receivable from general fund	\$ 51,118	\$ -	\$ -	\$ 176	\$ 9,262	\$ 524,967	\$ -	\$ -	\$ 181,713	\$ 767,236	\$ 980,415
Prepaids	272,955	-	-	-	-	-	-	-	-	272,955	-
Investments (Note 4)	324,073	-	-	176	9,262	524,967	-	-	181,713	1,040,191	980,415
	16,327,421	1,257,344	1,549,701	4,066,597	-	-	5,921	111,901	-	23,318,885	21,376,876
	\$ 16,651,494	\$ 1,257,344	\$ 1,549,701	\$ 4,066,773	\$ 9,262	\$ 524,967	\$ 5,921	\$ 111,901	\$ 181,713	\$ 24,359,076	\$ 22,357,291
Liabilities											
Current											
Payables and accruals	\$ 5,992	\$ 2,333	\$ 1,377	\$ 1,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,083	\$ 85,326
Payable to general fund	624,320	4,203	4,203	4,203	-	-	-	-	-	636,929	471,708
	630,312	6,536	5,580	5,584	-	-	-	-	-	648,012	557,034
Members' Equity											
Internally restricted	16,021,182	1,250,808	1,544,121	4,061,189	9,262	524,967	-	-	181,713	23,593,242	21,667,732
Externally restricted	-	-	-	-	-	-	5,921	111,901	-	117,822	132,525
	16,021,182	1,250,808	1,544,121	4,061,189	9,262	524,967	5,921	111,901	181,713	23,711,064	21,800,257
	\$ 16,651,494	\$ 1,257,344	\$ 1,549,701	\$ 4,066,773	\$ 9,262	\$ 524,967	\$ 5,921	\$ 111,901	\$ 181,713	\$ 24,359,076	\$ 22,357,291

Newfoundland and Labrador Teachers' Association Restricted Funds' Statement of Cash Flows

Year Ended August 31

2018 2017

Operating	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total
Excess (deficiency) of revenue over expenses	\$ 1,041,488	\$ 94,840	\$ 145,058	\$ 372,486	\$ -	\$ (57,060)	\$ 96	\$ (14,799)	\$ (20,817)	\$ 1,561,292	\$ 676,967
Change in non-cash operating working capital (Note 7)	(73,205)	-	-	-	-	57,060	-	26,530	20,817	31,202	86,054
	968,283	94,840	145,058	372,486	-	-	96	11,731	-	1,592,494	763,021
Financing											
Advances from general fund	349,515	-	-	-	-	-	-	-	-	349,515	690,532
Investing											
Increase in investments	(1,317,798)	(94,840)	(145,058)	(372,486)	-	-	(96)	(11,731)	-	(1,942,009)	(1,453,553)
Net increase in cash and cash equivalents	-	-	-	-	-	-	-	-	-	-	-
Cash and cash equivalents											
Beginning of year	-	-	-	-	-	-	-	-	-	-	-
End of year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Section III

Historical Data on NLTA Finances

A. General Operations Income & Expenditures 1986/87 - 2017/18					
Year	Total Income	Total Expenditures	Yearly Surplus (Deficit)	Inter-fund Transfers & Accounting Policy	Accumulated Surplus/Deficit
2017-2018	\$6,380,774	\$4,866,412	\$1,514,362	(\$508,998)	\$6,467,233
2016-2017	6,137,913	5,438,884	699,029	(1,004,083)	5,461,869
2015-2016	6,514,163	5,133,100	1,381,063	(442,632)	5,766,923
2014-2015	6,187,317	5,283,215	904,102	(620,979)	4,828,492
2013-2014	6,192,004	5,148,455	1,043,549	(587,586)	4,545,369
2012-2013	6,208,737	5,444,626	764,111	(690,274)	4,089,406
2011-2012	6,100,637	4,899,138	1,201,499	(357,697)	4,010,049
2010-2011	5,740,991	5,045,598	695,393	(585,153)	3,166,247
2009-2010	5,534,599	4,384,293	1,150,306	(437,629)	3,056,007
2008-2009	5,456,702	4,639,252	817,450	(418,484)	2,343,330
2007-2008	4,966,867	4,149,900	816,967	(517,267)	1,944,364
2006-2007	4,719,138	4,233,167	485,971	(959,451)	1,644,664
2005-2006	4,619,308	3,980,011	639,297	(7,000)	2,118,144
2004-2005	3,872,163	4,077,890	(205,727)		1,485,847
2003-2004	3,960,752	3,881,407	79,345		1,581,574
2002-2003	3,871,108	4,109,828	(238,720)		1,632,229
2001-2002	3,739,317	3,580,184	159,133		2,056,949
2000-2001	3,565,396	3,544,238	(306,572)		1,997,816
1999-2000	3,503,356	3,169,095	334,261		2,304,388
1998-1999	3,618,210	3,504,109	114,101		1,970,127
1997-1998	3,530,531	3,197,846	332,685		1,856,026
1996-1997	3,747,531	3,598,940	148,591		1,523,341
1995-1996	3,797,298	3,614,351	182,947		1,374,750
1994-1995	4,126,069	3,593,644	532,425		1,413,159
1993-1994	3,521,820	3,758,975	(237,155)		880,734
1992-1993	4,178,277	3,880,021	298,256		1,117,889
1991-1992	3,718,009	3,781,052	(63,043)		958,811
1990-1991	3,503,498	3,549,432	(45,934)		1,031,995
1989-1990	3,329,786	3,403,001	(73,215)		1,138,562
1988-1989	3,054,607	3,149,472	(94,865)		1,173,117
1987-1988	3,039,221	2,973,837	65,384		1,251,634
1986-1987	2,728,378	2,537,303	191,075		1,003,135

B.

**Emergency Fund
1984/85 – 2017/18**

Year	Revenue	Expenses	Inter-fund Transfers & Accounting Policy	Accumulated Surplus (Deficit)
2017-2018	\$1,669,565	\$983,388	\$704,826	\$16,021,182
2016-2017	963,121	1,046,421	1,070,561	14,630,532
2015-2016	1,325,833	1,273,323	671,552	13,642,918
2014-2015	1,690,636	648,466	(55,842)	12,918,856
2013-2014	1,001,463	425,792	1,653,815	11,932,528
2012-2013	736,403	364,953	1,184,153	9,703,042
2011-2012	945,882	331,962	182,401	8,147,439
2010-2011	661,008	248,961	630,983	7,351,118
2009-2010	603,084	214,713	529,751	6,308,088
2008-2009	554,792	344,146	126,644	5,389,966
2007-2008	1,194,846	205,113	523,613	5,052,676
2006-2007	555,567	613,260	127,859	3,539,330
2005-2006	491,961	428,110		3,469,164
2004-2005	297,581	253,847		3,405,313
2003-2004	318,047	498,259		3,361,579
2002-2003	383,730	230,588		3,541,791
2001-2002	318,306	592,013		3,388,649
2000-2001	440,103	326,837		3,662,356
1999-2000	331,282	365,217		3,549,090
1998-1999	323,094	292,941		3,583,025
1997-1998	417,608	450,224		3,552,872
1996-1997	358,968	371,821		3,585,488
1995-1996	371,369	215,605		3,598,341
1994-1995	367,810	192,745		3,221,221
1993-1994	575,648	7,724,684		3,046,156
1992-1993	809,171	1,228,664		10,195,192
1991-1992	960,488	403,115		10,614,685
1990-1991	1,063,151	1,494,875		10,057,352
1989-1990	1,688,120	547,686		10,489,076
1988-1989	1,586,222	226,383		9,437,482
1987-1988	1,335,850	234,360		8,077,643
1986-1987	1,174,825	142,431		6,979,700
1985-1986	1,206,728	779,878		5,954,500
1984-1985	1,237,912	343,493		5,559,946

C.

Reserve Fund
1993/94 – 2017/18

Year	Total Income	Total Expenditures	Inter-fund Transfers & Accounting Policy	Accumulated Surplus (Deficit)
2017-2018	\$276,486	\$11,570	\$107,570	\$4,061,189
2016-2017	124,414	13,680	95,398	3,688,703
2015-2016	199,922	12,823	252,067	3,482,571
2014-2015	311,293	12,485	(118,411)	3,230,504
2013-2014	140,709	14,230	358,791	3,050,107
2012-2013	73,006	10,462	176,493	2,564,837
2011-2012	147,928	14,265	(51,933)	2,325,800
2010-2011	72,480	10,677	33,544	2,244,070
2009-2010	61,837	9,815	50,929	2,148,723
2007-2008	409,715	12,291	(282,430)	2,138,486
2006-2007	42,293	11,804	800,000	2,023,492
2005-2006	40,269	6,226		1,193,003
2004-2005	17,735	966		1,158,960
2003-2004	19,602	932		1,142,191
2002-2003	200,160	949		1,123,521
2001-2002	135,257	1,014		924,310
2000-2001	350,389	863		790,067
1999-2000	100,209	905		440,541
1998-1999	16,279	120,191		341,237
1997-1998	104,811	31,557		445,149
1996-1997	9,194	77,502		371,895
1995-1996	20,202	803		440,203
1994-1995	8,405	803		420,804
1993-1994	1,491	800		413,202

D.

**Professional Development Fund
1998/99 – 2017/18**

Year	Total Income	Total Expenditures	Transfers & New Accounting Policy	Accumulated Surplus (Deficit)
2017-2018	\$100,890	\$38,520	\$32,740	\$1,250,808
2016-2017	39,153	26,362	28,767	1,155,968
2015-2016	111,032	46,740	55,419	1,114,410
2014-2015	101,778	42,337	(38,932)	1,058,991
2013-2014	46,872	28,343	116,260	1,038,482
2012-2013	24,758	35,108	57,024	903,693
2011-2012	57,335	41,746	(25,126)	857,019
2010-2011	25,438	41,054	10,517	866,556
2009-2010	20,192	26,123	15,743	871,655
2008-2009	16,576	41,214	(47,929)	861,843
2007-2008	177,724	24,501	10,006	934,410
2006-2007	32,278	30,001		771,181
2005-2006	27,469	27,634		768,904
2004-2005	25,291	19,765		769,069
2003-2004	25,389	34,652		763,543
2002-2003	41,131	31,320		772,806
2001-2002	177,453	79,351		762,995
2000-2001	55,946	121,323		664,893
1999-2000	35,130	113,119		730,270
1998-1999	34,118	129,076		808,259

E.

Centennial Fund
1995/96 – 2017/18

Year	Total Income	Total Expenditures	Transfers & New Accounting Policy	Accumulated Surplus (Deficit)
2017-2018	\$245,676	\$130,876	\$30,258	\$1,544,121
2016-2017	195,714	113,271	26,821)	1,399,063
2015-2016	214,932	96,990	136,307	1,289,799
2014-2015	240,619	102,546	(34,690)	1,153,492
2013-2014	185,859	99,689	103,791	1,050,109
2012-2013	161,942	81,439	(38,339)	860,149
2011-2012	183,790	100,327	(112,510)	817,985
2010-2011	145,432	67,738	(76,438)	847,032
2009-2010	133,406	86,814	(68,445)	845,776
2008-2009	122,704	83,887	(122,655)	867,629
2007-2008	269,038	83,266	(63,386)	951,467
2006-2007	133,802	83,450	(81,000)	829,081
2005-2006	128,148	154,498		859,729
2004-2005	126,046	81,470		886,079
2003-2004	99,831	77,760		841,503
2002-2003	167,749	83,956		819,432
2001-2002	29,290	247,699		735,639
2000-2001	182,587	63,643		954,048
1999-2000	37,580	67,201		835,104
1998-1999	317,580	37,471		864,725
1997-1998	38,504	17,154		584,616
1996-1997	23,168	28,500		563,266
1995-1996	34,513	16,084		568,598

Section IV

NLTA Draft Budgets

2019-20 and 2020-21

BGM 2019

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Revenue					
Fees	\$ 5,332,100	\$ 5,309,600	\$ 5,220,133	\$ 5,268,864	\$ 5,568,633
Advertising	10,000	10,000	10,000	10,000	7,600
Miscellaneous	500	500	500	500	362
Group Insurance Income (Salary)	229,500	228,500	224,508	223,598	225,231
Group Insurance (Other)	75,000	75,000	75,000	73,000	86,397
President's Housing	28,800	28,800	28,800	28,800	19,800
Transferred from Convention Fund	150,000	-	-	-	-
Print Plant Revenue	8,000	8,000	8,000	7,500	17,654
Interest Income	65,000	60,000	17,000	17,000	97,252
Employee Assistance Program	256,300	256,300	254,244	254,244	252,398
Sponsorship Agreement	75,000	75,000	72,725	72,725	75,000
Total Revenue	\$ 6,230,200	\$ 6,051,700	\$ 5,910,910	\$ 5,956,231	\$ 6,350,327
Expenses					
Governance and Administration (Schedule A)	\$ 2,670,000	\$ 2,458,500	\$ 2,481,044	\$ 2,135,527	\$ 2,085,113
Branch Operations (Schedule B)	391,100	391,100	347,534	347,534	325,101
Communications (Schedule C)	783,000	782,700	798,754	798,427	712,548
Programs and Services (Schedule D)	2,315,800	2,303,800	2,173,109	2,161,660	1,964,805
Total Operating Expenses	\$ 6,159,900	\$ 5,936,100	\$ 5,800,441	\$ 5,443,148	\$ 5,087,567
Excess of Revenue over Expenses	\$ 70,300	\$ 115,600	\$ 110,469	\$ 513,083	\$ 1,262,760
Less: Contribution to Emergency Fund	(35,150)	(57,800)	(55,235)	(256,542)	-
Revised: Excess of Revenue over Expenses	\$ 35,150	\$ 57,800	\$ 55,235	\$ 256,542	\$ 1,262,760
Capital Expenditures	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 35,749

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Building					
Building Maintenance	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 44,466
Garbage Collection	6,500	6,500	6,500	6,500	5,905
Grounds Maintenance/Snow Clearing	25,000	25,000	25,000	25,000	17,583
Hydro	65,000	65,000	62,500	60,000	49,166
Insurance on Building	13,800	13,500	15,000	15,000	11,982
Property/Water Taxes	65,000	65,000	65,000	62,500	54,174
Supplies - Janitorial	4,500	4,500	5,000	5,000	4,044
Depreciation - Building	139,000	139,000	139,000	138,000	137,520
Depreciation - Computer Equipment	15,000	15,000	14,300	12,000	15,573
Elevator - Service Contract	4,200	4,200	4,200	4,200	4,046
Sub-Total: Building	\$ 378,000	\$ 377,700	\$ 376,500	\$ 368,200	\$ 344,459
Canadian Teachers' Federation					
Fees	156,600	153,500	145,038	146,453	151,628
CTF-AGM	10,000	10,000	10,000	10,000	10,242
Sub-Total: CTF	\$ 166,600	\$ 163,500	\$ 155,038	\$ 156,453	\$ 161,870
Executive					
Executive Meetings	96,000	86,500	100,000	96,000	61,213
Standing Committees					
Table Officers	3,000	3,000	3,000	3,000	1,350
Ad-Hoc Province Wide Vote & Renumeration	-	-	6,556	6,556	6,203
Finance and Property	5,000	5,000	5,000	5,000	2,689
Staff Negotiations	1,000	6,000	1,000	6,000	-
Electoral Committee	5,000	1,000	5,000	1,000	744
Pooled Investment Fund Committee	1,500	1,500	1,500	1,500	1,333
Sub-Total: Executive and Standing Committees	\$ 111,500	\$ 103,000	\$ 122,056	\$ 119,056	\$ 73,532
Office					
Audit Fees	50,000	50,000	50,000	50,000	47,897
Bank Charges	7,000	7,000	7,000	7,000	6,897
Depreciation - Furniture/Equipment	19,000	18,000	19,000	18,000	16,821
Computer Service/Technical Support	5,000	5,000	6,500	5,000	3,285
Equipment - Service/ Repair	2,000	2,000	2,000	2,000	-
Office Supplies	39,000	37,000	35,000	35,000	34,174
Telephone	55,000	52,500	57,000	55,000	48,194
Computer Upgrades (Hardware/Software)	35,000	35,000	35,000	35,000	18,080
Sub-Total: Office	\$ 212,000	\$ 206,500	\$ 211,500	\$ 207,000	\$ 175,348

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Personnel					
Salary & Benefits	\$ 797,400	\$ 789,800	\$ 790,174	\$ 782,311	\$ 687,677
Casual Labor	6,000	6,000	6,000	6,000	5,850
Staff Replacement	5,000	5,000	5,000	5,000	2,136
Staff Training	10,000	10,000	10,000	10,000	4,935
Travel	15,000	15,000	15,000	15,000	11,459
Deferred Severance Pay	40,000	40,000	40,000	40,000	35,000
Reserve for Annual Leave	20,000	20,000	20,000	20,000	21,554
Sub-Total: Personnel	\$ 893,400	\$ 885,800	\$ 886,174	\$ 878,311	\$ 768,611
President's Office					
Salary & Benefits	196,900	196,700	197,426	197,257	198,495
Accountable Allowance - President	1,500	1,500	1,500	1,500	1,500
President's Travel	25,000	25,000	25,000	25,000	25,000
President's Housing	28,800	28,800	28,800	28,800	19,800
Relocation Costs	10,000	-	10,000	-	-
Vice President Stipend	2,400	2,400	1,600	-	-
Accountable Allowance - Vice President	1,000	1,000	1,000	500	500
Province-Wide Election	23,000	-	23,000	-	-
Sub-Total: President's Office	\$ 288,600	\$ 255,400	\$ 288,326	\$ 253,057	\$ 245,295
General					
Miscellaneous	4,000	4,000	4,000	4,000	627
Professional Services	2,000	2,000	3,000	3,000	-
Insurance - Travel	3,600	3,500	3,450	3,450	3,359
Insurance - Directors & Officers Liability	8,600	8,400	-	-	7,056
Public Relations	25,000	25,000	25,000	25,000	23,811
Conferences	25,000	25,000	25,000	25,000	13,136
Convention - BGM	300,000	-	285,000	-	1,464
Support Staff Pension Plan Special Payments	213,700	213,700	58,000	58,000	232,967
Transferred to Convention Fund	-	150,000	-	-	-
NLTA Medal	2,000	2,000	2,000	2,000	500
NLTA Scholarship	6,000	6,000	6,000	6,000	6,384
CAPTO	15,000	15,000	15,000	15,000	22,616
General Secretaries Conference	6,000	6,000	6,000	6,000	1,608
CTF Presidents' Meeting	6,000	6,000	6,000	6,000	2,470
Education International	3,000	-	3,000	-	-
Sub-Total: General	\$ 619,900	\$ 466,600	\$ 441,450	\$ 153,450	\$ 315,998
Total: Governance and Administration	\$ 2,670,000	\$ 2,458,500	\$ 2,481,044	\$ 2,135,527	\$ 2,085,113

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Branches					
Registration	\$ 34,300	\$ 34,300	\$ 34,300	\$ 34,300	\$ 34,300
Membership	39,000	39,000	39,000	39,000	31,938
Sub-Total: Branches	\$ 73,300	\$ 73,300	\$ 73,300	\$ 73,300	\$ 66,238
Branches					
School Board - Teacher Liaison	23,000	23,000	19,500	19,500	22,497
Labrador West Branch Office	5,000	5,000	5,000	5,000	5,000
Coastal Labrador Branches	15,000	15,000	15,000	15,000	2,183
Exceptional Travel	500	500	500	500	-
Additional Branch Projects	5,000	5,000	5,000	5,000	2,740
Branch Retirement Functions	13,300	13,300	13,234	13,234	14,054
Branch Visitations	6,000	6,000	6,000	6,000	4,058
Joint Council Meetings	150,000	150,000	150,000	150,000	141,553
Observer Funding Joint Council Meetings	40,000	40,000	-	-	-
School Representatives Seminars	50,000	50,000	50,000	50,000	58,781
Sub-Total: Branches	\$ 307,800	\$ 307,800	\$ 264,234	\$ 264,234	\$ 250,866
Pins and Scrolls	10,000	10,000	10,000	10,000	7,997
Total: Branch Operations	\$ 391,100	\$ 391,100	\$ 347,534	\$ 347,534	\$ 325,101

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Publicity and Promotion					
Internal/Membership	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 24,724
External/Public	45,000	45,000	40,000	40,000	42,325
Promotion	12,000	12,000	12,000	12,000	19,115
Media Monitoring	5,000	5,000	10,000	10,000	2,611
Donations/Sponsorships	10,000	10,000	10,000	10,000	13,095
Sub-Total: Publicity and Promotion	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 101,870
Education Week	20,000	20,000	17,000	17,000	21,807
Communications/Political Action Committee	4,300	4,300	4,256	4,256	4,422
Salary & Benefits	270,600	270,400	270,794	270,616	255,817
Program Travel	8,500	8,500	8,500	8,500	7,313
Print Plant					
Service/Repair Contracts	2,500	2,500	5,000	5,000	1,614
Postage	60,000	60,000	60,000	60,000	49,923
Supplies	45,000	45,000	50,000	50,000	25,250
Printers (Outside)	4,000	4,000	4,000	4,000	-
Salary & Benefits	156,100	156,000	156,204	156,055	134,818
Copier - Lease	60,000	60,000	76,000	76,000	67,888
- Service	50,000	50,000	45,000	45,000	41,826
Sub-Total: Print Plant	\$ 377,600	\$ 377,500	\$ 396,204	\$ 396,055	\$ 321,319
Total: Communications	\$ 783,000	\$ 782,700	\$ 798,754	\$ 798,427	\$ 712,548

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019 *	Budget 2017-2018 *	Unaudited Actual 2017-2018 *
Standing Committees					
Membership Benefits & Services	\$ 5,600	\$ 5,600	\$ 5,559	\$ 5,559	\$ 3,310
Pensions (Administration)	1,200	1,200	1,198	1,198	-
Deferred Salary Leave Plan	200	200	197	197	-
EAP	1,000	1,000	973	973	-
Substitute Teachers	1,500	1,500	1,449	1,449	1,213
Professional Issues	9,800	9,800	9,719	9,719	1,079
Teacher Certification	1,900	1,900	1,886	1,886	2,656
Education Leave	200	200	209	209	-
Equity Issues in Education	4,600	4,600	4,619	4,619	1,246
Comm for Student Support Service	500	500	500	500	-
Curriculum	6,000	6,000	5,975	5,975	5,245
Inclusion	-	-	2,000	2,000	-
Sub-Total: Standing Committees	\$ 32,500	\$ 32,500	\$ 34,284	\$ 34,284	\$ 14,749
Pre-Retirement Seminars	55,000	55,000	55,000	55,000	56,919
Financial Information Seminars	15,000	15,000	15,000	15,000	4,779
Professional Relations Disputes	3,000	3,000	3,000	3,000	1,223
Teacher Certification Review Panel	1,000	1,000	1,000	1,000	3,864
Certification Appeals	2,000	2,000	2,000	2,000	-
Joint Ventures	10,000	10,000	10,000	10,000	-
Support for Beginning Teachers	38,000	38,000	30,000	30,000	17,627
Teacher Orientation	10,000	10,000	15,000	15,000	-
NLTA/MUN Graduation Ceremony	7,500	7,500	7,500	7,500	5,477
Leadership Initiatives	5,000	5,000	5,000	5,000	685
Project Overseas	11,000	11,000	11,000	11,000	11,000
Contact	32,000	32,000	32,000	32,000	32,000
Developing Successful Schools (DSS)	17,500	17,500	17,500	17,500	13,989
Special Interest Councils					
Program Budgets	100,000	100,000	100,000	100,000	77,163
Leadership Seminar	20,000	20,000	20,000	20,000	6,731
Sub-Total: Special Interest Councils	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 83,894

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019 *	Budget 2017-2018 *	Unaudited Actual 2017-2018 *
Transferred to School Administrators PD Fund	26,000	26,000	24,000	24,000	26,165
Transferred to NLCPA PD Fund	7,000	7,000	6,500	6,500	7,021
Legal Fees					
(a) Counsel/Defense	143,000	143,000	138,527	135,148	125,000
(b) Research/Opinion	11,000	11,000	10,656	10,396	10,500
(c) Teacher Costs	2,000	2,000	2,000	2,000	-
Sub-Total: Legal Fees	\$ 156,000	\$ 156,000	\$ 151,183	\$ 147,544	\$ 135,500
Research	2,000	2,000	2,000	2,000	-
Employee Assistance Program	256,300	256,300	254,244	254,244	252,398
Salary & Benefits	1,344,400	1,334,500	1,215,858	1,208,052	1,176,694
Programs and Services Travel	75,000	75,000	70,000	70,000	36,288
Information Centre					
Salary & Benefits	59,600	57,500	62,540	62,536	51,270
Books and Resources	25,000	25,000	24,500	24,500	26,510
Memberships and Subscriptions	5,000	5,000	4,000	4,000	6,753
Sub-Total: Information Centre	\$ 89,600	\$ 87,500	\$ 91,040	\$ 91,036	\$ 84,533
Total: Programs and Services	\$ 2,315,800	\$ 2,303,800	\$ 2,173,109	\$ 2,161,660	\$ 1,964,805

* Note: Prior year budgets and actuals for BES and PD have been combined where required to reflect the new Programs & Services budgeting format.

	Draft Budget 2020-2021	Draft Budget 2019-2020	Budget 2018-2019	Budget 2017-2018	Unaudited Actual 2017-2018
Revenue					
Interest from Investments	\$ 575,000	\$ 570,000	\$ 475,000	\$ 462,650	\$ 1,179,470
Fees	465,900	463,900	453,925	458,162	490,095
1/2 Prior Year Surplus	57,800	55,200	256,423	65,268	349,515
Total Revenue	\$ 1,098,700	\$ 1,089,100	\$ 1,185,348	\$ 986,080	\$ 2,019,080
Expenses					
Negotiations					
Labrador Benefits Negotiations	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ -
Labrador West Negotiations	8,500	8,500	8,500	8,500	4,944
Provincial Negotiations	40,000	40,000	40,000	40,000	17,140
Branch Visits	16,000	16,000	16,000	16,000	-
Executive Meetings	20,000	20,000	20,000	20,000	-
Joint Council Meetings	58,000	58,000	58,000	58,000	-
Negotiating Team	30,000	30,000	30,000	30,000	38,350
Political Action Campaign	25,000	25,000	25,000	25,000	5,000
Collective Bargaining Training	10,000	10,000	10,000	10,000	10,809
Collective Bargaining Preparations	20,000	20,000	20,000	-	-
Collective Bargaining Focus Groups	10,000	10,000	10,000	-	-
Sub-Total : Negotiations	244,000	244,000	244,000	207,500	76,243
Public Awareness Strategy	\$ 875,000	\$ 875,000	\$ 1,050,000	\$ 700,000	\$ 700,033
Grievances and Arbitrations	200,000	200,000	200,000	200,000	156,162
Miscellaneous					
Pensions Conference	8,000	8,000	8,000	8,000	10,206
Pension Sponsor Body	10,000	10,000	-	-	-
Auditors	8,000	8,000	8,000	8,000	6,596
Fund Manager Fees	42,500	42,500	42,500	40,000	34,150
Disciplinary Committee	5,000	5,000	5,000	5,000	-
Disciplinary Hearings	10,000	10,000	10,000	10,000	-
Sub-Total: Miscellaneous	\$ 83,500	\$ 83,500	\$ 73,500	\$ 71,000	\$ 50,952
Total Expenses	\$ 1,402,500	\$ 1,402,500	\$ 1,567,500	\$ 1,178,500	\$ 983,390
NET SURPLUS/(DEFICIT)	\$ (303,800)	\$ (313,400)	\$ (382,151)	\$ (192,420)	\$ 1,035,690

Section V

NLTA

Financial Statement

February 28, 2019



Draft

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	For the 6 Months Ending 02-28-19	Percentage of Budget
Revenue				
Fees	\$ -	\$ 5,220,133	\$ 2,794,375	53.53%
Advertising	-	10,000	4,600	46.00%
Miscellaneous	-	500	126	25.20%
Group Insurance Income (Salary)	-	224,508	102,831	45.80%
Group Insurance (Other)	-	75,000	-	0.00%
President's Housing	-	28,800	14,400	50.00%
Print Plant Revenue	-	8,000	8,910	111.37%
Interest Income	-	17,000	66,686	392.27%
Employee Assistance Program	-	254,244	120,000	47.20%
Sponsorship Agreement	-	72,725	75,000	103.13%
Total Revenue	\$ -	\$ 5,910,910	\$ 3,186,928	53.92%
Expenses				
Governance and Administration (Schedule A)	\$ 9,456	\$ 2,480,844	\$ 1,141,085	46.00%
Branch Operations (Schedule B)	-	347,534	230,621	66.36%
Communications (Schedule C)	(6,726)	798,754	356,737	44.66%
Professional Development (Schedule D)	2,297	717,958	368,272	51.29%
Benefits and Economic Services (Schedule E)	(3,363)	1,455,151	748,109	51.41%
Total Operating Expenses	\$ 1,664	\$ 5,800,241	\$ 2,844,824	49.05%
Surplus / (Deficit)	\$ (1,664)	\$ 110,669	\$ 342,104	
Less: Contribution to Emergency Fund	-	55,334		
Revised Surplus / (Deficit)	\$ (1,664)	\$ 55,334	\$ 342,104	
Capital Expenditures (Schedule G)	\$ -	\$ 45,000	\$ 15,801	35.11%

* additional funding approved by Executive/Joint Council is included in the budget column

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Building				
Building Maintenance	\$ -	\$ 40,000	\$ 16,842	42.10%
Garbage Collection	-	6,500	3,494	53.76%
Grounds Maintenance/Snow Clearing	-	25,000	13,104	52.41%
Hydro	-	62,500	27,617	44.19%
Insurance on Building	-	15,000	7,737	51.58%
Property/Water Taxes	-	65,000	34,422	52.96%
Supplies - Janitorial	-	5,000	1,896	37.93%
Depreciation - Building	-	139,000	69,288	49.85%
Depreciation - Computer Equipment	-	14,300	4,595	32.13%
Elevator - Service Contract	-	4,200	4,269	101.63%
Sub-Total Building	\$ -	\$ 376,500	\$ 183,263	48.68%
Canadian Teachers' Federation				
Fees	-	145,038	112,622	77.65%
CTF-AGM	-	10,000	-	0.00%
Sub-Total - CTF	\$ -	\$ 155,038	\$ 112,622	72.64%
Executive				
Executive Meetings	-	100,000	50,102	50.10%
Standing Committees				
Table Officers	-	3,000	1,796	59.86%
Ad-Hoc Province Wide Vote & Remuneration	6,556	6,556	4,205	64.15%
Finance and Property	-	5,000	1,585	31.69%
Staff Negotiations	-	1,000	-	0.00%
Electoral Committee	-	5,000	3,204	64.09%
Pooled Investment Fund Committee	-	1,500	1,339	89.26%
Sub-Total - Executive and Standing Committees	\$ 6,556	\$ 122,056	\$ 62,231	50.99%
Office				
Audit Fees	-	50,000	46,862	93.72%
Bank Charges	-	7,000	3,731	53.31%
Depreciation - Furniture/Equipment	-	19,000	8,617	45.35%
Computer Service/Technical Support	-	6,500	1,135	17.46%
Equipment - Service/ Repair	-	2,000	-	0.00%
Office Supplies	-	35,000	18,681	53.38%
Telephone	-	57,000	29,275	51.36%
Computer Upgrades (Hardware/Software)	-	35,000	17,480	49.94%
Sub-Total - Office	\$ -	\$ 211,500	\$ 125,781	59.47%

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Personnel				
Salaries	\$ -	\$ 655,618	\$ 316,750	48.31%
Employer's Share of Deductions	-	133,836	57,514	42.97%
Car Allowance	-	720	360	50.00%
Casual Labor	1,000	6,000	-	0.00%
Staff Replacement	-	5,000	1,699	33.99%
Staff Training	-	10,000	5,500	55.00%
Travel	-	15,000	14,468	96.46%
Deferred Severance Pay	-	40,000	-	0.00%
Reserve for Annual Leave	-	20,000	-	0.00%
Sub-Total - Personnel	\$ 1,000	\$ 886,174	\$ 396,292	44.72%
President's Office				
Salary	-	167,217	83,241	49.78%
Employer's Share of Deductions	-	30,209	15,018	49.72%
Accountable Allowance - President	-	1,500	1,492	99.44%
President's Travel	-	25,000	19,070	76.28%
Relocation Costs	-	10,000	-	0.00%
President's Housing	-	28,800	14,400	50.00%
Vice President Stipend	1,400	1,400	-	0.00%
Accountable Allowance - Vice President	500	1,000	-	0.00%
Sub - Total President's Office	\$ 1,900	\$ 265,126	\$ 133,222	50.25%
General				
Messages & Miscellaneous	-	4,000	498	12.46%
Professional Services	-	3,000	-	0.00%
Insurance - Directors & Officers/ Accident	-	3,450	6,823	197.77%
Public Relations (Note 1 - page 12)	-	25,000	14,222	56.89%
Conferences	-	25,000	9,600	38.40%
Convention	-	285,000	3,540	1.24%
NLTA Medal	-	2,000	-	0.00%
NLTA Scholarship	-	6,000	5,900	98.33%
CAPTO	-	15,000	6,827	45.51%
Contribution to Support Staff Pension Plan	-	58,000	77,950	134.40%
General Secretaries Conference	-	6,000	2,047	34.12%
CTF Presidents' Meeting	-	6,000	-	0.00%
Education International	-	3,000	-	0.00%
Province-wide Vote	-	23,000	268	1.16%
Sub-Total - General	\$ -	\$ 464,450	\$ 127,675	27.49%
Total - Governance and Administration	\$ 9,456	\$ 2,480,844	\$ 1,141,085	46.00%

Schedule B: Corporate Services - Branch Operations

72

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Branches				
Registration	\$ -	\$ 34,300	\$ 34,300	100.00%
Membership	-	39,000	34,035	87.27%
School Board - Teacher Liaison	-	19,500	15,950	81.80%
Labrador West Branch Office	-	5,000	5,000	100.00%
Coastal Labrador Branches	-	15,000	4,583	30.55%
Exceptional Travel	-	500	-	0.00%
Additional Branch Projects	-	5,000	-	0.00%
Branch Retirement Functions	-	13,234	2,048	15.48%
Branch Visitations	-	6,000	2,597	43.28%
Joint Council Meetings	-	150,000	102,424	68.28%
School Representatives Seminars	-	50,000	28,862	57.72%
Sub-Total Branches	\$ -	\$ 337,534	\$ 229,798	68.08%
Membership Services				
Pins and Scrolls	-	10,000	823	8.23%
Sub-Total - Membership Services	\$ -	\$ 10,000	\$ 823	8.23%
Total - Branch Operations	\$ -	\$ 347,534	\$ 230,621	66.36%

Schedule C: Communications

73

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Publicity and Promotion				
Internal/Membership	\$ -	\$ 30,000	\$ 10,194	33.98%
External/Public	-	40,000	26,448	66.12%
Promotion	-	12,000	5,022	41.85%
Media Monitoring	-	10,000	1,572	15.72%
Donations/Sponsorships	-	10,000	3,285	32.85%
Sub-Total Publicity and Promotion (Note 2 - page 12)	\$ -	\$ 102,000	\$ 46,521	45.61%
Education Week	-	17,000	2,316	13.62%
Communications/Political Action Committee	(2,717)	4,256	1,458	34.26%
Membership Engagement Committee	(3,009)	-	-	-
Personnel				
Salaries	-	226,813	111,962	49.36%
Employer's Share of Deductions	-	43,981	17,968	40.85%
Casual Help	(1,000)	-	-	-
Sub-Total Personnel	\$ (1,000)	\$ 270,794	\$ 129,929	47.98%
Travel				
ACE Meetings	-	4,500	829	18.42%
Program Travel	-	4,000	1,200	30.00%
Sub-Total Travel	\$ -	\$ 8,500	\$ 2,029	23.87%
Print Plant				
Service/Repair Contracts	-	5,000	1,988	39.77%
Postage	-	60,000	29,040	48.40%
Supplies	-	50,000	27,624	55.25%
Printers (Outside)	-	4,000	-	0.00%
Salaries	-	127,762	57,581	45.07%
Employer's Share of Deductions	-	28,442	11,055	38.87%
Copier - Lease	-	76,000	30,106	39.61%
Copier - Service/Printing	-	45,000	17,090	37.98%
Sub-Total - Print Plant	\$ -	\$ 396,204	\$ 174,483	44.04%
Total - Communications	\$ (6,726)	\$ 798,754	\$ 356,737	44.66%

Schedule D: Programs and Services - Professional Development

74

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Standing Committees				
Professional Issues	\$ -	\$ 9,719	\$ 472	4.85%
Provincial Certification	-	1,886	-	0.00%
Education Leave	-	209	-	0.00%
Equity Issues in Education	2,297	4,619	633	13.71%
Comm for Student Support Service	-	500	-	0.00%
Curriculum	-	5,975	2,348	39.30%
Sub-Total - Standing Committees	\$ 2,297	\$ 22,908	\$ 3,453	15.07%
Personnel				
Salaries		319,232	143,657	45.00%
Employer's Share of Deductions		59,318	26,194	44.16%
Sub-Total - Personnel	\$ -	\$ 378,550	\$ 169,851	44.87%
Conference and Resource Materials				
CONTACT	-	32,000	-	0.00%
Developing Successful Schools (DDS)	-	17,500	6,096	34.84%
Resource Materials	-	8,000	-	0.00%
Sub-Total - Conference & Resource Materials	\$ -	\$ 57,500	\$ 6,096	10.60%
Program and Travel	-	45,000	23,118	51.37%
Joint Ventures		10,000	-	0.00%
Support for Beginning Teachers	-	30,000	18,486	61.62%
NLTA/MUN Graduation Ceremony	-	7,500	4,555	60.74%
Leadership Initiatives		5,000	-	0.00%
Transferred to School Administrators PD Fund	-	24,000	26,163	109.01%
Transferred to NLCPA PD Fund	-	6,500	6,279	96.60%
Special Interest Councils				
Program Budgets	-	100,000	87,238	87.24%
Leadership Seminar	-	20,000	12,033	60.16%
Sub-Total - Special Interest Councils	\$ -	\$ 120,000	\$ 99,270	82.73%
Project Overseas	-	11,000	11,000	100.00%
Total - Professional Development	\$ 2,297	\$ 717,958	\$ 368,272	51.29%

Schedule E: Programs and Services - Benefits and Economic Services

75

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Legal: Teacher Costs	\$ -	\$ 2,000	\$ -	0.00%
Standing Committees				
Membership Benefits & Services	1,776	5,559	1,187	21.35%
Pensions (Administration)	-	1,198	-	0.00%
Deferred Salary Leave Plan	-	167	-	0.00%
EAP	-	973	-	0.00%
Employer/Employee Relations	-	30	-	0.00%
Substitute Teachers	(5,139)	1,449	818	56.46%
Inclusion	-	2,000	-	0.00%
Sub-Total Standing Committees	\$ (3,363)	\$ 11,376	\$ 2,005	17.63%
Pre-Retirement Seminars	-	55,000	49,466	89.94%
Teacher Orientation	-	15,000	15,957	106.38%
Financial Information Seminars	-	15,000	883	5.88%
Professional Relations Disputes	-	3,000	-	0.00%
Teacher Certification Review Panel	-	1,000	-	0.00%
Certification Appeals	-	2,000	-	0.00%
Personnel				
Salaries	-	703,305	368,217	52.36%
Employer's Share of Deductions	-	134,003	68,534	51.14%
Sub-Total Personnel	\$ -	\$ 837,308	\$ 436,752	52.16%
Lawyer's Fees				
(a) Counsel/Defense	-	138,527	66,946	48.33%
(b) Research/Opinion	-	10,656	2,625	24.63%
Sub-Total - Lawyer's Fees	\$ -	\$ 149,183	\$ 69,571	46.63%
Research	-	2,000	-	0.00%
Employee Assistance Program	-	254,244	120,000	47.20%
Benefits and Economic Services Travel	-	25,000	11,536	46.15%
Information Centre				
Salary	-	52,467	22,787	43.43%
Employer's Share of Deductions	-	10,073	4,416	43.84%
Books and Supplies	-	16,500	12,165	73.73%
Memberships and Subscriptions	-	4,000	2,572	64.29%
Sub-Total - Information Centre	\$ -	\$ 83,040	\$ 41,939	50.50%
Total - Benefits and Economic Services	\$ (3,363)	\$ 1,455,151	\$ 748,109	51.41%

Schedule F: Programs and Services - Benefits and Economic Services - EAP

76

(April 01, 2018 - February 28, 2019) (not included in page 1)

	Addit. Funding Approved By Exec./J. Council		Budget 2017-18	Actual 02-28-19
Revenue				
Government Grant	\$	-	\$ 255,781	\$ 180,000
Expenses				
Personnel				
Salaries	\$	-	\$ 180,193	\$ 214,974
Employer's Share of Deductions		-	37,038	41,547
Car Allowance		-	3,600	4,125
Sub-Total - Personnel	\$	-	\$ 220,831	\$ 260,645
Publicity		0	2,000	-
Subscriptions		0	200	-
Postage		0	2,000	-
Telephone		0	5,000	-
Professional Services (Audit, Legal & Consultation)		0	1,000	1,400
Travel - Professional Development		0	6,000	5,587
- Program		0	17,000	5,410
Memberships		0	750	485
Equipment and Supplies		0	1,000	6,118
Total Expenses - EAP	\$	-	\$ 255,781	\$ 279,646
Surplus (Deficit)	\$	-	\$ -	\$ (99,646)

Schedule G: Capital Expenditures

77

	Budget 2017-18	Actual 02-28-19
Capital Purchases		
Building		\$ 15,801
Computer Equipment		-
Furniture and Equipment		-
Total	\$ 45,000	\$ 15,801

	Addit. Funding Approved By Exec./J. Council	Budget 2018-19	Actual 02-28-19	Percentage of Budget
Revenue				
Interest from Investments	\$ -	\$ 475,000	\$ 912,831	192.17%
Fees	-	453,925	234,004	51.55%
1/2 - 2017-2018 Budgeted Surplus	-	256,423	757,181	295.29%
Total Revenue	\$ -	\$ 1,185,348	\$ 1,904,016	160.63%
Negotiations				
Labrador Benefits Negotiations	\$ -	\$ 6,500	\$ -	-
Labrador West Negotiations	-	8,500	-	0.00%
Provincial Negotiations	-	40,000	6,730	16.83%
Branch Visitations	-	16,000	19,884	124.28%
Executive Meetings	-	20,000	20,966	104.83%
Joint Council Meetings	-	58,000	38,959	67.17%
Negotiating Team	-	30,000	-	0.00%
Political Action Campaign (Note 3 - page 12)	-	25,000	-	0.00%
Collective Bargaining Preparation	-	20,000	-	0.00%
Collective Bargaining Focus Groups	-	10,000	-	0.00%
Sub-Total - Negotiations	\$ -	\$ 234,000	\$ 86,540	36.98%
Public Awareness Strategy	\$ -	\$ 1,050,000	\$ 843,480	80.33%
Miscellaneous				
Grievances and Arbitrations	\$ -	\$ 200,000	\$ 45,883	22.94%
Collective Bargaining Training	-	10,000	14,559	145.59%
Pensions Conference	-	8,000	4,599	57.49%
Auditors	-	8,000	4,837	60.46%
Fund Manager's Fees	-	42,500	22,319	52.51%
Disciplinary Committee	-	5,000	-	0.00%
Disciplinary Hearings	-	10,000	-	0.00%
Sub-Total - Miscellaneous	\$ -	\$ 283,500	\$ 92,196	32.52%
Total Expenses	\$ -	\$ 1,567,500	\$ 1,022,216	65.21%
Surplus / (Deficit)	\$ -	\$ (382,152)	\$ 881,800	

FUND BALANCES - 28 FEBRUARY 2019

	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>
Emergency Fund		
Investments	\$ 15,197,511	\$ 16,189,176
Cash in Bank	9,880	9,880
Total Cash and Investments	<u>\$ 15,207,390</u>	<u>\$ 16,199,056</u>
Reserve Fund		
Investments	\$ 4,053,894	\$ 4,083,054
Cash in Bank	15,714	15,714
Total Cash and Investments	<u>\$ 4,069,608</u>	<u>\$ 4,098,769</u>
Professional Development Fund		
Investments	\$ 1,105,655	\$ 1,199,566
Cash in Bank	52,952	52,952
Total Cash and Investments	<u>\$ 1,158,607</u>	<u>\$ 1,252,519</u>
Centennial Fund		
Investments	\$ 1,076,295	\$ 1,168,136
Cash in Bank	312,261	312,261
Total Cash and Investments	<u>\$ 1,388,556</u>	<u>\$ 1,480,397</u>
Support Staff Pension Fund		
Investments	\$ 5,066,742	\$ 5,367,816
Cash in Bank	399	399
Total Cash and Investments	<u>\$ 5,067,141</u>	<u>\$ 5,368,215</u>
TOTAL CASH & INVESTMENTS	<u>\$ 26,891,302</u>	<u>\$ 28,398,955</u>

Note 1 - Public Relations (Governance & Admin Stmt - page 3)

Includes donations and sponsorships:

Newfoundland and Labrador Federation of School Councils	\$	550
Relationships First (RF-RJE)		5,000
Kids Eat Smart Foundation		5,000
		-
	\$	10,550

Note 2 - Publicity and Promotion (Communications Stmt - page 5)

Includes donations and sponsorships:

School Sports Newfoundland and Labrador	\$	1,840
RNC Guide - Crime Prevention		750
CCPANL (Bullying Handbook)		695
		-
		-
		-
		-
		-
		-
	\$	3,285

Note 3 - Political Action Campaign (Emergency Fund - page 10)

Includes donations and sponsorships:

	\$	-
		-
	\$	-

Section VI

Group Insurance

Auditor Reports

2016-17 and 2017-18



Financial Statements

Newfoundland and Labrador Teachers'

Association - Insurance Fund

April 30, 2017

Contents

	Page
Independent Auditors' Report	1-2
Statement of Operations	3
Statement of Changes in Net Assets	4
Statement of Financial Position	5
Statement of Cash Flows	6
Notes to the Financial Statements	7-12
Schedule of Expenses	13



Independent auditors' report

To the Managers of the

Newfoundland and Labrador Teachers' Association – Insurance Fund

Grant Thornton LLP
Suite 300
15 International Place
St. John's, NL
A1A 0L4
T +1 709 778 8800
F +1 709 722 7892
www.GrantThornton.ca

We have audited the accompanying financial statements of the Newfoundland and Labrador Teachers' Association – Insurance Fund, which comprise the statement of financial position as at April 30, 2017, and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Fund management's responsibility for the financial statements

Fund management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as Fund management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the interim financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Newfoundland and Labrador Teachers' Association – Insurance Fund as at April 30, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



St. John's, Canada

February 10, 2018

Chartered Professional Accountants

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Operations

Year Ended April 30

2017 2016

	Program Fund	Emergency Fund	Post 65 Life Fund	Total	Total
Income (loss) from insurance programs					
Health	\$ 688,023			\$ 688,023	\$ (780,730)
Dental	486,951			486,951	77,844
Life	(521,852)			(521,852)	792,514
Long term disability	<u>(635,089)</u>			<u>(635,089)</u>	<u>(1,465,762)</u>
	18,033			18,033	(1,376,134)
Investment income					
Basic/life dependent surplus	912,952		\$ 173,243	1,086,195	1,897,441
Refund of long term disability premiums	42,715		-	42,715	64,747
Other income	408		-	408	377
	233,226		-	233,226	298,831
Premiums Post 65 life	<u>-</u>		<u>192,000</u>	<u>192,000</u>	<u>192,000</u>
	1,207,334		365,243	1,572,577	1,077,262
Long term disability worker compensation top-up	35,324		-	35,324	10,000
Increase in Claims Fluctuation Reserve	274,828		-	274,828	141,515
Expenses (Page 13)	<u>932,519</u>		<u>261,475</u>	<u>1,193,994</u>	<u>800,333</u>
	1,242,671		261,475	1,504,146	951,848
(Loss) income before other item	(35,337)		103,768	68,431	125,414
Other item					
Increase (decrease) in fair value of investments	<u>2,567,029</u>		<u>494,708</u>	<u>3,061,737</u>	<u>(1,951,609)</u>
Net income (loss)	<u>\$ 2,531,692</u>	<u>\$ -</u>	<u>\$ 598,476</u>	<u>\$ 3,130,168</u>	<u>\$ (1,826,195)</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Changes in Net Assets

Year Ended April 30

	2017		2016	
	Program Fund	Emergency Fund	Post 65 Life Fund	Total
Surplus, beginning of year	\$ 14,759,738	\$ 3,500,000	\$ 4,242,619	\$ 22,502,357
Net income (loss)	2,531,692	-	598,476	3,130,168
Interfund transfers	(350,000)	350,000	-	-
Surplus, end of year	\$ 16,941,430	\$ 3,850,000	\$ 4,841,095	\$ 25,632,525

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Financial Position

April 30

	2017			2016
	Program Fund	Emergency Fund	Post 65 Life Fund	Total
Assets				
Cash and cash equivalents	\$ 182,085		\$ 14,567	\$ 196,652
Restricted deposits - underwriter	827,804		-	827,804
Receivables (Note 4)	480,805		-	480,805
Investments (Note 5)	<u>19,634,234</u>	<u>\$ 3,850,000</u>	<u>4,830,103</u>	<u>28,314,337</u>
	<u>\$ 21,124,928</u>	<u>\$ 3,850,000</u>	<u>\$ 4,844,670</u>	<u>\$ 29,819,598</u>
Liabilities				
Payables and accruals (Note 6)	\$ 1,326,624		\$ 3,575	\$ 1,330,199
Payable to	<u>51,767</u>		-	<u>51,767</u>
NLTA – General Fund	<u>1,378,391</u>		<u>3,575</u>	<u>1,381,966</u>
Net assets				
Restricted net assets - Claims Fluctuation Reserve (Note 8)	<u>2,805,107</u>			<u>2,805,107</u>
Surplus	<u>16,941,430</u>	<u>\$ 3,850,000</u>	<u>4,841,095</u>	<u>25,632,525</u>
	<u>19,746,537</u>	<u>3,850,000</u>	<u>4,841,095</u>	<u>28,437,632</u>
	<u>\$ 21,124,928</u>	<u>\$ 3,850,000</u>	<u>\$ 4,844,670</u>	<u>\$ 29,819,598</u>
				<u>\$ 26,432,073</u>

On Behalf of the Insurance Fund

Manager

Manager

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Cash Flows

Year Ended April 30

	2017			2016
	Program Fund	Emergency Fund	Post 65 Life Fund	Total
Operating				
Net income (loss)	\$ 2,531,692	\$ -	\$ 598,476	\$ 3,130,168
Change in claims fluctuation reserve	<u>274,828</u>	-	-	<u>274,828</u>
				\$ (1,826,195)
				<u>141,515</u>
Change in non-cash operating working capital (Note 9)	2,806,520	-	598,476	3,404,996
				(1,684,680)
	<u>149,736</u>	-	<u>(16,048)</u>	<u>133,688</u>
				1,320,907
	<u>2,956,256</u>	-	<u>582,428</u>	<u>3,538,684</u>
				<u>(363,773)</u>
Investing				
(Increase) decrease in investments	<u>(2,679,589)</u>	<u>(350,000)</u>	<u>(568,029)</u>	<u>(3,597,618)</u>
				550,157
Financing				
Advances to Emergency fund	(350,000)	-	-	(350,000)
Advances from Program fund	-	<u>350,000</u>	-	<u>350,000</u>
				(200,000)
	<u>(350,000)</u>	<u>350,000</u>	-	-
				-
Net (decrease) increase in cash and cash equivalents	(73,333)	-	14,399	(58,934)
				186,384
Cash and cash equivalents				
Beginning of year	<u>255,418</u>	-	<u>168</u>	<u>255,586</u>
				69,202
End of year	<u>\$ 182,085</u>	<u>\$ -</u>	<u>\$ 14,567</u>	<u>\$ 196,652</u>
				\$ 255,586

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

1. Purpose of the organization

The Newfoundland and Labrador Teachers' Association - Insurance Fund is a fund of the Association that administers the group insurance activities of the members. The Insurance Fund is responsible for reporting the results of the insurance programs and the selection of an underwriter to provide insurance coverage and pay claims.

2. Summary of significant accounting policies

Basis of presentation

The Insurance Fund has prepared these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Fund accounting

The Insurance Fund follows the restricted fund method of accounting for contributions.

The Program Fund accounts for the organization's program delivery and administrative activities, as well as the operating activity in the underwriting accounts of the insurance programs.

The Emergency Fund was established for the following purposes:

- a) to pay to a maximum of one month's group insurance premiums for insured members during a job action; and
- b) to pay other emergency costs related to insurance that the Insurance Fund deems justified and within the parameters of the Deed agreement between Insurance Fund Managers and the Newfoundland and Labrador Teachers' Association.

The Post 65 Life Fund was established for the purpose of recording activity related to the Post 65 Life insurance option and is governed in accordance with a Post 65 Life Agreement with the Government of Newfoundland and Labrador.

Claims fluctuations reserve

The fund has established a claims fluctuations reserve (CFR) to a maximum of the CFR objective for health, dental, and life determined annually at April 30 each year and long term disability as determined annually at December 31 each year. This reserve is reported as restricted net assets of the Program Fund. The purpose of this reserve is to assist in maintaining the financial stability of the Insurance Fund and to offset deficits in the various insurance programs.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

2. Summary of significant accounting policies (cont'd.)

Use of estimates

Management reviews the carrying amounts of items in the financial statements at each balance sheet date to assess the need for revision or any possibility of impairment. Many items in the preparation of these financial statements require management's best estimate. Management determines these estimates based on assumptions that reflect the most probable set of economic conditions and planned course of action.

These estimates are reviewed periodically and adjustments are made to net income as appropriate in the year as they become known. The item subject to significant management estimate includes allowance for doubtful accounts.

Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks and investment brokers, net of bank overdrafts.

Investments

Investments are classified as held for trading and accounted for at fair value with changes in fair value recorded in net earnings.

Revenue recognition

The Insurance Fund recognize annual earnings (losses) in the underwriting accounts of the insurance programs on an accrual basis. Investment income is recorded as it is earned. Refunds of premiums related to insurance programs are recorded as they are received.

Government subsidies are recognized in accordance with the period to which they relate.

Salaries and benefits

Salary and benefit expenses are initially payable by NLTA - General Fund as all employees are legally contracted to it. The portion of salary and benefit payments for employees dedicated to Insurance Fund activities is reimbursed each period by the Insurance Fund, which then records the salary and benefit expenses as its own. Annual leave and severance benefits are accrued in the NLTA - General Fund until paid or employee termination, at which time they become expenses in the Insurance Fund. Pension and other post-retirement benefits remain the obligation of NLTA - General Fund and are not accrued in the Insurance Fund.

Financial instruments

Initial measurement

The Insurance Fund's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

2. Summary of significant accounting policies (cont'd.)

Subsequent measurement

At each reporting date, the Insurance Fund measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value. The Insurance Fund uses the effective interest rate method to amortize any premiums, discounts, transaction fees, and financing fees to the statement of operations. The financial instruments measured at amortized cost are cash and cash equivalents, receivables, and payables and accruals. The financial instruments measured at fair value are investments.

For financial assets measured at cost or amortized cost, the Insurance Fund regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Insurance Fund determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

3. Risk management

The Insurance Fund's policy for managing significant risks includes policies, procedures and oversight designed to reduce the risks identified to an appropriate threshold. Management, with the oversight of Fund Managers, manage its investment portfolio in accordance with its long term investment policy. The investment risk inherent in its investment portfolio is managed through diversification in both asset classes and investments held. The Fund Managers are provided with timely and relevant reports on the management of significant risks. Significant risks managed by the Fund include credit, liquidity, and market risks.

Credit risk

Credit risk is the risk of loss associated with a counterparty's inability to fulfill its payment obligations. The Insurance Fund's credit risk is attributable to receivables and fixed income securities. Management believes that the credit risk concentration with respect to financial instruments included in receivables is remote, and does not anticipate any issuers of fixed income securities will fail to meet their obligations. There has been no significant change in exposure from the prior year.

Liquidity risk

Liquidity risk is the risk that the fund will be unable to meet its contractual obligations and financial liabilities. The Insurance Fund is exposed to this risk mainly in respect of payables and accruals, and payable to the General Fund. The Insurance Fund manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient cash and marketable securities available to meet its obligations and liabilities. In the opinion of management, the liquidity risk to the Fund is low. There has been no significant change in exposure from the prior year.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

3. Risk management (cont'd.)

Market risk

Market risk is the risk of loss that may arise from changes in market factors such as interest rates, foreign exchange rates and equity prices.

i) Interest rate risk

Interest rate risk is the risk that the value of a financial security will fluctuate due to changes in market interest rates. The Insurance Fund is exposed to interest rate risk through investment in fixed income securities. Interest rate risk is managed through diversification of fixed income securities through sector allocation and security duration. The Insurance Fund holds fixed income securities totaling approximately 31.00% (2016 - 31.20%) of its investment in the Fiera Balanced Integrated Fund with a market value of \$8,777,444 (2016 - \$7,711,736) at year end.

ii) Foreign exchange risk

The Insurance Fund is exposed to foreign exchange risk on fluctuations related to equity investments that are denominated in a foreign currency. The Insurance Fund manages this risk through diversification of its investment portfolio. The Insurance Fund holds foreign equities totaling approximately 26.90% (2016 - 28.60%) of its investment in the Fiera Balanced Integrated Fund with a market value of \$7,616,557 (2016 - \$7,069,091) at year end.

iii) Price risk

The Insurance Fund has exposure to price risk with respect to equity prices. Equity price risk is defined as the potential adverse impact on the Insurance Fund's earnings due to movements in individual equity prices or general movements in the level of the stock market. The Insurance Fund manages price risk through diversification of its investment portfolio. The Insurance Fund's investment in the Fiera Balanced Integrated Fund had a total market value of \$28,314,337 (2016 - \$24,716,719) at year end.

4. Receivables

	<u>2017</u>	<u>2016</u>
Insurance administrator	\$ 264,687	\$ 330,091
Insurance carrier	<u>216,118</u>	<u>581,886</u>
	<u>\$ 480,805</u>	<u>\$ 911,977</u>

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

5. Investments	2017		2016	
	Cost	Carry Value/ Market Value	Cost	Carry Value/ Market Value
Program/Emergency Fund	\$ 21,660,697	\$ 23,484,234	\$ 20,997,924	\$ 20,454,645
Post 65 Life Fund	<u>4,526,337</u>	<u>4,830,103</u>	<u>4,452,848</u>	<u>4,262,074</u>
	<u>\$ 26,187,034</u>	<u>\$ 28,314,337</u>	<u>\$ 25,450,772</u>	<u>\$ 24,716,719</u>

All investments are held in the Fiera Balanced Integrated Fund.

6. Payables and accruals	2017	2016
Insurance administrator	\$ 19,270	\$ 33,517
Insurance carrier	1,180,381	1,223,666
Other	<u>130,548</u>	<u>25,265</u>
	<u>\$ 1,330,199</u>	<u>\$ 1,282,448</u>

7. Interest from insurance administrator

The Insurance Fund has entered into an agreement with Johnson Inc. to administer the teachers' insurance plans. Insurance premiums are received in advance by the administrator and invested until required to be remitted to the insurance carrier.

8. Claims fluctuation reserve	2017	2016
Balance, beginning of the year	\$ 2,530,279	\$ 2,388,764
Net transfer to reserve during the year	<u>274,828</u>	<u>141,515</u>
Balance, end of the year	<u>\$ 2,805,107</u>	<u>\$ 2,530,279</u>

Desjardins and Manulife Financial, the insurance carriers, have established specific objectives for the level of the Claim Fluctuation Reserve for each of the options under the plan, except for Life options for which the Insurance Fund Managers took over responsibility in the 2017 year. The Claim Fluctuation Reserve for each option are as follows:

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2017

8. Claims fluctuation reserve (cont'd.)

	<u>2017</u>	<u>2016</u>
Dental	\$ 298,633	\$ 271,709
Life	277,016	277,943
Health	1,385,944	1,244,595
Long term disability	<u>843,514</u>	<u>736,032</u>
	<u>\$ 2,805,107</u>	<u>\$ 2,530,279</u>

At April 30, 2017, \$827,804 (2016 - \$547,791) of this reserve was held in deposits with underwriters, the remainder was held in the Insurance Fund's investment account.

9. Change in non-cash operating working capital

	Program <u>Fund</u>	Emergency <u>Fund</u>	Post 65 <u>Life Fund</u>	<u>2017</u> <u>Total</u>	<u>2016</u> <u>Total</u>
Restricted deposits - underwriter	\$ (280,013)	\$ -		\$ (280,013)	\$ 492,258
Receivables	431,172	-		431,172	(471,706)
Prepays	-	-		-	352
Payables and accruals	63,798	-	\$ (16,048)	47,750	1,226,378
Payable to General Fund	<u>(65,221)</u>	<u>-</u>	<u>-</u>	<u>(65,221)</u>	<u>73,625</u>
	<u>\$ 149,736</u>	<u>\$ -</u>	<u>\$ (16,048)</u>	<u>\$ 133,688</u>	<u>\$ 1,320,907</u>

10. Related party transactions

During the year, the Insurance Fund paid \$416,796 (2016 - \$303,911) to the Newfoundland and Labrador Teachers' Association for incurred costs relating to the group insurance plan. These transactions were in the normal course of operations and were measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

Newfoundland and Labrador Teachers' Association - Insurance Fund Schedules of Expenses

Year Ended April 30

2017

2016

	<u>Program Fund</u>	<u>Post 65 Life Fund</u>	<u>Total</u>	<u>Total</u>
Contribution to the operating expenses of the general fund	\$ 75,548	\$ -	\$ 75,548	73,737
Health membership cards	-	-	-	35,183
Interest, underwriting accounts	103,737	-	103,737	51,257
Meetings and in-service	78,685	-	78,685	53,156
Miscellaneous	2,703	-	2,703	717
Pre-retirement seminars	8,516	-	8,516	8,367
Post 65 Life subsidy	-	229,590	229,590	233,023
Professional fees	120,997	31,885	152,882	123,086
Salaries and benefits	332,733	-	332,733	221,807
Special programs – CarePath	209,600	-	209,600	-
	<u>\$ 932,519</u>	<u>\$ 261,475</u>	<u>\$ 1,193,994</u>	<u>\$ 800,333</u>



Financial Statements

Newfoundland and Labrador Teachers'

Association - Insurance Fund

April 30, 2018

Contents

	Page
Independent Auditors' Report	1-2
Statement of Operations	3
Statement of Changes in Net Assets	4
Statement of Financial Position	5
Statement of Cash Flows	6
Notes to the Financial Statements	7-12
Schedule 1: Schedule of Expenses	13
Schedule 2: Schedule of Restricted Net Assets	14

Independent auditors' report

Grant Thornton LLP
Suite 300
15 International Place
St. John's, NL
A1A 0L4
T +1 709 778 8800
F +1 709 722 7892

To the Managers of the
Newfoundland and Labrador Teachers' Association – Insurance Fund

We have audited the accompanying financial statements of the Newfoundland and Labrador Teachers' Association – Insurance Fund, which comprise the statement of financial position as at April 30, 2018, and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Fund management's responsibility for the financial statements

Fund management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as Fund management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the interim financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Newfoundland and Labrador Teachers' Association – Insurance Fund as at April 30, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



St. John's, Canada

February 9, 2019

Chartered Professional Accountants

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Operations

(Note 10)

Year Ended April 30

2018

2017

	Program Fund	Post 65 Life Fund	Total	Total
Income (loss) from insurance programs				
Health	\$ 412,392	\$ -	\$ 412,392	\$ 688,023
Dental	240,582	-	240,582	486,951
Life	21,777	-	21,777	(521,852)
Long term disability	(165,487)	-	(165,487)	(635,089)
	509,264		509,264	18,033
Investment income	1,922,246	373,360	2,295,606	1,086,195
Basic/life dependent surplus	127,827	-	127,827	42,715
Other income	218,260	-	218,260	233,634
Premiums Post 65 life	-	192,000	192,000	192,000
	2,777,597	565,360	3,342,957	1,572,577
Long term disability worker compensation top-up	23,973	-	23,973	35,324
Increase in claims fluctuation reserve	-	-	-	274,828
Expenses (Schedule 1)	713,281	287,860	1,001,141	1,193,994
	737,254	287,860	1,025,114	1,504,146
Income before other item	2,040,343	277,500	2,317,843	68,431
Other item (Decrease) increase in fair value of investments	(1,185,491)	(195,330)	(1,380,821)	3,061,737
Net income	\$ 854,852	\$ 82,170	\$ 937,022	\$ 3,130,168

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund
Statement of Changes in Net Assets

Year Ended April 30

	2018				2017
	<u>Program Fund</u>	<u>Post 65 Life Fund</u>	<u>Emergency Fund</u>	<u>Restricted Net Assets</u>	<u>Total</u>
Net assets, beginning of year	\$16,941,430	\$ 4,841,095	3,850,000	\$ 2,805,107	\$25,632,525
Net income	854,852	82,170	-	-	3,130,168
Interfund transfer	3,850,000	-	(3,850,000)	-	-
Restricted net assets transfer (Schedule 2)	(15,172,591)	-	-	15,172,591	-
Net assets, end of year	<u>\$ 6,473,691</u>	<u>\$ 4,923,265</u>	<u>\$ -</u>	<u>\$17,977,698</u>	<u>\$29,374,654</u>
					<u>\$25,632,525</u>

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Financial Position

(Note 10)

April 30

2018

2017

	Program Fund	Post 65 Life Fund	Total	Total
Assets				
Cash and cash equivalents	\$ 114,478	\$ 168	\$ 114,646	\$ 196,652
Restricted deposits - underwriter	-	-	-	827,804
Receivables (Note 4)	699,409	-	699,409	480,805
Investments (Note 5)	<u>25,171,215</u>	<u>4,970,548</u>	<u>30,141,763</u>	<u>28,314,337</u>
	<u>\$25,985,102</u>	<u>\$ 4,970,716</u>	<u>\$30,955,818</u>	<u>\$29,819,598</u>
Liabilities				
Payables and accruals (Note 6)	\$ 1,381,566	\$ 47,451	\$ 1,429,017	\$ 1,330,199
Payable to NLTA – General Fund	<u>152,147</u>	-	<u>152,147</u>	<u>51,767</u>
	<u>1,533,713</u>	<u>47,451</u>	<u>1,581,164</u>	<u>1,381,966</u>
Net assets				
Restricted net assets (Schedule 2)	17,977,698	-	17,977,698	2,805,107
Surplus	<u>6,473,691</u>	<u>4,923,265</u>	<u>11,396,956</u>	<u>25,632,525</u>
	<u>24,451,389</u>	<u>4,923,265</u>	<u>29,374,654</u>	<u>28,437,632</u>
	<u>\$25,985,102</u>	<u>\$ 4,970,716</u>	<u>\$30,955,818</u>	<u>\$29,819,598</u>

On Behalf of the Insurance Fund

_____ Manager _____ Manager

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Statement of Cash Flows

(Note 10)

Year Ended April 30

2018

2017

	Program Fund	Post 65 Life Fund	Total	Total
Operating				
Net income	\$ 854,852	\$ 82,170	\$ 937,022	\$ 3,130,168
Change in claims fluctuation reserve	-	-	-	274,828
	854,852	82,170	937,022	3,404,996
Change in non-cash operating working capital (Note 8)	764,522	43,876	808,398	133,688
	1,619,374	126,046	1,745,420	3,538,684
Investing				
Increase in investments	(1,686,981)	(140,445)	(1,827,426)	(3,597,618)
Net decrease in cash and cash equivalents	(67,607)	(14,399)	(82,006)	(58,934)
Cash and cash equivalents				
Beginning of year	182,085	14,567	196,652	255,586
End of year	\$ 114,478	\$ 168	\$ 114,646	\$ 196,652

See accompanying notes to the financial statements.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

1. Purpose of the organization

The Newfoundland and Labrador Teachers' Association - Insurance Fund is a fund of the Association that administers the group insurance activities of the members. The Insurance Fund is responsible for reporting the results of the insurance programs and the selection of an underwriter to provide insurance coverage and pay claims.

2. Summary of significant accounting policies

Basis of presentation

The Insurance Fund has prepared these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Fund accounting

The Insurance Fund follows the restricted fund method of accounting for contributions.

The Program Fund accounts for the organization's program delivery and administrative activities, as well as the operating activity in the underwriting accounts of the insurance programs.

The Post 65 Life Fund was established for the purpose of recording activity related to the Post 65 Life insurance option and is governed in accordance with a Post 65 Life Agreement with the Government of Newfoundland and Labrador.

The Emergency Fund was closed out to the Program Fund and its assets were transferred to the new Emergency Reserve in restricted net assets as of May 1, 2017.

Use of estimates

Management reviews the carrying amounts of items in the financial statements at each balance sheet date to assess the need for revision or any possibility of impairment. Many items in the preparation of these financial statements require management's best estimate. Management determines these estimates based on assumptions that reflect the most probable set of economic conditions and planned course of action.

These estimates are reviewed periodically and adjustments are made to net income as appropriate in the year as they become known. The item subject to significant management estimate includes allowance for doubtful accounts.

Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks and investment brokers, net of bank overdrafts.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

2. Summary of significant accounting policies (cont'd.)

Investments

Investments are classified as held for trading and accounted for at fair value with changes in fair value recorded in net income.

Claims fluctuations reserve

The Insurance Fund established a claims fluctuations reserve (CFR) to a maximum of the CFR objective for health, dental, and life determined annually at April 30 each year and long term disability as determined annually at December 31 each year. This reserve was reported as restricted net assets of the Program Fund. The purpose of this reserve was to assist in maintaining the financial stability of the Insurance Fund and to offset deficits in the various insurance programs. Effective May 1, 2017, the claims fluctuation reserve was eliminated and replaced with the Rate Stabilization Fund reserves.

Restricted net assets

Effective May 1, 2017 the Insurance Fund adopted a new internal funding policy to help manage the risk of future cost increases. As part of this new policy the following internally-restricted reserves have been created:

Rate Stabilization Fund (RSF) reserves have been established for Life, Health, Dental, and Long-term Disability plans to help stabilize premium rates in years when large increases are required. These reserves may be used in any year to pay off a plan deficiency or subsidize rate increases. The target levels have been set at 25% of annual premium for Basic Life, Dependent Life and Retiree Life, 15% of Health premiums, 10% of Dental premiums, and 30% of Long-term Disability premiums.

Provision for Adverse Deviation (PFAD) reserve has been established to add an additional margin on all stabilization reserves. This reserve is equal to 25% of all RSF reserves.

Large Amount Pooling Reserve (LAP) has been established to pay for individual health claims which exceed an annual threshold. Any claims that exceed the threshold will be paid from LAP and not be charged as plan experience. This reserve has been initially funded by 1.5% of Health Premiums.

Asset Value Reserve (AVR) has been established to manage the risk of fluctuations in investment returns and is built up from excess investment returns above an assumed target rate of 6%, only when the Program Fund is in a surplus position. This reserve is fully funded when it is greater than, or equal to, 20% of the year-end market value of the investments in the Program Fund.

Emergency Reserve has been established to pay for one month's premium for all active employees in case of strike or lockout. This reserve is equal to 10% of total premiums for Basic Life, Health, Dental, and Long-term Disability plans.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

2. Summary of significant accounting policies (cont'd.)

Revenue recognition

The Insurance Fund recognizes annual earnings (losses) in the underwriting accounts of the insurance programs on an accrual basis. Investment income is recorded as it is earned. Refunds of premiums related to insurance programs are recorded as they are received.

Government subsidies are recognized in accordance with the period to which they relate.

Salaries and benefits

Salary and benefit expenses are initially payable by NLTA - General Fund as all employees are legally contracted to it. The portion of salary and benefit payments for employees dedicated to Insurance Fund activities is reimbursed each period by the Insurance Fund, which then records the salary and benefit expenses as its own. Annual leave and severance benefits are accrued in the NLTA - General Fund until paid or employee termination, at which time they become expenses in the Insurance Fund. Pension and other post-retirement benefits remain the obligation of NLTA - General Fund and are not accrued in the Insurance Fund.

Financial instruments

Initial measurement

The Insurance Fund's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

Subsequent measurement

At each reporting date, the Insurance Fund measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value. The Insurance Fund uses the effective interest rate method to amortize any premiums, discounts, transaction fees, and financing fees to the statement of operations. The financial instruments measured at amortized cost are cash and cash equivalents, receivables, and payables and accruals. The financial instruments measured at fair value are investments.

For financial assets measured at cost or amortized cost, the Insurance Fund regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Insurance Fund determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

3. Risk management

The Insurance Fund's policy for managing significant risks includes policies, procedures and oversight designed to reduce the risks identified to an appropriate threshold. Management, with the oversight of Fund Managers, manage its investment portfolio in accordance with its long term investment policy. The investment risk inherent in its investment portfolio is managed through diversification in both asset classes and investments held. The Fund Managers are provided with timely and relevant reports on the management of significant risks. Significant risks managed by the Fund include credit, liquidity, and market risks.

Credit risk

Credit risk is the risk of loss associated with a counterparty's inability to fulfill its payment obligations. The Insurance Fund's credit risk is attributable to receivables and fixed income securities. Management believes that the credit risk concentration with respect to financial instruments included in receivables is remote, and does not anticipate any issuers of fixed income securities will fail to meet their obligations. There has been no significant change in exposure from the prior year.

Liquidity risk

Liquidity risk is the risk that the fund will be unable to meet its contractual obligations and financial liabilities. The Insurance Fund is exposed to this risk mainly in respect of payables and accruals, and payable to the General Fund. The Insurance Fund manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient cash and marketable securities available to meet its obligations and liabilities. In the opinion of management, the liquidity risk to the Insurance Fund is low. There has been no significant change in exposure from the prior year.

Market risk

Market risk is the risk of loss that may arise from changes in market factors such as interest rates, foreign exchange rates and equity prices.

i) Interest rate risk

Interest rate risk is the risk that the value of a financial security will fluctuate due to changes in market interest rates. The Insurance Fund is exposed to interest rate risk through investment in fixed income securities. Interest rate risk is managed through diversification of fixed income securities through sector allocation and security duration. The Insurance Fund holds fixed income securities totaling approximately 33.00% (2017 - 31.00%) of its investment in the Fiera Balanced Integrated Fund with a market value of \$9,946,782 (2017 - \$8,777,444) at year end.

ii) Foreign exchange risk

The Insurance Fund is exposed to foreign exchange risk on fluctuations related to equity investments that are denominated in a foreign currency. The Insurance Fund manages this risk through diversification of its investment portfolio. The Insurance Fund holds foreign equities totaling approximately 24.10% (2017 - 26.90%) of its investment in the Fiera Balanced Integrated Fund with a market value of \$7,264,165 (2017 - \$7,616,557) at year end.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

3. Risk management (cont'd.)

iii) Price risk

The Insurance Fund has exposure to price risk with respect to equity prices. Equity price risk is defined as the potential adverse impact on the Insurance Fund's earnings due to movements in individual equity prices or general movements in the level of the stock market. The Insurance Fund manages price risk through diversification of its investment portfolio. The Insurance Fund's investment in the Fiera Balanced Integrated Fund had a total market value of \$30,141,763 (2017 - \$28,314,337) at year end.

4. Receivables	2018	2017
Insurance administrator	\$ 269,821	\$ 264,687
Insurance carrier	<u>429,588</u>	<u>216,118</u>
	<u>\$ 699,409</u>	<u>\$ 480,805</u>

5. Investments	2018		2017	
	Cost	Carry Value/ Market Value	Cost	Carry Value/ Market Value
Program/Emergency Fund	\$ 24,333,169	\$ 25,171,215	\$ 21,660,697	\$ 23,484,234
Post 65 Life Fund	<u>4,862,113</u>	<u>4,970,548</u>	<u>4,526,337</u>	<u>4,830,103</u>
	<u>\$ 29,195,282</u>	<u>\$ 30,141,763</u>	<u>\$ 26,187,034</u>	<u>\$ 28,314,337</u>

All investments are held in the Fiera Balanced Integrated Fund.

6. Payables and accruals	2018	2017
Insurance administrator	\$ 47,951	\$ 19,270
Insurance carrier	1,342,853	1,180,381
Other	<u>38,213</u>	<u>130,548</u>
	<u>\$ 1,429,017</u>	<u>\$ 1,330,199</u>

7. Interest from insurance administrator

The Insurance Fund has entered into an agreement with Johnson Inc. to administer the teachers' insurance plans. Insurance premiums are received in advance by the administrator and invested until required to be remitted to the insurance carrier.

Newfoundland and Labrador Teachers' Association - Insurance Fund

Notes to the Financial Statements

April 30, 2018

8. Change in non-cash operating working capital

	Program Fund	Post 65 Life Fund	2018 Total	2017 Total
Restricted deposits - underwriter	\$ 827,804	\$ -	\$ 827,804	\$ (280,013)
Receivables	(218,604)	-	(218,604)	431,172
Payables and accruals	54,942	43,876	98,818	47,750
Payable to NLTA- General Fund	100,380	-	100,380	(65,221)
	<u>\$ 764,522</u>	<u>\$ 43,876</u>	<u>\$ 808,398</u>	<u>\$ 133,688</u>

9. Related party transactions

During the year, the Insurance Fund paid \$319,928 (2017 - \$416,796) to the Newfoundland and Labrador Teachers' Association for incurred costs relating to the group insurance plan. These transactions were in the normal course of operations and were measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

10. Comparative figures

Comparative figures have been reclassified to conform to the financial statement presentation adopted for the current year.

Schedule 1

Newfoundland and Labrador Teachers' Association - Insurance Fund

Schedule of Expenses

Year Ended April 30

2018

2017

	Program Fund	Post 65 Life Fund	Total	Total
Contribution to the operating expenses of the general fund	\$ 86,397	\$ -	\$ 86,397	75,548
Insurance	8,338	-	8,338	-
Interest, underwriting accounts	35,753	-	35,753	103,737
Meetings and in-service	66,675	-	66,675	78,685
Miscellaneous	8,421	-	8,421	2,703
Pre-retirement seminars	13,983	-	13,983	8,516
Post 65 Life subsidy	-	272,747	272,747	229,590
Professional fees	79,564	15,113	94,677	152,882
Salaries and benefits	219,545	-	219,545	332,733
Special programs – CarePath	194,605	-	194,605	209,600
	<u>\$ 713,281</u>	<u>\$ 287,860</u>	<u>\$ 1,001,141</u>	<u>\$ 1,193,994</u>

Newfoundland and Labrador Teachers' Association - Insurance Fund Schedule of Restricted Net Assets

Year Ended April 30, 2018

	Claims Fluctuation Reserve	Life Rate Stabilization Reserve	Health Rate Stabilization Reserve	Dental Rate Stabilization Reserve	LTD Rate Stabilization Reserve	Asset Value Reserve	Large Amount Pooling Reserve	Adverse Deviation Reserve	Emergency Reserve	2018	2017
Restricted net assets, beginning of year \$	2,805,107	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,805,107	\$ 2,530,279
Net transfer to reserves during the year	(2,805,107)	368,507	4,337,791	603,381	1,338,062	5,034,243	433,779	1,661,935	4,200,000	15,172,591	274,828
Restricted net assets, end of year \$	-	\$ 368,507	\$ 4,337,791	\$ 603,381	\$ 1,338,062	\$ 5,034,243	\$ 433,779	\$ 1,661,935	\$ 4,200,000	\$ 17,977,698	\$ 2,805,107

Section VII

Group Insurance

Budgets

2019-20 and 2020-21

Group Insurance Budgets

2019 - 2020 and 2020 - 2021



	Budget		Budget	
	May 1, 2019		May 1, 2020	
	April 30, 2020		April 30, 2021	
Revenue				
Interest	\$	885,000	\$	885,000
Total Revenue	\$	885,000	\$	885,000
Expenses				
Meetings	\$	30,000	\$	30,000
Bank Charges		100		100
Salaries and Benefits		228,500		229,500
Program Travel		15,000		15,000
Services Rendered by NLTA		75,000		75,000
Professional Fees		9,000		9,000
Audit Fee		30,000		30,000
Directors & Officers Liability Insurance		8,500		8,600
Communications - NLTA		20,000		20,000
Office Supplies & Equipment		6,000		7,000
Conferences & In-Service		50,000		62,500
Premium Rate Setting		5,000		5,000
Memberships		1,800		1,800
Article 26 Committee		800		800
Fidelity Bond		1,400		1,400
Pre-retirement Contribution		13,500		15,000
LTD Top-Up		35,000		40,000
Special Programs/Projects		120,000		120,000
Fund Manager's Fee		72,000		74,000
Sub-Total: Operational Expenses	\$	721,600	\$	744,700
SURPLUS	\$	163,400	\$	140,300

Section VIII

**Administrative Staff Salaries
&
Support Staff Salaries**

2018-19

Administrative Staff Salaries 2018-19		
President	top of Grade VII plus 80.5%	\$166,482
Executive Director	top of Grade VII plus 73.6%	\$160,118
Assistant Executive Director responsible for Programs and Services	top of Grade VII plus 50.5%	\$138,812
Administrative Officer Programs and Services x 2	top of Grade VII plus 37.0%	\$126,361
Administrative Officer Programs and Services	top of Grade VII plus 35.0%	\$124,516
Administrative Officer Programs and Services	top of Grade VII plus 29%	\$118,982
Administrative Officer Programs and Services	top of Grade VII plus 27.0%	\$117,137
Administrative Officer Programs and Services	top of Grade VII plus 25.0%	\$115,293
Communications Officer	top of Grade VII plus 18.0%	\$108,836
Manager of Corporate Services	top of Grade VII plus 18.0%	\$108,836
Coordinator Employee Assistance Program x 2 (Note)	Step 25 of Government Scale HL22	\$90,094

Note – Funded by GNL through the EAP agreement

Support Staff Salaries 2018-19	
Position	
Executive Assistant, Governance	\$63,606
Supervisor, Printing Operations	\$55,181
Graphic Designer	\$55,181
Administrative Assistant Communications	\$55,181
Online Information Coordinator / Receptionist	\$51,267
Assistant to the Executive Director	\$51,336
Senior Administrative Assistant, Programs & Services	\$59,096
Administrative Assistant, Programs & Services	\$45,573
Administrative Assistant, Programs & Services	\$41,776
Clerical Assistant, Programs & Services	\$47,351
Accountant / Assistant (Corporate Services)	\$70,844
Systems Analyst	\$70,844
Information Technology Administrator	\$52,937
Records Management Clerk	\$39,583
Coordinator Building Operations	\$47,351

Section IX

Conferences Attended

2016-17 and 2017-18

**Newfoundland & Labrador Teachers' Association
Conferences 2016-17**

October 24 - 25, 2016	Lesley Ann Browne Public Sector Social Media 2016 Ottawa, Ontario	\$3,400.12
March 6 - 8, 2017	Jeanne Williams CTF Women's Symposium Ottawa, Ontario	2,218.84
March 6 - 8, 2017	Beverley Park CTF Women's Symposium Ottawa, Ontario	2,818.12
March 23 - 28, 2017	Maureen Doyle - Gillingham ASCD Conference Anaheim, California	3,954.50
May 10 -12, 2017	Bill Chaisson SAC Provincial Conference Gander, NL	1,146.18
June 11 - 13, 2017	Dean Ingram CTF Collective Bargaining Conference Ottawa, Ontario	452.00
June 11 - 13, 2017	Trent Langdon CTF Collective Bargaining Conference Ottawa, Ontario	1,935.37
June 11 - 13, 2017	Craig Hicks CTF Collective Bargaining Conference Ottawa, Ontario	2,388.96
July 16 - 20, 2017	Daniel Morgan EI Conference Brussels, Belgium	3,253.79
Total Actual		\$21,567.88

Newfoundland & Labrador Teachers' Association Conferences 2017-18		
Sept. 24 - 28, 2017	Trent Langdon Foundations in Trust Management Course Winnipeg, Manitoba	\$2,268.74
Oct. 3 - 6, 2017	Craig Hicks Canadian Pension & Benefits Institute Atlantic Conference St. John's, NL	\$2,137.48
Oct. 23 - 24, 2017	Derek Drover Building Professional Negotiating Skills Gardiner Centre, MUN St. John's, NL	\$2,094.65
Oct. 23 - 24, 2017	Trent Langdon Building Professional Negotiating Skills Gardiner Centre, MUN St. John's, NL	\$1,056.24
Nov. 6, 2017	Donna Reddick Essential Teaching Strategies for ASD St. John's, NL	\$233.38
May 6 - 9, 2018	Kelly Loch CTF Women's Symposium Charlottetown, PEI	\$2,004.42
May 15 - 18, 2018	Bill Chaisson CAPNL National Conference St. John's, NL	\$2,501.45
July 8 - 14, 2018	Derek Drover Canadian Education Forum Edmonton, Alberta	\$420.00
July 8 - 14, 2018	Gabe Ryan Canadian Education Forum Edmonton, Alberta	\$420.00
Total Actual		\$13,136.36

Newfoundland and Labrador Teachers' Association



Priorities for 2017-19 Summary Report



CHANGES IN POLICY STATEMENTS

Since the 2017 BGM

Presented to BGM 2019
April 2019

Introduction

The Association maintains an extensive policy handbook occupying some 200 pages. Its purpose is to provide direction for continuity of decisions and guidance to those who take positions on behalf of the Association.

Joint Council has the authority to approve policy changes proposed by Provincial Executive between Conventions.

A list of changes in various policy statements for 2018-19 are noted, followed by the text of the policies where the changes occurred. We use the format whereby additions to previous policy statements appear in **bold print** and deletions appear in ~~strike through~~.

Only the changes proposed in the policy statements will be voted on “in block” at this meeting.

Index of Policy Changes Since the 2017 BGM

1. Policy on the Committees of NLTA.....	1
2. Policy on Land Acknowledgement Protocol.....	1
3. Policy on Group Insurance Managers.....	1
4. Policy on Branch Funding.....	1
5. Policy on President and Vice-President Expenses.....	2

Policy on Committees of NLTA

1. General

- l) Membership engagement will be considered for inclusion in the mandate of every standing committee of the NLTA.**
-

Policy on Land Acknowledgement Protocol

W. Land Acknowledgement

The NLTA will adopt a land acknowledgement protocol during large gatherings such as Joint Council and BGM and encourage land acknowledgement at the Branch level.

(See attached copy)

Policy on Group Insurance Managers

E. Group Insurance

- 3. Group Insurance Managers will be appointed for a maximum seven-year term excluding time as Chair. The Chair will be selected from the Managers appointed. Appointment is made on an annual basis with representation as follows: Two Executive Members, RTANL Member, Teacher Representative from Labrador area of province, Teacher Representative from West Coast area of province, Teacher Representative from Central area of province, Teacher Representative from Avalon area of province.**

(Following policy statements to be renumbered accordingly)

Policy on Branch Funding

H. NLTA Branches

2. Financing

- c) Additional Funding**
 - xiv) Review of Branch Funding**

- The NLTA will establish a maximum amount of funds that any branch can have in their account and that that “maximum amount” be based upon the calculation of $(\$700 + \$6 \text{ per member}) \times 2$. Effective for the 2020-21 school year.**

Policy on President and Vice-President Expenses

E. NLTA Financial Guidelines

12. Presidential **and Vice-Presidential** Expenses

c) Salary and Benefits

- i) The President's salary and expense allowance shall be established biennially by the Provincial Executive [Feb/3-4/84] [Oct/23&25/14] [2015 BGM]
- ii) **The Vice-President's stipend and expense allowance shall be established biennially by the Provincial Executive.**
- iii) **That the Provincial Executive include in the annual budget a Vice-President stipend of \$200.00 per month.**
- iv) **That the accountability allowance for the Vice-President be two-thirds of that of the President.**

LAND ACKNOWLEDGEMENT

We respectfully acknowledge the lands on which we are meeting here today as the ancestral homelands to a diverse population of indigenous and other peoples.

We would like to acknowledge with respect their diverse histories and cultures as we strive for respectful relationships with all peoples of this province as we search for collective healing and, through education, strive for true reconciliation and honor this land together.

At its first meeting in August 2017, your Provincial Executive established six priorities. Contained within each of these priorities was a specified goal, as follows:

Priority 1: Workload Concerns

Goal: To improve the working conditions of teachers generally and to address individual teacher workload concerns

Priority 2: Teacher Health and Wellness – Teacher Mental Health

Goal: To promote teacher health and wellness, including teacher mental health

Priority 3: Premier’s Task Force on Improving Educational Outcomes

Goal: To take actions aimed at ensuring that the implementation of the Task Force recommendations are in keeping with NLTA objectives

Priority 4: Promoting the Profession

Goal: To continue to take opportunities to promote the teaching profession

Priority 5: Inclusive Education/Student Support Services

Goal: To endeavor to improve the delivery of Inclusive Education and Student Support Services for the benefit of students and teachers

Priority 6: Collective Bargaining

Goal: To achieve a Provincial and Labrador West Collective Agreement ratified by the membership

The purpose of this report is to provide a summary of the activities on each of these priorities and objectives from September 2017 to March 2019.

Priority #1: Workload Concerns

- On August 8, 2017, the President wrote the Chair of the NL English School District to request a meeting to discuss ongoing concerns within the education system. A meeting was held on September 29, 2017.
- NLTA and NLESD School Board-Teacher Liaison Committee meetings for Fall 2017 were held as follows: November 20, Labrador and Labrador West Regions – Goose Bay; November 21, Western and Central Regions – Corner Brook; and November 23, Eastern Region – Paradise. The CSFP meeting was held on January 12, 2018 in St. John's.
- On September 29, 2017, a meeting involving the President, Minister of Education, Deputy Minister, Executive Director and Assistant Executive Director was held to discuss the implementation of the Premier's Task Force on Improving Educational Outcomes.
- On September 22, 2017, the Executive Director had a telephone meeting with the Director of Education of NLESD to discuss concerns about increasing student supervision.
- In August 2017, the NLTA partnered with the NLESD and Memorial University to deliver a two-day workshop on *Leadership for Aspiring Teachers*. This included a session by the Executive Director on *Building a Collaborative Culture*. Darrin Pike also co-facilitated a session with Debbie Toope on *Facilitating Change in a School*. By developing better leaders, the working environment of teachers improves and consequently the learning outcomes for students.
- Numerous teachers have been assisted with concerns re lack of consultation regarding the distribution of curricular and non-curricular duties and/or the equitable and fair distribution of workload. Most have been resolved, but some individual grievance(s) have been filed.
- On September 28, 2017, the Executive Director had a telephone meeting with the Director and Associate Director of Education, NLESD to discuss confusion regarding the 7-12 course descriptors and evaluation scheme. In response to concerns, the NLTA was informed that there is no intent by the District to interfere with the professional judgement of teachers when it comes to determining assessment options other than the program of studies specifications needs to be followed. As well, the NLESD did commit to receiving feedback and assisting any schools or teachers who were experiencing difficulty.
- On September 27, 2017, the Executive Director held a Q&A session at the Regional SAC meeting in Gander with administrators from the NLESD Central Region. Issues discussed included ways in which administrators can assist the Association in advocating for them on workload issues.
- On October 24, 2017, the Executive Director met with the Director of Education and the Deputy Minister. In this meeting, specific concerns were brought forward regarding the continued use of reading records (BAS) assessment and teacher supervision. The Director committed to raising the issue of reasonable supervision expectations with principals.
- On October 28, 2017, the Assistant Executive Director attended a meeting of the SAC Executive and Regional Presidents in Gander. During the Q&A session, the issues discussed included a plan to organize a

meeting with senior District officials to discuss a number of issues, including the intensification of administrators' workloads.

- Programs and Services staff continue to be very busy assisting teachers with issues related to working conditions and workload concerns.
- The Assistant Executive Director and Administrative Officer, John Veitch, were involved in meetings and school visits to support teachers in relation to the recent relocation of Bishop Feild Elementary to the former School for the Deaf building.
- Programs and Services staff engaged in significant discussions with EECD officials on concerns regarding the new School Development surveys that were administered during the spring of 2017. EECD has advised that data from the survey questions to which the NLTA raised objections has been deleted and destroyed. A questionnaire on the surveys was sent to administrators to solicit feedback – Programs and Services staff worked closely with SAC to encourage administrators to express the concerns brought forward to NLTA through this process; however, the responses from administrators were disappointing in that the feedback was generally positive. Further meetings with EECD representatives took place on December 19, 2017 and April 9, 2018, and ultimately, EECD decided to continue with the surveys moving forward. EECD did make some positive changes that address collective agreement issues and privacy/disclosure concerns under ATIPPA; however, the Association remains concerned that the focus of the surveys is inconsistent with fostering a school-based, team approach to school development. Provincial SAC was updated regularly throughout, and the Association has sent several written updates via email to all administrators. A communication on this issue was sent to all NLTA members on April 17, 2018.
- Clause 29.06 – The NLESD Policy on the Prevention of Workplace Violence has been adopted by Trustees and is available on the District website. Draft administrative regulations to accompany this policy were shared with NLTA for feedback prior to being finalized and are now also posted on the NLESD website. The policy has been approved by Trustees. The CSFP policy has also been approved by its Trustees.
- The President and Executive Director had telephone meetings with Senators Marshall, Wells, Furey and Manning to discuss the unintended consequences arising should Bill s.206 successfully repeal Section 43 of the Criminal Code without adequate protective language for teachers being added.
- The President presented NLTA's concerns regarding Bill s.206 to the CTF Board of Directors. CTF has committed to making the Bill a priority.
- The Executive Director has had discussions with both the Deputy Minister and the Director of Education, NLESD regarding the consequences of Bill s.206.
- The President, Executive Director, Assistant Executive Director and representatives from Provincial SAC met with the Director and senior management team of NLESD on December 13, 2017 to discuss a number of administrator concerns regarding workload intensification. A detailed letter from the President outlining the issues was provided to the Director at that time. A written response was received from the Director on March 5, 2018; NLTA and SAC representatives met again on March 22, 2018 to review and discuss this correspondence. The intent is to seek a follow-up meeting to further discuss how the District can/will address the concerns. To this end, the President responded to the Director's March 5 letter on May

16, 2018. The Assistant Executive Director provided an update to administrators at the SAC BGM on May 16, 2018.

- On December 20, 2017, the Executive Director met with the Deputy Minister to discuss progress on the Education Action Plan. The Executive Director is in regular contact with the Deputy Minister and Associate Deputy Minister regarding progress on the development of the Education Action Plan.
- Programs and Services staff continue regular liaison meetings with NLESD HR staff to discuss and address issues that impact on teachers' working conditions. The last meeting was held on March 28, 2018 and the Assistant Executive Director met with the NLESD Assistant Director for HR on October 31 to discuss draft terms of reference for these meetings and a mutually convenient date for a first meeting this year. Detailed feedback on the draft terms of reference was subsequently provided to the District in November 2018. The District has not yet responded.
- An article on dealing with Violence in the Workplace appeared in the January/February 2018 edition of *The Bulletin*.
- Administrative staff had discussions with the District about the implications of using the Nautikos program and the need for adequate additional supports for teachers and administrators. The District provided additional allocations to support the introduction of Nautikos in the school where concerns were raised.
- NLTA and NLESD School Board-Teacher Liaison Committee meetings for spring 2018 were held on the following dates: May 14, Labrador and Labrador West Regions – Goose Bay; May 15, Eastern Region – St. John's; and May 16, Western and Central Regions – Gander. The CSFP meeting was held on May 25 in St. John's.
- On January 22, 2018, the Executive Director met with the Provincial Steering Committee for the implementation of the Premier's Task Force recommendations. The committee consists of Deputy Ministers of Education, Advanced Education, Justice, Child Youth and Family Services and Health along with the Directors of Education of the two provincial school districts and the Dean of the Faculty of Education. Potential workload concerns for teachers that may result as a result of implementation were raised.
- An article on Workplace Accommodation was published in the March/April 2018 edition of *The Bulletin*.
- An article on Teacher Work/Life Balance and Volunteer Activities appeared in the May/June 2018 edition of *The Bulletin*.
- Information on the Redundancy/Reassignment/Layoff Process, including staff contacts, has been sent to schools and published in the March/April 2018 edition of *The Bulletin*.
- NLTA staff met with key staff of the Teachers' Pension Plan Corporation on March 13, 2018 to review the status of the Corporation's operations, plans for the TPPC website and further development of improved services for members.
- A memo was sent to all members via email on March 15, 2018 re important dates for retirement notices and the impact on pension eligibility/payments. A further reminder message was sent out again in early June.

- A notice was sent to all members via email on April 3, 2018 re the potential publication of teachers' salaries pursuant to the *Public Sector Compensation Transparency Act* ("sunshine list" legislation), including information and contact details for assistance in applying for an exemption. Individual advice and assistance was provided by Programs and Services staff as requested. Twenty (20) applications for exemption were submitted, of which sixteen (16) were granted and four (4) were denied. No appeals were submitted.
- A memo was sent to all members employed by the NLESD via email on April 25, 2018 re a caution in handling school funds. Programs and Services staff have since assisted a number of administrators in drafting correspondence to the District regarding the need for additional training and supports at the school level.
- An article regarding the School Year Calendar and School Opening/Closing Dates appeared in the May/June 2018 edition of *The Bulletin*. A follow-up survey to the one conducted was distributed September 12, 2018.
- The President and Executive Director have been regularly engaging with the Canadian Teachers' Federation regarding CTF's position on Bill s.206 (the Act to Repeal Section 43 of the Criminal Code). On May 23, 2018, the President, Executive Director and Assistant Executive Director met with senior legal counsel to discuss a reaction to a proposed CTF position on Bill s.206. The President has been in contact with all Newfoundland and Labrador Senators and the Executive Director has been in discussions with the Senate Law and Legislative Review Committee regarding NLTA being witnesses when the Bill undergoes Senate study.
- The first School Board-Teacher Liaison Committee meetings for 2018/19 were held in the Fall and committee membership has been confirmed for the 2018-20 SBTLC term. Dates for the first SBTLC meetings this year have been confirmed as follows: NLESD Labrador region/Labrador West – Monday, November 26 in Happy Valley-Goose Bay; NLESD Western/Central regions – Tuesday, November 27 in Corner Brook; NLESD Eastern region – Wednesday, November 28 in CBS; Conseil scolaire francophone (provincial committee) – Monday, November 26 in St. John's. Agenda items include: NLESD Conflict of Interest policy; lack of IRT and SA time and ineffective review/appeal processes; financial oversight regulations; substitute teacher shortages; changes to school start times; assessment/evaluation policy/procedures; OHS/First Aid training; CDLI supports; PD concerns; IT/tech supports for schools; Google.
- In June 2018, the NLTA conducted a survey of all school administrators regarding the 2018-19 allocation of student assistants' hours and the impact on school programming and safety.
- A meeting was held on June 28, 2018 with the NLESD Director of Education, Associate Director of Education, Assistant Director - HR and Assistant Director - Finance with the President, Executive Director and Assistant Executive Director to discuss NLTA's concerns regarding cuts to student assistant hours and the impact that would have on student programming, student and teacher safety and teacher workload. This meeting was followed by formal correspondence from the President.
- A meeting was held on July 25, 2018 with both the Minister of Education and the Deputy Minister of Education. The President, Executive Director and Assistant Executive Director attended the meeting. The purpose of the meeting was to review the school administrator survey regarding cuts to student assistant

allocations and to advocate for reversal of cuts. The Minister agreed to a major reversal and to continue the dialogue.

- On July 19, 2018, the President, Executive Director and Assistant Executive Director met with the Federation of School Council representative to discuss and share the school administrator survey regarding cuts to student assistant allocations.
- On May 15, 2018, a meeting of the Provincial Teacher Certification Committee was held to review and approve amendments to the Teacher Certification Regulations to allow for Teaching and Learning Assistants. The regulation change was approved by cabinet on August 8, 2018.
- On August 9, 2018, NLTA and government finalized an MOA to the Provincial Collective Agreement outlining terms and conditions of the employment of Teaching and Learning Assistants and making them members of the NLTA. A similar MOA for the Labrador West Collective Agreement has also been signed.
- On August 22, 2018, the Executive Director attended a meeting of the Premier's Task Force Advisory Committee. During this meeting concerns were again raised regarding workload for school administrators and the need for greater clarification on how best to group students for effective use of staff. NLTA also stated that teachers in Phase 1 schools must be provided an opportunity for feedback.
- On August 29, 2018, the President, Vice-President and admin staff met with the principals of the CSFP regarding a variety of issues including teacher recruitment and retention concerns, ability to find substitute teachers, Francophone teachers' access to information on benefits and the potential to create a new special interest council.
- On August 31, 2018, the President, Executive Director and Assistant Executive Director met with the Directrice générale of the CSFP and the Deputy Minister of Education regarding teacher recruitment concerns and efforts in the Francophone school system.
- NLTA registered concerns with regards to some of the expectations outlined in the draft Responsive Teaching and Learning Policy document. As a result, Phase 1 schools were advised that they were not to follow the document as policy, but rather as a discussion and feedback document.
- On September 6, 2018, the Executive Director engaged in email correspondence with the Director of Education outlining NLTA's position that newly assigned student assistant allocations could not be withheld by the District to address emerging issues.
- On September 7, 2018, President wrote a follow-up letter to the Minister of Education and Early Childhood Development outlining continuing concerns regarding the student assistant allocation.
- NLTA participated in an in-service session for Teaching and Learning Assistants and Principals of Phase 1 schools, September 10-13, 2018. Part of the presentation included NLTA expectations for the roles and responsibilities of these positions.
- NLTA conducted a survey regarding how/when parent-teacher interviews are scheduled in schools across the province. The results were reported at the Joint Council Meeting in October 2018.

- Articles on dealing with workplace violence and the workday for teachers appeared in the November/December 2018 edition of *The Bulletin*. Articles on pay for substitute teachers during weather closures and information on the DSLP appeared in the January/February 2019 edition.
- Due to the efforts of Programs and Services staff, concerns regarding changes to NLESD policy on the evaluation process for tenured and probationary administrators are being addressed. In particular, it has been clarified that staff surveys about administrators are not required, but are an optional self-assessment tool for administrators.
- On October 22, 2018, the Executive Director met with the Director of NLESD to discuss the lack of responsiveness to NLTA concerns and questions. Considerable time was spent discussing the workload concerns of school administrators.
- On October 16-18, 2018 the President and Executive Director met with Newfoundland and Labrador Senators regarding Bill s. 206 providing an Association prepared briefing note and legal opinion.
- On October 31, 2018, the President wrote the Minister of Education and Early Childhood Development regarding NLTA concerns on Bill s. 206 providing an updated legal opinion and the Senate briefing document.
- On October 31, 2018, the Executive Director wrote the NLESD Director of Education regarding NLTA concerns on Bill s. 206 providing an updated legal opinion and the Senate briefing document.
- On October 31, 2018, the Executive Director met with the Association of Social Workers to discuss ways to improve service to schools and reduce workload for school counsellors and administrators.
- On November 5, 2018, the Executive Director meet with the Premier's Task Force Steering Committee regarding recommendation 10. NLTA's position continues to be that the best way to provide services required in Education is to have those services available within Education, not through consulting arrangements with other departments. Also discussed was the Responsive Teaching and Learning Draft policy. NLTA's position is that it is overly complicated. This will be on the agenda for the next meeting.
- The Assistant Executive Director met with the NLESD Assistant Director for HR/Acting Associate Director on October 31, 2018 to discuss concerns regarding communications with NLESD staff and response to questions/issues raised by NLTA.
- Programs and Services staff are contacting PTF Phase 1 schools to inquire about the roles/work being done by TLAs, particularly with respect to any impact on IRT supports.
- Programs and Services staff have raised concerns to the Director of Evaluation and Research, EECD, about the lack of communication and consultation with teachers and NLTA regarding changes in values and formats of public examinations.
- An updated survey regarding the school year was conducted in September 2018. The results were provided via email to School Reps and Branch Presidents on November 6, 2018.

- The Assistant Executive Director wrote to the NLESD Assistant Director for Human Resources (and Acting Associate Director) on December 19, 2018 regarding ongoing and new workload concerns of School Administrators.
- Administrative Officer, John Veitch, presented a submission about retention and recruitment issues concerning francophone schools in the province at the Symposium des Agentes et Agents de Liaison Francophones des Organisations Membres de la FCE in Ottawa on November 16-17, 2018.
- The Department and District were contacted regarding workload concerns associated with assistive technology (SurfacePro). Assurances by the Board and Department were provided around teacher responsibilities and updates are to be provided.
- On December 17, 2018, the Executive Director and Administrative Officer Darrin Pike attended a meeting of the Professional Development Alliance (PTF Recommendation #77) and presented a proposal for professional development for Assistant Principals.
- On December 19, 2018, the Executive Director met with the Director of NLESD and the Deputy Minister EECD to discuss the substitute teacher shortage.
- On December 4, 2018, the President wrote the Minister of Education regarding the need for a study into the social-emotional health of teachers. A meeting with senior EECD officials occurred on January 24, 2019. It was communicated to the Association that the EECD would not participate in the study but would be interested in the results.
- On December 4, 2018, the Executive Director wrote the Directors of both school districts regarding the need for a study into the social-emotional health of teachers. A meeting with senior EECD staff was held on January 11, 2019. The NLESD will not participate but will be interested in the results.
- In December 2018, a detailed survey was conducted by the NLTA on school administrator workload, NLESD communications protocol, and NLESD expectations. The survey results were shared with the School Administrators Council executive on January 10, 2019, and a meeting has been requested with the NLESD. The President, Executive Director, Assistant Executive Director, Administrative Officer Ian Crewe and members of the Provincial SAC Executive met NLESD Director and senior officials on February 13 to review and discuss the survey results. The formation of a joint SAC/NLESD committee to review administrator responsibilities and explore ways to reduce workload is being pursued.
- On February 27, 2019 the NLTA released a Request for Proposals to all faculties of Education in Canada, for a research study on the social-emotional health of teachers and school administrators. Deadline for proposals is April 30, 2019.
- On December 4, 2018 Administrative Officer, Deana Hatcher, wrote to senior officials at EECD and NLESD to address concerns regarding a lack of resources for Play-Based Learning for Grade 2 classrooms. A response has been received from EECD only.
- On February 12, 2019 Administrative Officer, Deana Hatcher, wrote the HR Director of NLESD outlining a number of concerns raised with the Central Processing Model being used in the Central Region of NLESD and asking what steps will be taken to address these concerns.

- In December 2018, Administrative Staff provided feedback to the Department on its policy regarding the Reemployment of Retired Teachers for substitute and term contracts.
- Administrative Officer, Deana Hatcher, was appointed to the English Language Arts Advisory Committee which oversees the development and implementation of the English Language Arts curriculum recommendations listed in the Education Action Plan. The first meeting was held February 27-28, 2019.
- Programs and Services completed a report of grievance-arbitration, teacher discipline, harassment, legal and EAP cases which were addressed by staff in 2017-2018. This report was made available to all schools in January. On a go forward basis, an annual report of Program and Services work on these case files will be made available to the membership.

Priorities #2: Teacher Health and Wellness – Teacher Mental Health

- Judy Beranger, EAP Coordinator, attended the National Summit on Teacher and School Staff Wellbeing on November 16, 2017. The goal of this summit was to provide key educational stakeholders the opportunity to identify gaps and opportunities to better address teacher and school staff wellbeing. A report on the summit, submitted by Judy Beranger, was shared with Joint Council at the March 2018 meeting.
- New wellness resources (Guided Imagery information and videos) have been added to the EAP section of the NLTA website.
- EAP Coordinators have been active in providing supports to a number of schools recently impacted by the deaths of teachers, students and/or other members of their school communities.
- Administrative staff gave presentations (*Healthy Teachers – Healthy Students: Finding Balance*) to teachers from across Atlantic Canada at the CONTACT 2017 Conference in August 2017 in Charlottetown. The subject was *Teacher Wellness and Achieving Work/Life Balance*.
- Numerous teachers have been assisted with payroll issues including late pay and failure to consult on repayment of overpayments by Teacher Payroll. One individual grievance was filed on the issue of failure to consult, and a settlement was reached.
- An article on Sick Leave appeared in the November/December 2017 edition of *The Bulletin*.
- EAP and Administrative staff facilitated an information session on dealing with employee addiction issues with NLESD HR staff.
- Six Pre-Retirement Seminars were held during the Fall of 2017. Financial Information Seminars were held in 2018 on the following dates: February 24 (Springdale), May 5 (Labrador City), May 11 (King's Point) and May 16 (Bonavista).
- Programs and Services staff and EAP Coordinators continue to respond to requests for facilitation of mediations to assist in resolving professional issues/conflict between NLTA members. This work has led to more collaborative relationships and in some cases, the avoidance of a formal complaint process. Due to high demand, further staff training in conflict resolution took place in the Fall of 2018 in order to increase capacity to provide this service.
- An article on dealing with Violence in the Workplace appeared in the January/February 2018 edition of *The Bulletin*. An article on Workplace Medical and/or Family Status Accommodation appeared in the March/April 2018 edition of *The Bulletin*.
- Programs and Services staff made a submission to Workplace NL for consideration in its ongoing review of its policy on compensation for mental stress (Policy EN-18). In March 2018, WorkplaceNL announced that it has now modernized Policy EN-18 to recognize that work-related mental health issues may be caused by exposure to multiple traumatic events. The policy also now includes events that are an inherent part of an occupation.

- Programs and Services and EAP staff attended a training session on the impact of the pending legalization of cannabis in the workplace on May 31, 2018.
- Group Insurance Managers expanded the current Health Benefit Program to include certified members with the Canadian Counselling and Psychotherapy Association (CCPA) within the Psychologist/Social Workers Benefit Category for professional services, effective January 1, 2018.
- Given the increased accessibility and scope of work currently being performed by Nurse Practitioners in this province, Group Insurance Managers are exploring the potential for expanding health benefits to accept prescriptions from Nurse Practitioners.
- Articles on Workplace Injuries and recent changes to Employment Insurance Maternity/Parental and Caregiver Benefits and Leave appeared in the January/February 2018 edition of *The Bulletin*.
- Web resources continue to be updated and added to the EAP section of the NLTA website. The most recent addition is the very practical Mental Health and Well-Being Toolkit developed by the University of New Brunswick. It has a number of key downloadable resources and it presented in five modules, including an introduction to positive Mental Health, School Connectedness, Resilience, Team Relationships and Comprehensive School Health. Access the entire program via the link from EAP Resources or google JCSH's Positive Mental Health Toolkit to access the modules.
- Five Pre-Retirement Seminars were held, in accordance with Association policy, during the Fall of 2018 in the following locations: November 1-2 (Corner Brook), October 11-12 (Grand Falls-Windsor) and November 15-16, November 29-30, December 6-7 (St. John's). Information regarding the Pre-Retirement Seminars was communicated to members via the June 2018 edition of *The Bulletin*. It was also posted on the NLTA website.
- An article on Teacher Work/Life Balance and Volunteer Activities appeared in the May/June 2018 edition of *The Bulletin*.
- The President and Administrative Officer, Miriam Sheppard, attended a meeting organized by the NL Federation of Labour to discuss the development of a stakeholder submission to the Workplace NL Prime Review; staff reviewed and provided feedback on the submission.
- Programs and Services staff delivered PD sessions on teacher wellness (mental and financial) for staffs at two schools in the Avalon region on May 4 and May 11, 2018.
- On May 18, 2018, Programs and Services staff delivered a professional development session on having difficult conversations for a school in the metro area.
- Programs and Services staff provided a PD session on May 28, 2018 for the staffs of Appalachia High School and Our Lady of Mercy as they prepared to merge into one school in September 2018.
- The Association continued its support for and involvement in the Emerging Leaders Summer Institute, in partnership with the NLESD and MUN, which took place on August 13-14, 2018. NLTA staff were involved in planning and leading the event and delivered sessions on collegial school climate/culture, collective agreement essentials and skills for having essential conversations.

- On July 18, 2018, the Executive Director contacted the NLESD Director of Education to outline NLTA's extreme dissatisfaction with the District's decision to use Synervoice emails to communicate a situation under investigation involving a member. Grievances have been filed in this matter and are in the process of being scheduled for arbitration.
- Lisa Cheeseman was hired on September 5, 2018 in a short-term contract to replace an EAP Coordinator on leave.
- Group Insurance Managers met for their Summer Planning Meeting in St. John's on August 19-21, 2018.
- On October 5, 2018, Programs and Services staff delivered a professional development session on work-life balance and teacher efficacy for a school in Labrador West.
- An article on consultation for the teacher-directed PD day appeared in the September/October 2018 edition of *The Bulletin*. Articles on dealing with workplace violence and the workday for teachers appeared in the November/December 2018 edition of *The Bulletin*.
- Programs and Services staff delivered professional development sessions in schools on financial wellness, social media, and student engagement during the Fall 2018.
- The Conference for Beginning Teachers – under the theme “The Journey Begins” – took place in St. John's on November 29-30, in partnership with the school districts, MUN and EECD. Applications for registration opened in early October and interest from beginning teachers was high.
- EAP Coordinators have been active this Fall in providing workshops in schools on wellness and respectful workplace related topics.
- Programs and Services staff participated in a conference call on November 29, 2018 with Johnson Incorporated for an Educator Focus Group.
- EAP Coordinator and Programs and Services staff conducted a professional development session on teacher mental health and team-building in the central region on December 3, 2018.
- Programs and Services staff conducted professional development sessions on work-life balance and staff dynamics in the Burin region on December 14, 2018.
- Administrative Officers, George Tucker and John Veitch, represented the NLTA at CAPTTO PD meetings in Halifax on January 8-9, 2019.
- The Managers of the NLTA Group Insurance program have made the decision to increase the benefits available to members who are enrolled in the Health program. The psychologist/registered social worker benefit increased to \$1,600 per calendar year from \$800 per calendar year effective January 2019.
- Administrative staff presented two sessions at St Kevin's High School's teacher-driven professional development day: Financial Wellness and Social Media.

- Administrative staff presented a session on *Dealing with Difficult Situations* at St. Peter's Junior High's teacher-driven PD day.
- The Executive Director and an administrative officer participated in the Comprehensive School Health Stakeholder Engagement Session on November 28 2018. In her keynote, Dr. Kimberly Schonert-Reichl stated that addressing concerns for the social-emotional health of teachers is critical to the success of Social and Emotional Learning (SEL) initiatives for students.
- On December 4, 2018, the President wrote the Minister of Education regarding the need for a study into the social-emotional health of teachers. A meeting with senior EECD officials occurred January 24, 2019. It was communicated to the Association that the EECD would not participate in the study, but would be interested in the results.
- On December 4, 2018, the Executive Director wrote the Directors of both school districts regarding the need for a study into the social-emotional health of teachers. A meeting with senior NLESD staff was held on January 11, 2019. The NLESD will not participate, but will be interested in the results.
- The Assistant Executive Director and Administrative Officer, Deana Hatcher, met with NLESD HR representatives on December 14, 2018 to discuss District plans to conduct a pilot for the use of SmartFind for hiring substitute teachers. Questions and concerns were raised during the meeting and followed up in detail in writing afterwards. Programs and Services will continue to follow and monitor this matter closely.
- On January 31, 2019, the Executive Director attended the Burin Region School Administrators' Council meeting and gave a presentation on the NLTA defense of school administrators and NLTA efforts at addressing administrator workload intensification.
- Programs and Services staff delivered a PD session on teacher wellness (mental) for one school in Central on February 22, 2019. Programs and Services staff delivered a PD session, "Future Members of NLTA", to Dr. Andrea Rose's Education 4830 – Seminar in Music Class, at MUN's School of Music on March 1, 2019.
- Programs and Services staff delivered a PD session on teacher wellness (financial), for one school in Baie Verte on March 29, 2019.
- Programs and Services staff delivered a PD session on teacher wellness (financial), for one school in St. John's on May 1, 2019.
- Programs and Services staff delivered a PD session on Dealing with Difficult Situations/ Having Essential Conversations on March 25, 2019.
- Administrative Officer, Miriam Sheppard, and Vice-President, Trent Langdon, attended the second meeting of the full Minister's Committee on Violence against Women and Girls in February 2019.
- Programs and Services staff delivered a full day PD workshop on teacher wellness (financial), for interested teachers in the Clarenville area, on Saturday, March 12, 2019. The session was organized and promoted by the local NLTA Clarenbridge Branch.

- Programs and Services staff delivered PD sessions on teacher wellness (mental & financial), as well as a workshop on Professional Relations, for one school in Western Labrador on March 25 and 26, 2019.
- Programs and Services staff delivered a “full-day” PD session on teacher wellness (financial), for mid-career teachers in the Gander area on Saturday, April 13, 2019 at the Albatross Hotel. This one-day condensed Pre-Retirement Seminar was limited to 30 participants. Representatives from the Teachers’ Pension Plan Corporation, Johnson Inc. and the NL Credit Union were in attendance to facilitate presentations and to respond to participants’ questions and concerns. Funding for this event was provided as part of the NLTA Pre-Retirement budget.
- Programs and Services staff delivered a ½ day PD session on Teachers Dealing with Harassment/Bullying from Parents and Students – Teachers’ Rights, Obligations, Steps to Take, etc. on March 4, 2019 at Templeton Academy.
- Programs and Services staff delivered a ½ day PD session on Teacher Wellness and Conflict Prevention at Larkhall Academy on March 29, 2019.
- Programs and Services staff conducted a PD session on Classroom Management and Staff Dynamics in a school in Western Labrador on February 15, 2019.
- An article re “Financing a Year of Deferred Salary Leave” appeared in the January/February 2019 edition of *The Bulletin*.
- The “tentative” dates/locations for the upcoming 2019-20 Pre-Retirement Seminars are as follows: October 24-25, 2019, Grand Falls-Windsor (Mount Peyton Hotel); November 6-7, 2019, Corner Brook (Greenwood Inn & Suites); November 14-15, 2019, St. John’s (Sandman Hotel); November 28-29, 2019, St. John’s (Sandman Hotel); December 12-13, 2019, St. John’s (Sandman Hotel).
- Programs and Services staff delivered a PD session on teacher wellness (resilience, behaviours and strategies) for one school in Labrador on March 15, 2019.
- On February 27, 2019, the NLTA released a Request for Proposals to all faculties of Education in Canada, for a research study on the social-emotional health of teachers and school administrators. Deadline for proposals is April 30, 2019.
- On March 11, 2019, the NLTA informed members of a decision made by the NLESD Executive Board of Trustees to discipline a teacher without a finding of fault. The Association filed a grievance and has agreed to an accelerated arbitration process. All teachers have been provided advice regarding communications to the District, should they feel the classroom supports they have are insufficient to provide a safe teaching and learning environment.

Priority #3: Premier's Task Force on Improving Educational Outcomes

- The President, Vice-President, Executive Director and Assistant Executive Director attended a technical briefing with the Deputy Minister on July 25, 2017 prior to the release of the Premier's Task Force report. This was followed by the official release of the report by the Premier and the Minister of Education which was also attended by the NLTA representatives.
- On July 27, 2017, the President wrote the Director of Evaluation and Research with the Department of Education naming the NLTA Executive Director to the Teacher Certification Committee.
- On July 27, 2017, the Executive Director wrote the Deputy Minister to advise him of the Department of Education's Collective Agreement obligation to consult with the NLTA on issues that affect the terms and conditions of employment of teachers.
- The Executive Director met with the Deputy Minister of Education on August 3, 2017, to discuss the impact of the report from the Premier's Task Force.
- On August 8, 2017, the President wrote to the Minister of Education to arrange a meeting to discuss the Premier's Task Force recommendations. A meeting was held on September 29, 2017.
- On August 16, 2017, the President wrote the Premier requesting that NLTA have representation on the Steering Committee which will oversee the implementation of the Education Action Plan flowing from the Premier's Task Force recommendations.
- The Assistant Executive Director met with the Assistant Deputy Minister on August 17, 2017, to discuss a number of issues, including the impact of the report from the Premier's Task Force.
- The Executive Director met with the Deputy Minister and Associate Deputy Minister on September 11, 2017, to discuss the Premier's Task Force recommendations and the operational plan for developing the Education Action Plan. A further meeting was held on September 28, 2017. NLTA has taken the position that the NLTA should be represented on the Premier's Steering Committee as well as on the EECD Implementation team.
- The Executive Director and Executive member, Derek Drover, attended the Teacher Certification Committee meeting on September 7, 2017. Recommendations from the Premier's Task Force with implications for teacher certification were discussed.
- The Association has reserved the right to make proposals relevant to the Task Force in Collective Bargaining in Labrador West, and specific language will be drafted for Provincial negotiations.
- On October 30-31, 2017, Administrative Officer, Ian Crewe, attended the first Premier's Task Force "Committee #1" meeting (as a committee member). Chaired by Brad Clarke (EECD) and Bronson Collins (NLESD), numerous stakeholders including seven NLTA members, were given a mandate to develop a plan/make recommendations around several of the recommendations brought forward in the *Now is the Time* document. The PTF recommendations that are to be a focus of Committee #1 included numbers: 1, 6-12, 16, 22, 24-25, 38, 39, 40, 42-45, 47, 52-53, 57-59, 63 and 76-77. Discussion and some initial planning

around some of these recommendations took place at the two-day meeting with further meetings of the committee and information on resultant sub-committees to follow.

- From the initial Committee #1, six working groups have been established to work on various PTF recommendations and to report back to the main Advisory Committee (#1). Administrative Officer, Ian Crewe, has been named to two of these working groups. The six working groups are: New Special Education Policy (met December 12, 2017; Ian is a member); Reading Specialists – Classroom level (K-6); Reading Specialists – District level Program Specialists (K-6); Instructional Assistants – New position in the K-12 system (met December 15, 2017; Ian is a member); Learning Commons; Professional Learning.
- All working groups had their first meetings to establish Terms of Reference and goals and worked through the rest of the year toward the goal of establishing a provincial pilot for the 2018-19 school year. The number of schools involved in the pilot was dependent on the provincial budget. The Advisory Committee met three times in November 2017 and again on December 19, 2017. There was an average of two-three days per month of scheduled meetings until June for each of the six working groups and the Advisory Committee.
- The President, Executive Director, Assistant Executive Director and Administrative Officer, Ian Crewe, met with representatives of NLCPA and the SLP SICs on December 14, 2017 to discuss concerns and strategies in relation to Recommendation #10 from the Premier's Task Force report, which impacts Educational Psychologists and Speech-Language Pathologists particularly. A follow-up meeting took place on January 25, 2018, following the first meeting of the PTF Steering Committee on January 22, 2018.
- On November 27-28, 2017, Administrative Officer, John Veitch, attended the first meeting of the Premier's Task Force Provincial Assessment Oversight Committee, chaired by Ron Smith (EECD). Thirteen (13) committee members from EECD, NLESD, CSFP and NLTA were given the mandate to implement a new primary, elementary and intermediate provincial assessment program for math and reading and to select a proven, research-based early reading provincial assessment tool. The committee will focus on Recommendations 32, 42(b), 43 and 44 from the *Now is the Time* document. Three working groups (Reading Provincial Assessment, Mathematics Provincial Assessment and Early Primary Assessment and Intervention) have been established with active NLTA members on each. A second meeting of the oversight committee took place on Monday and Tuesday, February 26-27, 2018.
- The NLTA Executive Director has been appointed to the Provincial Steering Committee which will oversee the development and implementation of the Education Action Plan.
- The Executive Director is in regular contact with the Deputy Minister and Associate Deputy Minister regarding progress on the development of the Education Action Plan.
- On December 20, 2017, the Executive Director met with the Deputy Minister to discuss progress on the development of the Education Action Plan.
- On January 10, 2018, a meeting was held with the Executive Director, Assistant Executive Director, Deputy Minister of Education, Deputy Minister of Health and their officials to discuss the implications of Recommendation #10 of the Premier's Task Force.

- Administrative Officer, George Tucker, has been named to the Premier's Task Force School Dropout Prevention Committee. The first meetings for this committee were held on January 16-17, 2018. A second meeting occurred on Wednesday, April 25, 2018 (NLTA Boardroom).
- On January 22, 2018, the Executive Director met with the Provincial Steering Committee for the implementation of the Premier's Task Force recommendations. The committee consists of Deputy Ministers of Education, Advanced Education, Justice, Child Youth and Family Services and Health along with the Directors of Education of the two provincial school districts and the Dean of the Faculty of Education. Potential workload concerns for teachers that may result as a result of implementation were raised.
- On February 20-22, 2018, representatives from ten SICs participated in an opportunity to make presentations to the Deputy Minister, Associate Deputy Minister and Assistant Deputy Minister of EECD regarding suggestions for implementation of recommendations from the Premier's Task Force report. The President, Executive Director and Assistant Executive Director were in attendance.
- Staff continue to work with the PTF Advisory Committees re Recommendation #1 (and others) in addition to two of the six working groups that have been formed as a result. Meetings attended since January 2018 include: January 23-24, 2018 (Special Education Policy Working Group), January 25-26, 2018 (PTF Advisory Committee at Holiday Inn), January 30, 2018 (Instructional Assistants Working Group – SKYPE meeting), February 5, 2018 (Special Education Policy Working Group – Skype meeting), February 15, 2018 (Instructional Assistants Working Group – full-day meeting hosted at NLTA building), February 20-21, 2018 (Special Education Policy Working Group), February 23, 2018 (PTF Advisory Committee – Skype meeting), February 27-28, 2018 (Instructional Assistants Working Group), February 26-27, 2018 (Provincial Assessment Advisory Committee), March 12-13 (Special Education Working Group), March 22-23, 2018 (Teaching and Learning Assistants Working Group), April 9 (Provincial Assessment Advisory Committee), April 17-18, 2018 (PTF Advisory Committee), May 9-10, 2018 (Special Education Working Group), May 14-15, 2018 (Provincial Assessment Advisory Committee), May 23-24, 2018 (Teaching and Learning Assistants Working Group), June 5-6, 2018 (PL for Administrators in Pilot Schools), June 11-12, 2018 (Multi-Cultural Education Advisory Committee), October 22-23, 2018 (Teaching and Learning Assistants Working Group) and October 24-25, 2018 (PTF Advisory Committee). Administrative Officer, Ian Crewe, has been actively involved in planning for the three-day PL event for the initial group of Teaching and Learning Assistants. The NLTA had a major role in this three-day event from September 10-12, 2018. Administrative Officer, Ian Crewe, attended District-led PL for Phase 1 Schools re the draft Department Responsive Teaching and Learning Policy on January 23 and January 31, 2019.
- On February 15, 2018, the Executive Director attended an information session providing an in-depth review of the New Brunswick Integrated Service Model that is referenced in Recommendation #5 of the Premier's Task Force report.
- Administrative Officer, Darrin Pike, has been appointed to the Premier's Task Force – Mathematics Advisory Committee, which held its initial meeting on April 24-25, 2018 and met again on February 11-12, 2019. The committee's primary focus is to advise a variety of working groups and to provide feedback as well as oversee the development and implementation of the math-related recommendations from the Premier's Task Force.
- The 2018 provincial budget announced the introduction of Teaching and Learning Assistants on a pilot basis for September 2018 in furtherance of Recommendation #7 from the Premier's Task Force report. The

Executive Director continues to liaise regularly with EECD and NLESD officials to ensure these new positions will be part of the NLTA bargaining unit, as per direction from Provincial Executive. On May 15, 2018, the Teacher Certification Committee endorsed a new certification endorsement for Teaching and Learning Assistants. This recommendation will be presented as part of the regular regulatory review and amendment process.

- On March 27, 2018, the Executive Director and President attended the education budget lock-up session to be briefed on the budget announcements related to the initial Premier's Task Force pilot program. The program will see an increase in teacher allocations for Reading Specialists and Learning Resource teachers. The program will also provide for Teaching and Learning Assistants.
- A meeting took place on June 1, 2018 with the Executive Director, Assistant Executive Director and representatives of both EECD and NLESD to discuss a possible MOA agreement regarding Teaching and Learning Assistants.
- Administrative Officer, Miriam Sheppard, has been appointed to the Premier's Task Force – Multicultural Education Advisory Committee, which held its initial meeting on June 11-12, 2018. Contact has been made with both School Boards to assess progress of recommendations slated for completion in September 2018.
- The Assistant Executive Director has been appointed to the Premier's Task Force – Indigenous Education Advisory Committee, which held its initial meeting on September 26-27, 2018, in St. John's. Teleconference meetings took place on October 30, November 27, 2018 and January 29, 2019. A second face-to-face meeting has been confirmed for April 3-4, 2019. Administrative Officer, Deana Hatcher, has been appointed to serve as the alternate NLTA representative, as per the Committee's Terms of Reference.
- An initial meeting was held on June 21, 2018 with senior representatives of the NLESD, EECD, Faculty of Education and CSFP to discuss Recommendation #77 on coordinated professional learning opportunities.
- On May 15, 2018, a meeting of the Provincial Teacher Certification Committee was held to review and approve amendments to the Teacher Certification Regulations to allow for Teaching and Learning Assistants. The regulation change was approved by cabinet on August 8, 2018.
- On August 9, 2018, NLTA and Government finalized an MOA to the Provincial Collective Agreement outlining terms and conditions of the employment of Teaching and Learning Assistants and making them members of the NLTA. A similar MOA has been approved for signing by all parties and will be executed soon.
- On August 22, 2018, the Executive Director attended a meeting of the Premier's Task Force Advisory Committee. During this meeting concerns were again raised regarding workload for school administrators and the need for greater clarification on how best to group students for effective use of staff. NLTA also stated that teachers in Phase 1 schools must be provided an opportunity for feedback.
- The President and NLTA staff participated in a three-day professional learning event for TLAs and Principals of Phase 1 schools in St. John's on September 10-12, 2018.
- Programs and Services staff met with the Associate Deputy Minister to discuss further partnership opportunities around professional development, in particular in the area of leadership.

- A round table discussion regarding PTF Recommendation #77 took place on September 28, 2018 during the Special Interest Council Leadership Conference. The discussion involved SIC leaders, MUN representatives and EECDD officials, and focused on creating a plan for collaboration amongst all stakeholders regarding teacher professional learning. Unfortunately, NLESD senior staff did not attend this meeting.
- The PTF “Early Leavers” Committee held a meeting at NLTA on November 13-14, 2018. Administrative Officer, George Tucker, represented NLTA.
- The PTF Provincial Assessment Advisory Committee held a meeting on October 24-25, 2018. The next meeting for this committee took place on February 20-21, 2019 at the NLTA.
- On November 5, 2018, the Executive Director met with the Premier’s Task Force Steering Committee regarding Recommendation #10. NLTA’s position continues to be that the best way to provide services required in Education is to have those services available within Education, not through consulting arrangements with other departments. Also discussed was the Responsive Teaching and Learning Draft policy. NLTA’s position is that it is overly complicated. This will be on the agenda for the next meeting.
- Programs and Services staff are contacting PTF Phase 1 schools to inquire about the roles/work being done by TLAs, particularly with respect to any impact on IRT supports.
- On December 17, the Executive Director and Administrative Officer, Darrin Pike, attended a meeting of the Professional Development Alliance (PTF Recommendation #77) and presented a proposal for professional development for Assistant Principals.
- The Provincial Assessment Advisory Committee held meetings on February 20-21, 2019, to review the framework document for provincial assessments.
- A meeting of the Premier’s Task Force Steering Committee took place on March 11, 2019. A review of the Teaching and Learning Draft Policy was presented. The NLTA acknowledged that the streamlining of the referral process was an improvement, but did register concerns regarding the number of meetings that could be expected under the policy.

Priority #4: Promoting the Profession

- Programs and Services staff engaged in significant discussions with EECD officials on concerns regarding the new School Development surveys that were administered during the Spring of 2017. EECD has advised that data from the survey questions to which the NLTA raised objections has been deleted and destroyed. A questionnaire on the surveys was sent to administrators to solicit feedback – Programs and Services staff worked closely with SAC to encourage administrators to express the concerns brought forward to NLTA through this process; however, the responses from administrators were disappointing in that feedback was generally positive. Further meetings with EECD representatives took place on December 19, 2017 and April 9, 2018, and ultimately, EECD decided to continue with the surveys moving forward. EECD did make some positive changes that address Collective Agreement issues and privacy/disclosure concerns under ATIPPA; however, the Association remains concerned that the focus of the surveys is inconsistent with fostering a school-based, team approach to school development. Provincial SAC was updated regularly throughout, and the Association has sent several written updates via email to all administrators. A communication on this issue was sent to all NLTA members on April 17, 2018.
- The Assistant Executive Director and Administrative Officer, Ian Crewe, met with the NLESD Director, Associate Director and Assistant Director-HR to discuss improved District collaboration with and support for the work of SICs.
- Programs and Services Administrative Officer, Ian Crewe, attended a September 7, 2017 meeting of NLESD Programs Staff (Program Specialists, Itinerants, SEOs, etc.). There were approximately 50 members of District programs staff from across the province in attendance in person or via video conference. Ian was given an opportunity to present to the group re the role that SICs play within the NLTA and for teachers in general and spoke to the potential that existed in having NLESD Programs staff assist, support and promote the work of SICs. There was a lot of positive feedback from the group both during and after the meeting.
- The SIC Leadership Conference took place in St. John's on September 28-29, 2017.
- Association staff attended Regional and Provincial SAC meetings in September and October 2017.
- On September 19, 2017, the Executive Director met with Faculty of Education graduate students to discuss ways in which NLTA tries to influence education public policy.
- In May 2017, Programs and Services Administrative Officer, Darrin Pike, delivered an orientation session to Memorial University students finishing their Education program at Grenfell College. The session introduced students to the variety of services provided by the NLTA.
- In July 2017, Program and Services staff hosted NLTA Day at MUN for Education students at the St. John's campus. NLTA Day at MUN introduced students to a wide variety of services provided by the NLTA. Ian Crewe also provided an introductory session on what teachers should know about substituting in Newfoundland and Labrador.
- In September 2017, NLTA staff delivered a seminar to Education 5000 students on the student internship journey.

- Teacher Induction Ceremonies took place on October 4, 2017 in Corner Brook and October 19, 2017 in St. John's.
- In November 2017, staff presented to MUN Education students on *Legal Issues in Education*.
- Staff presented at Resonate 2017 on the services offered by the NLTA.
- The Teachers Change Lives Every Day Campaign was continued into the 2017-18 school year. The fourth of the new videos aired in February 2018. Plans are currently underway for the next phase. A compilation ad was developed and aired in late May and June 2018.
- The next phase of the Teachers Change Lives Campaign, *Invest in Our Kids*, was launched in early January 2018.
- Back to school messages aired during the first week of school welcoming teachers and students to the 2017-18 school year.
- School Rep Seminars for Fall 2017 took place on: October 20-21, 2017 – Gander; October 27-28, 2017 – Goose Bay; and November 3-4, 2017 – St. John's.
- Social media and the NLTA website were utilized to promote World Teachers' Day on October 5, 2017.
- Twitter, Facebook and the website continue to be used to post information regarding teacher issues, etc. as well as Teachers Change Lives Every Day and Invest in our Kids.
- NLTA continues to monitor the media; the President responds to the media regarding teacher issues and concerns.
- Education Week 2018 took place the week of February 11-17, 2018. The theme was *Believe and Achieve/Je crois en moi, je réussis!* The Opening Ceremonies were held at Laval High School in Placentia on February 12, 2018. The event coincided with Teacher Appreciation Week.
- SICs are promoted whenever possible on digital and social media, and input has been provided on conferences and media releases. Input has been requested from the SICs regarding their membership and SIC websites. Work on the website template for the SICs is almost completed, and information is being brought over from two of the SICs. Work on the others is progressing.
- NLTA sponsored the Christmas choirs on NTV, and messages from the President were broadcast during Christmas on radio, digital and social media. NLTA is the storm information sponsor from October 2017-October 2018 on the VOCM provincial network.
- NLTA hosted CAPTTO PD meetings in St. John's on October 23-24, 2017. Each region presented on current initiatives. Part of the agenda included initial planning for DSS and CONTACT conferences taking place in Summer 2018.

- On November 6, 2017, the President wrote members of the Employers' Council to express concern over public statements made by the EC Executive Director, Richard Alexander, regarding teachers' negotiated benefits. In response to that letter, a meeting was requested by Mr. Alexander. That meeting was held on December 4, 2017. Following that meeting, a further letter was sent to the known members of the Employers' Council again outlining NLTA concerns regarding the position of the Employers' Council as it pertained to the negotiated benefits of teachers.
- The NLTA Beginning Teachers' Conference took place in St. John's on November 23-24, 2017.
- An information session for substitute teachers, hosted by St. John's area branches, took place on Saturday, November 25, 2017. Programs and Services and NLESD staff presented.
- On January 30, 2018, Programs and Services staff attended the Hibernia STEM Advisory Committee update meeting.
- NLTA hosted CAPTTO Board of Directors' meetings in St. John's on February 6-7, 2018 in St. John's. A joint statement on behalf of CAPTTO was released to the media regarding the Glaze Report out of Nova Scotia.
- NLTA hosted the CAPTTO Economic Welfare staff meetings in St. John's on February 7-8, 2018.
- Programs and Services staff promoted the Teachers Change Lives and the Invest in our Kids campaigns at the CAPTTO PD meeting in Halifax on February 20-21, 2018.
- On February 20-22, 2018, representatives from ten SICs participated in an opportunity to make presentations to the Deputy Minister, Associate Deputy Minister and Assistant Deputy Minister of EECD regarding suggestions for implementation of recommendations from the Premier's Task Force report. The President, Executive Director and Assistant Executive Director were in attendance.
- On February 22, 2018, Programs and Services staff attended the Hibernia STEM Selection Focus Group meeting.
- On April 12, 2018, Programs and Services delivered a professional development session on crucial conversations to principals within the Avalon region.
- An article on dealing with School Lockdowns appeared in the March/April 2018 edition of *The Bulletin*.
- On March 7, 2018, Programs and Services staff and NLESD presented to graduating students from Memorial University's Faculty of Education on the hiring process, substitute teaching and the role of the NLTA.
- On April 2, 2018, Programs and Services staff presented to first year Education students from Memorial University's Faculty of Education re services offered by the NLTA, NLTA Code of Ethics and other topics related to teaching and the NLTA.

- Programs and Services staff represented NL Francophone teachers at national meetings of CTF/FCE in Winnipeg on February 14-16, 2018. NLTA Staff Officer presented a report on French First Language Education in NL.
- NLTA partnered with other agencies to sponsor Sharing Our Cultures on March 18-19, 2018 at The Rooms during Multicultural Week. High school members of the multicultural community presented “Music, Dance and Stories” to elementary students and the general public.
- NLTA, in partnership with the Canadian Teachers’ Federation, will be hosting the CTF Collective Bargaining Conference in St. John’s in June 2019.
- On March 26, 2018, the Executive Director and the SAC President met with the Director of Education to discuss concerns regarding the upcoming national CAP conference. NLTA was a partner in the CAP NL 2018 conference. The Association designed and printed the conference book, passport and assisted with various other parts of the conference. The President brought greetings at the opening session.
- NLTA hosted the Annual General Meeting of the Council of Atlantic Provinces and Territory Teachers’ Organizations (CAPTTO) on April 22-24, 2018.
- NLTA had 20 teacher volunteers at the Janeway Telethon on June 2, 2018 and made a cheque presentation of over \$30,000. The total from Janeway Day is now \$1,152,440. Janeway Day in the Schools took place on February 14, 2019.
- The NLTA website, Facebook and Twitter are all used to promote teacher events and activities whenever possible. A new landing page has been added to the NLTA website to promote Teachers Change Lives and Invest in Our Kids.
- New videos and social media posts have been produced for Invest in Our Kids and they began airing the week of October 1, 2018.
- Currently in production are new videos and posts for the Teachers Change Lives Every Day campaign.
- Education Week occurred March 3-9, 2019. Memorial Academy in Botwood hosted the Opening Ceremonies.
- World Teachers’ Day took place on October 5, 2018 and the theme was “Teachers, the heartbeat of public education”. There was reposting of the NLTA news release by various parties and interest in promoting the day by the Lieutenant Governor.
- On January 19, 2018, the President addressed the St. John’s East Rotary Club, on February 19 he addressed the Clarenville Rotary Club, on May 17 he addressed the St. John’s Rotary Club, and on June 5, 2018 he addressed the Rotary Club of St. John’s Northwest.
- The NLTA has reached out to all Chambers of Commerce, Rotary Clubs, and Boards of Trade across the province to advise that the NLTA President is available and interested in speaking to them on the status of public education in the province.

- The Teachers Change Lives video (Maike and John) was played at the Canadian Student Leadership Conference in Edmonton the last week of September 2018.
- The NLTA participated in Mental Health Week 2018 by lighting the NLTA building in green and assisted with printing for the 2018 National Conference for the Canadian Association for Suicide Prevention with the NL Mental Health Association.
- On May 4, 2018, Programs and Services staff delivered a professional development session on staff dynamics for a school in the Eastern region.
- On May 11, 2018, Programs and Services staff represented NLTA at the Hibernia STEM Teachers in Action Sharing Conference at Memorial University in St. John's.
- On May 17, 2018, Programs and Services staff presented to graduating students in the Faculty of Education at Grenfell Campus of Memorial University about the role of NLTA and services offered by the Association.
- On May 24, 2018, Programs and Services staff delivered a professional development session on Classroom Management Strategies at a school on the Avalon Peninsula.
- NLTA-MUN hosted the Teacher Induction Ceremonies in St. John's on June 1 and October 18, 2018; and in Corner Brook on October 3, 2018.
- On July 24, 2018, NLTA staff participated in NLTA Day and held information sessions at Memorial University.
- Programs and Services staff presented on legal issues in education to MUN Education students in November 2018.
- On July 27, 2018, NLTA hosted an Education 5000 class at the NLTA building.
- The Executive Director presented to the IBED students at the Labrador Institute on the profession and the value of NLTA membership in July 2018.
- On August 13-15, 2018, NLTA staff partnered with the Faculty of Education and the NLESD to host a three-day information session for prospective educational leaders.
- NLTA hosted CONTACT in Corner Brook on August 7-10, 2018. There was a strong NLTA delegation in attendance. An article about CONTACT 2018 appeared in the September-October 2018 edition of *The Bulletin*.
- NLTA delegates attended DSS in Sackville, NB on July 3-6, 2018. An article about DSS 2018 appeared in the September-October 2018 edition of *The Bulletin*.
- On June 6, 2018, Programs and Services staff participated in an anti-bullying presentation hosted by Memorial University.

- On June 7, 2018, Programs and Services staff presented to students in the Primary/Elementary Education Program at Memorial University.
- On September 11-12, 2018, Programs and Services staff attended CAPTTO meetings in Moncton, NB and reported on CONTACT 2018.
- On October 11, 2018, Programs and Services staff represented the NLTA on the selection committee for Workplace NL Scholarship applications.
- In Fall 2018, back to school messages by the President were posted on social media, placed on radio and in print.
- A session was held with the Teaching and Learning Assistants during the week of September 10, 2018, to welcome them to the NLTA and advise them of the programs and services of the Association.
- The Special Interest Council Leadership Conference was held on September 27-28, 2018 in St. John's.
- A Provincial Executive member and Programs and Services staff attended a PD closeout for the CSFP on October 19, 2018.
- NLTA Infosheet #1 has been translated into French and will be distributed to CSFP members.
- In Fall 2018, an incentive was provided to the membership to complete their information for the NLTA website. There was an over 65% response rate for the updating of the information.
- School Rep Seminars for Fall 2018 took place on: October 12-13, 2018 – Plum Point; October 19-20, 2018 – Clarendville; and November 2-3, 2017 – Deer Lake. Positive feedback was given from those who attended.
- Two new Teachers Change Lives videos have been produced and aired. Others are scheduled. Three Invest In Our Kids videos have been produced and are currently airing.
- The President addressed the AGM of the Federation of School Councils on November 10, 2018.
- A Financial Information Session was held at the NLTA building on November 5, 2018 from 4:00 – 6:00 p.m., sponsored by the St. John's Centre Branch. Administrative Officer, George Tucker, presented to the assembled group for approximately 90 minutes followed by Q&A.
- The Waterford Valley Branch sponsored a Financial Information Session on November 19, 2018 at Smitty's Restaurant in Mount Pearl. Administrative Officer, George Tucker, presented to the group.
- On Saturday, November 17, 2018, a Substitute Teachers' Information Session was held at the NLTA building from 8:45 a.m. – 12:30 p.m. The seminar was requested and hosted by the three St. John's Branches and the CBS Branch. Presentations were given from the perspectives of NLTA (Miriam Shepherd), NLESD (Andrew Hickey) and Principals (Christina Pike – SAC Provincial President). Administrative Officer, George Tucker, chaired the workshop and facilitated a lively Q&A session. Representatives from the Substitute Teachers' Standing Committee were also in attendance.

- Pre-Retirement Seminars for 2018 were held in Grand Falls-Windsor – October 11-12; Corner Brook – November 1-2; St. John's – November 15-16, November 29-30 and December 6-7.
- On October 16-18, 2018, the President and Executive Director met with Newfoundland and Labrador Senators regarding Bill s. 206 providing an Association prepared briefing note and legal opinion.
- On October 31, 2018, the President wrote the Minister of Education and Early Childhood Development regarding NLTA concerns on Bill s. 206 providing an updated legal opinion and the Senate briefing document.
- Miriam Sheppard presented *Time for Teaching and Learning Assistants: NLTA's Newest Members* at the CTF national staff meeting November 14-16, 2018.
- On October 31, 2018, the Executive Director wrote the NLESD Director of Education regarding NLTA concerns on Bill s. 206 providing an updated legal opinion and the Senate briefing document.
- On October 31, 2018, the Executive Director met with the Association of Social Workers to discuss ways to improve service to schools and reduce workload for school counsellors and administrators.
- The Memorial on Parade launch occurred on November 27, 2018. Vice-President, Trent Langdon, brought greetings on behalf of the NLTA and the event was covered by various local media.
- The President addressed the Springdale Chamber of Commerce on November 27, 2018 and the St. Anthony Chamber of Commerce on December 12. An invitation to the Bay St. George Chamber of Commerce on January 8, 2019 had to be postponed.
- Administrative Officer, George Tucker, facilitated a Professional Relations workshop for the staff at Mobile High School on the morning of December 14, 2018 and a Financial Information Seminar during the afternoon for the assembled group for approximately 90 minutes followed by Q&A.
- On December 19, 2018, Administrative Officer, George Tucker, facilitated a Financial Information Seminar for the staff of the Department of Education and Early Childhood Development. Approximately 50 educators participated, including Director, Bradley Clarke.
- In an attempt to improve overall relations between the NLTA and NLESD, a meeting of senior administrative staffs from both organizations was held on December 3, 2018.
- Administrative Staff presented to MUN Education students on "Legal Issues in the Teaching Profession" on November 27, 2018. Sessions are also planned for the New Year for MUN students enrolled in the Introduction to Educational Administration and Issues in Physical Education courses.
- On November 22-23, 2018, the NLTA hosted the annual Beginning Teachers' Conference in collaboration with the school districts, Memorial University and Department of Education and Early Childhood Development.
- The NLTA Communications Officer represented the President at the Kids Eat Smart AGM on December 6, 2018 at the Holiday Inn in St. John's. The NLTA was acknowledged as a key sponsor of KES.

- Administrative Officer, Ian Crewe, attended the Hibernia STEM Advisory Group meeting on January 29, 2019.
- Programs and Services staff presented information on NLTA to MUN Faculty of Education graduating students on March 14, 2019.
- The President, Executive Director and Assistant Executive Director met with representatives of the Federation of School Councils on February 8, 2019. Issues and ideas were discussed regarding opportunities for both organizations to partner on efforts to advance the cause of education in the province, including efforts to improve teacher and student assistant allocations.
- On March 29, 2019, the Newfoundland Growlers hosted a Teacher Appreciation Night with reduced ticket prices. Johnson Insurance offered prizes of free tickets.

Priority #5: Inclusive Education/Student Support Services

- On July 27, 2017, the Executive Director wrote the Deputy Minister to advise him of the Department of Education's Collective Agreement obligation to consult with the NLTA on issues that affect the terms and conditions of employment of teachers.
- The Executive Director met with the Deputy Minister of Education on August 3, 2017, to discuss the impact of the report from the Premier's Task Force.
- On August 8, 2017, the President wrote to the Minister of Education to arrange a meeting to discuss the Premier's Task Force recommendations. A meeting was held on September 29, 2017.
- On August 16, 2017, the President wrote the Premier requesting that NLTA have representation on the Steering Committee which will oversee the implementation of the Education Action Plan flowing from the Premier's Task Force recommendations.
- The Assistant Executive Director met with the Assistant Deputy Minister on August 17, 2017, to discuss a number of issues, including the impact of the report from the Premier's Task Force.
- On August 22, 2017, at the request of the Deputy Minister, the Executive Director met to discuss the status of the arbitration on the Inclusive Education Committee.
- The Executive Director met with the Deputy Minister and Associate Deputy Minister on September 11, 2017, to discuss the Premier's Task Force recommendations and the operational plan for developing the Education Action Plan; a follow-up meeting was held on September 28, 2017. NLTA has taken the position that it should be represented on the Premier's Steering Committee as well as on the EECD Implementation Team.
- On October 30-31, 2017, Administrative Officer, Ian Crewe, attended the first Premier's Task Force "Committee #1" meeting (as a committee member). Chaired by Brad Clarke (EECD) and Bronson Collins (NLESD), numerous stakeholders including seven NLTA members, were given a mandate to develop a plan/make recommendations around several of the recommendations brought forward in the *Now is the Time* document. Recommendations being considered by the committee are primarily dealing with the topic of Special Education/Inclusive Education, including (but not limited to) the development and piloting of a new provincial Special Education Policy document.
- From the initial Committee #1, six working groups have been established to work on various PTF recommendations and to report back to the main Advisory Committee (#1). Administrative Officer, Ian Crewe, has been named to two of those working groups. The six working groups are: New Special Education Policy (met December 12, 2017; Ian is a member); Reading Specialists – Classroom level (K-6); Reading Specialists – District level Program Specialists (K-6); Instructional Assistants – New position in the K-12 system (met December 15, 2017; Ian is a member); Learning Commons; Professional Learning.
- All working groups have had their first meetings to establish Terms of Reference and goals and continued to work through the rest of the year toward the goal of establishing a provincial pilot for the 2018-19 school year. The number of schools involved in the pilot will be dependent on the provincial budget. The

Advisory Committee met three times in November and again on December 19, 2017. There was an average of two-three days per month of scheduled meetings until June for each of the six working groups and the Advisory Committee.

- The President, Executive Director, Assistant Executive Director and Administrative Officer, Ian Crewe, met with representatives of NLCPA and the SLP SICs on December 14, 2017 to discuss concerns and strategies in relation to Recommendation #10 from the Premier's Task Force report, which impacts Educational Psychologists and Speech-Language Pathologists particularly. A further meeting occurred on January 25, 2018, following the first meeting of the PTF Steering Committee on January 22, 2018.
- The NLTA Executive Director has been appointed to the Provincial Steering Committee which will oversee the development and implementation of the Education Action Plan.
- The Executive Director is in regular contact with the Deputy Minister and the Association Deputy Minister regarding progress on the development of the Education Action Plan.
- An article dealing with Violence in the Workplace appeared in the January/February 2018 edition of *The Bulletin*.
- On January 10, 2018, a meeting was held with the Executive Director, Assistant Executive Director, Deputy Minister of Education, Deputy Minister of Health and their officials to discuss the implications of Recommendation #10 of the Premier's Task Force.
- Staff continue to work with the PTF Advisory Committees re Recommendation #1 (and others) in addition to two of the six working groups that have been formed as a result. Meetings attended since January include: January 23-24, 2018 (Special Education Policy Working Group), January 25-26, 2018 (PTF Advisory Committee at Holiday Inn), January 30, 2018 (Instructional Assistants Working Group – SKYPE meeting), February 5, 2018 (Special Education Policy Working Group – Skype meeting), February 15, 2018 (Instructional Assistants Working Group – full-day meeting hosted at NLTA building), February 20-21, 2018 (Special Education Policy Working Group), February 23, 2018 (PTF Advisory Committee – Skype meeting), February 27-28, 2018 (Instructional Assistants Working Group), February 26-27, 2018 (Provincial Assessment Advisory Committee), March 12-13, 2018 (Special Education Working Group), March 22-23, 2018 (Teaching and Learning Assistants Working Group), April 9, 2018 (Provincial Assessment Advisory Committee), April 17-18, 2018 (PTF Advisory Committee), May 9-10, 2018 (Special Education Working Group), May 14-15, 2018 (Provincial Assessment Advisory Committee), May 23-24 (Teaching and Learning Assistants Working Group), June 5-6, 2018 (PL for Administrators in Pilot Schools), June 11-12, 2018 (Multi-Cultural Education Advisory Committee), October 22-23, 2018 (Teaching and Learning Assistants Working Group) and October 24-25, 2018 (PTF Advisory Committee).
- On January 22, 2018, the Executive Director met with the Provincial Steering Committee for the implementation of the Premier's Task Force recommendations. The committee consists of Deputy Ministers of Education, Advanced Education, Justice, Child Youth and Family Services and Health along with the Directors of Education of the two provincial school districts and the Dean of the Faculty of Education. Potential workload concerns for teachers that may result as a result of implementation were raised.

- On February 15, 2018, the Executive Director attended an information session providing an in-depth review of the New Brunswick Integrated Service Model that is referenced in Recommendation #5 of the Premier's Task Force Report.
- On March 27, 2018, the Executive Director and the President attended the education lock-up session to be briefed on the budget announcements related to the initial Premier's Task Force pilot program. The program will see an increase in teacher allocations for Reading Specialists and Learning Resource teachers. The program will also provide for Teaching and Learning Assistants.
- As a result of an ATIPP request, the Association has engaged in conversations with the NLESD regarding the number of requests for student assistant supports that have gone unsupported or under supported.
- A meeting was held June 28, 2018 with the NLESD Director of Education, Associate Director of Education, Assistant Director - HR and Assistant Director - Finance with the President, Executive Director and Assistant Executive Director to discuss NLTA's concerns regarding cuts to student assistant hours and the impact that would have on student programming, student and teacher safety and teacher workload. This meeting was followed by a formal correspondence from the President.
- On July 25, 2018, a meeting was held with the Minister of Education and Deputy Minister of Education. This meeting was attended by the President, Executive Director and Assistant Executive Director. The purpose of the meeting was to review the school administrator survey regarding cuts to student assistant allocations and to advocate for reversal of cuts. The Minister agreed to a major reversal and to continue the dialogue.
- On July 19, 2018, the President, Executive Director and Assistant Executive Director met with the Federation of School Council representative to discuss and share the school administrator survey regarding cuts to student assistant allocations.
- On May 15, 2018, a meeting of the Provincial Teacher Certification Committee was held to review and approve amendments to the Teacher Certification Regulations to allow for Teaching and Learning Assistants. These regulations were approved by cabinet on August 8, 2018 and the MOA between government, the NLTA and the NLSBA creating Teaching and Learning Assistants was signed August 9, 2018.
- On August 22, 2018, the Executive Director attended a meeting of the Premier's Task Force Advisory Committee. During this meeting concerns were again raised regarding workload for school administrators and the need for greater clarification on how best to group students for effective use of staff. NLTA also stated that teachers in Phase 1 schools must be provided an opportunity for feedback.
- NLTA registered concerns with regards to some of the expectations outlined in the draft Responsive Teaching and Learning Policy document. As a result, Phase 1 schools were advised that they were not to follow the document as policy, but rather as a discussion and feedback document.
- On September 6, 2018, the Executive Director engaged in email correspondence with the Director of Education outlining NLTA's position that newly assigned student assistant allocations could not be withheld by the District to address emerging issues.

- On September 7, 2018, the NLTA President wrote a follow-up letter to the Minister of Education and Early Childhood Development outlining continuing concerns regarding the student assistant allocation.
- NLTA participated in an in-service session for Teaching and Learning Assistants and Principals of Phase 1 schools on September 10-13, 2018. Part of the presentation included NLTA expectations for the roles and responsibilities of these positions.
- On October 31, 2018, the Executive Director met with the Association of Social Workers to discuss ways to improve service to schools and reduce workload for school counsellors and administrators.
- On November 5, 2018, the Executive Director met with the Premier's Task Force Steering Committee regarding Recommendation #10. NLTA's position continues to be that the best way to provide services required in Education is to have those services available within Education, not through consulting arrangements with other departments. Also discussed was the Responsive Teaching and Learning Draft policy. NLTA's position is that it is overly complicated. This will be on the agenda for the next meeting.
- Programs and Services staff contacted PTF Phase 1 schools to inquire about the roles/work being done by TLAs, particularly with respect to any impact on IRT supports.
- The Department and District were contacted regarding workload concerns associated with assistive technology (SurfacePro). Assurances by the Board and Department were provided around teacher responsibilities and updates are to be provided.
- Programs and Services staff continue to provide advice and support to teachers dealing with inadequate supports for student support services. This advice includes how best to document and communicate concerns and information on rights of teachers including the right to refuse unsafe work.
- Administrative Officer, Ian Crewe, attended District Lead PL for Phase 1 Schools re the draft Department Responsive Teaching and Learning Policy on January 23 and January 31, 2019.
- A meeting of the Premier's Task Force Steering Committee took place on March 11, 2019. A review of the Teaching and Learning Draft Policy was presented. The NLTA acknowledged that the streamlining of the referral process was an improvement, but did register concerns regarding the number of meetings that could be expected under the policy.

Priority #6: Collective Bargaining

- The President, Executive Director and Assistant Executive Director met with the Minister of Finance and the Chief Negotiator for Government on September 12, 2017 to discuss the status of negotiations on the Provincial and Labrador West Collective Agreements.
- On September 12, 2017, the President, Vice-President, Executive Director and Assistant Executive Director attended a meeting with representatives from the other public sector unions to discuss the status of their respective negotiations. A further meeting occurred on October 10, 2017.
- The exchange of opening proposals on the Labrador West Collective Agreement took place on September 27-28, 2017. Training with the members of the Labrador West Negotiating Team took place all day on September 26, 2017 and on the morning of September 27, 2017.
- Provincial Collective Agreement Negotiations took place on October 17-19, 2017, November 6-7, 2017, January 29-February 2, 2018, February 28-March 1, 2018 and April 11-12, 2018. Bargaining Briefs were posted to NLTA's website. The Association suggested several further available blocks of time in May and June 2018, but there was no contact from the Employer until late June 2018.
- Provincial and Labrador West Bargaining Briefs were sent out during the first week of October 2017, and further Provincial updates were sent out on November 27, 2017, March 6, April 18 and October 2, 2018.
- The President delivered a presentation on the Association and Employer opening proposals for Labrador West collective bargaining during a visit to the Labrador West Branch in October 2017.
- On December 14, 2017, the President and Executive Director met with the Minister of Education and the Minister of Finance with their staffs to discuss non-contractual areas in which savings may be found within the Department of Education budget.
- On December 11, 2017, the President attended an all-union meeting to discuss the current bargaining environment.
- It was announced on April 10, 2018 that the current Chief Negotiator for government had been appointed as in-house counsel for NLESD starting on May 7, 2018. Sarah Anthony, Staff Relations Specialist, was appointed in June 2018 as the new chief spokesperson for the employer team.
- Paulette Colbourne retired in June 2018, and was replaced by Christina Pike, principal of Macdonald Drive Junior High on the Association's negotiating team (St. John's).
- Meetings were held on June 18-25, 2018 between the Minister of Finance, his staff and the President, Executive Director and Assistant Executive Director.
- The NLTA Negotiating team met from June 24-27, 2018 and were briefed on discussions with government.

- A meeting was held on July 4, 2018 between the Executive Director and Assistant Executive Director with senior Human Resources Secretariat officials.
- On August 6, 2018, a meeting was held between the Executive Director and the Minister of Finance.
- Meetings were held on August 22, September 25, October 16, November 2, November 29 and December 5, 2018, between the Assistant Executive Director and the Staff Consultant to the Negotiating Team with senior Human Resources Secretariat representatives and NLESD counsel. Further discussions occurred via email and by phone in October and November 2018.
- A Bargaining Brief went out on October 2, 2018 and there was communication with the Negotiating Team in advance of this.
- A Bargaining Brief went out on December 13, 2018 and there was communication with the Negotiating Team in advance of this.
- Arrangements were made for the Negotiating Team to meet on January 9-10, 2019. This was communicated to government.
- The Executive Director and Assistant Executive Director met with the Deputy Minister and Assistant Deputy Minister of Finance/HRS on December 17, 2018 to discuss the status of negotiations. Further discussions took place via phone on December 18.
- The President contacted the Minister of Finance on December 19, 2018, following which the Deputy Ministers of Education and Finance/HRS requested a meeting with the Executive Director and Assistant Executive Director on December 20. There were further telephone discussions on December 21 and language on outstanding issues that could be recommended to the Negotiating Team was confirmed late that day.
- The Negotiating Team met on January 9, 2019, and reached agreement on a potential tentative agreement to recommend to Provincial Executive. An Executive meeting to consider the Team's recommendation occurred on January 19, 2019, and a special Joint Council meeting was held on January 26, 2019. Joint Council voted to unanimously recommend the tentative agreement to the membership. All teachers were advised on Monday, January 21, 2019, that the NLTA, Government and the School Boards Association had reached a tentative agreement through collective bargaining.
- Branch meetings were scheduled from January 28 to February 8, 2019, and a number of additional Q&A meetings were held upon request.
- A Q&A session for substitute teachers occurred on February 25, 2019 in St. John's in response to questions on the tentative agreement.
- A summary of the changes in the tentative agreement was prepared and sent directly to all members via email on February 5, 2019.
- An information memo on the logistics around severance payout, should the tentative agreement be ratified, was prepared and distributed to all NLTA members on February 21, 2019.

- Dates are being explored for the continuation of negotiations on the Labrador West Collective Agreement but have not yet been confirmed. The Labrador West negotiating team met on February 20, 2019 and again on March 4, 2019.
- Dates for the commencement of negotiations on the Labrador Benefits Agreement have been tentatively scheduled for April 3-5 in Happy Valley-Goose Bay. Administrative Officer Miriam Sheppard and Lake Melville Branch President Sharon Mugford are the Association's representatives on the multi-union bargaining team. Input on opening proposals was sought from NLTA members in Labrador, with submissions closing on March 19, 2019.
- A province-wide ratification vote on the tentative collective agreement occurred on February 26, 2019. The voting process was delayed as a number of branches were not able to conduct their votes due to school closures. The vote was completed on Friday, March 1, 2019 and as per NLTA policy, members were informed of the results. The results were 3068 to accept and 2110 to reject.
- The NLTA has completed its draft of the revised collective agreement and it has been sent to Government.



Report of the Ad Hoc Committee



to Review the Policies,
Procedures and Regulations
for the Province-Wide Vote
for President and Vice-President



At BGM 2017 the following Resolution was passed: *That the NLTA establish an Ad Hoc Committee of NLTA members to review the policy, procedures and regulations for the province-wide vote for Vice-President and President.*

Provincial Executive, at its June 2017 meeting, established the committee with Derek Drover, Provincial Executive member, as Chair. The committee was situated in Harbour Breton with the following members:

- Amelia Andrews-Dalton • Douglas Clark • Jennifer Hatcher • Stacey Matchem • Tiffany Stoodley • Wade Tibbo
- Staff Consultant was Mr. Steve Brooks, Executive Director.

The Committee met four times through the 2017-18 school year and reported progress regularly.

Proposed NLTA By-Law/ Policy Changes

Proposed amendments to the NLTA By-Laws/Policy from the Ad Hoc Committee to Review the Policies, Procedures and Regulations for the Province-Wide Vote for President and Vice-President, as recommended by Provincial Executive are as follows.

[Note: Additions appear in **bold** print and deletions in ~~strikeout~~.]

In considering these proposed by-law changes, you are reminded that a two-thirds majority is required in order for these changes to be carried at BGM.

ELECTRONIC VOTING USING RANKED BALLOTS

The committee is recommending the following changes to NLTA By-laws and Policies to allow for separate province-wide elections for the President and Vice-President using a ranked electronic ballot system. These changes will mean:

- The run-off ballots for President and Vice-President, if necessary, will occur using the original ranked ballots.
- The province-wide election for President will occur during the last five-day school week prior to the end of November.
- The province-wide election for Vice-President will occur during the second five-day school week of December.
- Unsuccessful Presidential candidates will have an opportunity to declare for the office of Vice-President.

CHANGES TO BY-LAWS

XII. NOMINATIONS AND ELECTION PROCEDURES FOR OFFICERS

B. Photographs and information on candidates referred to in XII.A.(4) must be published in *The Bulletin* at least one month prior to the date of the **Presidential election period**.

D. The President and Vice-President shall be elected by ballots **at the conclusion of the prescribed election periods** ~~on election day~~ as per the following:

- (1) Voting shall be by secret **ranked** ballots issued to active members as defined by By-law III.
- (4) If no majority of votes of the active members voting is registered on the initial ballot, where more than two

candidates are involved, all but the two candidates receiving the highest number of votes shall be dropped and **a the alternative choices selected on ballots for unsuccessful candidates will be redistributed to the remaining candidates** ~~deciding ballot shall be held within fourteen (14) days of the original ballot.~~ **In instances where no alternative candidate has been identified, the ballot will not be considered in the final count. The recalculation using the ranked ballot will constitute the run-off election.**

XV. ELECTIONS

- A. Elections for President **shall be held during the last five-day school week of November, with the election concluding on the fifth day.** Elections for and Vice-President shall be held **during the second five-day school week of December, with the election concluding on the fifth day. The election periods will be on a day** selected by the Electoral Committee, as appointed under Section B. of this By-Law, ~~on the first Tuesday in December in the year prior to the year of the expiry of the term of office for that position.~~ Election information shall be published in a Bulletin at least one month prior to the date of the **Presidential elections period**.

CHANGES TO POLICY

V. Election of President and Vice-President by Province-Wide Vote

1. Procedures for Conducting the Election
 - b) Nominations
 - i) Nominations for the office of President and Vice-President of the Newfoundland and Labrador Teachers' Association shall be submitted on the official nomination form. In accordance with By-Law XII, nomination papers shall be signed by at least 10 members in good standing, each signature being witnessed by
 - an officer of a branch, or
 - a member of the NLTA Executive, or
 - a Commissioner for Oaths,
 and submitted to the Electoral Committee, appointed by the NLTA Executive under By-law XV.B. Such nominations must be accompanied by a signed

statement by the candidate of willingness to serve under conditions from time to time established by the Convention and applicable during the term sought. (The total length of the biographical data and policy statement must not exceed 800 words for presidential candidates and 600 words for vice-presidential candidates.)

- iii) Subject to b) i) above, the name of each candidate shall be released by the Electoral Committee within two weeks of receipt of each nomination. For publication in *The Bulletin*, a nomination, a short biographical sketch and an election statement must be postmarked not later than the date which is two months prior to the date of the **Presidential election period**.

c) Returning/Electoral Officers

- ii) The Electoral Committee, ~~the President of each NLTA branch (or designate) and the school representative (or designate) of each school or school board office~~ shall conduct the vote in accordance with this policy and the voting instructions outlined by the Association.

d) Ballots

Ballots shall be **produced electronically** printed with candidates listed in alphabetical order using the full name of the candidate as it appears on the nomination form. **The ballots will be ranked ballots, providing members an opportunity to indicate their alternate choices for candidates, to be used only if required for a run-off election.**

e) Distribution of Ballots

- i) ~~The branch executive shall ensure that the school representative (or designate) is fully aware of the duties involved in conducting the vote.~~
- i ii) Ballots will be distributed **to registered members** by the NLTA office **using a secure website**, ~~to school representatives (or designates) in each school and board office in numbers sufficient for each teacher in that school and allowing extra ballots for substitute teachers, teachers on leave, teachers from other schools or branches, and spoiled ballots. The number of ballots sent to each school shall be recorded on the appropriate form supplied to the school. The package shall also include the appropriate forms as supplied by the NLTA office, any background materials needed and a voting instructions sheet.~~
- ii iii) A record of the total number of all ballots issued to **members** ~~each school~~ shall be maintained by the NLTA office.
- iv) ~~School representatives (or designates) shall complete the acknowledgement of receipt of ballots form included in the electoral package and fax it to the NLTA office.~~

g) Voting

- i) **Voting for the position of President will occur during the last five-day school week of November. Voting for the position of Vice-President will occur during the second five-day school week of December** ~~Voting shall take place on the first Tuesday in December.~~
- ii) Voting shall be by **electronic written** secret ballots issued to active members as defined by By-Law III.
- v) A faxed ballot is permissible if it is not possible for a member **to complete the electronic ballot due to sustained loss of connectivity**; ~~be physically present in any branch on voting day, provided that the completed ballot which is returned by facsimile is accompanied by a signed statement from the member in question stating that the ballot was indeed cast personally by him/her. Facsimile ballots must be requested from the NLTA office no later than 12:00 noon on the last day of the election period.~~ Such vote will be administered by the Electoral Committee and the completed ballot received only at the NLTA head office.
- vi) ~~The branch executive shall ensure that the organizational structure is in place within the branch and each school so that the vote can be conducted on the designated date. Voting should take place on the date designated by the NLTA office, unless special circumstances at a school require the vote being conducted at another time. With the approval of the Electoral Committee, a vote may be conducted on a date other than the designated dates only if required by conditions of geography, weather, school closure, etc. Candidates with concerns or questions related to the procedures for conducting the vote in branches or schools shall direct such concerns or questions to the Electoral Committee only and shall not make contact with individual branch presidents, branch executives or school representatives (or designates) concerning such matters.~~
- vii) ~~A voter who has inadvertently dealt with the ballot delivered to him/her in a manner that it cannot properly be used shall return it to the school representative (or designate) who shall destroy the ballot and provide another ballot to the voter.~~
- viii) A voting station will be provided at the NLTA office so that teachers on leave attending university will have the opportunity to vote.
- viii ix) If required, **the ranked ballot will be used to conduct** a deciding (run-off) ballot ~~shall be conducted 14 days later, (i.e. the same day of the second week following the original voting day) (i.e. the run-off ballot will occur on the same day as the original ballot).~~

- ix x) All regulations governing the voting procedure are to be strictly followed.
- xi) Special Instructions for Coastal Labrador South; Nutak Labradorimi Branches and other isolated schools as designated by the Electoral Committee:
- The person designated to conduct the vote in each school will, with a witness, count the ballots, record the results, and telephone or fax the results to the branch president on the day of the count. All materials to be returned, as specified under i) vi) below, shall be sent directly by the school representative (or designate) to the NLTA office via an Express Post envelope which will be provided.
 - Any other variations from the regulations for the province will be made in consultation with the Electoral Committee.
- h) Collection of Ballots
- i) Each voter shall **complete their electronic ballot online**. deposit his/her completed ballot into the envelope provided to the school representative (or designate) by the NLTA office.
- ii) **The electronic voting system shall:**
- **Ensure that each member can only vote once by registering individual ballots to individual members.**
 - **Ensure voter anonymity by deleting voter information once the ballot has been verified by the online voting system.**
 - **Maintain an electronic file of all cast ballots.**
- After the voting has been completed:
- The school representative (or designate) and a witness shall ensure that the number of ballots used corresponds with the number of teacher signatures on the registration of voters form. Should the number of completed ballots returned to the branch executive be more than or less than the number of signatures on the registration of voters form, the vote from that school will be nullified.
 - The completed ballots and accompanying forms shall be delivered to the branch executive by the school representative (or designate) or collected by the branch executive.
- iii) Ballots are not to be counted at the school but shall be counted by the branch executive in accordance with i) "Counting of Ballots", below:
- i) Counting of Ballots
- i) **Counting of ballots will be done electronically using the ranked ballots. The online system will count all first choice candidates from each ballot and determine if either candidate has obtained a 50%+1 majority.**
- ii) **If neither candidate receives 50%+1 majority on the initial ballot, the ranked ballots will be used to redistribute alternate selections from ballots originally cast for unsuccessful candidates to the two candidates receiving the most first ballot support. This will be the run-off election.**
- iii) **Ballots in which no alternative candidate has been selected will not be included in the run-off election count.**
- i) Ballots shall be counted by the branch executive, in the presence of one representative for each candidate, if s/he so desires:
- ii) On election day, or the day following, all completed ballots from all schools, once verified by the branch executive in accordance with h) ii) above, will be placed together to ensure that a total branch count is achieved, and not a school-by-school breakdown.
- iii) The branch ballots must be counted by a committee of the branch executive, with the results recorded on the appropriate form(s) and telephoned, faxed or e-mailed to the NLTA office no later than 6:00 p.m. of the day following the election day.
- iv) The counting of the ballots will be done at a time and place designated by the branch executive. Each candidate may appoint one scrutineer to be present at the counting of ballots. All such scrutineers must complete an "Oath or Affirmation of a Scrutineer" form and present it to the Branch President or his/her designate. A scrutineer shall not interfere with the counting process in any manner, but is permitted to:
- observe the counting of all ballots cast in the branch (or coastal or isolated schools);
 - offer his/her opinion whether a particular ballot should be counted or should be rejected; (however, the decision of the branch executive committee responsible for counting the ballots is final);
- v) In counting the ballots, the branch executive shall reject all ballots:
- that have not been marked for a candidate;
 - on which votes have been cast for more than one (1) candidate;
 - upon which there is writing or a mark or other means by which the voter could be identified; or
 - on which the intention of the voter is not clear and evident.
- vi) The branch executive will mail the ballots and all related forms to the NLTA office no later than the second day after election day, via Express Post envelopes provided, ensuring that all ballots are packaged in accordance with the voting instructions.

- vii) ~~The branch executive may release the voting results of the branch to the members of the branch, only after the Electoral Committee has officially declared the name of the incumbent for that office. All results of the vote which are released to the public will be released by the Electoral Committee.~~
- j) Election of Candidate
In accordance with By-Law XII.D.:
 - ii) If no majority of votes of the active members voting is registered on the initial ballot, where more than two candidates are involved, all but the two candidates receiving the highest number of votes shall be dropped and **the ranked ballot will be used to redistribute alternate selections from ballots originally cast for unsuccessful candidates to the two candidates receiving the most first ballot support. This will be the run-off election.** a deciding ballot shall be held within fourteen (14) days of the original ballot.
- k) Announcement of Balloting Results
 - ii) The results shall be based on **electronic voting system along with any votes provided by fax or other means approved by the Electoral Committee.** ~~the telephone/faxed results received from branches unless, in the opinion of the Electoral Committee, the margin is too narrow thus requiring an official count at the provincial level.~~
 - vi) ~~The Electoral Committee is permitted to release the branch-by-branch breakdown of the vote to the candidates after the name of the incumbent is officially announced.~~
 - vi vii) The NLTA shall issue a media release announcing the outcome of the vote but not containing the vote count.
- m) Financial Guidelines
 - ii) ~~The total campaign spending for candidates on a run-off ballot may include an additional \$500 for a total of \$5,500. All amounts spent by the candidate and all spending on behalf of the candidate, including the value of any 'in kind' contributions, are included in this limit for campaign spending.~~
- p) Administration
 - i) After the vote is taken, ballots have been received ~~from individual branches~~ and any necessary provincial count or recount has been completed, the Electoral Committee, by Executive motion, shall be authorized to destroy the ballots in question, but not less than 30 days after the date of the ballot.

THE ELECTORAL COMMITTEE

- c) The duties of the Electoral Committee shall be:
 - i) To recommend to the Executive policies governing the conduct of elections, such rules of conduct to be published not later than 30 days prior to the date of the **Presidential** elections.
 - ii) To hold the election for **President during the last five-day school week of November, and the election for Vice-President during the second five-day school week of December on the first Tuesday in December** in accordance with By-Law XV.A.
 - vi) To oversee the ~~printing and~~ distribution of ballots to voters in accordance with the policy governing procedures for election of NLTA President and Vice-President by province-wide vote.
 - ix) To receive the results of the balloting ~~from branches.~~
 - xiii) **To conduct a run-off election, in accordance with the By-laws and policy governing the procedures for election of the NLTA President and Vice-President by province-wide vote using the ranked ballots, by redistributing alternate selections from ballots originally cast for unsuccessful candidates to the two candidates receiving the most first ballot support.** ~~To announce the date of the deciding (run-off) ballot to be held within fourteen (14) days of the original ballot if no majority of votes of active members voting is registered on the initial ballot and to conduct the deciding (run-off) ballot in accordance with the by-laws and policy governing the procedures for election of the NLTA President and Vice-President by province-wide vote.~~
 - xii) To release the ~~branch-by-branch breakdown of the vote to the candidates after the name of the incumbent is officially announced.~~

ELECTRONIC POSTER

- n) Publicity
 - viii) For each candidate, Communications staff of NLTA will print and mail to each school and school board office an 8½" x 11", one-sided poster. **An electronic version of the poster will also be provided to each candidate.**

ADVERTISING

- n) Publicity
 - iii) Candidates may advertise in *The Bulletin* as per current advertising guidelines and subject to the NLTA policy on communications. Candidates may purchase two one quarter (1/4) page advertisements in *The Bulletin* at **one-quarter (1/4) one-half (½)** the current advertising rates. Any additional advertisements will be subject to current advertising rates. All advertisements placed in *The Bulletin* by candidates must be prepaid.

The following resolutions will be presented at BGM 2019:

- That the By-Law changes recommended by the Ad Hoc Committee to Review the Policies, Procedures and Regulations for the Province-Wide Vote for President and Vice-President be adopted as presented.
- That the Policy changes recommended by the Ad Hoc Committee to Review the Policies, Procedures and Regulations for the Province-Wide Vote for President and Vice-President be adopted as presented.

Recommendation from Provincial Executive: CARRY

Rationale for Executive's Recommendation: Executive considered different models that would provide unsuccessful presidential candidates the opportunity to run for Vice-President. It was determined that the only way to provide this opportunity would be to separate the province-wide vote for President and Vice-President with the presidential vote occurring prior to the vice-presidential election. Executive considered the possibility of holding separate votes and concluded that the "two province-wide elections" model would increase costs to both the Association and to candidates unless an electronic vote was conducted. Executive determined that the best way to provide opportunity for unsuccessful presidential candidates to run for Vice-President would be to have the vice-presidential election after the presidential election with both elections conducted electronically using a ranked ballot system.



Biennial Report

May 2017 – April 2019

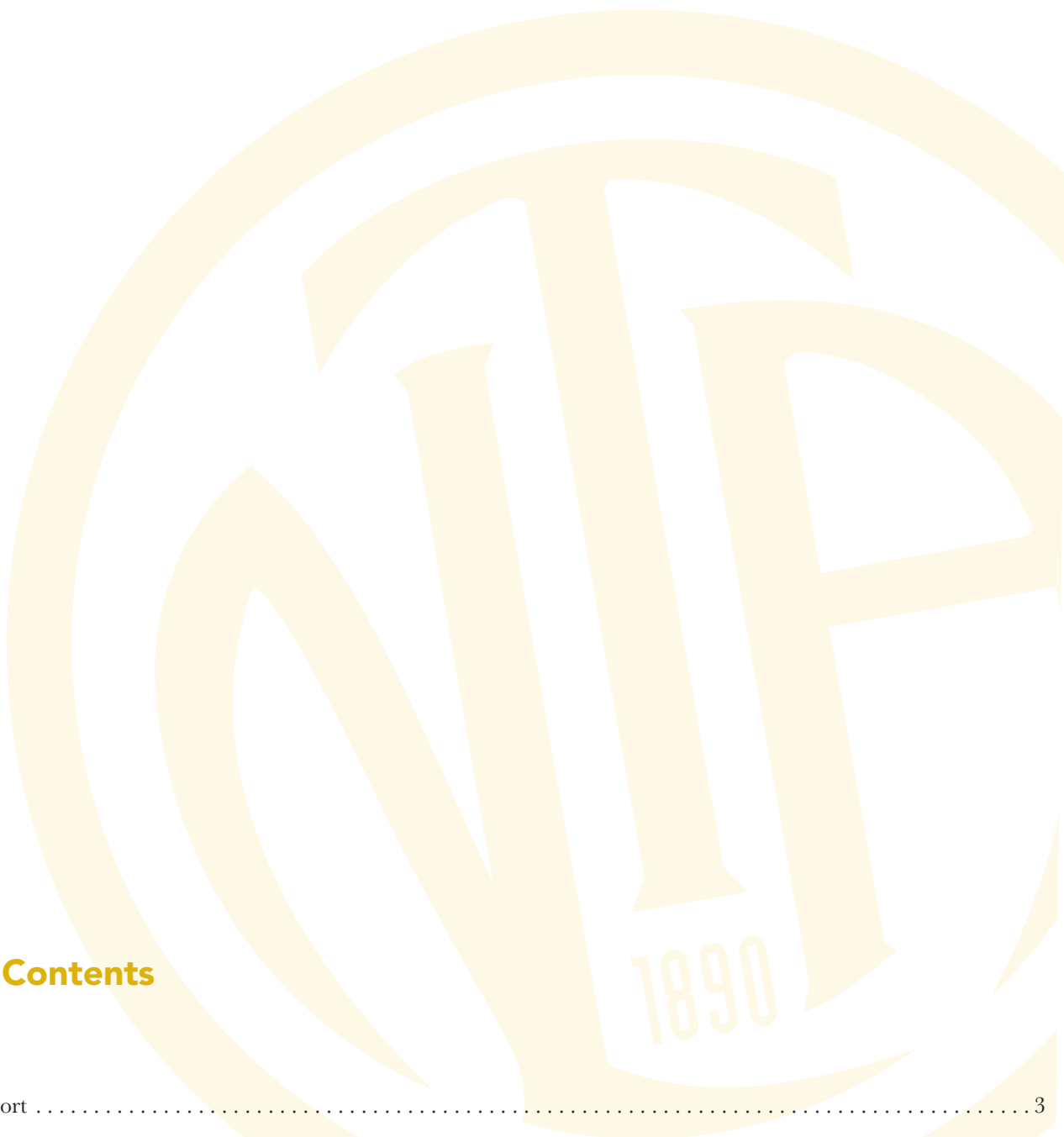


Table of Contents

President’s Report 3

Executive Director’s Message 5

Organizational Governance and Administration 7

Programs and Services..... 11

Communications 19

Corporate Services..... 20

Financial Statements 22

President's Report

Dean Ingram

It never ceases to amaze me how fast time passes, especially when I look back on this, my first term of office. When I began my term of office I stated that I would be governed by two questions. These were: "What have you done today?" and "What have you done for all teachers today?" Every day I refer to these questions to guide me as I work on your behalf to improve the working conditions for all teachers and the learning conditions of all students.



This term of office has had its challenges. The impact of cuts to our education system are being felt every day by our schools, students and our members. Budget 2018 saw a dramatic cut to the allocation of student assistants. This resulted in diverting the attention of school administrators, school counsellors and Student Support Services personnel. We have continued to make the case that in order for our students to receive the quality of education they deserve, there must be a provision of resources to ensure that every student receives that which they deserve. Governments and the school district have the responsibility to provide the necessary resources to make that happen.

The Fall of 2018 saw the implementation of Phase 1 of the Education Action Plan. We have seen that the roll out of the plan does have the potential to improve our schools and our education system for the benefit of students and teachers alike. That being said, it is critically important that feedback from those schools involved must be taken into consideration as further expansion occurs in Phase 2 and 3. To improve any system you must listen to those who know that system best, that being our membership. Awareness of an issue means little unless steps are taken to find a remedy. In meetings that I have had, and will continue to have, it will be stressed that if the goal is to improve educational outcomes, then the path has to run through improved teaching conditions.

We must recognize that there remains much work to be done to extend the promise that our education system holds for every student. It was, is, and always will be, through the voice of teachers, that our demands for a properly funded education system be met. It is through our collective voices that this point must be articulated and strongly reinforced.

We all need to ensure we do our part to press our message of concern for the state of our province's education system. We must all push to ensure that our collective expertise is listened to, truly consulted and more importantly, acted upon. We need to engage all stakeholders and bring our message to those who have not heard it, or to date, may have chosen not to heed it.

Media Initiatives

The "Teachers Change Lives Every Day" campaign continues to see success in promoting our profession and the value of the

professional educator to the fabric of this province and the future of all our collective futures. Further to this initiative we rolled out "Invest in our Kids". The campaign has provided a research base to clearly demonstrate that an investment in education pays dividends across so many areas – social, economic, and health outcomes are all positively impacted. It is through making this case that we can impact policy makers. They must understand that the foundation to the way forward runs through a solid education system that supports teachers so they can, in turn, support students. The "Teachers Change Lives Every Day" campaign and the roll out of "Invest in our Kids" have had an impact and I am convinced that these campaigns have enhanced awareness of the importance of our membership and the role that education plays in shaping our province.

Advocacy

At various times throughout the past two years I have had the opportunity to make statements to the media and the public that illustrate our concerns, especially around student mental health, class size and composition. We have also drawn attention to the impacts of inadequate school counsellor allocations, speech-language pathologists and educational psychologists allocations, and administrator allocations.

One initiative I am particularly interested in continuing is outreach to groups that we have not reached out to in the past. The Association has engaged a number of community groups throughout the province through speaking engagements. Rotary Clubs and Chambers of Commerce represent an avenue of advocacy that was previously untapped. By delivering our message to these groups, we can allow for a greater sphere of influence on policy decisions. If these groups can be exposed to the realities of today's classrooms, they will, in turn, understand and support education as an investment in all of our futures.

To ensure that education is viewed by the larger population as being key to our collective futures, we must engage other partners. We have continued to liaise with the NL Federation of School Councils and other groups such as Relationships First. Maintaining and strengthening these partnerships ensures that our voices are not alone in advocating for the best possible education system. These and other partnerships are integral as we move towards the preparation of this year's budget. We are stronger when others echo our message. To that end, the recent Child and Youth Advocate Report on Student Absenteeism reaffirmed our stance that class size/composition concerns, school counsellor ratios and administrative allocations are impacting on the delivery of education in this province.

Transparency

It is critically important that the membership the NLTA serves is fully and completely aware of the activities of the Association. To that end, all the activities I am engaged in as your President are posted online. Media interviews and my report to Provincial Executive are now posted on the Association website. As a critical part of my core belief in how the President should conduct the business of the Association, I have continued to visit schools. I believe that it is one of, if not the most important, tasks I per-

form. It is through these school visits that our membership has direct access to their President and the opportunity to ask any questions and pass commentary directly. This is something that I will continue and before I finish as President, I will have visited every one of our province's schools. I believe our membership should have the opportunity to speak directly to the person tasked with representing them.

Supreme Court

The legal challenge to the release of personal information of our members continues. The appeal of the Provincial Government of the lower court ruling was successful; however, it was not unanimous. The NLTA is engaged in a process where we have sought leave from the Supreme Court of Canada to hear our appeal. The Association will always fight to protect the rights of its members. The possibility of being able to gain access to individual salary information through an Access to Information and Protection of Privacy (ATIPP) request is viewed by the NLTA as problematic.

Senate Bill S-206

Section 43 of the Criminal Code of Canada has provided protections for teachers against criminal charges that would arise from the teacher doing their job. The NLTA has been a national leader on this file and has worked with other members of the Canadian Teachers' Federation in communicating that the Bill to remove Section 43, while well intentioned, would carry significant and damaging unintended consequences. I have communicated with our Provincial Senators on this matter and in October 2018, met with each of the Senators to press our concerns. These meetings were productive and we have received indication that the Senators will be lobbying for these protections to be maintained for teachers.

Canadian Teachers' Federation (CTF)

The NLTA continues to be a strong partner with the Canadian Teachers' Federation. While we are one of the smaller affiliates, we have regularly "punched above our weight" in guiding the direction of the national body. This has long been the case. By being at that table we are able to influence the direction of the CTF and are able to ensure we are kept abreast of international issues and trends. Being informed of such issues allows us to be proactive in pushing back against anything that would be of concern and to support initiatives that would be beneficial to teachers and education.

At the 2018 Canadian Forum on Public Education hosted by the Canadian Teachers' Federation, delegates were provided an overview of and the opportunity to discuss the trends of school violence. I wish I could say that this wasn't as large an issue in this province, but unfortunately, I cannot. The concerns expressed to me by teachers about the situation in our province's schools are real and must be addressed. I encourage all of our members who witness, or are subject to, acts of violence to report such and to engage with NLTA staff. We must never accept violence as being part of the job. Every child has a right to an education, but government and the school districts have a responsibility to ensure that the teaching environment is a safe one.

Collective Bargaining

In February 2019, our membership ratified the tentative agreement that was reached with government. Contained in this tentative agreement were clauses that did improve things for our members. There were other clauses that set the table for future negotiation teams to expand upon. Let there be no doubt that our members have contributed more than their share in addressing the economic concerns of the province. A detailed update on collective bargaining can be found under the Programs and Services section.

Where To From Here

As we move into the 2019-2021 term of office, I will continue to act as your voice to ensure our classrooms, our schools, and our students get the education they deserve. I believe that all involved in our province's education system have a genuine desire for our students to achieve the best that they can. I also firmly believe that the path to attaining that system runs through ensuring our members have the necessary resources and teaching conditions. Our teaching conditions are our students' learning conditions. They are one and the same and we must, we will, continue to advocate for that which our youth deserve.

It has been my honor to be NLTA President and I look forward to working with you and for you in the months ahead.

Executive Director's Message

Steve Brooks

As Executive Director I have the great pleasure of overseeing all operations of the NLTA and assisting the President, Provincial Executive, Joint Council and delegates to the Biennial General Meeting in the governance of our Association.

The NLTA has a governance structure that supports the membership, Provincial Executive and the President in determining NLTA policies and by-laws. The operational structure of the Association supports the policies and by-laws of the organization and the programs and services provided by the NLTA. The Programs and Services team is responsible for providing timely responses to teacher concerns, questions and providing consistently strong representation to teachers in need while maintaining NLTA programs and services. The Corporate Services team supports the operational, governance and financial functions of the NLTA and the Communications team ensures that all Association communications and promotional opportunities are well presented and disseminated. Each team is expected to work collaboratively with one another in fulfilling the NLTA mission statement:

We dedicate ourselves to the professional excellence and personal well-being of teachers, through support, advocacy, educational leadership and the development and delivery of outstanding programs and services.

Since BGM 2017 the NLTA has been actively representing teachers, at every opportunity expressing concerns over the impact of larger class sizes, more diverse classrooms, increasing incidents of student mental illness and violence against teachers. Teachers understand that the solutions to many of the issues facing students and teachers can be addressed through smaller class size caps, recognition of the impact of diverse classrooms, more school counsellors, Instructional Resource Teachers, school administrators, speech-language pathologists and school psychologists.

In response to NLTA lobbying efforts, the government announced the Premier's Task Force on Improving Educational Outcomes. The NLTA prepared a comprehensive presentation and report with supporting documents based upon the four themes: Inclusive Education; Professional Learning; Leadership; and Learning/Classroom Environment. The Association has also encouraged all teachers and educational stakeholders to participate in the Task Force surveys. The Task Force released its 82 recommendations in July 2017.

The Association was pleased to see the report "Now is the Time" conclude that inclusive education was not working, mandating a new student support services policy. While the report did not recommend increased allocations for counsellors, psychologists, IRTs or recommend smaller class sizes as advocated by the NLTA, it did recognize the need for more supports for students and teachers. The addition of reading specialists, more learning resource



teachers and teaching and learning assistants will be welcome supports to schools. Unfortunately, schools with enrolment of less than 50 students in primary/elementary will not qualify for these new allocations. Fortunately, for the 2018-19 school year, the NLTA was successful in getting an increased teacher allocation for those Phase I schools not receiving the extra support personnel.

The advent of Teaching and Learning Assistants posed a new challenge for the Association. Should these positions, with instructional responsibilities, be placed in the education system outside the Association and bargaining rights afforded by the NLTA? Provincial Executive clearly saw the risks associated with non-NLTA positions, with instructional responsibilities, in our schools. As a result, the NLTA took the steps necessary to secure teaching and learning assistants as NLTA members. By taking this action, the Association has, through collective agreement language, better safe-guarded the positions of all members, while ensuring that our schools continue to be a collaborative environment for all educators.

For too long, the NLTA has not been properly consulted on Department of Education and Early Childhood Development policies that have impacted teachers. Knowing this, I am pleased to report that the NLTA has secured membership on all EECD committees tasked with implementing the Education Action Plan that resulted from the Premier's Task Force. While this does not guarantee that all changes will reflect the NLTA's perspective, it does guarantee that the NLTA will have an opportunity to influence those decisions prior to them being made. It also provides the Association with advanced information on policy changes. Also, as a result of NLTA lobbying efforts, the NLTA Executive Director was appointed to the provincial steering committee responsible for the overall implementation of the Education Action Plan.

Along with the important work being done representing teachers' interests with regards to the Education Action Plan, the Association has continued to promote the work of teachers through our "Teachers' Change Lives Every Day," campaign. In addition to this successful project aimed at raising the profile of teachers, the NLTA created a new theme narrative titled "Invest in Our Kids," with the goal of educating the general public on the long-term society, health and economic value that comes from investing in public education.

Government formally notified the Association of its desire to begin negotiating a new Provincial and Labrador West Collective Agreement in June of 2016. The Association, through the work of the Collective Bargaining Committee, canvassed teachers' priorities and developed a comprehensive set of opening proposals to present to government. As per NLTA policy, a negotiating team was chosen from 150 applicants to work with Trent Langdon, NLTA Vice-President and chair of the provincial negotiating team, and Stefanie Tuff, Assistant Executive Director, who is the NLTA's Chief Negotiator. When selecting members to represent teachers on the negotiating team, NLTA policy requires geographical, gender and generational representation, as well as representation from primary/elementary, intermediate/secondary, special services, substitute teachers and

school administration. Training of the teacher members of the team was conducted from February 7-10, 2019, with sessions led by the Executive Director, Assistant Executive Director, Communications Officer, Deputy General Secretary of the Canadian Teachers' Federation and NLTA legal counsel. Both the Assistant Executive Director and the staff consultant to the negotiating team have completed the Queen's University Negotiating Skills certificate program. It is important to note that NLTA negotiators have more bargaining training than is provided to government negotiators.

Bargaining was particularly difficult during this round as government had posted large annual deficits, largely attributable to the Muskrat Falls project. Government entered this round of bargaining seeking major concessions on salary, step progression, severance and Schedule E. Government also signalled a willingness to use legislation, similar to that used by the Government of Nova Scotia to impose concessions on teachers. Government went as far as to contact the services of McInnis Cooper, a high profile employer's law firm, in preparation for legislation. Fairly early in the negotiating process, NAPE, the largest public sector union ratified an agreement with concessions on wages, severance and post-retirement benefits. This was followed by similar concession being agreed to by Allied Health Professionals and CUPE. These agreements had a major impact on the bargaining environment and reinforced government's commitment to attaining similar concessions from remaining bargaining units.

In this environment the negotiating team continued to work at reaching the best deal possible for teachers. This work eventually led to direct meetings at the highest level of government and the Association. During these talks further gains were made in the form of seniority hiring for permanent teachers looking to transfer to permanent positions and the requirement to post all vacancies of longer than one month. These are major improvements that will result in a more transparent and objective hiring process for all teachers.

In addition, guaranteed longer maternity leave, parental leave and adoption leave opportunities will be of benefit to our younger members. The inclusion of a day for report card preparation and an additional guaranteed professional development day means that the instructional year for teachers was reduced from 187 to 185 days. Another long sought-after provision was the recognition of a Department Head for Student Support Services. The Association also took a major stride forward in protecting our speech-language pathologists and school psychologists from being taken out of the membership and the education system. We were also very pleased to see the strengthened language regarding harassment, which will be a tool going forward as the Association represents teachers who are the victims of harassment.

It is true that the agreement was not without concessions. It is a fact that the concessions were minimized to a greater extent than those accepted by other groups. More of our younger teachers will receive severance under this agreement and fewer teachers will be impacted by the changes to post-retirement group insurance cost sharing.

Those who attended BGM 2015 will recall that it was actually

during Convention that a historic pension agreement was negotiated with government which provided for the NLTA to become joint sponsor of the plan and for government to provide \$1.8 billion in extra funding over and above required government contributions. In the past four years, the *Act to Amend the Teachers' Pension Act* was proclaimed, the Joint Sponsorship Agreement was signed, a Teachers' Pension Plan Sponsor Body was established with equal representation from government and the NLTA, the *Act to Amend the Pensions Funding Act* and the *Teachers' Pension Act* was passed and the Teachers' Pension Plan Corporation (TPPC) Board of Directors was established.

I am pleased to report, as a result of the actions taken by the NLTA that the funded ratio of the Teachers' Pension Plan has grown from 57% funded to 106% funded. This means that all teachers continue to enjoy membership in one of the best pension plans in the province with retirement triggers that include 30 and out and 25/55.

In March 2016, the NLESD received an ATIPP request from a local newspaper requesting the names of all employees earning \$100,000 or more. A similar request went to all provincial departments and government agencies. The NLESD informed the NLTA that it believed it was required to release the requested information. This position was also taken by most other government departments and agencies and was, in fact, supported by the privacy commissioner of the day. While relatively few of our members make in excess of the \$100,000 threshold, the Association openly opposed the release of its members' personal information and sought an injunction through an appeal to the Newfoundland and Labrador Trial Division to prevent the release of the requested information. In December 2016, Justice Butler, of the Trial Division, ruled in favour of the NLTA citing that the release of the requested information would be an "invasion of their personal privacy" under the Act.

The provincial government appealed the decision to the Supreme Court of Newfoundland and Labrador. The evidence was heard by Supreme Court Justices White, Hoegg and Welsh. In a split decision the court found in favour of the government and overturned Justice Butler's decision. Justice Welsh wrote a very strong dissenting opinion which was in favour of Justice Butler's earlier ruling. It continues to be the position of the NLTA that the public has a right to know the salary levels of teachers and other public servants. The Association believes, however, that it is not in the public interest to allow privacy legislation to be used to disclose the salaries of named individuals, regardless of salary level, upon request. As a result, the Association has taken the only judicial step remaining and has sought leave from the Supreme Court of Canada to hear our appeal of Justice White and Hoegg's decision.

The NLTA strives to provide exceptional services to teachers through school rep seminars, professional opportunities, pre-retirement and financial planning seminars, EAP counselling, grievance representation, and lobbying efforts aimed at meeting the needs and interests of teachers.

The staff of the NLTA are dedicated to serving the best interests and well-being of teachers through support, advocacy, education-

al leadership and the development and delivery of outstanding programs and services.

As Executive Director I am pleased to report that the NLTA continues to achieve budget surpluses while having among the lowest union dues in the country. For example, a teacher in this province who is earning \$81,531 (Top of 6th Grade) will pay \$1019.14 in annual dues. That same teacher at that same rate of pay in Alberta (ATA) will pay \$1,242 per annum. In Ontario (OSSTF) the dues for that same teacher at the same rate of pay will be \$1304.50. In Prince Edward Island (PEITF) it would be \$1141.43 and in the Northwest Territories (NWT) it would be \$1222.97. One of the reasons that we have managed to maintain lower dues as compared to other teacher associations and unions is that we have one of the lowest staff to member ratios in the country. Considering our geographical challenges, it is interesting to note that the NLTA currently has 11 Staff or Administrative Officers, not including the EAP coordinators who are paid through the Department of Education. Nova Scotia (NSTU), on the other hand, has 21 Staff or Administrative Officers.

The 2019-2020 school year will continue to present challenges as we work together to improve the educational system for our teachers and students. As the NLTA's Executive Director, I am committed to the Association serving the best interests of teachers and ensuring that we continue to provide advice, support and outstanding service to all our members.

Organizational Governance and Administration

Provincial Executive Council

The Provincial Executive Council meets during the school year to transact the business of the Association. The Constitution and By-laws place full and complete authority for the direction of the Association between Conventions with the Provincial Executive Council. The Provincial Executive Council is responsible for conducting branch information sessions to review NLTA and government opening packages prior to negotiations. Likewise, the Executive also conducts information sessions to review and respond to questions regarding a tentative agreement prior to any ratification vote.

The 2017-19 elected members of the Provincial Executive Council are: Dean Ingram, President; Trent Langdon, Vice-President, Mount Pearl; Maureen Doyle-Gillingham, Old Perlican; Derek Drover, Gaultois; Bill Chaisson, Corner Brook; Craig Hicks, Carmanville; Donna Reddick, Conception Bay South; Gabriel Ryan, Holyrood; Colin Short, Port aux Basques; Joseph Santos, Conception Bay South, Chesley West, Paradise; and Kelly Loch, Victoria. During the 2017-19 term, Donna Reddick and Bill Chaisson retired and were replaced by the elected alternates: Jamie Jenkins, Bay Bulls and Sean Weir; Port Hope Simpson. The decisions and recommendations from Executive and ad hoc committees and other business of Provincial Executive are reflected throughout this report.

Table Officers

Table Officers consist of the President, Vice-President, and two other Executive members. The Past President may remain a member of Executive, and one of the Executive members of Table Officers, for the first year following his/her term as President. The members of Table Officers for 2017-19 were: President Dean Ingram; Vice-President Trent Langdon; and Executive members Derek Drover and Gabe Ryan elected by the Provincial Executive. The Executive Director serves as staff consultant to the Table Officers' committee, and the Assistant Executive Director also attends Table Officers' meetings.

The mandate of Table Officers includes making recommendations to Executive on issues such as: appointment of NLTA representatives to various committees and groups; establishment and composition of committees; and revisions to policy and programs. The committee also approves agendas for Provincial Executive, Joint Council and Biennial General Meetings, and handles routine business between Executive meetings. Table Officers is also the committee responsible for interviewing candidates and making recommendations to Executive on the hiring of administrative staff.

Some of the activities of Table Officers for 2017-19 were as follows:

- Considered applications, conducted interviews and brought recommendations to Executive regarding the filling of two Administrative Officer positions;

- Made recommendations to Executive regarding the granting of Honorary Membership at BGM 2019, the theme for BGM 2019, and resolutions to BGM 2019 falling within Table Officers' mandate;
- Monitored progress and activity concerning the Association priorities for 2017-19;
- Received and responded to correspondence from CTF relative to CTF policies and activities;
- Examined resolutions from BGM 2017 falling within Table Officers' mandate and pursued action on same;
- Reviewed proposals for amendments to the NLTA By-Laws and made recommendations to Executive;
- Approved requests to the conference budget;
- Established the Executive meeting schedules for 2017-18 and 2018-19 and the Joint Council meeting schedules for 2017-18 and 2018-19;
- Received and responded to requests from groups and organizations for NLTA involvement and/or assistance;
- Previewed agendas for all meetings of Executive and Joint Council, and approved the agenda for BGM 2019;
- Brought recommendations to Executive for new policies, and/or revisions to policies, that fall within Table Officers' mandate;
- Brought recommendations to Executive re the actioning of advisory motions from Joint Council meetings.

Joint Council

The Joint Council is the composite body of Branch Presidents and Provincial Executive, empowered by NLTA policy to carry out certain responsibilities between Biennial General Meetings. The Joint Council held two regular meetings during 2017-18 – the first in October 2017 and the second in March 2018. Two regular meetings were also held for the 2018-19 school year – one in October 2018, which included the Candidates' Forum, and another in February 2019. At these meetings, members made decisions and brought recommendations to provide advice to the Provincial Executive on many issues of importance to teachers. Agenda topics included Association priorities, contract negotiations, NLTA budgets, professional development for teachers, group insurance, pension funding updates, and approval of changes to NLTA policies. In addition, the Joint Council meetings provided a forum for discussions of many issues of direct concern to teachers. A special Joint Council meeting was held in January 2019 to review and recommend the tentative agreement reached with government.

Executive Committees

The Provincial Executive operates through a series of standing and ad hoc committees. Teachers from across the province serve as members of these committees, with each committee usually centralized in one particular area of the province. These committees are responsible to the Provincial Executive Council unless there is specific direction to the contrary from the Biennial Convention. The work of the committees is reported

upon throughout this report. The Executive committees are: Communications/Political Action/Membership Engagement; Curriculum; Equity Issues in Education; Finance and Property; Group Insurance; Membership Benefits and Services; Pooled Investment; Professional Issues; and Substitute Teachers. As a result of resolutions to BGM 2017, the Ad Hoc Committee to Review the Policies, Procedures and Regulations for the Province-Wide Vote for President and Vice-President and to advise on the feasibility of remuneration for the Vice-President and NLTA Executive was established.

Communications/Political Action/Membership Engagement Committee

The Communications/Political Action/Membership Engagement Committee was located in Placentia and chaired by Executive member Maureen Doyle-Gillingham. The committee oversaw the review of the NLTA website and all NLTA brochures, pamphlets and publications, *The Bulletin* and any other communications issues as required such as media campaigns or strategies. The Committee oversaw the coordination of Education Week for 2018 and 2019. The NLTA Communications Officer serves as staff consultant.

Curriculum Committee

The Curriculum Committee for 2017-19 was chaired by Executive member Colin Short, with members from the Codroy Valley/Port-aux-Basques region. As per its mandate, the committee advised the Provincial Executive Council on matters related to curriculum. The committee met four times during 2017-18 and three times in the second year of its mandate. During that time, the committee was actively engaged with several important curriculum issues. These included: NLESD Assessment/Evaluation Policy; English Language Arts resources and assessments; Provincial Assessments; changes to provincial public examinations; and Resolutions for BGM 2019.

Equity Issues in Education Committee

For 2017-19, the Equity Issues in Education Committee was chaired by Executive members Kelly Loch and Sean Weir (replacement chair for one meeting), with members from the Carbonear region. Some of the highlights of the committee's work over this period were:

- Providing input to the Collective Bargaining Committee, including a letter regarding a review of gender references in the collective agreement and requesting inclusion of domestic violence leave in the next round of bargaining proposals;
- Considering feedback from special interest councils re: equity issues;
- A recommendation that NLTA materials helpful to teachers being cyberbullied be consolidated and available in one, easy to access, location online.
- A review of educator gender statistics, as well as a literature review relating to gender in education, leading to a survey regarding leadership roles and gender.

Finance and Property Committee

The Finance and Property Committee meets four times a year or as required by the Provincial Executive Council. The committee is comprised of four members from the Provincial Executive Council and controls and monitors all spending and maintains all property of the Association.

Activities for 2017-19 included monitoring the investments of the Association, making recommendations on financial issues and preparing budgets. A major activity for the committee was the preparation of the Association's budgets for 2019-20 and 2020-21. The committee was chaired by Craig Hicks and the NLTA Manager of Corporate Services is staff consultant to the committee.

Group Insurance Committee

The major areas of work of the Group Insurance Committee can be found in the Group Insurance section under Programs and Services, later in this report. The committee was chaired by Bill Chaisson from Corner Brook up until his retirement in January of 2019. Maureen Doyle-Gillingham has taken over as chair since Bill's retirement. The seven-person board of Managers are appointed by Provincial Executive and are supported by representatives from: Johnson Inc. as plan administrator, claims administrator, and consultant; a staff member of the NLTA who performs the administrative duties assigned by the Managers and acts in an advisory capacity to the committee; and the NLTA Manager of Corporate Services who performs the financial duties assigned by Group Insurance Managers.

Membership Benefits and Services Committee

The Membership Benefits and Services Committee was based in Clarenville for 2018-19, with Executive member Donna Reddick as Committee Chair up until her retirement in June 2018, at which time Executive Member Jamie Jenkins took over as Chair. This committee is responsible for overseeing and making recommendations on issues related to branch operations and benefits and economic services. The committee made recommendations to Executive regarding candidates for the 2018 and 2019 Special Recognition and Bancroft Awards. Over the course of its two-year mandate, the committee reviewed and made recommendations for revisions to a number of NLTA policies, and dealt with the actioning of a number of resolutions that came from the 2017 BGM. A meeting in February 2019 considered resolutions from branches to BGM 2019. Issues on the committee agenda for this term included, but were not limited to, administrators and their role as site supervisors and NLTA members, membership engagement, attendance of members at both Joint Council and BGM, promotion of the EAP program, and branch rebates.

Staff in both Programs and Services and Corporate Services support the committee in its work.

Pooled Investment Committee

The Pooled Investment Committee for 2017-19 was located in St. John's and chaired by Executive member Craig Hicks. The committee monitors the investment performance of the fund manager using an investment scorecard which compares our investment returns with the appropriate benchmark and the fund manager's performance in comparison to other fund managers in Canada.

Members of the Pooled Investment Committee meet several times a year to receive professional development, review policy, receive formal updates, and make recommendations to Provincial Executive and Group Insurance Managers, as appropriate.

Professional Issues Committee

For 2017-19, the Professional Issues Committee was based in St. John's and chaired by Executive member Joe Santos. The committee adjudicated a number of Association awards including the Centennial Awards, the Barnes Award and the Johnson Bursary. It also made recommendations to Executive on the Association's delegations to CONTACT and DSS and selected our Project Overseas participants for 2018 and 2019. In addition to this work, the committee reviewed and advised on resolutions from BGM 2017 and made recommendations on positions to be taken on resolutions to BGM 2019.

Substitute Teacher Committee

The Substitute Teacher Committee was based in St. John's for 2017-19, with Executive member Chesley West as chairperson. This committee, first established as an ad hoc committee in 2014, continued to consider issues of importance to substitute and replacement teachers, including their professional development needs, contractual employment issues and concerns, school and board matters and the scope of services that substitute teachers can avail of from the NLTA. The committee's terms of reference also contemplate addressing the unique needs of substitute and replacement teachers and bringing those issues forward through other advocacy mechanisms such as the School Board Teacher-Liaison Committee. The committee was instrumental in bringing forth ideas to improve communications with substitutes through such means as holding information sessions, updating website content and advising on articles for *The Bulletin*. As well, the committee made a number of recommendations to Executive over this current term. One area the committee is continuing to seek information on is the topic of access to such programs as Google Online Communities and Review 360 to ensure substitute teachers have the information they require, when needed. Staff in both Programs and Services and Corporate Services support the committee in its work.

Governance and Administration

The President and the Executive Director represent the Association on various boards and liaison groups regionally with the Council of Atlantic Provinces and Territory Teachers' Organizations (CAPTTO), nationally, with the Canadian Teachers' Federation (CTF) and internationally, through Education International (EI). Provincially, the President and Executive Director represent the NLTA in liaison with the Department of Education and other government departments and agencies, the Newfoundland and Labrador School Boards Association (NLSBA), the Newfoundland and Labrador Association of School System Administrators (NLASSA), the Faculty of Education at Memorial University, the Newfoundland and Labrador Federation of School Councils and the other public sector unions. Governance and Administration is also responsible for the overall functioning of the Biennial General

Meeting (Convention), the Provincial Executive Council and Joint Council. The Executive Director oversees all operations of the NLTA office and administers staff collective agreements on behalf of Executive.

Highlights of the President's and Executive Director's Offices since BGM 2017 are as follows:

- The President continued a series of visitations to schools and branches throughout the province.
- Continued ongoing liaisons with other educational agencies, including the Department of Education, NLSBA, the Faculty of Education, NLASSA, the Federation of School Councils, and the Retired Teachers' Association.
- Attended meetings of the Executive of the Council of Atlantic Provinces and Territory Teachers' Organizations (CAPTTO) in 2017-18 and 2018-19, and the CAPTTO AGM in May 2018.
- The President and Executive Director attended all meetings of the Canadian Teachers' Federation Board of Directors and the CTF AGM in their roles as CTF Directors.
- Maintained ongoing liaison and communications with CTF and the provincial and territorial teacher organizations throughout the country.
- The President, Vice-President and the Executive Director represented the NLTA on the Teachers' Pension Plan Sponsor Body.
- The Executive Director served as staff consultant to the Electoral Committee and coordinated the carrying out of the province-wide vote for NLTA President and Vice-President.
- Coordinated all arrangements and planning for BGM 2019.
- Prepared agendas and coordinated all details for the functioning of Provincial Executive and Joint Council meetings.
- The President was involved in numerous media interviews and public appearances as the Association's official spokesperson.
- The Executive Director represented the NLTA as a member of the Provincial Steering Committee overseeing the implementation of the Education Action Plan.
- The President and Executive Director participated in regional conferences for new teachers organized cooperatively by NLTA Programs and Services, school districts, and the Faculty of Education.
- In collaboration with NLTA Programs and Services and MUN's Faculty of Education, organized and chaired the Induction Ceremony for New Teacher Graduates during the spring and fall (2017 and 2018) convocations at MUN, in St. John's and Corner Brook.
- Coordinated the preparation of the NLTA's submission to government's Pre-Budget Consultations for the 2018 and 2019 provincial budgets.
- The President and Executive Director, along with Programs and Services staff, attended branch meetings to explain and respond to questions regarding the Collective Agreement and negotiations.

- The President and Executive Director attended meetings with Newfoundland and Labrador Senators regarding Bill S-206, a Bill to repeal Section 43 of the Criminal Code of Canada.

Branch Operations

The branch operations program is responsible for providing services to teachers through the Association's local branch structure. This involves all aspects of branch organization, including official registration of the 49 local branches and allocation of funds as per Association policy, review of yearly branch audits, registration of substitute teachers, processing requests regarding the Association's membership categories, and the preparation of scrolls and pins for retiring teachers. Branch operations, through the Executive Assistant, Governance, include preparing documents and providing guidance and oversight of province-wide elections and ratification votes.

Association Priorities for 2017-19

At its first meeting in August 2017, the 2017-19 Provincial Executive established the following priorities for 2017-19:

Priority #1: Workload Concerns

Goal: To improve the working conditions of teachers generally and to address individual teacher workload concerns.

Priority #2: Teacher Health and Wellness – Teacher Mental Health

Goal: To promote teacher health and wellness, including teacher mental health.

Priority #3: Premier's Task Force on Improving Educational Outcomes

Goal: To take actions aimed at ensuring that the implementation of the Task Force recommendations are in keeping with NLTA objectives.

Priority #4: Promoting the Profession

Goal: To continue to take opportunities to promote the teaching profession.

Priority #5: Inclusive Education/Student Support Services

Goal: To endeavour to improve the delivery of Inclusive Education and Student Support Services for the benefit of students and teachers.

Priority #6: Collective Bargaining

Goal: To achieve a Provincial and Labrador West Collective Agreement ratified by the membership.

A summary report of the activities on each of these priorities and goals is provided in a separate document to BGM 2019.

Programs and Services

Collective Bargaining

Provincial Collective Agreement

The 2012-2016 Provincial Collective Agreement expired on August 31, 2016. It continued in full force and effect until a new agreement was negotiated. The 2016-2020 Provincial Collective Agreement was ratified on March 1, 2019.

The Collective Bargaining Committee, which was located in St. John's and chaired by Executive member Gabriel Ryan, developed the NLTA's opening proposals for the 2016-2019 round of bargaining. These proposals were based on membership input through individual submissions, group submissions, special interest councils, branches, Joint Council and Provincial Executive, BGM resolutions, as well as information and reports from past rounds of bargaining and reports from previous negotiating teams and review of collective agreements throughout Canada. The opening proposals for negotiations on the Provincial Collective Agreement were approved by Provincial Executive in March 2016 following a presentation to Joint Council on the priorities for negotiations identified by the Collective Bargaining Committee. Government served notice to open negotiations on June 8, 2016.

There was a significant response to the President's call for expressions of interest from teachers wishing to serve on the negotiating team. The team composition was determined in accordance with Association policy and is representative of a wide spectrum of the membership in terms of gender and generational equity, geography, school size and work assignment. The individuals appointed to the 2016-19 NLTA negotiating team for the Provincial Collective Agreement were:

- Dean Ingram (Chairperson) – NLTA Vice President
- Trent Langdon (Chairperson) – NLTA Vice-President (replacing Dean Ingram as of August 2017)
- Stefanie Tuff (Chief Negotiator) – NLTA Assistant Executive Director
- Craig Hicks – NLTA Provincial Executive Member, Vice-Principal/Teacher, Phoenix Academy, Carmanville
- Dayle Denny – Educational Psychologist, NLESD office, Spaniard's Bay
- Susan Whitten – Replacement Teacher, St. James Elementary, Port aux Basques
- Lee Anne Johnson – Kindergarten Teacher, Gander Academy, Gander
- James O'Brien – Junior/Senior High Science/Math Teacher, Mealy Mountain Collegiate, Happy Valley-Goose Bay
- Joe Brown – K-6 and Junior High Multi-Age Teacher, Mary Simms All-Grade, Main Brook
- Paulette Colbourne – SAC Representative, Vice-Principal/IRT, Memorial Academy, Botwood
- Kris Pike – SAC Representative, Principal, Macdonald Drive Junior High, St. John's (replacing Paulette Colbourne as of June 2018)
- Miriam Sheppard (Staff Consultant) – NLTA Administrative Officer

In response to a request from government in late December 2016, February 13 and 14, 2017, were scheduled for the exchange of opening proposals between the Employer and NLTA negotiating teams. These dates were confirmed in early January 2017 and again during the week of February 6-10. The NLTA negotiating team met in advance of these dates for training and preparation on February 8-10. However, on the morning of February 13, the chief negotiator for government advised that their team needed more time to prepare. The exchange of opening proposals was therefore postponed to commence the following morning, February 14, but this was unable to proceed due to the closure of the NLTA and government offices due to extreme weather conditions.

The exchange of opening proposals between the NLTA and government negotiating teams took place on March 30-31. A document containing the details of both the government and Association opening packages was prepared and provided to members at Branch meetings following a special session of Joint Council on April 21, 2017.

Negotiations for a new Provincial Collective Agreement resumed on October 17-19, 2017. They continued on November 6 and 7, 2017, and January 29- February 2, February 28, March 1 and April 11-12, 2018.

On June 14, 2018, the Minister of Finance contacted President Ingram looking for an opportunity to discuss NLTA negotiations. A meeting between the President, Executive Director, Assistant Executive Director and the Minister of Finance and his senior staff occurred on June 18. During the week of June 18-22, further meetings and discussions took place between President Ingram and Minister Osborne, along with the NLTA Executive Director and Assistant Executive Director and senior Department of Finance representatives. Agreement in principle was reached on outstanding items.

The negotiating team met again from June 25-27, 2018, during the last week of school, and was prepared to endorse a tentative agreement to recommend to Provincial Executive pending finalizing the details of contract language. However, reaching agreement on language to accurately reflect what had been agreed upon proved challenging and there were significant delays in getting responses and information from government. Discussions continued over the summer and fall at the highest levels, with the NLTA resisting government attempts to introduce contract language that would have undermined and weakened what had been agreed to in principle with Minister Osborne. The negotiating team was kept informed throughout and on December 5, 2018, the Association advised government that, regardless of whether language had been finalized or not, the Team would be meeting face-to-face in early January for an update and to discuss next steps.

Prior to considering a decision to walk away from the table, the President made further contact with Minister Osborne on December 19. A further proposal on language was received from government late in the day on December 21, 2018. Final changes were made to address issues identified by the NLTA on January 7-8, 2019. The negotiating team was briefed and a pro-

posed tentative agreement was reached on January 9, 2019 to be recommended to Provincial Executive. Provincial Executive met on January 19, 2019 to consider the negotiating team's recommendation, and the decision was made to accept the tentative agreement. Joint Council met on January 25 and the unanimous decision was made to recommend acceptance of the tentative collective agreement.

All teachers were advised on Monday, January 21 that the NLTA, government and the School Boards Association had reached a tentative agreement through collective bargaining. As per NLTA policy, branch information sessions on the details of the tentative agreement were arranged by Branch Presidents and their Provincial Executive contacts.

In the opinion of the negotiating team, Provincial Executive and our Branch Presidents, the tentative agreement comprised the best deal possible in the current economic environment. The gains in this round of bargaining are not insignificant, but did come at a cost. The agreement was ratified on March 1, 2019 [not yet signed as of the date of this report].

Labrador West Collective Agreement

The Labrador West Collective Agreement also expired on August 31, 2016. It continues in full force and effect until a new agreement is negotiated. Government served notice to open negotiations on June 8, 2016.

The individuals appointed to the 2016-17 NLTA negotiating team for the Labrador West Collective Agreement were:

- Arlene Ann Johnson (Chairperson), President, Labrador West Branch, Social Studies Department Head, Menihek High (Grades 8-12), Labrador City
- Sandy Crowley, Speech-Language Pathologist, A.P. Low Primary School (Grades K-12), Labrador City
- Chloé Tinkler, Homeroom Teacher, Centre éducatif l'ENVOL (Grades 5-9), Labrador City
- Kris Brown, Classroom Teacher, A.P. Low Primary School (Grade 3), Labrador City
- Miriam Sheppard, NLTA Administrative Officer, Chief Spokesperson

The opening proposals for negotiations on the Labrador West Collective Agreement were approved by Provincial Executive in May 2017. March 30 and 31, 2017 were initially scheduled for the exchange of opening proposals between the Association and the Employer. However, due to schedule changes with the negotiations for the Provincial Agreement, those dates became unavailable.

Opening proposals for the Labrador West Collective Agreement were exchanged on September 29, 2018 and the Association is actively bargaining as of the date of this report.

Labrador Benefits Agreement

Notice to open negotiations on a new Labrador Benefits Agreement was served on the Chief Union Negotiator, by government, on June 16, 2016. Sharon Mugford, President of the Lake Melville Branch, was appointed as the NLTA member

representative on the Labrador Benefits negotiating team. A call for membership submissions for opening proposals was sent to all teachers in Labrador, with a return deadline of March 18, 2019. The proposed NLTA submissions for inclusion in the multi-union opening package were considered by Provincial Executive on March 26, 2019. Negotiations on a new Labrador Benefits Agreement commenced on April 3-5, 2019, including the exchange of opening proposals. As of the date of this report, the parties are actively bargaining.

Teaching and Learning Assistants

In response to recommendations from the report of the Premier's Task Force on Improving Educational Outcomes, Teaching and Learning Assistants (TLAs) were introduced as of the beginning of the 2018-19 school year. As soon as government announced that teaching and learning assistants would be introduced in the education system, the NLTA immediately began working to ensure these positions would provide the greatest possible range of support for teachers, including supervision duty, while clearly defining the role and establishing limits to the scope of practice. In order to best achieve these goals, Provincial Executive determined that inclusion of Teaching and Learning Assistants (TLAs) in the NLTA membership and bargaining unit provided the greatest opportunity for success. The Association was successful in negotiating Memorandums of Agreement (MOAs) to both the Provincial and Labrador West Collective Agreements, which specify that TLAs are members of the NLTA bargaining unit, define the scope of practice for these positions, and set out the terms and conditions for employment. Fifty-two TLAs were hired in 28 "Phase 1" schools for 2018-19. Programs and Services staff were involved in the development and delivery of professional development for TLAs and school principals that took place in early September 2018. At the time of printing, the number of schools and new TLA positions to be introduced through "Phase 2" of the implementation process for the Premier's Task Force recommendations had not been confirmed.

Summary Report of Active Case Files

Every fall, as required by NLTA policy, Programs and Services staff submit an annual summary report to Provincial Executive of all teacher case files that were opened, active or closed during the previous school year. The report provides general details on the nature of and activity on individual files. The confidentiality of individual members is protected as no personal, school or geographical information is included. This report also includes annual statistics on supports provided to teachers through the Employee Assistance Program (EAP).

A new initiative to provide more information to all members on the work of the Association was undertaken in 2018-19 – a condensed version of this summary report was prepared and distributed through NLTA School Representatives in January 2019.

The Programs and Services case files referenced in this Biennial Report represent active files during the 2016-17 and 2017-18 school years that were tracked through the NLTA's internal records management system. The usual "trigger" for creating and opening a tracked case file is the requirement for represen-

tation of a teacher in a process with the employer in a matter falling under one of the identified file categories. These statistics do not reflect all staff contact with members, providing advice and information through a high volume of phone, email and in-person discussions.

Programs and Services staff provide assistance, including representation and advice, to teachers in a variety of areas, including:

Grievance and Arbitration – Articles 31 and 32 of the Provincial Collective Agreement (Articles 50 and 51 of the Labrador West Collective Agreement) outline the grievance and arbitration process, which is the manner in which disputes related to the application or interpretation of the provisions of the Collective Agreement are addressed. Advice and assistance from Programs and Services staff is available and essential when resolving disputes through these methods.

Legal Assistance – Members of the NLTA have access to free legal assistance under the Association’s Legal Assistance policy, providing the case arises as a result of their role as a teacher. Any teacher who feels they may need legal assistance in such circumstances must submit their request to Programs and Services for approval. The request will be considered in accordance with the policy and with input from the Association’s legal counsel as required.

Employment Insurance – The Association provides information to assist teachers with employment insurance matters. The majority of inquiries and requests for assistance come from substitute/replacement teachers and teachers applying for special benefits (e.g. maternity/parental, sickness, or compassionate care benefits.) Legal assistance may be available to teachers, as per the NLTA Legal Assistance policy, for EI appeals. Recent changes to Employment Insurance regulations include the availability of an extended claim period for parental benefits.

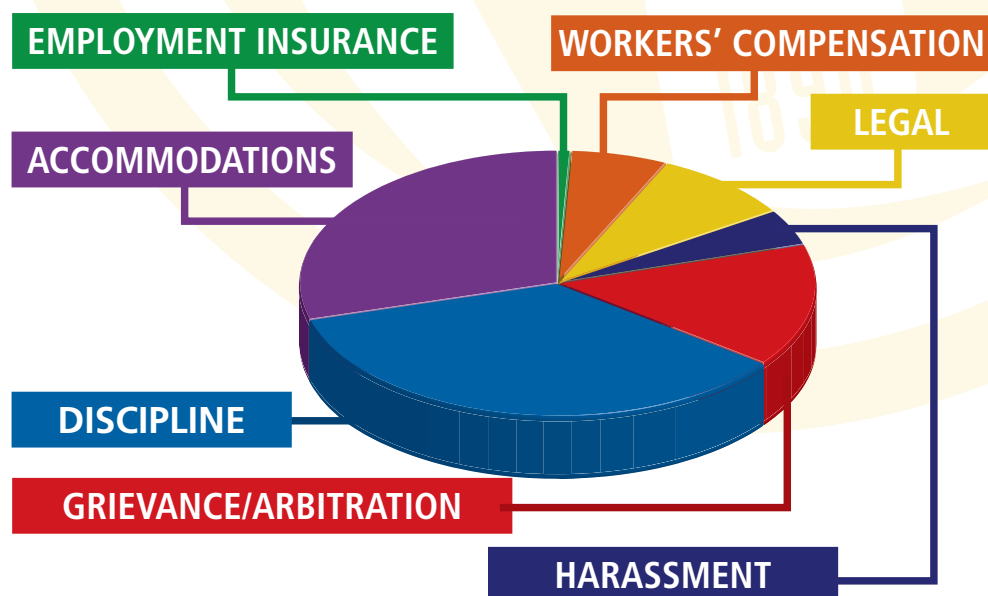
Workers’ Compensation – The NLTA continues to provide assistance and support to teachers who are injured in the course

of their employment. The negative financial impact for teachers who miss work due to a job-related injury and are in receipt of workers’ compensation benefits remains an important issue for the NLTA. Provincial legislation prohibits an employer top-up of these benefits, but the NLTA has established, since September 2006, a supplement through the Group Insurance Long Term Disability Plan (LTD). Information and applications for the LTD “top-up” are available through Programs and Services.

Discipline – Concerns and allegations of teacher misconduct may trigger a disciplinary process by the employer. The contractual parameters for disciplinary processes and action with respect to teachers are addressed in Article 10 of the Provincial Collective Agreement (Article 49 of the Labrador West Collective Agreement). The Association advises and represents members with respect to matters involving employer disciplinary investigations and decisions.

Accommodation – the NLTA provides information, advice and assistance to members seeking accommodation in the workplace. Teachers who have a disability or family requirements that interfere with their ability to work may be entitled to a workplace accommodation. The provincial *Human Rights Act* and the collective agreements require employers (the school districts) to accommodate human rights related needs of employees to the point of undue hardship. The duty to accommodate may require employers to make modifications or provide other supports that are necessary (short of undue hardship) in order to allow an employee to fully and equally participate in the workplace.

Harassment – Article 58 of the Provincial Collective Agreement (Article 59 of the Labrador West Collective Agreement) establish teachers’ rights and employer responsibilities with respect to situations of workplace harassment. School district respectful workplace policies are also relevant in this regard. Advice, assistance and representation is available from Programs and Services staff for teachers who feel they have been harassed or against whom a complaint of harassment has been made.



The NLTA Staff provide advice and representation to individual teachers, staffs and administrators on a regular basis. The following tables provide information on new and ongoing **Grievance/Arbitration, Legal, Employment Insurance, Workers' Compensation, Accommodation, Discipline and Harassment** cases during the 2016-17 and 2017-18 school years.*

GRIEVANCE/ARBITRATION

Total Active Cases During 2016-18 – 42

ARTICLE	NUMBER OF ISSUES
Employment of Teachers	6
Management of Rights	12
Method of Payment	6
Workload	10
Disciplinary Action	5
Discrimination and Intimidation	4
Substitute Teachers	4
Allowances	1
Salaries	1
Evaluation	1
Layoffs	1
Effective Period	1
Closed	32
Ongoing	9
Moved to Arbitration	3
Total Number of Cases Initiated 2016-18	29

WORKERS' COMPENSATION

Total Active Cases During 2016-18 – 13

TYPE	NUMBER
WHSCC Compensation	
Number Returned to Work	9
Number Not Eligible for WHSCC Compensation	2
Number Still Receiving WHSCC Compensation	1
LTD Top-up Benefits	
Number Not Eligible for LTD Top-up Benefits	2
Number Received Maximum Top-Up Benefits	7
Returned to Work	8
Retired	1
Total Number of Cases Initiated 2016-18	12

LEGAL

Total Active Cases During 2016-18 – 32

TYPE	NUMBER
Allegations of Physical Assault	3
Number Still Under Investigation	2
Number closed without charges	1
OTHER ISSUES	
Legal Advice	21
Criminal Allegations Against Teacher	1
ATTIPPA Request	1
Discrimination/Charter Issue	1
Harassment of Member by Member of Public	1
Open	2
Closed	22
Ongoing	6
Total Number of Cases Initiated 2016-18	24

EMPLOYMENT INSURANCE

Total Active Cases During 2016-18 – 1

TYPE	NUMBER
Teacher Payroll	1
Total Number of Cases Initiated 2016-18	1

*(Note: The number of issues in these tables may add up to more than the total number of cases initiated, since some cases involve more than one issue.)

DISCIPLINE

Total Active Cases During 2016-18 – 62

NATURE OF CASE	NUMBER OF ISSUES
Financial Issues	4
Inappropriate Conduct	11
Interactions With Students	31
Parent/Student Complaint	8
Social Media	4
Unexcused Absence	4
Interaction With Colleagues	5
Public Complaint	3
Breach of Confidentiality	1
Insubordination	1
Case Closed	58
Case Still Ongoing	4
Total Number of Cases Initiated 2016-18	62

ACCOMMODATIONS

Total Active Cases During 2016-18 – 50

NATURE OF CASE	NUMBER OF ISSUES
Medical Permanent - Closed	24
Medical Temporary – Closed	4
Family Permanent - Closed	14
Family Temporary - Closed	2
Medical – Still Open	6
Total Number of Cases Initiated 2016-18	50

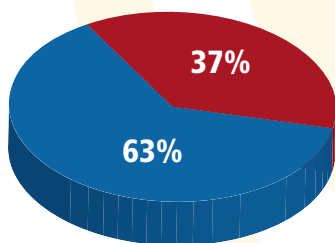
HARASSMENT

Total Active Cases During 2016-18 – 7

NATURE OF CASE	NUMBER OF ISSUES
Colleague v Colleague	5
Teacher v Student	2
Case Closed	6
Case Still Ongoing	1
Total Number of Cases Initiated 2016-18	7

EAP STATISTICAL DATA

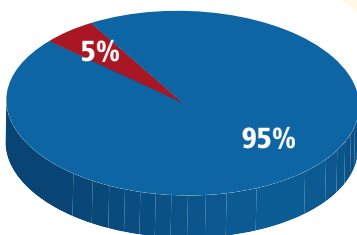
ACTIVE MEMBERS (INCLUDING REPLACEMENT AND SUBSTITUTE TEACHERS) SEPTEMBER 1, 2016 TO AUGUST 31, 2018



Wellness Support

(Workshops, Prevention/ Intervention, Mediation)

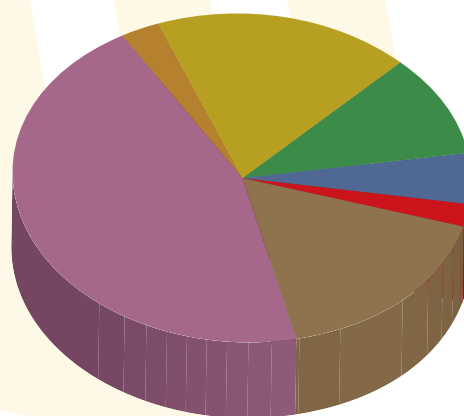
■ Accessing ■ Not Accessing



Counselling Referral Action

(Intervention)

■ Referred to External ■ Provided by EAP



Problem Assessment Distribution by Type

(Percentage of Cases)

- Marital Relationships
- Emotional/Mental Health
- Work Stress
- Physical Health
- Family Relationships
- Personal Stress Coping
- Other (Legal, Work/Contract, Financial, Career, Psychiatric, Addictions)

Group Insurance

The annual renewal of the group insurance plan options occurred in February 2017 and February 2018. Necessary adjustment to premiums and benefits were implemented, effective May 1 of each year respectively (April premium deduction). While the premiums in most plan options remained relatively stable, annual premium increases were necessary in 2017-18 and 2018-19.

The following is a summary of changes in premiums for members over the last two years:

Option	May 2017	May 2018
Basic Life	22.7% decrease	5.9% increase
Health	3.0% increase (Single) 2.4% increase (Family)	1.3% increase (Single) 0.8% increase (Family)
Dental	unchanged (Single) unchanged (Family)	5.0% decrease (Single) 5.0% decrease (Family)
Basic AD&D	7.4% increase	unchanged
Voluntary Life	unchanged	unchanged
Voluntary AD&D	unchanged	25% increase
Post 65 Retiree Life	10% decrease	unchanged
LTD	5.25% increase	unchanged
Basic Critical Illness	unchanged	unchanged
Voluntary Critical Illness	unchanged	unchanged

Employee Assistance Program for Teachers

Programs and Services is also responsible, in partnership with the Department of Education and Early Childhood Development and the school districts, for the Employee Assistance Program for Teachers (EAP), which provides multiple services and links to support teachers in their quest for optimal health and well-being. This multi-dimensional program uses personal and group contact and available technology to reach teachers with the information and support needed to enhance their capacity for life/work balance. Through referral and direct service delivery, EAP Coordinators assist in supporting healthy teachers and healthy teams. Teachers are encouraged to include specific wellness components in their School Development Plan. In so doing, they are offered support in building a teacher wellness focus into their various agendas. The Health Promotion Strategy for teachers involves: establishing a supportive foundation at all levels as well as ensuring availability of, and access to community resources in health; providing direct prevention and intervention services through information and skills development sessions and workshops; resource development and distribution; individual referral, counselling, mediation, and conflict coaching.

Occupational Health & Safety (OH&S)

The health and safety of teachers as workers and the responsibilities of both school districts and their employees in this regard are governed by the provisions of the *Occupational Health and Safety Act* and regulations. NLTA Programs and Services staff provide advice and assistance to teachers in relation to Occupational Health and Safety issues and inquiries, including concerns related to school construction, air quality in schools, and workplace violence. OH&S Committees (or Representatives, depending on the number of employees in a school) play an important role in overseeing and ensuring workplace safety. Specific workplace safety concerns should be brought to the attention of school administrators and school OH&S Committees or Representatives.

Some of the most frequent OH&S inquiries raised by teachers and addressed by NLTA staff include: safety protocols/measures during school building renovations; employer compliance with training requirements for OH&S committees/representatives; first aid; air quality issues; and, violence in the workplace, which is the concern most frequently brought forward by members. Since December 2015, there has been a violent incident tracking form on the NLTA website which can be used to document violent behaviour and/or conduct in the workplace that a teacher believes is not conducive to a safe and healthy working environment. Forms are used for collective bargaining purposes only. As of the date of this report, 129 submissions have been received. Since September 1, 2017, 104 reports have been received. (Reporting is voluntary and incidents are likely underreported.)

Clause 29.06 of our Provincial Collective Agreement (Clause 17.06 of Labrador West Collective Agreement) states as follows: *The School Boards shall prior to the expiration of this Agreement undertake a review of and/or develop and implement policies regarding school violence and dealing with students and parents who have exhibited violent and abusive behaviour. In reviewing and/or developing these policies, the School Boards will seek input from the Association, school administrators and other personnel who are deemed to have a legitimate role in prevention, intervention and assessment activities.*

The Newfoundland and Labrador English School District's Prevention of Violence in the Workplace policy was approved on September 13, 2017, with regulations approved shortly thereafter. A new Conseil Scolaire Francophone Provincial violence policy was approved in January 2018.

The 2012-2016 Provincial Collective Agreement also provided: *There shall be a Committee established within six (6) months of the signing of this Agreement for the purpose of conducting a review of resourcing of the Inclusive Schools Initiative. The Committee shall consist of six (6) members, three (3) of whom shall be appointed by the Newfoundland and Labrador Teachers' Association and three (3) of whom shall be appointed by the Department of Education. The Committee shall bring a report and recommendations forward not later than six (6) months prior to the expiry of this Agreement.*

The Labrador West Agreement granted teachers covered by the Labrador West Collective Agreement full access to the report and recommendations of this provincial committee.

It was the NLTA's hope that the joint NLTA/Department of Education and Early Childhood Development Inclusive Education Committee established under the Provincial Collective Agreement would bring a report and recommendations that would assist teachers in addressing issues and meeting the needs of students in inclusive classrooms and schools, including but not limited to, the increase in incidents of student violence and aggression. Unfortunately, after 16 meetings and many conversations, it became clear that government had no intention of making recommendations pertaining to allocations. The NLTA filed a grievance, which proceeded to arbitration. Several days of hearings were held. In the interim, the Premier's Task Force report was released. As settlement of the grievance, NLTA was provided representation on all committees struck to action the Task Force recommendations and Education Action Plan, including the main steering committee, of which the NLTA Executive Director is a member. As a result, the Association is fully embedded in the process and currently has an unprecedented opportunity to influence Department decisions.

Deferred Salary Leave Plan (DSLP)

The Deferred Salary Leave Plan (DSLP) is available to any tenured teacher in a permanent position covered by the NLTA Collective Agreements. Many teachers find the DSLP an excellent means of financing a year of leave to pursue travel, family time, other professional opportunities, further studies, or any interest that an individual might have. Leave under the DSLP is fully credited for purposes of pension, seniority, severance pay, salary increments and sick leave. The plan is registered with the Canada Revenue Agency (CRA), which does not allow the year of leave to be taken as the last year before retirement. Programs and Services staff regularly provide advice and assistance to members in relation to the Deferred Salary Leave Plan (DSLP). This includes liaising with school district and Department of Education officials, providing current information in *The Bulletin* and working with the Deferred Salary Leave Committee. A detailed information and application package, updated annually, is available from the NLTA office.

Pre-Retirement Seminars

To assist teachers in preparing for retirement, the Association offers, each school year, a series of pre-retirement planning seminars. The agenda includes sessions on the Teachers' Pension Plan, the NLTA Group Insurance Plan, Severance Pay, Employment Insurance, Financial Planning, Estate Planning, the Canada Pension Plan, and the Retired Teachers' Association. Five seminars were held across the province in both 2017 and 2018.

Teachers within two years of retirement eligibility are encouraged to register for one of the Pre-Retirement Seminars scheduled for the Fall of 2019 in Corner Brook, Grand Falls-Windsor and St. John's. Information will be posted on the NLTA website and in the May/June 2019 edition of *The Bulletin*.

Financial Information Seminars

The interest from teachers throughout the province to hold Financial Information Seminars continues to increase. During

the 2017-18 school year, the NLTA held Financial Information Seminars in Clarenville, St. John's and Springdale. During the 2018-19 school year, seminars were held in Clarenville, Gander and St. John's. A maximum of 30 participants were pre-registered at each seminar. Plans are now being completed to host additional regional seminars during the fall of 2019 and the spring of 2020.

Financial Wellness Presentations

Financial information sessions with information for teachers on salaries, pensions, group insurance, and other benefits, with an emphasis on the importance of obtaining financial advice from certified financial planners, have been provided in a number of formats to teachers. In particular, the presentation is provided to teachers at branch meetings, staff meetings upon request, and during the 2018-19 school year, at Professional Learning school closeouts which is now endorsed by officials at the NLESD. These one/two hour sessions have been successful and very well received. During the 2018-19 school year alone, 12 sessions have been already facilitated.

Special Interest Councils

Special Interest Councils (SICs) are professional learning communities dedicated to lifelong learning and the ongoing professional growth of its members. Their mandate includes offering a range of PD programs including conferences, institutes, focus groups, teleconferences and e-learning initiatives. Councils have been very active fulfilling their mandates. Professional development offerings are listed on the NLTA website under Professional Development Opportunities. In any given year, some 2,500 NLTA members attend SIC conferences and workshops.

While some of the SICs host annual conferences, several SICs are now choosing to host biennial conferences and general meetings that coincide with the year that the NLTA holds its Biennial General Meeting. In doing so, the term of office of the Executives of the SICs is contiguous with the two-year term of office of the NLTA Executive Council.

Since the formation of the NL English School District (NLESD) in September 2013, there has been a concerted effort to collaborate and cooperate with District personnel re SIC PD initiatives. As a consequence, the District has been more supportive of SIC initiatives. SIC Executives are also very much aware that it is imperative that PD sessions are scheduled to take place throughout the province, on some sort of rotational basis, so that all interested NLTA members can avail of PD opportunities with limited cost and time when they are held locally. In honoring this principle, the PD needs of all NLTA members should be addressed over time. At the most recent SIC Leadership Seminar held in September 2018, SIC representatives were given the opportunity to discuss the report of the Premier's Task Force on Improving Educational Outcomes – specifically Recommendation #77 which speaks to professional learning partnerships in the province. Senior officials from both the Department of Education and Early Childhood Development and Memorial University were present for this discussion. The next SIC Leadership Forum is scheduled for September 2019 at the Holiday Inn in St. John's.

Special Interest Councils represent an opportunity for members to make a contribution at the “grassroots” level of the Association. The success of the SICs is dependent on the dedication of a relatively small group of SIC executive members and teacher volunteers who work diligently to organize and promote PD/PL opportunities for their colleagues. The following is a list of current NLTA Special Interest Councils:

Council of Special Services Council (COSS)
Health Education Council
Math/Science Council
Music Council (MSIC)
NL Counsellors’ and Psychologists’ Association (NLCPA)
Physical Education Council (PESIC)
School Administrators’ Council (SAC)
Second Languages Council
Small Schools Council
Speech Language Pathologists (SLP)
Teacher Librarians Newfoundland Labrador (TLNL)
Technology Education Council (TESIC)

The Journey Begins – Conference for Beginning Teachers

The Conference for Beginning Teachers has continued to be an annual event (December 2017 and November 2018). Using the metaphor of the journey, the conference took approximately 30 participants from all over the island and Labrador through the joys and challenges of the first years of teaching. This very popular professional development event was co-sponsored by the Newfoundland and Labrador English School District, le Conseil scolaire francophone provincial, and the Faculty of Education at Memorial University of Newfoundland. In 2018, the Department of Education and Early Childhood Development participated in the conference for the first time with hopes that they could become a full partner in years to come.

CONTACT

The Conference on New Techniques and Classroom Teaching (CONTACT) is a conference co-sponsored by the teacher organizations of the four Atlantic Provinces and hosted in rotation each summer.

In August 2017, CONTACT was hosted by the Prince Edward Island Teachers’ Federation at the University of Prince Edward Island. NLTA President Dean Ingram and 22 NLTA members participated and explored *The Road Travelled...and the Road Ahead*.

In August 2018, the NLTA was proud to organize and host CONTACT at Grenfell College in beautiful Corner Brook. NLTA President Dean Ingram, along with a delegation of over 30 participants, including staff and teachers from around the province, attended and learned under the theme *New Horizons: The View from Here*.

In 2019, teachers from across the province will celebrate the 40th anniversary of CONTACT at the University of New Brunswick in Saint John from August 6-9. The NLTA anticipates sending a full delegation for this wonderful professional development experience.

Developing Successful Schools (DSS)

Developing Successful Schools (DSS) is an annual leadership institute held in Sackville, New Brunswick and co-sponsored by the Nova Scotia Teachers Union, the Prince Edward Island Teachers’ Federation, the Newfoundland and Labrador Teachers’ Association, the Nunavut Teachers’ Association, the New Brunswick Teachers’ Association and the New Brunswick Department of Education.

The DSS 2017 Institute was held at Mount Allison University during July 4-7. The focus for the institute was *Fostering Collective Efficacy*. Jenni Donohoo was the guest facilitator. The NLTA was represented by six of its members.

In 2018, DSS took place at Mount Allison University in Sackville, New Brunswick on July 4-6. Fifty participants from across the region were in attendance, including a delegation of eight educators from the Newfoundland and Labrador Teachers’ Association. Keith McCandless and Liz Rykert facilitated an exploration of *Liberating Structures* as a means to unleash a culture of innovation.

The 2019 Developing Successful Schools Institute will be held from July 3-5. A delegation of administrators and aspiring leaders from the NLTA will join colleagues from the other sponsoring organizations to share their experiences and learn together.

International Programs

The NLTA continues to contribute to international educational programs through the Canadian Teachers’ Federation with Project Overseas.

In July 2017, Ms. Megan Schwartz, an elementary teacher from Port aux Basques, travelled to St. Lucia to work with teachers as part of this program.

In the summer of 2018, Ms. Ashleigh Hudson, an elementary French Immersion teacher in St. John’s, worked on a variety of professional development initiatives with new teachers and administrators in Ghana.

Ms. Melissa Taaffe, a teacher at Carbonear Collegiate, will travel to Guyana in the summer of 2019 with a team from across Canada. They will collaborate with local teachers to share their experiences and expertise.

Communications

The Communications Team is responsible for managing all aspects of the NLTA's internal and external communications, public relations and advertising programs.

Communications staff is responsible for all communications to teachers, media relations, public relations, donation requests, coordinating member and public attitude research, developing and implementing communications strategies/plans, and for the Association's internet and social media communications.

The following summarizes some of the initiatives of the Communications Team for the 2017-18 and 2018-19 school years.

Education Week

Education Week has been sponsored by the NLTA since 1936. The theme for Education Week 2018 was *Believe and Achieve/Je crois en moi, je réussis*. The opening ceremonies were held at Laval High School on Monday, February 12.

The theme for Education Week 2019 was *Go the Extra Mile/ Aller plus loin*. The opening ceremonies were held at Memorial Academy in Botwood on Monday, March 4.

Computers for Schools

The NLTA continues its involvement with the Computers for Schools (CFS) program and is represented on the CFS Board of Directors by a staff member from Programs and Services and the NLTA Communications Officer. To date, CFS has shipped over 50,000 refurbished computers to schools, districts and libraries throughout Newfoundland and Labrador and over one million computers have been shipped on a national level.

The provincial statistics to date reveal that in excess of 155,000 hours of training to nearly 200 young students and graduates across Newfoundland and Labrador has taken place and since 2005, CFS has disposed of more than two million pounds of electronic waste just from schools in NL.

Provincial Budget

The Newfoundland and Labrador Teachers' Association utilized the opportunity to present a submission to government as part of the pre-budget consultation process for the 2018 and 2019 Provincial Budgets.

In the 2018 and 2019 pre-budget briefs, we identified areas which we feel are critical areas for education in this province. These were the K-12 classroom, support for the implementation of inclusion, class composition, teacher allocations, teacher leaves and the provision of substitute teacher days, and class size caps. We continued to make the point that our schools should not just be good enough; they should be outstanding, excellent and supportive places where all students strive.

Publications

The Communications Team has responsibility for all publications of the NLTA that are available to teachers and various publics. Many of the NLTA publications continue to be reviewed and updated as required and many of the printed materials are now available only on the NLTA website or communicated electronically.

Social and Digital Media

The NLTA website continues to provide up-to-date information for the membership including various links to relevant information. The NLTA website is updated on a regular basis and all information available to teachers is posted on the website often before it is in print. New sections are added to the website as needed or as requested.

We have been using Facebook and Twitter to communicate with the membership, followers and the public. There is an official NLTA Twitter account which links to the NLTA Facebook page. All posts are monitored by the Communications Officer.

An NLTA App was also developed and revised with push notifications.

Recognition Program for Teachers

The topic of membership engagement and ownership of the NLTA has been discussed many times in recent years and the Communications/Political Action/Membership Engagement Committee made a recommendation that was accepted by Provincial Executive that a Years of Service Recognition Program be established for teachers. The program is scheduled to come into effect in the spring of 2019. Members will be recognized for 5, 10, 15, 20, 25, and 30 plus years of service through a rounding formula. A years of service pin and a letter from the President will be provided to teachers who have the relevant years of service.

Teacher Discount Program

The list of businesses that provide discounts and special services for teachers has been continuing. The list is available on the NLTA website.

The Communications Team continues to monitor this program and other businesses and companies will be added as they become available. Currently, teachers have access to discounts and services through the CPEAC.org discount club for Canadian public employees, the QSP Magazine Discount Program which provides hundreds of magazines at enormous discounts, a hotel/car rental discount program which provides worldwide discounts, and there are discounts for various services and businesses throughout the province.

Public Awareness Campaigns

In the fall of 2016, a public awareness/communications strategy began called *Teachers Change Lives Every Day*. The strategy involved gaining public support for teacher concerns and involved six videos about students who wanted to thank their teachers for the positive impact on their lives. The campaign utilized television, YouTube, Facebook, Twitter, electronic billboards and Google ads to promote the messages. A website was designed with the campaign in mind where members of the public could post stories about a teacher who changed their life. The campaign was continued with the addition of new videos and positive stories about teachers.

In addition, we launched an online information site called "Invest in Our Kids" to highlight the importance of investing in education. *Invest in Our Kids* was the theme for BGM 2019.

The theme of *Teachers Change Lives Every Day* was also utilized for Education Week 2016 and for BGM 2017.

Polling/Surveys

The Communications Team is responsible for coordinating member and public attitude research.

The NLTA has been quite active in gathering information through public opinion and membership polls. In spring 2017, we gathered information from the membership on breaks during the school year and the allocation of student assistants. We also completed several surveys of the membership on inclusive education, teacher allocations, reporting periods, NLTA priorities, parent-teacher interviews, and school administrator workload concerns. The results of these surveys assist staff and Provincial Executive in formulating policy, in making decisions, and developing and delivering programs and services to teachers.

Printing Services

As part of the Communications Team, staff in Printing Services are responsible for all matters related to the design, printing and distribution of information to teachers. Projects completed for 2017-19 are referenced throughout this report. We occasionally assist other affiliated groups with their printing requirements. Those requests are considered on an individual basis and are vetted through the Communications Officer and/or Executive Director.

Janeway Day and Other Projects

The Communications Team also has responsibility for organizing Janeway Day in the Schools which is held on or near February 14 of each year and for the organizing and judging of the NLTA Christmas card contest. The winning entries are usually judged in early March and the card is used for that year's NLTA Christmas Card. Other initiatives include World Teachers' Day, Media Literacy Week, NLTA promotional items, and liaising with the Retired Teachers' Association for their printing/communications requirements.

Corporate Services

Corporate Services is responsible for ensuring that all revenues and expenditures are accounted for in accordance with the By-laws and Policies of the Association and for the maintenance and upkeep of the NLTA property. The primary source of revenue (approximately 90%) comes from the membership in the form of fees, which are currently set at 1.25% of salary and bonuses. In accordance with Resolution FL17 from BGM 2007, 50% of the 2016-17 (\$349,515) and 2017-18 (\$757,181) surpluses from operations were transferred to the Emergency Fund.

All responsibilities for finance, human resources, administration of staff collective agreements, information technology and office operations fall within the area of Corporate Services.

Funds of the Association

There are seven funds operated by the Association, which are:

General Fund

The General Fund accounts for the Association's program delivery and administrative activities.

Group Insurance Fund

The Group Insurance Fund is governed by the Group Insurance Managers in accordance with a deed of declaration between the Association and the Managers on behalf of the members.

Emergency Fund

The Emergency Fund is responsible for any matters related to arbitration, negotiations, lock-outs or job actions, and any other approved emergency purpose.

Centennial Fund

The Centennial Fund, created in 1990 to mark the 100th anniversary of the NLTA, utilizes interest earned to offset EAP counselling services, to provide an annual grant to RTANL and to provide educational opportunities to teachers to enhance knowledge about teaching and learning.

Reserve Fund

The Reserve Fund is to be utilized solely to cover deficits from annual operations of the Association. The Reserve Fund is to contain an amount no less than 10% of total annual revenues.

Professional Development Fund

The Professional Development Fund is used to support professional development initiatives and is administered by the Professional Issues Committee.

Support Staff Pension Fund

The Support Staff Pension Fund is a registered, contributory, defined benefit pension plan providing benefits to eligible employees of the Association.

Property

Corporate Services is also responsible for the maintenance and upkeep of the NLTA building and property at 3 Kenmount Road, St John's.

Human Resources

The human resources component of the NLTA is made up of the President, Executive Director, Assistant Executive Director, and eight Administrative Staff, two Employee Assistance Coordinators and fifteen Support Staff.

It was reported at BGM 2015 that a review had been undertaken with staff during 2013-14 with the primary goal of ensuring that the Association is prepared to meet the human resources requirements necessary to fulfill the NLTA mission statement, now and in the future.

The review resulted in the creation of an operational framework and the relocation of staff within the building in order to best reflect an increased collaborative and team approach that would assist in meeting our mission statement.

The operational framework resulted in the formation of an Administrative Leadership Team comprised of the Executive Director, Assistant Executive Director, Communications Officer, and Manager of Corporate Services. The new framework also included the renaming and realignment of services provided by the Association. Three teams were created: Corporate Services (Administration, Finance, Human Resources, Information Technology, Governance Support and Building Operations); Communications; and Programs & Services (Benefits and Economic Services, Professional Development and Employee Assistance Program).

The overall goal of implementing these changes has enabled us to provide more effective service delivery to teachers.

During the period April 2017 to October 2018 the Association saw four of its staff retire – two members of Administrative Staff and two members of Support Staff. Also during 2018, Provincial Executive approved the hiring of an additional Administrative Officer in Programs and Services to maintain the current level of service delivery to teachers.

NLTA Membership Cards

The NLTA membership cards continue to be updated as requested. Membership card requests are completed within the integrated online request system which integrates with the membership database and cards are printed in-house allowing for much faster turnaround at a reduced cost. Membership cards are sent to teachers with QR codes and instruction insert. As well, we continue to provide life membership cards to retiring members with 20 or more years of service.

NLTA Database

The NLTA continues to collect and update information for the internal member database. The database has been integrated with the new file management system and members are able to manage their own profile and update as needed.

Information Technology

The NLTA commissioned BELL to develop a three- to five-year IT Strategy Plan for the Association. The five-year plan and its recommendations was received and endorsed by the Provincial Executive and funding was approved for the implementation of the plan. The

Information Technology Strategy is aligned with the Association's business goals to use IT to better deliver services, reduce risks, improve internal process, improve access to the information necessary to make decisions, and provide benefit to stakeholders.

In accordance with the strategic plan, the NLTA has implemented major upgrades to its IT infrastructure. In terms of service delivery, the Association has implemented new server-based access to the NLTA membership database. During the past year we have also deployed a file management system to enable more streamlined access and indexing of electronic documents. This new system has also allowed integrated member communication tracking. The Association is moving forward with the digitizing of a number of legacy files and grievance/arbitration rulings.

Ongoing IT Initiatives

During the summer of 2017, a project was completed to upgrade all of the data connections in the building. We replaced the older category 3 Ethernet with current category 6 Ethernet. Category 6 Ethernet has a 10x increase in capacity.

The EAP database was upgraded from the old MS-Access VBA application. There were many limitations to that application, and it did not support the newest versions of MS-Office. The application was completely re-written using our standard FileMaker Database. This will allow the functionality of the application to be expanded and personalized in a standardized way.

In October 2018, the Association upgraded our main database back-end to Filemaker 17. Previously we were using Filemaker 12, which was released in 2012. This upgrade allowed the EAP database re-write to happen. Filemaker 17 also introduced an API for access data which significantly increased the speed of interaction with Laserfiche. The main Laserfiche application was upgraded to Version 10.3.1, the latest platform.

The Association has just implemented a support tracking system that will provide better insight into the support needs of the organization. This will allow us to make better decisions on future technology needs and choices.

Phone System

The Association purchased and deployed a new Voice of IP Avaya IP500 phone system. This project provided new hardware and capabilities. The project replaced the older Nortel Modular ICS. Functionality such as voicemail to email and follow-me calling are now available to staff.

Newfoundland and Labrador Teachers' Association Statement of Operations

Year Ended August 31

2018

2017

	General Fund (Pages 16-17)	Restricted Funds (Page 18)	<u>Total</u>	<u>Total</u>
Revenue				
Membership fees	\$ 5,614,562	\$ 490,095	\$ 6,104,657	\$ 5,880,406
Contributions	311,628	174,799	486,427	518,622
Government grants	260,627	-	260,627	246,361
Interest on investments	92,222	1,633,268	1,725,490	716,760
Miscellaneous	<u>101,735</u>	<u>33,186</u>	<u>134,921</u>	<u>139,040</u>
	<u>6,380,774</u>	<u>2,331,348</u>	<u>8,712,122</u>	<u>7,501,189</u>
Expenses				
Administration	1,902,511	152,907	2,055,418	2,386,454
Benefits and economic services	1,368,729	-	1,368,729	1,352,736
Communications	712,066	-	712,066	754,114
Employee assistance program	-	98,397	98,397	84,619
Retired Teachers' Association of NL	-	17,000	17,000	12,000
Branch operations	325,292	-	325,292	343,661
Investment fees	-	58,333	58,333	69,903
Professional development	557,814	26,386	584,200	657,317
Grievances and arbitration	-	155,679	155,679	213,080
Negotiations and other lock-out	-	86,930	86,930	89,962
Public awareness strategy	<u>-</u>	<u>700,033</u>	<u>700,033</u>	<u>692,362</u>
	<u>4,866,412</u>	<u>1,295,665</u>	<u>6,162,077</u>	<u>6,656,208</u>
Excess of revenue over expenses before other items	1,514,362	1,035,683	2,550,045	844,981
Other item Increase in fair value of investments	<u>-</u>	<u>525,609</u>	<u>525,609</u>	<u>531,015</u>
Excess of revenue over expenses	<u>\$ 1,514,362</u>	<u>\$ 1,561,292</u>	<u>\$ 3,075,654</u>	<u>\$ 1,375,996</u>

* For more information or details about the Financial Statements please contact Corporate Services at the NLTA.

Financial Statements

Newfoundland and Labrador Teachers' Association Statement of Financial Position

August 31

2018

2017

	General Fund	Restricted Funds (Page 20)	Total	Total
Assets				
Current				
Cash and cash equivalents	\$ 5,190,182	\$ -	\$ 5,190,182	\$ 4,621,531
Receivables	21,040	-	21,040	20,256
Receivable from				
General fund	-	767,236	767,236	980,415
Insurance fund	66,145	-	66,145	51,758
Restricted funds	636,929	-	636,929	471,708
Prepays	1,422	272,955	274,377	29,060
	5,915,718	1,040,191	6,955,909	6,174,728
Investments (Note 4)	1,050,314	23,318,885	24,369,199	22,424,188
Property and equipment (Note 5)	1,687,660	-	1,687,660	1,823,075
Deferred pension costs (Note 9)	539,592	-	539,592	421,429
	<u>\$ 9,193,284</u>	<u>\$24,359,076</u>	<u>\$33,552,360</u>	<u>\$30,843,420</u>
Liabilities				
Current				
Payables and accruals	\$ 442,967	\$ 11,083	\$ 454,050	\$ 668,826
Payable to				
General fund	-	636,929	636,929	471,708
Restricted funds	767,236	-	767,236	980,415
	1,210,203	648,012	1,858,215	2,120,949
Accrued severance pay	402,128	-	402,128	425,432
Accrued benefit liability (Note 9)	1,113,720	-	1,113,720	1,034,913
	<u>2,726,051</u>	<u>648,012</u>	<u>3,374,063</u>	<u>3,581,294</u>
Members' Equity				
Internally restricted	-	23,593,242	23,593,242	21,667,732
Externally restricted	-	117,822	117,822	132,525
Unrestricted	6,467,233	-	6,467,233	5,461,869
	<u>6,467,233</u>	<u>23,711,064</u>	<u>30,178,297</u>	<u>27,262,126</u>
	<u>\$ 9,193,284</u>	<u>\$24,359,076</u>	<u>\$33,552,360</u>	<u>\$30,843,420</u>

* For more information or details about the Financial Statements please contact Corporate Services at the NLTA.

Newfoundland and Labrador Teachers' Association Restricted Funds' Statement of Operations

Year Ended August 31

2018

2017

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total
Revenue											
Membership fees	\$ 490,095	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,095	\$ 472,499
Contributions	-	15,000	159,799	-	-	-	-	-	-	174,799	164,207
Interest on investments	1,179,470	85,890	85,877	276,486	-	-	96	2,091	3,358	1,633,268	692,564
Miscellaneous	-	-	-	-	-	-	-	33,186	-	33,186	34,006
	<u>1,669,565</u>	<u>100,890</u>	<u>245,676</u>	<u>276,486</u>	<u>-</u>	<u>-</u>	<u>96</u>	<u>35,277</u>	<u>3,358</u>	<u>2,331,348</u>	<u>1,363,276</u>
Expenses											
Administration	6,596	15,000	-	-	-	57,060	-	50,076	24,175	152,907	26,458
Employee assistance program	-	-	98,397	-	-	-	-	-	-	98,397	84,619
Retired Teachers' Association of NL	-	-	17,000	-	-	-	-	-	-	17,000	12,000
Investment fees	34,150	6,384	6,229	11,570	-	-	-	-	-	58,333	69,903
Professional development	-	17,136	9,250	-	-	-	-	-	-	26,386	28,940
Grievance and arbitrations	155,679	-	-	-	-	-	-	-	-	155,679	213,080
Negotiations and other lock-out	86,930	-	-	-	-	-	-	-	-	86,930	89,962
Public awareness strategy	700,033	-	-	-	-	-	-	-	-	700,033	692,362
	<u>983,388</u>	<u>38,520</u>	<u>130,876</u>	<u>11,570</u>	<u>-</u>	<u>57,060</u>	<u>-</u>	<u>50,076</u>	<u>24,175</u>	<u>1,295,665</u>	<u>1,217,324</u>
Excess of revenue over expenses before other item	686,177	62,370	114,800	264,916	-	(57,060)	96	(14,799)	(20,817)	1,035,683	145,952
Other item Increase in fair value of investments	355,311	32,470	30,258	107,570	-	-	-	-	-	525,609	531,015
Excess (deficiency) of revenue over expenses	<u>\$ 1,041,488</u>	<u>\$ 94,840</u>	<u>\$ 145,058</u>	<u>\$ 372,486</u>	<u>\$ -</u>	<u>\$ (57,060)</u>	<u>\$ 96</u>	<u>\$ (14,799)</u>	<u>\$ (20,817)</u>	<u>\$ 1,561,292</u>	<u>\$ 676,967</u>

* For more information or details about the Financial Statements please contact Corporate Services at the NLTA.

Newfoundland and Labrador Teachers' Association Restricted Funds' Statement of Financial Position

Year Ended August 31

2018

2017

	Emergency Fund	Professional Development Fund	Centennial Fund	Reserve Fund	President's Travel Fund	IT Strategy Fund	Safe Schools Fund	SAC/NLCPA Fund	Presidential Housing Fund	Total	Total
Assets											
Current											
Receivable from general fund	\$ 51,118	\$ -	\$ -	\$ 176	\$ 9,262	\$ 524,967	\$ -	\$ -	\$ 181,713	\$ 767,236	\$ 980,415
Prepays	272,955	-	-	-	-	-	-	-	-	272,955	-
	324,073	-	-	176	9,262	524,967	-	-	181,713	1,040,191	980,415
Investments (Note 4)	16,327,421	1,257,344	1,549,701	4,066,597	-	-	5,921	111,901	-	23,318,885	21,376,876
	<u>\$ 16,651,494</u>	<u>\$ 1,257,344</u>	<u>\$ 1,549,701</u>	<u>\$ 4,066,773</u>	<u>\$ 9,262</u>	<u>\$ 524,967</u>	<u>\$ 5,921</u>	<u>\$ 111,901</u>	<u>\$ 181,713</u>	<u>\$ 24,359,076</u>	<u>\$ 22,357,291</u>
Liabilities											
Current											
Payables and accruals	\$ 5,992	\$ 2,333	\$ 1,377	\$ 1,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,083	\$ 85,326
Payable to general fund	624,320	4,203	4,203	4,203	-	-	-	-	-	636,929	471,708
	630,312	6,536	5,580	5,584	-	-	-	-	-	648,012	557,034
Members' Equity											
Internally restricted	16,021,182	1,250,808	1,544,121	4,061,189	9,262	524,967	-	-	181,713	23,593,242	21,667,732
Externally restricted	-	-	-	-	-	-	5,921	111,901	-	117,822	132,525
	<u>16,021,182</u>	<u>1,250,808</u>	<u>1,544,121</u>	<u>4,061,189</u>	<u>9,262</u>	<u>524,967</u>	<u>5,921</u>	<u>111,901</u>	<u>181,713</u>	<u>23,711,064</u>	<u>21,800,257</u>
	<u>\$ 16,651,494</u>	<u>\$ 1,257,344</u>	<u>\$ 1,549,701</u>	<u>\$ 4,066,773</u>	<u>\$ 9,262</u>	<u>\$ 524,967</u>	<u>\$ 5,921</u>	<u>\$ 111,901</u>	<u>\$ 181,713</u>	<u>\$ 24,359,076</u>	<u>\$ 22,357,291</u>

* For more information or details about the Financial Statements please contact Corporate Services at the NLTA.

NLTA MISSION STATEMENT

We dedicate ourselves to the professional excellence and personal well-being of teachers, through support, advocacy, educational leadership and the development and delivery of outstanding programs and services.



DELEGATES AND FUNDED ALTERNATES TO THE 2019 BGM

Branch/ Council	Delegate Name(s)	Funded Alternate
Appalachia	Jeff Blundon, Darlene Greenham, Audrey Fortune	
Aurora	Sharon Young	Michelle Tucker
Baccalieu	Marlene LeShane	
Baie Verte Peninsula	Amanda Milley	Courtney Kirby
Bay d'Espoir	Rebecca Parsons-Burden	Gwen Goodyear
Bay Roberts	Paul Sheppard, Jennifer Pilgrim	
Bell Mer	Della Way	Lois Applin
Belleoram-Wreck Cove	Derrick Baker	Andrea Penny
Bremco	Hollis Cull	Megan Fleming
Burgeo	Wayne Vivian	
Burin-Marystown	Heidi Bradbury, Tanya Cusick	
Carbonear	Gordon King, Brent Davis	
Churchill Falls	Christopher Ryan	
Clarenbridge	Heather Wells, Jolene Primmer	
Coastal Labrador South	Mary Ward	Ian Spencer
Conception Bay Centre	Tyson Bennett	
Conception Bay South	Danielle Stanley, JoAnne Taylor, Scott Fifield, Jacinta Morgan, Greg Oliver, Laura Winnett	
Deer Lake	Dionne Snow, Jan Stephen	
Exploits Valley	Paul Moore, Lori Barry, Heather Hayley	
Fogo Island	Susan Crawford	Catherine Hoven
Ganova	Clifford Budgell, Lee Anne Johnson, Sheena Vatcher	
GranForLine	Dale Parsons	
Green Bay	Kevin Flynn	Alex Hutchings
Hamilton Sound	Darren Goodyear	Norman Chaulk
Harton	Bernetta Delaney	Sandra Hynes
Humber	Tracey Payne, Paul May, Darren Hutchings, Ian Adey	
Ingornachoix	Connie Myers	Elizabeth Walters
Labrador West	Arlene Johnson, Sandy Crowley	
Lake Melville	Sharon Mugford, Vicki Urquhart	
Landfall	<i>unavailable at time of printing</i>	
Long Range	Devon Babstock	
Marconi	Clifford Burke, Krista Houlihan, Lori Hare, Leah Antle, Kristyn Coley, Susan Bartlett, Kathleen Breen, Danielle Vatcher	

Branch/ Council	Delegate Name(s)	Funded Alternate
Northern Light	Maurice Smith	Amanda Anthony-Chubbs
Notre Dame	Ambrose Patterson	
Nutak Labradorimi	Tony Tibbo	Deidre Barney
Placentia	Sheldon Slaney	
Port aux Basques	Shonna Ingram	
Rameaux	Catherine Cutler	
Rushoon-Terrenceville	Patrick Whiffen	
St. John's Centre	Angela Dawe, Genevieve Gauci, Karen Yetman	
St. Mary's Bay	Patti Corcoran	
Seagaulther	<i>unavailable at time of printing</i>	
Southern Shore	Geri-Lynn Devereaux	
Table Mountain	Heather Brake	Courtney Williams
Taylor's Brook	Natalie Jackson	Donna Fudge
Trinity-Deadman's Bay	<i>unavailable at time of printing</i>	
Trinity, Trinity Bay	Peggy Sacrey	Stephanie Fleming
Upper Trinity South	Kim Siegfriedt	Robyn Norman
Waterford Valley	Kimberly Fifield, Jeffrey Ivany, Brandon Field, Kyran Dwyer, Julia Roberts, Catherine Best, Stuart MacGillivray	
Council of Special Services	Sonya Lee	
Health SIC	Kellie Baker	
Math/Science SIC	Yvonne Dawe	
Music SIC	Michelle Collins	
NL Counsellors' and Psychologists' Association	Kelly Brenton	
Physical Education SIC	Mike Pittman	
School Administrators Council	Christina Pike	
Second Languages SIC	Laun Shoemaker	
Small Schools SIC	Chad Horne	
Speech-Language Pathologists SIC	Jade Kearley	
Teacher-Librarians NL SIC	Leigh Borden	
Technology Education SIC	Megan Roome	
MUN Observers	Keanya Miller, Kyle Barron	