



**ERFP General Meeting
Minutes**

Tuesday November 21, 2017

Board Room, CBO

Members Present: 66

Executive Present:

Hilary Campbell (President)
Michael Theodore (1st Vice President)
Natacha Verdiel (2nd Vice President)
Karen Del Ben (Secretary)
Kim Liddle (Treasurer)

1. Call to Order: The meeting was called to order at 4:30pm.

2. Approval of Agenda: The Tuesday November 21, 2017 agenda was approved by Joanne Bell and seconded by Mehar Abbasi.

3. Approval of Minutes of the Last Meeting: The Thursday October 19, 2017 minutes were approved by Laura Sullivan and seconded by Donette Bobb.

4. Toys for Tots: Jon & Chris from Peel Police

Peel Region Police came to the meeting to pick up the toys for this year's campaign. They thanked ERFP for their continued support.

5. Reports from Officers

5.1 Benefits Update

- ERFP met with the council- OCEW & OTIP
- decision has been made to join a trust
- more details to follow

5.2 DECE Representative

- Rosie Sohal has resigned her Executive DECE Representative position for personal reasons
- the Executive have appointed Norheen Jaffrey to the position until a by-election is called
- interested members can nominate themselves, or a colleague for the position
- it will be an online vote in the new year, Nominating committee will be meeting to draft the guidelines

	<p>5.3 HPASP</p> <ul style="list-style-type: none"> • many positive outcomes coming from the HPASP program • level 3 teleconference meetings continue and more being booked • any members with questions and concerns are encouraged to contact the ERFp office
	<p>5.4 Steward Training</p> <ul style="list-style-type: none"> • 56 Stewards have now been trained • training was on October 28, at the ERFp office • any members with questions and concerns are encouraged to contact the ERFp office
6. Reports from Committees	<p>6.1 Awards Banquet</p> <ul style="list-style-type: none"> • thank you to all members who attended this year’s banquet on October 25 • the committee sent out a survey to those members who attended the awards banquet • almost 100 responses, committee would like to thank the membership for their continued support
	<p>6.2 Community Action Committee</p> <ul style="list-style-type: none"> • close the committee down temporarily • Michael confessed that he dropped the ball on the committee, but hopes to have it up and running in the New Year • contact Michael Theodore if you’re interested in being a part of this committee at firstvp@erfp.ca

6.3 Health & Safety Committee

Natacha Verdiel and Wendy Aube presented the results of the Health and Safety Survey. To review the powerpoint presentation, please [click here](#).

- TA's, BTA's and Casual staff (both TA and DECE) stated the same top four Hazards (workplace stress, student violence, inadequate safety plans/information and student illness)
- Permanent DECE's top four are stress, student illness, air quality and inadequate safety plans/information
- "Other Staff" (such as floaters, IS Team, ASD Team) listed workplace stress, student violence, inadequate plans and air quality

Workplace Stress

- Homewood Health provides PD sessions to teach about supports available to all PDSB employees free of charge for mental health.
- PD opportunities to help us build on our stress-resiliency skills
- There have been inquiries into re-starting the Wellness Conference, for this to happen, a committee would have to be struck in April at the AGM as well as volunteers to plan and run it. The executive are open to reviewing proposals to help facilitate this.

Student Violence

- This is being addressed through the Joint Health and Safety Committee sub-committee on student-violence.
- ERFPS have been working with the Manager of Health and Safety on re-assessing current procedures in place and they can be improved to plan for staff safety.

Inadequate Safety Plans/Information

- ERFPS is looking into developing webinars to support members as far as how to access key information, how to navigate our website, how to access resources etc.
- working on increasing awareness around our role in Student Support Plans and Safety Plans
- Working with Health and Safety to update and review the relevance of what's currently in the Health and Safety Module to ensure that what we are teaching is useful.

Student Illness

- Big Problem for all educators, Universal Precautions are the rule of thumb when it comes to exposure.
- Will be posting information in relation to reportable illness and PDSB's document on Communicable Diseases on our website.

	<ul style="list-style-type: none"> • working on getting soap accessible in all classrooms <p>Air Quality</p> <ul style="list-style-type: none"> • Based on the comments Natacha teased out that this is in relation to temperature extremes. • unsure about why this is a bigger hazard in Kindergarten, the survey was anonymous so Natacha is asking for ECE's to email her so she can develop a more focused initiative. • secondvp@erfp.ca
	<p>6.4 Resource Library “Pick of the Month” Calm, Alert, and Learning by Stuart Shanker “Recent research tells us that one of the keys to student success is self-regulation – the ability to monitor and modify emotions, to focus or shift attention, to control impulses, to tolerate frustration or delay gratification.”</p> <p>If you are interested in this book or any other book that the ERFPP library has to offer, please email: resourcelibrary@erfp.ca</p>
<p>7. New Business</p>	<p>7.1 NEW Apply to Education</p> <ul style="list-style-type: none"> • new process for applying for jobs in PDSB which is replacing the VIP system • It is free for our members and prospective members to use, as there is a cost for other employee groups. • In the new year, all people applying for LTOs will be posted through Apply to Education, principals will be posting positions and members will be applying through this system only. • TA's will be the first group to try out the new system with LTO positions.
	<p>7.2 NEW PAM System</p> <ul style="list-style-type: none"> • In the new year, the PAM system will be replaced by Apply to Education's absence tracking system. • Feb 1, 2018 tentative start date for the new program • Information and directions to put in absences will be sent through PDSB email.
	<p>7.3 NEW Confidentiality Agreement</p> <ul style="list-style-type: none"> • new part to the Offence declaration this spring • Every employee must sign a confidentiality agreement for the Board. • New employees will sign the agreement when they are first hired. • Formality, it is a legal requirement that the board must comply with.

	<p>7.4 NEW Request for Leave of Absence Approval</p> <ul style="list-style-type: none"> • any employee requesting a leave of absence will have to apply online starting in the new year • all leaves, including family responsibility days will be reported on this system as they are principal approved • Sick days do not require principal approval, and therefore will not be on this system. • members must be reading and saving their email as they will include instructions on how to use the program
	<p>7.5 Sheridan College CYW Grads</p> <ul style="list-style-type: none"> • Attention Sheridan CYW Graduates with the class of 2018 we are celebrating 10 years of Graduates from the CYW Advanced Diploma Program at Sheridan. • SAVE THE DATE APRIL 20, 2018 • To sign up, get more information or help us organize this event contact Peter Hoag at Peter.hoag@hotmail.com or Peter.hoag@sheridancollege.ca Or Sheridan CYW Grads on Facebook

Other Business

9.1 Professional Development

Laurel Fowler (PD Facilitator for TA's)

Safe Talk- Suicide Training Awareness for Everyone

- Date: December 7, 2017
- Time: 4:00-7:00
- Location: CBO -5650 Hurontario Street, Mississauga (in Mississauga Room)
- (Sign up on Frontline (MLP))
- (Trying to host one a month)

Business and Support Staff -CISS Equity team

- January 24, and Shakil Choudhury Part 1: February 8, 2018/ Part 2: March 1, 2018
- (Sign up on Frontline MLP)
- Maple Banquet Hall, 1325 Eglinton Ave. Mississauga, ON, L4W 4L9
- Registration will be 8:00 - 8:30 with the session running from 8:30 - 3:00 p.m.
- Topics covered include:
 - What is the role of emotions in our interactions with people from backgrounds different than our own?
 - What is the role of bias (conscious and unconscious, preference, prejudice and emotional triggers in how well we handle conflict that involves issues of difference, particularly in the complex space?
 - How do we see uncover our personal "blind-spots" that reside in our unconscious mind in order to create truly inclusive, welcoming environments?
 - What gets in the way of establishing an authentic diverse and inclusive school and organization?
 - Leadership competencies for developing Diversity Champions including emotional intelligence, mindfulness and authentic connection.

Speaker Series- Social Media

- (Sign up on Frontline/MLP)
- Tuesday Feb 6, 2018: CBO-Board Room

Emotional Intelligence- A Heart of Leadership

- (Sign up on Frontline/MLP)
- Dates: Mar.28, Apr.11, Apr.18, Apr.25, 2018
- 4:00-8:00 p.m.
- Maple Banquet Hall, 1325 Eglinton Ave E, Mississauga, ON L4W 4L9
- FEE:\$160

	<p>Speaker Series: Empowering Modern Learners</p> <ul style="list-style-type: none"> • Dates: April 12 2018: 430-530: CBO Board Room <p>Psych Conference</p> <ul style="list-style-type: none"> • May 1st @ Living Art Centre, Dr Larry D. Rosen • Rewired: Understanding the Impact of Technology on our Students Rewired: Understanding the Impact of Technology On Our Students <p>Other information:</p> <ul style="list-style-type: none"> • The Principals of ABA for Teaching and Invention is scheduled to start Jan 31st. I will be posting this training 2 weeks prior to the holidays, to make sure members get registration and STPDL forms in. • Feb 9th (Provincial Education Priority/Spec Ed focus) <ul style="list-style-type: none"> ○ remain in our schools for school wide PD ○ behaviour/safety focus <p><u>Norheen Jaffrey (PD Facilitator for DECE's)</u></p> <ul style="list-style-type: none"> • has been meeting with many educators in her role as PD Facilitator • Shared a quote from The Kindergarten Program document “Educators are competent and capable, curious, and rich in experience. They are knowledgeable, caring, reflective, resourceful professionals. They bring diverse social, cultural, and linguistic perspective. They collaborative with others to create engaging environments and experiences to foster children’s learning and development. Educators are lifelong learners. They take responsibility for their own learning and make decision about way to integrate knowledge from theory research, their own experience, and their understanding of the individual children and families they work with. Every educator should feel he or she belongs, is a valuable contributor, and deserves the opportunity to engage in meaningful work.” • Early Years pop up sessions have begun week of Nov 20 – 24
	<p>Member in Need</p> <ul style="list-style-type: none"> • ERFP Executive posted on social media and on the ERFP website regarding a member who recently lost her home and a family member in a fire. • Many members came forward offering support and gifts for this member in need. • ERFP would like to thank the membership for their continued support for this member in need.

Question Period	<p>1. Many students are being sent to school sick, can the students be sent home? <i>Staff are encouraged to contact the office when a student is not well. The decision to call the parents and send the student home is made by administration and the parents.</i></p> <p><i>All staff are encouraged to use universal hand washing guidelines to help prevent the spread of germs in the classrooms.</i></p> <p>2. Who checks for lice on students? <i>Administration or the teacher in charge (TIC) should be checking the students if lice are suspected. This is not the role of a TA or DECE, but can volunteer to do so.</i></p> <p>3. Should members be applying hand sanitizer to students? <i>No. Parents can send in hand sanitizer, but students should administer it themselves.</i></p> <p>4. Benefits- Will there be a lapse in benefits when moving from Green Shield to a trust? <i>Our goal is to have no interruption of benefit coverage. More information will be provided as soon as possible.</i></p> <p>5. Is the Health & Safety Alternate position paid? <i>No, it is a volunteer position.</i></p>
7. Next Meeting Date	February 20, 2018 Board Room, CBO 4:30 p.m.
8. Adjournment	Meeting adjourned at 5:25pm.