

Collective Agreement Between

**Greater Southern Public Francophone
Education Region No. 4**

and

**Communications, Energy and Paperworkers
Union of Canada, Local 1990**

Expiry Date: August 31, 2011

Collective Agreement

BETWEEN:

Greater Southern Public Francophone Education Region No. 4
(hereinafter called "The Employer")

OF THE FIRST PART

- and -

COMMUNICATIONS, ENERGY and PAPERWORKERS UNION OF
CANADA, LOCAL 1990 (hereinafter called "The Union")

OF THE SECOND PART

Both parties have agreed to the following principles:

1. We acknowledge and fully endorse the special role of schools in the cultural development of the community, as recognized by the Supreme Court of Canada in the Mahé decision.
2. We fully endorse the vision adopted for its schools by the Employer in assuming this role to "[offer] to every child a quality education in a climate that enhances his/her sense of belonging to his/her community and to the Canadian and worldwide society."
3. For the Employer and the employees in its employ, this vision requires that the Employer and all employees be committed to the continuous improvement of the system in terms of the quality of instruction provided and of the role of the system in the development of the francophone community.
4. Both parties recognize the importance of creating models which will facilitate the integration of all the members of the community so that they may contribute to the orderly development and the expansion of the francophone community in its entirety.
5. Both parties also recognize that the world is evolving rapidly and that the francophone school community must keep abreast of human and technological developments in order to develop and grow. In addition, the parties will seek to ensure that their agreements support the realization of their vision regarding the full respect of the individuals involved and of their professionalism.

ARTICLE I
PURPOSE

- 1.1 It is the desire of both parties to this Collective Agreement to maintain the existing harmonious relations between the Employer and the Union, to promote co-operation and understanding between the Employer and its employees, to recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, hours of work and scale of wages, to encourage economy of operation and elimination of waste, and to promote the morale, well-being and security of all the employees covered by this Collective Agreement.

ARTICLE II
DURATION AND TERM OF C OLLECTIVE AGREEMENT

- 2.1 Unless otherwise specifically provided for in this Collective Agreement, this Collective Agreement shall continue in full force and effect from the first of the month following the date of ratification by both parties until August 31, 2011 and from year to year thereafter, unless terminated or amended in the manner hereinafter provided.
- 2.2 Either party desiring to amend or terminate this Collective Agreement shall give notice in writing to the other party, not less than sixty (60) days or not more than one hundred and fifty days (150) immediately preceding the expiry date of this Collective Agreement.
- 2.3 During the life of this Collective Agreement, or while either party is under notice, or while negotiations for a further Collective Agreement are in progress, there shall be no strikes, slow downs or stoppages of work on the part of the employees, nor any lockout on the part of the Employer.

ARTICLE III
DEFINITIONS

- 3.1 "Full-time Equivalency (F.T.E.)" is defined as the following ratio for regular positions: the ratio of allocated regular weekly working hours to the normal weekly working hours of thirty-five (35) hours per week.

$$\text{Formula: F.T.E} = \frac{\text{Allocated regular weekly working hours}}{\text{Normal weekly working hours}}$$

- 3.2 A regular employee means a person who occupies a "regular position" established by the Employer and who has successfully completed the required probationary period.

- 3.3 A "regular position" is a position established by the Employer, including a ten-month position, the existence of which has been or is intended to be of a continuous nature.
- 3.4 A "Probationary" employee is a person who serves a six (6) month review period when initially employed in a regular position with the Employer, and whose employment may be terminated at the Employer's discretion anytime during those first six (6) months. This six (6) month probationary period may be extended up to a further three (3) months by agreement between the Employer and the Union.
- 3.5 A "temporary" employee is a person who is employed for the purpose of filling a position which has temporarily become vacant as a result of the absence of a regular employee or as a result of a project or activity, and whose employment may be terminated at the Employer's discretion.
- 3.6 "Common-law spouse" is defined as a partner, in a relationship where the individuals have been cohabiting for a minimum of one (1) year or a child has resulted from the union, and is documented by the most current declaration by the employee in the personnel file with the Employer.
- 3.7 Ten-month employees shall be probationary or regular employees occupying positions requiring ten (10) consecutive months of service.
- 3.8 "Trial period" is a three (3) month review period served by a regular employee who transfers by means of a posted vacancy or who has received a promotion from one regular position to another regular position, commencing with the effective date of such transfer or promotion.
- 3.9 The feminine gender shall mean and include the masculine and similarly, the singular shall mean the plural and vice-versa as applicable.

ARTICLE IV MANAGEMENT RIGHTS

- 4.1 The Employer retains all rights of management except where limited by the terms of this Collective Agreement.

ARTICLE V RECOGNITION AND APPLICATION

- 5.1 The Employer and the Union agree that this Collective Agreement shall cover those employees whose bargaining rights are included under Certificate No. 188-

2001. It shall not cover positions listed as excluded in the Certificate, further positions excluded by mutual agreement or by amendments to the Certificate.

- 5.2 Notwithstanding Clause 5.1, this Collective Agreement shall not apply to incumbents of managerial positions established by the Employer and incumbents of the following positions:

Central Office Personnel

Noon Hour Assistants (where the incumbent's duties are solely noon hour supervision)

- 5.3 Notwithstanding Clause 5.1, this Collective Agreement shall not apply to casual employees and persons employed under wage subsidy employment programs that are designed as employment training programs or job creation programs to complement the existing work force and such employees will not replace regular or temporary positions covered under this Collective Agreement.
- 5.4 Unless otherwise specifically provided for in this Collective Agreement, the provisions of this Collective Agreement apply only to regular employees.
- 5.5 Where provisions of the collective agreement apply to part-time employees, the Employer will prorate the applicable provisions based on the ratio of full-time equivalency, unless otherwise specifically provided for in this Collective Agreement.
- 5.6 The provisions of this Collective Agreement shall not be interpreted or applied in such a manner as to permit the duplication or pyramiding of any benefits or premiums provided under the terms of this Collective Agreement.

ARTICLE VI PROBATIONARY PERIOD

- 6.1 (a) The probationary period is the initial period of employment in a regular position which shall be used to determine suitability and compatibility for continued employment. The probationary period shall be six (6) months worked. Where the employee has been absent for a period of five or more consecutive work days, during this period, the probationary period shall be extended by the same amount of time. During the probationary period, employees may be discharged at the Employer's discretion upon the Employer concluding that such employee is unsuitable and/or not compatible.
- (b) Employees who move to a new position prior to the end of their probationary period shall have the probationary period extended for three months.

- (c) Notwithstanding clause 6.1 (a), a temporary employee whose temporary position becomes a regular position shall have their time worked in the temporary position considered as part of the required probationary period provided they are selected for the regular position.
- 6.2 A regular employee, who transfers by means of a posted vacancy or who receives a promotion to a regular position with the Employer, shall have a trial period of three (3) months. If the employee does not wish to remain in the position or proves unsatisfactory during the trial period, the Employer shall place the employee in the employee's former regular position, if available, or a position of equivalent in pay.

ARTICLE VII SENIORITY

- 7.01 Seniority means the length of unbroken service with the Employer commencing from the last date of employment with the Employer as adjusted by calendar days from time to time as set out below. For those employees whose employment with the Employer commenced on September 1, 2000 and was contiguous with a period of unbroken employment with either the Calgary Board of Education or the Greater North Central Francophone Education Region No. 2, recognition for seniority purposes will be given for that unbroken contiguous period of employment with either one of the aforementioned school boards.
- 7.02 Seniority shall apply only within a geographical municipality (ie. Calgary, Lethbridge, Medicine Hat, etc.) and within the classification under Schedule A assigned by the Employer to an employee's position. By September 30 each year, the Employer will establish lists of seniority in accordance with clause 7.01 by classification within each geographical municipality by employee name and the employee's respective seniority date.
- 7.03 Seniority shall apply only to regular full-time and regular part-time employees after successful completion of the probationary period under this collective agreement. The seniority as defined in clause 7.01 will apply regardless of full-time or part-time status.
- 7.04 The last date of employment with the Employer for an employee shall be adjusted by calendar days from time to time by the Employer based on absences without pay from the Employer in excess of ninety (90) calendar days and any periods of lay-off for an employee (excluding natural breaks in the employment year such as spring, summer and Christmas breaks).

ARTICLE VIII
LAY-OFF AND RECALL

- 8.01 Lay-off means an Employer initiated temporary loss of employment for a regular full-time or part-time employee. Under no circumstances shall a reduction in hours of work by the Employer constitute a lay-off under this collective agreement. The Union agrees that the intent of this Article is to minimize disruption and inconvenience within the Employer's organization and workplaces. Consequently, subject to clause 8.03, where a senior regular employee is to be affected by lay-off, only the most junior regular employee may be affected by the lay-off.
- 8.02 The Employer agrees, where possible, to provide a notice of fourteen (14) calendar days of lay-off. In the event of a strike or lockout of another bargaining unit of the Employer, no notice will be required when provincial funding is withdrawn.
- 8.03 When the Employer determines that a lay-off is to take place, such lay-off will be in the geographical municipality or municipalities and classification or classifications as determined by the Employer. The general rule of lay-off of employees will be in the reverse order of seniority, as set out in the applicable seniority list, provided the employees remaining have, in the opinion of the Employer, the qualifications, training, knowledge, skills, abilities, and demonstrated performance to perform the work.
- 8.04 Employees on lay-off will be eligible for recall in order of seniority, as set out in the applicable seniority list, provided the employee to be recalled has, in the opinion of the Employer, the qualifications, training, knowledge, skills, abilities, and demonstrated performance to perform the work.
- 8.05.01 On the first full week of each calendar month, employees on lay-off shall contact the Employer to confirm availability for work and to provide current contact information. Failure by an employee to comply with these requirements shall be deemed a resignation from employment with the Employer.
- 8.05.02 In the event that the Employer is unable to contact the employee by telephone, recall shall be deemed to have been carried out seven (7) calendar days following posting of a Priority Post letter to the last known address of the employee as shown on the Employer's records.
- 8.05.03 An employee on lay-off shall be considered terminated where the employee has been on lay-off for twelve (12) months.

ARTICLE IX
JOB OPPORTUNITIES

- 9.01 The parties agree with the principle of recruiting the ‘best individual’ for the job. The union recognizes the Employer as the sole decision maker with regard to recruitment and selection of employees.
- 9.02 Where the Employer determines that a job opportunity exists, the Employer agrees to post the job opportunity internally for five (5) calendar days. This agreement does not preclude the Employer from externally advertising the job opportunity.
- 9.03 Applicants, be they internal or external to the Employer, will be considered for the job opportunity at the same time. Seniority shall be the deciding factor, where two or more employees are determined by the Employer to be equal based on qualifications, training, knowledge, skills, abilities, demonstrated performance and references to perform the work and the recruitment of the employee is in the best interests and compatible with the goals and objectives of the organization. This undertaking to existing employees does not limit or preclude the Employer from recruiting or selecting an external candidate over a candidate already employed by the Employer.

ARTICLE X
UNION MEMBERSHIP AND DUES DEDUCTION

- 10.01 Membership for employees in the Union is strictly voluntary.
- 10.02 As a condition of employment, employees will be subject to deduction of union dues as set from time to time by the Union. The Employer agrees to deduct such union dues monthly from the salary of the employee and remit the union dues collected to the Union by the fifteenth (15th) day of the month following the collection of union dues. When remitting union dues collected, the Employer will provide to the Union the name and amount of union dues collected from each employee.
- 10.03 The Union agrees to indemnify and save the Employer harmless against any claim or liability arising out of, or resulting from the operation of this Article.

ARTICLE XI
SALARY PAYMENT

- 11.01 The Union recognizes that the administration and payment of salary is the responsibility of the Employer.

- 11.02 The Employer agrees to make monthly salary payments owing to employees by no later than the 28th day of the applicable month.

ARTICLE XII HOURS OF WORK

- 12.01 (a) The normal hours of work for full-time employment are thirty-five (35) hours per week, Monday to Friday inclusive, scheduled between 7:00 a.m. and 5:00 p.m.
- (b) The schedule of hours described in clause 12.01 (a) may be varied by mutual written agreement at the time of employment where the employee's position may require a different work pattern.
- 12.02 Employees scheduled to work more than five (5) consecutive hours will be provided with a one-half (1/2) hour unpaid meal period.
- 12.03 The Employer may provide, where practicable, a rest period of fifteen (15) minutes during each three and one half (3 ½) consecutive hours of work.

ARTICLE XIII OVERTIME HOURS

- 13.01 Subject to prior approval and authorization by the Employer, an employee required by the Employer to work beyond thirty- five (35) hours per week or seven (7) hours per day will be eligible for overtime at one (1) and one-half (1/2) times the employee's regular hourly rate.
- 13.02 In lieu of overtime pay, an employee may elect to bank overtime hours on an hour for hour basis to be taken off at a time agreed to by the Employer. Should an employee on May 31 have banked overtime hours remaining to be taken off, the Employer may:
- a) pay out the remaining banked overtime hours based on the regular hourly rate applicable at the time the overtime hours were worked,
 - b) schedule time off for the employee in order to eliminate the remaining banked overtime hours, or
 - c) a combination of both a) and b).

Under no circumstances will banked overtime hours remain beyond June 30.

ARTICLE XIV
LEAVE OF ABSENCE

14. Regular employees will be eligible for leave of absence as follows, subject to the approval of the Employer.

14.1 Sick Leave

14.1.1 Where medical proof satisfactory to the Employer is provided by the employee, the Employer will approve a leave of absence for illness or disability to the extent the employee has sick leave credits available.

14.1.2 Employees will qualify for sick leave credits based on two (2) work days of sick leave per full month worked with the Employer. Sick leave credits may be accumulated to a maximum of sixty-four (64) work days.

14.1.2.1 When an employee is absent for a period greater than thirty (30) calendar days for any reason other than vacation, no sick leave credits shall be credited to the employee for any calendar month during the absence where the employee worked less than one half (1/2) of the month.

14.1.2.2 Once an employee qualifies for sick leave credits of sixty-four (64) working days, and an approved absence for illness or disability occurs, the employee will have sick leave credits regenerated to sixty-four (64) working days provided the employee returns to work for an uninterrupted period of thirty (30) working days.

14.1.3 Sick leave shall be suspended, and the benefits of the Extended Disability Plan shall apply where an employee is so eligible for these benefits. In the case of an employee who has a reoccurrence of disability as defined by the Extended Disability Plan, the suspension of sick leave shall continue.

14.1.4 An employee who is absent on Extended Disability for twenty-four (24) continuous months may be terminated by the Employer.

14.2 Maternity and Parental Leaves

14.2.1 The Employer will administer maternity and parental leaves in compliance with the provisions of the Employment Standards Code of Alberta, and any regulations made thereto, and in accordance with the Employer's Supplemental Unemployment Benefits Plan.

14.3 Statutory and Named Holidays

14.3.1 The Employer will recognize the following statutory and named holidays for regular employees:

- i) New Years Day
- ii) Family Day
- iii) Good Friday
- iv) Victoria Day
- v) Canada Day
- vi) Heritage Day
- vii) Labour Day
- viii) Thanksgiving Day
- ix) Remembrance Day
- x) Christmas Day
- xi) Boxing Day

14.3.2 An employee will be eligible for time off with out loss of pay on the statutory and named holidays under clause 14.3.1.

14.3.3 An employee scheduled to work on one of the statutory or named holidays under clause 14.3.1 will be eligible for a day off at some other time as determined by the Employer in lieu of working on the statutory or named holiday.

14.3.4 Where an employee performs work for the Employer on a statutory or named holiday under this Article, hours worked by the employee will be compensated at one and one half (1 ½) times the employee's regular hourly rate of pay.

14.4 Annual Vacation Pay

14.4.1 In lieu of annual vacation leave, the Employer will pay on straight time regular earnings vacation pay according to the following schedule:

- | | | |
|------|---|-----|
| i) | Less than one (1) full years of service | 4% |
| ii) | One (1) or more full years of service | 6% |
| iii) | Nine (9) or more full years of service | 8% |
| iv) | Eighteen (18) or more full years of service | 10% |

14.5 Compassionate Leave

14.5.1 The Employer will grant a leave of absence of up to three (3) work days without loss of pay on compassionate grounds where the attendance of the employee is required due to the critical illness of the employee's spouse, child or parent. Critical illness means a life threatening illness.

14.5.2 a) The Employer will grant a leave of absence of up to five (5) work days without loss of pay on compassionate grounds where the attendance of the employee is required due to the death of the employee's spouse, child or parent.

- b) The Employer will grant a leave of absence of up to three (3) work days without loss of pay on compassionate grounds where the attendance of the employee is required due to the death of the employee's brother, sister or grandparent.

14.6 Union Business Leave

- 14.6.1 Any leave of absence approved by the Employer for an employee to attend to business or activities of the union will, where granted, be on a without pay basis. The Employer agrees not to deduct wages associated with the period of leave provided that the Union reimburses the Employer for the employee's wages.

14.7 Personal Leave

- 14.7.1 The Employer will grant a leave of absence of up to one (1) day per school year without loss of pay for a regular employee to attend to personal matters provided such leave does not adversely affect the operation of the employee's work place. A personal leave shall not be granted to extend a weekend, to extend a natural break during a school year or to extend another period of leave granted to the employee.

14.8 Other Leaves

- 14.8.1 The Employer may consider, on a case by case basis, a leave of absence for reasons other than those circumstances referenced in this Article.

ARTICLE XV BENEFITS

15.1 Health Plans

- 15.1.1 When enrollment and other requirements for group participation in various health plans have been met, the Employer will sponsor such plans to the portion agreed upon, and such sponsorship shall not exceed that which is authorized or accepted by the benefit agency. The Employer remains the sole determiner of the benefit agency for provision of the plans under clause 15.1.2. Should the current benefit agency be changed, in whole or in part, the Employer will endeavour to establish replacement plan(s) similar to those currently in existence.
- 15.1.2 (a) The Employer agrees to contribute eighty-five percent (85%) of the premium cost for the following health plans for eligible regular employees while receiving wages from the Employer.

- (i) Group Life / Accidental Death & Dismemberment Plan

- (ii) Extended Disability Insurance Plan
 - (iii) Extended Health Care Plan
 - (iv) Dental Plan
 - (v) Vision Care Plan
 - (vi) Alberta Health Care
- (b) Effective September 1, 2011, the Employer agrees to establish a Health Care Spending Account for eligible regular employees while receiving wages from the Employer. The Employer will contribute for each eligible month, one percent (1%) of the eligible regular employee's monthly straight time earnings, less any monthly administrative fee set by the benefit agency. The provisions of the Health Care Spending Account will be determined by the Employer with the benefit agency selected by the Employer.
- 15.1.3 Subject to the provisions of the master policies, all eligible employees on staff or appointed to the staff of the Employer after the signing of this Collective Agreement shall be required to enroll in the Health Plans and Alberta Health Care. All eligible employees enrolled in the plans on the signing date of this Collective Agreement shall continue to be enrolled in the plans. An eligible employee may be exempted by the Employer from participation in the Extended Health Care Plan, the Dental Plan, the Vision Care Plan and Alberta Health Care upon submitting proof of participation in these or similar plans through the employee's spouse.
- 15.1.4 (a) When an employee is absent for a period greater than thirty (30) calendar days for any reason, no contributions towards health plan benefits premiums will be made by the Employer for any calendar month during the absence in which the employee worked less than one half (1/2) of the month. The employee may continue benefit plan coverage, subject to approval by the plan carrier, provided the employee pays the full portions of the benefit plan premiums.
- (b) Notwithstanding clause 15.1.4 (a), where an employee is on summer layoff and will be returning to employment with the Employer in September next following, the Employer agrees to continue its portion of premium contributions under clause 15.1.2 for Alberta Health Care only.
- 15.1.5 Payments towards benefit plans by the Employer shall permit the Employer to retain and not pass on to employees any rebates of premiums otherwise required under Human Resources Development Canada.

15.2 Pension Plan

- 15.2.1 Eligible regular employees will be required to participate in the Local Authorities Pension Plan.

ARTICLE XVI
GRIEVANCE PROCEDURE

- 16.1 Any difference (hereinafter called “a grievance”) arising from the contravention, interpretation, meaning, operation, application or alleged violation of this Collective Agreement, and further including any dispute as to whether the difference is arbitrable, shall, without stoppage of work or refusal to perform work, be subject to grievance procedure. An earnest effort shall be made to settle the difference.
- 16.2 An employee, the Union or the Employer may institute a grievance under the terms of this Collective Agreement.
- 16.3 Within ten (10) days of the act giving rise to the alleged grievance the employee shall first seek to settle the dispute with the employee's immediate supervisor. The supervisor shall render a decision within ten (10) days of the employee first seeking settlement of the alleged grievance with the immediate supervisor.
- 16.4 a) The Employer may institute a grievance within twenty (20) days of the act giving rise to the grievance coming to the attention of the Secretary Treasurer and shall forward particulars in writing to the Union. The Union shall render a decision in writing within twenty (20) days.
- b) The Union may institute a grievance within twenty (20) days of the act giving rise to the grievance coming to the attention of the Union and shall forward particulars in writing to the Secretary Treasurer. The Secretary Treasurer shall render a decision in writing within twenty (20) days.
- 16.05 Failing satisfactory settlement in clause 16.03, the grievor concerned may, within ten (10) days after having received the decision in clause 16.03, submit to the Secretary Treasurer or designate a written statement of the particulars of the complaint, the clause or clauses contravened and the redress sought. The Secretary Treasurer shall render a decision in writing within ten (10) days of receipt of such notice.
- 16.06 Failing settlement being reached in clause 16.04 (b) or 16.05, the grievor concerned shall, within ten (10) days of receipt of the decision in clause 16.04 (b) or 16.05, notify the Employer in writing that the grievor rejects such decision. Within ten (10) days, the Employer's Grievance Committee shall review the grievance and render a written decision. The Employer may hold a meeting as part of its review process.
- 16.07 If the grievance is unresolved after clause 16.04 (a) or 16.06, either of the parties may notify the other in writing, within ten (10) days of the decision, of its desire

- to submit the difference to arbitration. The notification will contain a statement indicating the difference and the party's nominee to an Arbitration Board.
- 16.08 Within seven (7) days after a receipt of notification provided for in clause 16.07 the party receiving such notice shall inform the other party of the name of its appointee to an Arbitration Board.
- 16.09 Where appointees to an Arbitration Board have been named by the parties, the parties shall, within seven (7) days endeavour to select a mutually acceptable Chairperson for the Arbitration Board. If the party's nominees are unable to agree upon the choice of a Chairperson they shall immediately request the Director of Mediation to appoint a Chairperson.
- 16.10 After a Chairperson has been selected or appointed, the Arbitration Board shall meet with the parties within twenty-one (21) days and shall render its decision in writing to the parties as soon as possible after the completion of the hearing.
- 16.11 A decision of a majority of the Arbitration Board or if there is no majority the decision of the Chairperson shall be the decision of the Arbitration Board.
- 16.12 Any Arbitration Board decision shall be governed by the terms of this Collective Agreement and the Arbitration Board shall not alter, amend or change any terms of this Collective Agreement.
- 16.13 Each party to a grievance shall bear the expenses of its respective nominee and the two parties shall bear equally the expenses of the chairperson.
- 16.14 Except for an arbitration hearing, the hearing of grievances at any stage of the grievance procedure shall be held outside of the normal working day of the employee. Should a grievance be advanced to arbitration, the Employer shall not bear any costs for the attendance of the grievor or any representatives or witnesses for the grievor at any arbitration hearing.
- 16.15 Time limits referred to in this Article are exclusive of Saturdays, Sundays and statutory holidays and may be extended by mutual agreement in writing between the parties.
- 16.16 The purpose of the grievance procedure is to ensure that all grievances are processed properly and expeditiously. Therefore, strict adherence to the provisions of the grievance procedure is mandatory. If the respondent fails to comply with the provisions of the grievance procedure, the grievance may be processed to the next step. If the grievor or the party filing the grievance fails to comply with the provisions of the grievance procedure, the grievance shall be considered abandoned.

ARTICLE XVII
SUBROGATION


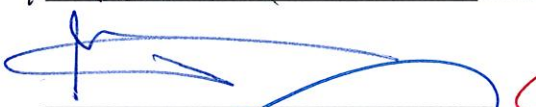
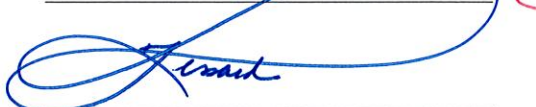
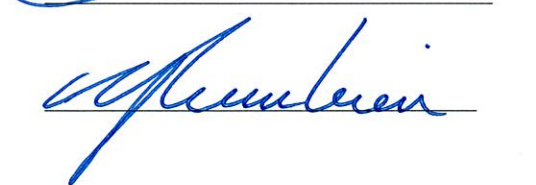
17. SUBROGATION

An employee who receives salary or benefits from the Employer because the employee has been injured through the fault of another party, the Employer has subrogation rights. This means that the employee may be required to make a claim to recover the amount of the salary and benefits from the other party. Depending on the outcome of the employee's claim, the employee may be obliged to reimburse the Employer for any salary and benefits that have been paid to the employee.

In witness whereof the parties have executed this Collective Agreement the 15
day of decembre 2010.

Greater Southern Public Francophone
Education Region No. 4

Communications, Energy and
Paperworkers Union of Canada,
Local 1990








APPENDIX A

HOURLY WAGE SCHEDULE

Effective August 31, 2009

Classification	Steps						
	0	1	2	3	4	5	6
School Assistant	\$13.50	\$14.04	\$14.60	\$15.19	\$15.79	\$16.43	\$17.08
Teacher Assistant I	\$13.50	\$14.04	\$14.60	\$15.19	\$15.79	\$16.43	\$17.08
Library Clerk	\$15.19	\$15.79	\$16.42	\$17.08	\$17.76	\$18.47	\$19.21
Teacher Assistant II	\$15.79	\$16.42	\$17.08	\$17.76	\$18.48	\$19.21	\$19.98
School Secretary	\$17.76	\$18.48	\$19.22	\$19.99	\$20.79	\$21.62	\$22.49

Effective September 1, 2009

Classification	Steps						
	0	1	2	3	4	5	6
School Assistant	\$14.64	\$15.08	\$15.57	\$16.05	\$16.56	\$17.08	\$17.62
% Increase	8.4%	7.4%	6.7%	5.7%	4.9%	3.9%	3.1%
Teacher Assistant I	\$14.64	\$15.08	\$15.57	\$16.05	\$16.56	\$17.08	\$17.62
% Increase	8.4%	7.4%	6.7%	5.7%	4.9%	3.9%	3.1%
Library Clerk	\$15.65	\$16.26	\$16.91	\$17.59	\$18.29	\$19.02	\$19.79
% Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Teacher Assistant II	\$16.56	\$17.08	\$17.62	\$18.17	\$18.75	\$19.37	\$19.98
% Increase	4.9%	4.0%	3.1%	2.3%	1.5%	0.8%	0.0%
School Secretary	\$18.90	\$19.55	\$20.19	\$20.88	\$21.60	\$22.33	\$23.10
% Increase	6.4%	5.8%	5.1%	4.5%	3.9%	3.3%	3.0%

Note: The above wage schedule was created by applying a specific percentage adjustment to each cell of the wage schedule. The percentage adjustment to each wage rate for 2009/2010 has therefore been indicated below each wage rate. For those employees when placed on the grid by the Employer, receive less than a 6% adjustment, the Employer agrees to pay to each eligible employee a one-time lump sum payment, to be determined by the Employer, so that the employee's combined wage adjustment and lump sum payment equal 6% of the employee's regular straight time earnings (exclusive of vacation pay and pay for named holidays) received by the employee for the 2009/2010 school year from September 1, 2009 to June 30, 2010. The lump sum payment is to be non-pensionable earnings.

Effective September 1, 2010 2.92%

Classification	Steps						
	0	1	2	3	4	5	6
School Assistant	\$15.07	\$15.52	\$16.02	\$16.52	\$17.04	\$17.58	\$18.13
Teacher Assistant I	\$15.07	\$15.52	\$16.02	\$16.52	\$17.04	\$17.58	\$18.13
Library Clerk	\$16.11	\$16.73	\$17.40	\$18.10	\$18.82	\$19.58	\$20.37
Teacher Assistant II	\$17.04	\$17.58	\$18.13	\$18.70	\$19.30	\$19.94	\$20.56
School Secretary	\$19.45	\$20.12	\$20.78	\$21.49	\$22.23	\$22.98	\$23.77

- Notes: * 1. Progression from step to step will occur on either September 1 or February 1 each year subject to demonstrated satisfactory performance and the completion of a minimum of 910 straight time hours worked with the Employer. Once an increment is granted by the Employer, an employee's accumulated straight time hours will begin at zero.
2. Where the Employer reclassifies the position occupied by an employee or promotes/demotes an employee to another classification, the Employer will place the employee on the wage schedule at the step of the new classification closest to the employee's current wage rate. The Employer will carry forward any accumulation of straight time hours worked by the employee under note 1 above.