



BC's Union for Professionals

St. Margaret's School Chapter Annual General Meeting

November 23, 2021

Virtual Meeting

Draft Minutes

<p>Chair: Bev Waterfield Secretary-Treasurer: Mike Keddy Member-at-Large: Annie Maki Guest: Lori Culbert, Vancouver Sun (pre-business)</p>	<p>PEA Staff: Rhiannon Bray, LRO Scott McCannell, PEA Executive Kathryn McGrath, Minute Recorder</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------

1. Call to Order: The meeting was called to order at 4:32 p.m. with B. Waterfield in the Chair.

2. Additions to Agenda: None.

3. Adoption of 2020 AGM Minutes: Approved.

M/S/C to approve the 2020 AGM Minutes (M. Keddy/L. Ziebart carried).

4. Chairperson Report: B. Waterfield, See attached.

5. LRO Report: R. Bray acknowledged S. McCannell and K. McGrath and welcomed everyone. Referenced she was away on leave last year and happy to be back. Thanked chapter executive for assisting above and beyond to S. McCannell and B. Harper while she was away. Outlined continued challenges over past year: work intensification, accommodation, layoffs, general policy leave, job posting, FTE protocol and bullying & harassment issues - some of which are resolved, some continue as pattern.

R. Bray also reported on the following:

- a. Joint Standing Committee meetings.
 - Regular meetings a priority.
 - Help to prevent grievances.
 - Working to schedule.
 - Some staff on leave.
- b. Residence Staff Meeting November 22, 2021.
 - Hotbed of issues on campus.
 - Good discussion.
 - Happy to meet with other staff groups.
 - Reach out to R. Bray/Local Rep with issues.
 - Collective Agreement should be followed.
- c. Collective Agreement Expiring February 28, 2023.
 - Please flag areas that are unclear or in need of strengthening.
 - Access your benefits. Costed out by employer.

- d. Discussion: Asked by N. Pekter should members ask school about JSC meetings R. Bray answered that they will continue to ask and will grieve if it goes on without resolution. Discussion ensued regarding leaves not being filled and work intensification. HR department, Sharon, Shelley and Patricia mentioned. JSC meeting dates being put forward by B. Waterfield and R. Bray as time sensitive issues need to be discussed before end of the year.
- e. Discussion: B. Waterfield mentioned persistence in asking questions to administration. Two year wait for paycheque clarification was discussed as well as inconsistency in disability benefit increases and medical coverage running out.

Key points:

- Sherry put out info on how to read pay stub last year. Not sufficient.
- Request for letter in September so you know total disability and monthly deductions.
- Flag in newsletter for members to check their paycheque for clarity and consistency.

6. Secretary Treasurer's Report: M. Keddy, See attached.

- a. B. Waterfield – Cannot get grant with over \$4500 in account. Fiscally responsible to spend on mental health workshops and member packages.

M/S/C to accept the Treasurer's Report (N. Pekter/S. Fairbrother carried)

7. Further Business: None.

8. Adjournment: The meeting adjourned at 5:04 p.m.

M/S/C to adjourn the meeting (A. Maki/S. Fairbrother carried.)

November 23, 2021

Thank you for attending this year's AGM, our second AGM meeting to be held via zoom. Your chapter executive truly appreciates you taking the time, out of your very busy schedules, to learn about what has happened over the past year, and to ask any questions you have.

The past year has continued to be challenging and we applaud the SMS Chapter members for their dedication to creating an atmosphere where students can flourish both socially and academically. As many of you know Rhiannon has been on and off of leave during the past year and we have been fortunate to have Scott McCannell and Brett Harper step in during various times. Rhiannon is now back in the position of the SMS LRO and since the return the executive (Mike, Annie and I) have met several times. We will continue to meet monthly to share information, and answer questions or concerns from Members.

The SMS Executive was happy to share the costs for the Mental Health workshop in June. We were also pleased to present staff with a welcome/thank you gift in September. If you have not received a small token of appreciation please see one of the members of the Executive. We continue to give welcome presents as new members join the SMS PEA Chapter.

Rhainnon and I met with payroll a few weeks ago with specific questions regarding the pay cheque and how deductions were determined. There have been several questions regarding how disability and other deductions are calculated and we are hopeful to have this explained soon. The meeting was extremely positive with the goal that members can review their pay cheques and then, if questions still remain unanswered they can speak directly to Sherry.

Mike and I have met almost weekly since September as we navigate the many questions from members during these unprecedented times. Unfortunately we have not been able to have a Joint Standing Committee meeting since August 2021 and are hopeful that these will start up again in December or early 2022. The JSC meetings are a forum for (PEA LRO, and members of the Executive) to discuss and address concerns and issues that have been raised.

We sincerely hope that this proactive approach will help to strengthen our relationship with Sharon (Head of School) and help to create a community where we all work to provide excellent opportunities for students to become the best they can be, while maintaining a balance between our personal and professional lives.

The executive would like to have representation from all facets of the SMS community. The time commitment is not overwhelming and would greatly help us to understand the

complexities of the many jobs at our school. If you are interested in joining the executive please let Rhiannon or an Executive Member know. As we begin bargaining next year it is important to understand all of the important roles PEA members have at SMS. The wording in the Collective Agreement is at times ambiguous and we ask that you review any specific sections in preparation for next year.

Please do not hesitate to contact either Rhiannon Bray (LRO), or any member of the executive if you have a question or concern. At times, issues may take quite a bit of time until a resolution is reached. Your patience and perseverance is appreciated.

Respectfully submitted.

Bev Waterfield

Chapter Chair

**SMS Chapter of the PEA
2020-2021**

As of November 23, 2021

Account Balance December 7, 2020 **\$5255.03**

Credits to Bank Account:

Chapter Grant **\$1500.00**

Disbursements:

December 20, 2020 (Bev Waterfield)	\$520.00
Staff Scholarship \$100.00	
Gift Cards (170.00)	
Raffle (150)	
Condolences (100)	
February 1, 2021 (Bev Waterfield)	\$80.59
Leaving card and gift Executive Member	
June 23, 2021 (Bev Waterfield)	\$331.48
Bargaining Team (4 Members) Thank-you	
September 9, 2021	
Kristen Stein (MFA)	\$2928.90
September 10, 2021	
PEA Notebooks	\$1173.56
September 9, 2021	
Rogers	\$250.44
September 21, 2021	
PEA Pens	\$680.05

Total Bank Funds less disbursements **790.01**

Total Available Funds **790.01**

Respectfully submitted

**Mike Keddy
Treasurer**