

# PROVINCIAL EXECUTIVE COUNCIL MINUTES

---

---

**Second Regular Executive Meeting**  
**October 17, 2025**

---

---

**Boardroom**  
**NLTA Building**

---

---

## PRELIMINARIES

The Second regular meeting of the 2025-27 Provincial Executive Council was held in the NLTA Boardroom on Friday, October 17, 2025. The meeting convened at 9:00 a.m. and adjourned at 4:00 p.m. Participating in the meeting from Provincial Executive were: Dale Lambe (Chair), Trent Langdon (Past President), Sean Weir, Angela Dawe, Russell Stockley, Hollis Cull, Della Way, Lynette Snook, Kelly Loch, Ian Adey, Patrick Murphy, Tracey Payne, and Marie-Chantal Hurley. Participating from Staff were: Ian Crewe, Wade Rogers, Darlene Johnson, Jennifer Tulk, Bob Johnston, Miriam Sheppard, Jody Saunders, Jamie Kieley, David Locke, Deana Hatcher, John Veitch, Gabriel Ryan, and Samantha Lee.

The President acknowledged the recent passing of a student from Tricentia Academy and expressed condolences on behalf of the Association. He then welcomed all attendees and read the NLTA Mission Statement and Land Acknowledgement.

## I. ADOPTION OF AGENDA

**Loch/Snook:** That the Agenda be adopted as presented.

**CARRIED**

## II. MINUTES OF AUGUST 19-21, 2025

**Murphy/Weir:** That the minutes of August 19-21, 2025, be accepted as presented.

**CARRIED**

## III. FINANCIAL STATEMENTS

The Association's financial statement for the period ending August 31, 2025, was reviewed by Ms. Della Way, Chair of the Finance and Property Committee, for the information of members. (*A copy is attached to the Official Minutes*)

## IV. BUSINESS ARISING

### 1. Negotiations/Negotiations Team

**Weir/Dawe:** That the meeting be moved to an in-camera session.

**CARRIED**

Executive members held an in-camera session to discuss matters related to negotiations, including updates on progress and next steps in the process.

**Weir/Dawe:** That the meeting rise from the in-camera session.

**CARRIED**

## **V. ASSOCIATION PRIORITIES FOR 2025-27**

Updates on the Association Priorities were provided to Provincial Executive for review, questions, and comment. (*A copy of the document is attached to the Official Minutes*).

Highlights of issues discussed are as follows:

### **#1. Workload Concerns**

- Increased workload due to lack of resources
- Progress update on the Call to Action initiative related to the provincial election

### **#2. Services for Members**

- Update on the status of the retroactive Labrador Benefits payout
- Discussion on balancing workload and extracurricular activities to better support staff well-being
- Concerns related to a memo related to SmartFind which prohibited Administrators from overriding the SmartFind software during the first 3 days of vacancy
- Update on the NLSchools medical verification form

### **#3. Retention, Recruitment, and Resourcing**

- Discussion on reviewing the hotel accommodation policy for Branch Leadership Seminars for participants

### **#4. Solidarity**

- Recognition of the recent successful MUN Induction Ceremony
- Update on the receipt of clips for the President's media appearances
- Inquiry about the dates for the upcoming SIC Leadership Seminar

### **#5. Advocacy on and Response to Government Initiatives**

- Update on the intermediate curriculum renewal
- Discussion on the recent release of the Education Accord report

## VII. EXECUTIVE COMMITTEE REPORTS – IN BLOCK

**Payne/Way:** That the following committee reports and subsequent Recommendations be approved in block.

**CARRIED**

### **1. Finance and Property Committee, October 16, 2025**

That Provincial Executive approve and recommend to Joint Council a budget adjustment to implement BGM 2025 Resolution FL2.

### **2. Communications Committee, October 14, 2025**

That the NLTA explore the possibility of developing a policy on the use of Artificial Intelligence for Association work.

### **3. Group Insurance Committee, August 16, 2025**

There were no recommendations from the committee at this time.

### **4. Group Insurance Managers, August 16, 2025**

There were no recommendations from Managers at this time.

### **5. Pooled Investment Committee, October 16, 2025**

There were no recommendations from the committee at this time.

### **6. Collective Bargaining Committee, September 12-13, 2025**

There were no recommendations from the committee at this time.

### **7. Collective Bargaining Committee, September 26-27, 2025**

There were no recommendations from the committee at this time.

*The Vice-President took the Chair.*

Ms. Snook was excused from the meeting during the discussion on Table Officers' recommendations.

## VII. TABLE OFFICERS

**Lambe/Dawe:** That on a go-forward basis, within the first week of a provincial writ period for provincial elections (or before where deemed necessary), a special meeting of Provincial Executive will be held for the purposes of information and strategy related to that provincial election.

**CARRIED**

**Lambe/Langdon:** That the Egale Canada – Government of Alberta’s Bill 27 donation request be approved in the amount of \$500.

**CARRIED**

**Lambe/Dawe:** That the Kids Eat Smart Foundation NL – Kids Eat Smart Breakfast Clubs donation request be approved in the amount of \$7,500.

**CARRIED**

**Lambe/Langdon:** That the Spectrum Queer Choir – Unison Festival donation request be approved in the amount of \$100.

**CARRIED**

**Lambe/Dawe:** That the Abeer’s Little Library donation request be approved in the amount of \$2,000.

**CARRIED**

## **VIII. PRESIDENT’S REPORT**

In a written report, the President outlined for Executive members activities undertaken since the last Executive meeting including meetings, school visits, and media interviews. (*A copy of the report is on file with the Official Minutes.*)

*The President took the Chair.*

## **IX. BRANCH OUTREACH REPORT**

Provincial Executive members reviewed several concerns that were brought forward from their contacts with NLTA branches and special interest councils. Discussion ensued.

## **X. NEW BUSINESS**

### **a) Notice of Motions**

#### **1. Resources for Students with Special Needs (Kelly Loch)**

Ms. Loch suggested the need for a policy to ensure that students with special needs have timely and appropriate access to necessary resources and SA/IRT supports during their transition to a new school, addressing any gaps in the process. This policy would ensure continuity of support, prevent service delays, and help maintain academic progress by guaranteeing timely access to essential resources and services.

Discussion ensued and the following motion was accepted:

**Loch/Way:** That the NLTA lobby NLSchools and the CSFP to establish a policy ensuring that students with special needs have timely and appropriate access to all necessary resources and Student Assistant/Instructional Resource Teacher (SA/IRT) supports upon their transition to a new school.

**CARRIED**

**2. Review 360 Data Entry (Ian Adey)**

Mr. Adey raised concerns about the technical issue with Review 360 that caused a delay and suggested that the employer should provide dedicated time for teachers to input this data. This information is essential for identifying key issues within schools and helps the employer allocate additional support where needed.

Discussion ensued and the following motion was brought forward:

**Adey/Snook:** That the NLTA lobby the employer for a half day close-out for teachers to enter data into the review 360 portal.

**Dawe/Weir:** That the Motion be amended to read, “That the NLTA lobby the employer ~~for a half day close-out for teachers to enter to provide leave upon request for the purposes of entering~~ data into the review 360 portal.

**CARRIED**

**MOTION AS AMENDED – CARRIED**

**3. Adding Substitute Teachers to Review 360 Data Entry & Medical Notes in PowerSchool (Ian Adey)**

This Motion was withdrawn by Mr. Adey as the matter had been addressed during a prior discussion.

**b) Agenda Items**

**1. SA Allocations (Sean Weir)**

This Agenda Item was withdrawn by Mr. Weir as the matter had been addressed during a prior discussion.

**2. Review 360 Update (Patrick Murphy/Russell Stockley)**

Mr. Murphy and Mr. Stockley raised concerns about Review 360 being unavailable at the start of the school year, which prevented teachers from submitting reports. They noted that the missing data could affect employer initiatives and skew

information used in upcoming negotiations and asked how the employer plans to address this. The Executive Director advised that negotiations rely on data from the previous four years, so the outage is unlikely to have a significant impact. The Association also collects its own, more comprehensive data for negotiations but will inform the employer of the missing information. The President added that once Review 360 is restored, teachers will be able to enter or edit reports as needed.

### **3. Vacant Positions (Patrick Murphy/Della Way)**

Mr. Murphy and Ms. Way expressed concern about the ongoing challenges in filling school vacancies, noting that positions are not being advertised consistently and are often temporarily filled by substitutes or retired teachers. They asked what measures the government plans to take to address this issue. The Executive Director reported that the Association has been advocating for the employer to advertise all positions until they are filled and will continue these efforts. While there have been some individual successes, a consistent approach has yet to be implemented. The issue remains on the agenda of the Recruitment and Retention Committee.

### **4. Lack of Substitutes (Della Way)**

Ms. Way highlighted the ongoing shortage of substitutes, particularly in rural areas. She noted that even in more densely populated regions, positions remain uncovered, resulting in teachers losing valuable preparation time. The Executive Director acknowledged that the shortage of substitutes poses a significant challenge for both staffing and workload management and noted that it is currently being addressed by the Recruitment and Retention Committee.

### **4. Memorial University Enrollment (Della Way)**

Ms. Way inquired about applicant numbers for primary and secondary education programs and whether enough educators are being trained to fill vacancies, emphasizing the need to make teaching an attractive career choice amid inter-jurisdictional competition. The Executive Director reported that Memorial University enrollment is above usual for primary and intermediate programs, with the winter cohort fully enrolled. He also provided statistics on program capacity and noted that additional information is being collected to support efforts to make the province a preferred destination for teaching. Further discussion ensued.

### **5. Retiree Substitutes (Della Way)**

Ms. Way asked about the number of retired substitutes in full-time or temporary positions and their impact on workload for regular substitutes and classroom teachers. She suggested that it would be useful to compare these numbers to trends over the past five years. The Executive Director provided statistics on retired teachers in long-term replacement positions and advised that the Association will follow up to determine how this is being addressed. Further discussion ensued.

**7. Guidance Positions (Della Way)**

Ms. Way sought clarification on who is responsible for conducting assessments and programming for students in schools without a guidance counselor and asked whether all guidance positions are being advertised as virtual. The Assistant Executive Director provided some related statistics and explained that some positions will be offered as hybrid if not filled. She noted that the Director of Support Services with NLSchools is currently addressing the assessment issue. In the interim, retired educational psychologists are completing assessments. The matter is fact-specific so additional information would be required.

**8. Modular Exams (Della Way)**

Ms. Way questioned when teachers will be informed about the status of modular exams. The Executive Director advised that, following discussions with the Assistant Deputy Minister responsible for programs, modular exams will continue for now, and any updates or changes will be communicated when available.

**9. Report Card Prep Day (Della Way)**

Ms. Way inquired about whether the report card day is mandated provincially and if schools can choose a day that better suits their needs. She also inquired about whether the full day must be scheduled at the end of June or if it could be taken at the end of another term. The Executive Director advised that the report card day is not provincially mandated and varies depending on the type of school. He noted that administrators should consult with their Family of Schools DOS to determine the appropriate dates. The June date is set by the board, but the Association will raise the matter with the Department if needed. Further discussion ensued.

**10. Secure Schools Policy (Della Way)**

Ms. Way noted that the Online Secure Schools Policy outlines specific steps to ensure school safety and asked whether these steps are mandatory, or if they can be adjusted to meet the needs of individual schools when the Director of Schools has been consulted. The Assistant Executive Director responded that certain aspects of the policy are mandatory, but the employer may make changes if necessary. Members with concerns are encouraged to contact the Association for assistance.

**11. School Supply List (Della Way)**

Ms. Way referred to the school supplies list sent out by the department and asked whether the items can be mandated and whether teachers can request optional supplies. The Assistant Executive Director clarified that optional items cannot be made mandatory and must be listed as donations.

**12. School Lunch Program (Della Way)**

Ms. Way requested an update on the federal school lunch program for K-9 schools. Mr. Kieley, Administrative Officer, provided statistics on program participation this

year compared to last year, and noted how many schools have implemented it. He added that further investment and additional details are expected soon.

**13. Guidance (Della Way)**

Ms. Way expressed concern that some schools currently do not have permanent guidance positions. While hybrid models are being explored, the issue is that some qualified staff are choosing other roles. She asked why these positions are not assigned based on qualifications to best support student needs. The Assistant Executive Director emphasized that the Association's role is to support its members and respect their career choices. Teachers may start in one field and later shift their focus, and members should be able to select assignments where possible. She added that the Association strives to work collaboratively with schools and the employer to ensure arrangements that support both staff and students.

**14. Permanent Sub (Della Way)**

Ms. Way raised a concern about the deployment of a permanent substitute assigned to multiple schools, noting that the base school benefits from additional support when the substitute is not needed elsewhere. She questioned why this support is not shared among the other schools or used to fill vacancies based on qualifications and student needs. The Assistant Executive Director responded that, according to discussions with Human Resources, there are no formal rules governing situations where a permanent substitute is not required at any assigned school. She noted that vacancies in such cases would typically be addressed through placement, though some positions may be hard to fill. She emphasized the importance of considering members' preferences when advocating for placements.

**15. SSNL (Della Way)**

Ms. Way noted that teachers acting as sponsors or coaches are becoming discouraged from overseeing school sports due to the growing number of mandatory courses required for tournament participation. The Assistant Executive Director explained that School Sports Newfoundland and Labrador (SSNL) imposes requirements that exceed those of the employer, which may deter volunteers, as these expectations are not part of the employer's policy. She clarified that the Association does not have formal standing with SSNL for advocacy purposes.

**16. SmartFind - Sorting Job #s (Russell Stockley)**

This Agenda Item was withdrawn by Mr. Stockley as the matter had been addressed during a prior discussion.

**17. TLA Review 360 Access (Russell Stockley)**

Mr. Stockley asked for an update on when Review 360 will be reliably back online and whether TLAs will be able to submit incident reports. The Executive Director

reported that this issue will be discussed at the upcoming School Board Teacher Liaison meeting where it is expected to be on the agenda for further discussion.

**18. Modified Prescribed Courses and the Database (Russell Stockley)**

Mr. Stockley questioned why modified courses are not available on the database, as they currently require downloading a Microsoft document from the Department of Education's website, while alternate courses can be completed directly online. The Assistant Executive Director explained that the issue stems from the time required to complete modular courses online, as content cannot be easily transferred between systems. Clarification has been sought, and we are awaiting a response.

**19. Rural Education Program from Memorial University (Russell Stockley)**

Mr. Stockley expressed support for MUN's Rural Education Program, acknowledging it as a positive step toward addressing the ongoing challenges of recruiting and retaining teachers in rural areas of the province. He noted concern that the program, being offered as a second Education degree, may limit participation, as few individuals in rural NL already hold a first degree. The Executive Director agreed that the program is an excellent initiative and noted that the Dean at MUN would likely be open to exploring this idea. This matter will be referred to the Recruitment and Retention Committee for further discussion.

**20. The Erosion of the Education System in NL Due to Lack of Human Resources (Kelly Loch)**

Ms. Loch expressed concern that teacher shortages and increased classroom coverage are negatively affecting the quality of education. Teachers are frequently required to cover for absent colleagues and student assistants, reducing instructional time and support for high-needs students. She suggested collecting data to measure the impact of staff shortages on curriculum outcomes. The Executive Director acknowledged that this is a significant concern and noted that the Department's research division could potentially undertake a study to assess the effects of staff shortages and classroom coverage on curriculum delivery and student learning.

**21. TLA Job Application Concern (Patrick Murphy)**

Mr. Murphy raised a concern that TLAs cannot take leave from their positions to accept teaching replacement roles, unlike teachers. He suggested that allowing such flexibility could help address teacher shortages. The Assistant Executive Director explained that this issue falls under Schedule N of the collective agreement. She also noted that a feedback form was recently circulated to members, providing an opportunity for TLAs and other staff to express concerns or suggestions related to the collective agreement, including leave and assignment flexibility.

**22. Low Morale/Lack of Support/Safety (Patrick Murphy)**

Mr. Murphy raised a concern from a member regarding low staff morale, citing insufficient human resources, incidents of violence toward staff, challenging

student behaviours, and limited support despite increasing needs since the start of the school year. The Executive Director advised that members experiencing violence or unsafe conditions should contact the NLTA for guidance and support. He emphasized that OH&S rights are in place to protect staff and that these protections should be utilized whenever necessary. He also noted that workload challenges are systemic and continue to be a priority for the Association.

**23. Lack of Resources at the Start of School Year (Patrick Murphy)**

This Agenda Item was withdrawn by Mr. Murphy as the matter had been addressed during a prior discussion.

**24. SmartFind (Tracey Payne)**

This Agenda Item was withdrawn by Ms. Payne as the matter had been addressed during a prior discussion.

**25. Fall PL Sessions (Patrick Murphy)**

Mr. Murphy raised a concern that teachers have only one day for mandatory professional learning during the October closeout, with the second day for school planning, requiring them to use additional leave. He suggested NLSchools should provide leave for mandatory PL. The Assistant Executive Director explained that, in her discussions with the employer, schools are expected to use their allocated leave days first. However, the employer has assured us that they will work with schools that exhaust their days. She advised members to contact their Director of Schools if additional leave is required. Further discussion ensued.

**26. Violence Regarding Dysregulated Students (Patrick Murphy)**

Mr. Murphy raised a concern from a member regarding the need for clear and consistent guidelines to support high-needs students who display aggressive behaviours, noting that these situations are affecting teacher mental health and well-being. The Assistant Executive Director stated that she is not aware of any specific guidelines; however, regulations exist for behaviour management plan response protocols for individual students. These protocols are fact-specific, and the Association can assist members in navigating the OH&S process. She also noted that the Collective Bargaining Committee is considering a policy on workplace violence, which aligns with a BGM resolution currently being actioned. The Executive Director added that the Safe and Caring Schools policy is currently being revised and may include additional guidance for staff and students.

**27. Determining A Retired Teacher (Ian Adey)**

Mr. Adey questioned whether the employer could identify substitute teachers retired from outside the province, and how this affects current substitutes who may be losing work. The Executive Director advised that teachers coming from another province are considered new teachers, not retired. He noted that locally retired

teachers have limits on substitute work due to pension regulations, which do not apply to teachers from other provinces. Further discussion ensued.

**28. International Students (Ian Adey)**

Mr. Adey asked about how international students are assigned to schools, including who decides the numbers and whether class size or additional units are considered. The Assistant Executive Director explained that the school board has information on the maximum number of international students a school can accommodate. The school administration determines the actual number of students, working with outside agencies as needed. She noted that the number of international students will not exceed the additional units allocated. Further discussion ensued.

**XI. GOOD NEWS ITEMS**

Mr. Weir reported that the Coastal Labrador South Branch recently held its election and welcomed Chloe Diamond as the new Branch President. He noted that it is encouraging to see young teachers becoming actively involved in branch leadership.

**XII. ADJOURNMENT**

The meeting adjourned at 4:00 p.m.

**XII. DATE OF NEXT MEETING**

The next regular meeting of Provincial Executive is scheduled for Thursday, December 4, 2025.

**CONFIRMED:**

---

**PRESIDENT**

---

**DATE**

**SL**

---

**EXECUTIVE DIRECTOR**

---

**DATE**