

THIS AGREEMENT
MADE THIS 2nd DAY
OF JUNE, 2006

BETWEEN:

**THE BOARD OF TRUSTEES OF
SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)**

(Hereinafter called the "Employer")
PARTY OF THE FIRST PART

AND:

**THE CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL No. 3500,
chartered by the
Canadian Union of Public Employees
and affiliated with the Canadian Labour Congress**

(Hereinafter called the "Union")
PARTY OF THE SECOND PART

July 1, 2006 – June 30, 2010

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ARTICLE 1: PREAMBLE

WHEREAS it is the desire of both parties to this Agreement:

1. To promote harmonious relations and settled conditions of employment between the Employer and the Union.
2. To recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, hours of work, and scale of wages, etc.
3. To encourage efficiency in operation.
4. To promote the morale, well being and security of all the employees in the bargaining unit of the Union.

AND WHEREAS it is now desirable that methods of bargaining and all matters pertaining to the working conditions of the employees be drawn up in an Agreement.

NOW, THEREFORE, the parties agree as follows:

Interpretations:

Masculine pronouns shall be understood to include the feminine gender.

Spouse shall mean:

- a) the person to whom an employee is lawfully married through an ecclesiastical or civil ceremony;
- b) on designation in writing by an employee, filed with the Employer, a person who has been domiciled with the employee for at least one (1) year.

ARTICLE 2: RECOGNITION AND NEGOTIATIONS AND EMPLOYER RIGHTS

(A) Recognition and Negotiations

The Employer recognizes the Union as the sole and exclusive bargaining agency for all employees covered by the Union's certificate of bargaining authority and hereby agrees to negotiate with the Union Bargaining Committee, and will recognize and meet with any of its authorized committees, concerning all matters affecting the relationship between parties, aiming towards a peaceful and amicable settlement of any differences that may arise between them.

(B) Employer Rights

The Union recognizes the right of the Board to operate and manage the schools in accordance with its commitments and responsibilities and to make and alter from time to time rules and regulations to be observed by employees, which rules and regulations shall not be contrary to any provisions of this Agreement.

The Board shall always have the right to hire, assign, transfer, discipline, demote and discharge employees for proper cause subject to the provisions of this Agreement, and the Union's right to institute grievance procedure.

(C) No Other Agreement

No employee shall be required or permitted to make any written or verbal agreement with the Employer or his representative which may conflict with the terms of the Collective Agreement.

ARTICLE 3: NO DISCRIMINATION

- (A) The Employer agrees that there shall be no discrimination exercised or practised with respect to any employee in the matter of hiring, assigning wage rate, training, upgrading, promotion, transfer, layoff, recall, discipline, classification, discharge or any other action by reason of age, race, creed, colour, ancestry, national origin, religion, political affiliation or activity, sexual orientation, sex, marital or parental status, family relationship, place of residence, handicap, nor by reason of his membership or activity in the Union or any other reason.
- (B) For the purpose of this Agreement, the term "handicap" shall be defined as follows:
- Any degree of medically diagnosed physical disability, infirmity, malformation or disfigurement, condition of mental retardation or impairment, learning disability, or dysfunction in one or more of the processes involved in understanding or using symbols or spoken language, or a psychological disorder.
- (C) The Employer and the Union recognize the right of employees to work in an environment free from all harassment and agree to cooperate in attempting to resolve, in a confidential manner, any complaints of harassment which may arise in the work place.

ARTICLE 4: UNION SECURITY

Every employee who is now or hereafter becomes a member of the Union shall maintain his membership in the Union as a condition of his employment, and every new employee whose employment commences hereafter shall, within thirty (30) days (excluding July and August) after the commencement of his employment, become a member of the Union as a condition of his employment.

ARTICLE 5: CHECK OFF OF UNION DUES

The Employer agrees to the compulsory check off of all Union dues and assessments as a condition of employment. Said dues and assessments to be paid and deducted each pay period and forwarded to the Union with a list of those paying dues, the amount each pays and the number of hours worked.

**ARTICLE 6: THE EMPLOYER AND UNION SHALL
ACQUAINT NEW EMPLOYEES...**

- (A) The Employer agrees to acquaint new employees with the fact that an Agreement between the parties is in effect, and with the conditions of employment set out in Articles 4 and 5 dealing with the Union Security and Dues Check off.

New employees shall be presented with a copy of the Agreement, a Union membership card and Union dues check off card, and a Union package. The dues check off is to be signed and turned back to the Employer immediately. The Union membership card is to be signed and turned over to the Union Treasurer within thirty (30) days.

- (B) On commencing employment, the employee's immediate supervisor shall introduce the new employee to his Union Steward or representative. An Officer of the Union, after informing the Building Supervisor, shall meet with all new employees for the purpose of an orientation meeting within regular working hours and without loss of pay. This meeting shall be held within the first month of employment. The purpose of such meeting is to acquaint the new employee with the benefits and duties of union membership and his responsibilities and obligations to the Employer and the Union.

ARTICLE 7: LABOUR MANAGEMENT NEGOTIATIONS

(A) Bargaining Committee

A Bargaining Committee shall be appointed and consist of not more than six (6) members of the Employer as appointees of the Employer, and not more than six (6) members of the Union as appointees of the Union. Both parties will advise the other of their Committee members.

(B) Additional Representatives

Each party to this Agreement shall have the right to have the assistance of a representative when dealing or negotiating with the other party.

(C) Meeting of Committee

In the event of either party wishing to call a meeting of the full Committee, the meeting shall be held at a time and place fixed by mutual agreement. Meetings of the full Committee will be held no later than ten (10) days after request has been given unless varied by mutual consent.

(D) Function of Bargaining Committee

All matters of mutual concern pertaining to rates of pay, hours of work, working conditions, collective bargaining, etc., shall be referred to the full Bargaining Committee for discussion and settlement.

(E) Time Off for Meetings

Any representative of the Union on this Committee, or his alternate, who is in the employ of the Employer, shall have the privilege of attending meetings of the Committee held within working hours without loss of remuneration, provided that the work site Supervisor has reasonable notice.

(F) Technical Information

Within ten (10) days of a request by the Union, the Employer shall make available to the Union any information, as approved

by the Board as public information, required by the Union for Collective Bargaining purposes.

ARTICLE 8: LABOUR MANAGEMENT LIAISON COMMITTEE

(A) A Labour/Management Liaison Committee shall consist of not more than seven (7) representatives of the Union, and not more than seven (7) representatives of the Employer, of which one (1) shall be a representative from the Educational Officers Committee and one (1) representative from the Board of School Trustees. Both parties shall inform the other in writing of their members on the committee. The committee shall enjoy the full support of both parties to this Agreement in the interest of maximum services to the public.

(B) Functions of the Committee

The Committee shall concern itself with matters of the following general nature:

1. Formulating and implementing a program designed to ensure equal employment opportunity for all employees.
2. Reviewing all aspects of employment for evidence of differential treatment of employees and to recommend the necessary measures for eliminating such practices.
3. Considering constructive criticisms of all activities so that better relations shall exist between the Employer and the employee.
4. Increasing operating efficiency by promoting cooperation in effecting economic moves.
5. Improving service to the public.
6. Promoting safety and sanitary practices and the observance of safety rules.
7. Reviewing suggestions from employees, and Management questions or working conditions and service (but not grievances concerned with service).
8. Correcting conditions making for grievances and misunderstanding.

9. Promoting education and training of the staff.

(C) Chairperson of the Meetings

An Employer and Union representative shall be designated as Joint Chairperson, and shall alternate in presiding over monthly meetings.

(D) Jurisdiction of the Committee

The Committee shall not have jurisdiction over wages, or any other matter of collective bargaining, including the administration of this Agreement. The Committee shall not supersede the activities of any other Committee of the Union or the Employer, and does not have the power to bind either the Union or its members or the Employer to any decisions or conclusions reached in their discussions. The Committee shall have the power to make recommendations to the Union and the Employer with respect to its discussions and conclusions.

The Employer agrees to provide the Committee with access to such personnel data and other documents as may be requested by it.

ARTICLE 9: DEFINITION OF EMPLOYEES

(A) Category (1) Regular Employee

Occupy a posted position and have successfully completed a probationary period.

(B) Category (2) Regular Recall Employee

Regular employees who have in the past occupied a posted position [Category (1) regular employee] and through no fault of their own were placed on the recall list.

(C) Category (3) Relief Employee with Seniority

Employees who have in the past been a Category (4) relief employee and now occupy a position that is known to extend 12 weeks.

(D) Category (4) Relief Employee

Employees who have been hired to relieve any employee for any duration of time.

(E) Trial Employee

Are Category (1) regular employees who are in a new and/or higher classification.

(F) Probationary Employee

An employee who is in their first posted position or a Category (3) relief employee with seniority who has been appointed, according to date hire cluster, to a position that is known to extend 12 weeks or more. Employees on probation do not have a seniority date.

ARTICLE 10: SENIORITY

(A) Seniority List

Seniority is the length of service within the Bargaining Unit and with the Employer and shall operate on a bargaining-unit-wide basis. The seniority list agreed upon between the Union and former School District No. 24 June 2, 1982 shall be considered the recognized seniority date for employees on staff at that time. The seniority list agreed upon between the Union and the former School District No. 26 in the Memorandum of Agreement on Amalgamation (January 16, 1997) shall be considered the recognized seniority date for employees on staff at that time. The aforementioned seniority lists shall be integrated and considered the recognized seniority dates for School District No. 73 employees.

Seniority for employees not on the above list will be established as follows:

1. A seniority date shall be granted to an employee upon the successful completion of a probationary period.
2. The date on which a Category 1 regular employee or regular part-time employee, or a Category 3 relief employee with seniority was confirmed in his appointment shall be the date from which a calculation shall be made.
3. Total accumulated days worked prior to appointment in 2 above shall be used to establish an employee's seniority date by backdating the date in 2 above by the number of days worked.
4. In cases where no Category 1 regular employee and/or Category 2 regular recall employee has posted on a vacancy, Category 4 relief employees shall be entitled to use their total accumulated days worked when posting on a posted position. On request, Category 4 relief employees will be notified of their accumulated days worked before any posting meeting.

The Employer shall maintain an up-to-date seniority list for all employees denoting either seniority date or accumulated days

worked. A copy shall be sent to the Union and posted on all bulletin boards at the end of September, the end of January, the end of April, and prior to June staffing. Updated seniority lists will be provided to the Union prior to posting meetings or as requested.

(B) Seniority During Absences

If an employee is absent from work because of sickness, accident, layoff, or leave of absence approved by the Employer, he shall not lose seniority rights.

An employee shall only lose his seniority in the event:

1. He is discharged for just cause and is not reinstated.
2. He resigns.
3. He is absent from work in excess of one (1) working day without notifying his Employer, unless such notice was not reasonably possible.
4. After a layoff, he fails to return to work within five (5) calendar days, after being notified by registered mail to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep the Employer informed of his current address.
5. An employee who is laid off shall not attain seniority recall rights if employed for less than three (3) months. If he is employed in excess of three (3) months, he shall not retain seniority rights if he is laid off and not reemployed within twelve (12) months after layoff.

(C) Seniority During Transfers to Supervisory Positions

If an employee is transferred to a Supervisory position or any other position not covered by this Agreement, he shall retain his seniority as per Article 22(G)(3).

ARTICLE 11: LAYOFF, BUMPING AND RECALL

(A) Definition of Layoff

Except as described in 11(F) a layoff shall be defined as:

1. a reduction in the number of Category 1 regular employees,
2. a reduction in the regular hours of work of regular employees as defined in this Agreement, or
3. a result of school term closures or seasonal layoffs as per (B)4 of this Article.

(B) Intent to Layoff, Bumping, Layoff/Severance and Recall Procedure

Both parties recognize that job security should increase in proportion to length of service. Therefore, in the event of a layoff under Article 11(A) 1 or 2, Category 1 regular employees shall be laid off by classification in the reverse order of their seniority. The Board shall give intent to layoff letters only to those employees having positions eliminated.

1. Intent to Layoff

Those Category 1 regular employees receiving an intent to layoff letter will be able to choose to:

- (i) Accept the reduction in hours and remain in the amended position.
- (ii) Exercise their seniority to secure any position for which they are qualified.
- (iii) Elect to receive severance pay as noted in 1 1-B-2 (iii).

2. Bumping, Layoff/Severance

In the event an employee who receives an intent to layoff letter, or is displaced by bumping, is unable or unwilling to secure a position at the posting meeting,

the employee will be able to exercise one of the following options:

- (i) Exercise their seniority to displace a junior employee in any position for which they are qualified.

In the event an employee proves to be unsatisfactory within a two (2) week familiarization period, he will exercise seniority within his former classification or any equal or lower hourly rated classification and displace a junior employee within that classification or be placed on the relief roster.

- (ii) Elect to be placed on the relief/recall roster noted in C of this Article.

- (iii) Accept severance pay on the basis of one week's pay at the rate for the position last occupied for each year of completed service with the Employer.

3. Recall

All other Category 1 regular employees laid off as per Article 11 (A)1 and 2 shall be recalled to their classification and position held prior to layoff in order of their seniority.

- 4. Category 1 regular employees laid off under Article 11 (A)3 shall be laid off by classification in reverse order of seniority and recalled to their classification and position held prior to layoff in order of seniority.

- (i) Employees who are temporarily laid off as a condition of employment in the Seasonal Grounds, school-based Clerical, School Support Worker and Bus Driving positions and are not recalled after their normal layoff period, shall be notified immediately, and all provisions of Article 11 shall apply. These employees shall not retain seniority rights if they are laid off and not re-employed within

twelve (12) months after notification of permanent layoff.

5. All vacant or newly created relief and temporary assignments of a known duration of more than 20 days must be offered to Category 2 regular recall employees in order of seniority, prior to being filled by Category 4 relief employees.
6. In the event that an employee other than a School Support Worker does not return from layoff to their classification or position, the vacancy shall be posted in accordance with provisions of Article 12.
7. In the event that a School Support Worker does not return from layoff to their classification or position, it will be filled according to Article 12(B).

(C) Category 1 Regular Employees on Layoff and Retaining Recall Rights

1. Shall receive all job postings at their most recent mailing address on file with the Employer.
2. Shall be permitted to retain benefit coverages as provided for in Article 28.
3. Shall be recalled by seniority for temporary assignments provided they are competent to do the work.
4. Shall be eligible for all benefits provided by this Agreement. Employees on layoff and working in long term relief assignments (more than 20 days) shall be eligible for benefits as provided for in Article 21 and Article 22.

Employees displaced will receive layoff notice of thirty (30) days.

(D) Notice of Layoff

The Employer shall notify Category 1 regular employees who have completed their probationary period, and who are to be

laid off under 11 (A) 1 or 2, in writing thirty (30) calendar days if employed by the month, or seven (7) calendar days if employed by the hour, before layoff is to be effective. If the employee laid off has not had the opportunity to work the number of days for which notice of layoff was given, he shall nevertheless be paid for that period from the date of layoff notice. The Employer shall provide a record of employment (ROE) upon request to those individuals laid off.

(E) Continuation of Benefits

The Employer agrees to pay for Category 1 regular employees as defined in Article 9, the monthly premium up to four (4) months of the Medical and Extended Health Care Plans for the employee laid off who is currently covered by the Plans. In the event of a longer layoff, the employee so affected will be given the option to review coverage as per Article 28.

The onus to be on the employee to notify the Employer one month in advance of the expiration, together with advance payment for the ensuing month, and it will be his responsibility to submit payment in advance for any subsequent payments. Should such advance payment not be required, the employee shall be reimbursed.

(F) Mid-Year Elimination of School Support Worker Positions

If the level of school support worker support drops in a location as a result of a student changing schools or leaving the district, a consultative process will occur to determine which school support worker will be relocated. If agreement is not reached, the most junior employee in that classification will be reassigned.

School support workers who are affected in this way will choose to be either:

1. reassigned within the general geographic area and maintain economic status of the prior assignment, or
2. placed on the recall list under the definition of a Category 2 regular recall employee.

(G) Where a school support worker is assigned student-specific, and the student is not in attendance at school for more than

one (1) week the applicable support employee will be reassigned within the general geographic area to provide support as determined by the Board and will receive mileage as per Board policy if required to travel in excess of ten (10) kilometres extra to and from work.

ARTICLE 12: PROMOTIONS AND STAFF CHANGES

(A) Job Postings

When a vacancy occurs for a position that is not a relief or temporary assignment, or when a new position is created, the Employer shall notify the Union in writing and post notice of the position within thirty (30) calendar days unless mutually agreed to otherwise on all bulletin boards for a minimum of one week.

Positions that are known to extend beyond twenty-four (24) weeks will be posted.

90% of the budgeted FTE school support worker positions will either continue or be posted at the annual posting meeting to be held in June on a date mutually agreed upon prior to June 1st. Other positions will be filled as per B(1)(iv).

Such notice shall be open to both male and female applicants, and contain the following information: location, nature of position, qualifications, required knowledge and education, skills, shift, wage or salary rate or range.

No advertisement shall be placed until such notice has been completed.

(B) Method of Making Appointments

1. (i) Except for those positions specifically excluded all appointments to Custodial, Clerical, Grounds and Bus Driving positions shall be made at a posting meeting convened by the Employer and jointly presided over by the Union and the Employer. Postings for all positions shall include all relevant data and details concerning the positions.

Appointments to the posted position(s) and any other position(s) that may become vacant as a result of any rearrangement necessitated by the original appointment(s) shall be made at this meeting in accordance with Article 12(B) 2 and 3.

All other positions not listed above shall be posted and filled by written application rather than at a posting meeting.

- (ii) All employees looking to change classifications will be required to pre-qualify with the appropriate department manager.
- (iii) School support workers who secure positions of 20 hours per week or less at the June posting meeting will be offered, in order of seniority, the opportunity to fill a full-time position, should one become available between September and December.
- (iv) The remaining school support worker positions will be filled for the duration of that school year, in order of seniority, from the recall list first, and then from the relief list by date hired cluster.

- 2. Both parties recognize that job opportunity should increase in proportion to length of service. Therefore, in making staff changes, appointments shall be made of the applicant senior in the service, and having the required qualifications. In the event seniority dates are equal, the original date of the application form will be used to break the tie.
- 3. Employees that may not be able to attend such meetings may submit written application for the posted position(s) or those position(s) that may become vacant as a result of a re-arrangement necessitated by the original appointment(s).

(C) Trial/Probationary Period

The successful applicant shall serve either a twelve (12) week trial or probationary period as defined in Article 9. If this period includes the summer breaks, then this period shall be extended by up to four (4) weeks. Conditional on satisfactory service, such trial or probationary promotion shall become permanent after the period of twelve (12) weeks.

1. Trial Employees

In the event the successful applicant serving a trial period proves unsatisfactory in the position during the aforementioned trial period, he shall displace the most junior person within the general geographic area having the same number of shift hours per week in what was his previous classification.

If the above noted applicant was appointed from the recall list that individual will return to the recall list.

2. Probationary Employees

In the event the successful Category 4 relief employee serving a probationary period proves unsatisfactory in the position during the aforementioned probationary period the employee will be placed back on the relief roster.

(D) Union Notification

The Employer shall notify the Union when it occurs of all appointments, hirings, layoffs, re-hirings, terminations, maternity leaves, long term sick leaves and general leaves of absence of any duration. Such notice shall include the current addresses of newly hired or re-hired employees, and any changes of address of present employees.

(E) Promotions Requiring Higher Qualifications

In cases of promotion requiring higher qualifications or certification, the Employer shall give consideration to employees who do not possess the required formal qualifications, but are preparing for qualifications prior to filling a vacancy. Such employees will be given an opportunity to qualify within a specified length of time, as mutually agreed between the parties to the Agreement, and to revert to their former position if the required qualifications are not met within such time.

(F) Transfers

An employee may be transferred from one position to another in the same classification within the School District:

1. if it is considered by mutual agreement between the parties that he can better serve his Employer in the new situation.
2. by mutual agreement an employee may be temporarily transferred for appropriate training in any department within the School District.

(G) Date Hired Clusters

Date Hired Clusters are groups of Category 4 relief employees hired within six-month periods. Employees within a cluster will be called for positions for which they are qualified as provided for in Article 12 (H).

For the term of this Agreement date hired clusters are as follows:

Those with Seniority Date	0
July 1, 1999 – December 31, 1999	13
January 1, 2000 – June 30, 2000	14
July 1, 2000 – December 31, 2000	15
January 1, 2001 – June 30, 2001	16
July 1, 2001 – December 31, 2001	17
January 1, 2002 – June 30, 2002	18
July 1, 2002 – December 31, 2002	19
January 1, 2003 – June 30, 2003	20
July 1, 2003 – December 31, 2003	21
January 1, 2004 – June 30, 2004	22
July 1, 2004 – December 31, 2004	23
January 1, 2005 – June 30, 2005	24
July 1, 2005 – December 31, 2005	25
January 1, 2006 – June 30, 2006	26
July 1, 2006 – December 31, 2006	27
January 1, 2007 – June 30, 2007	28
July 1, 2007 – December 31, 2007	29
January 1, 2008 – June 30, 2008	30
July 1, 2008 – December 31, 2008	31
January 1, 2009 – June 30, 2009	32
July 1, 2009 – December 31, 2009	33
January 1, 2010 – June 30, 2010	34

(H) Filling of Relief Assignments

In order to provide senior relief employees and those employees on lay-off with long-term assignments:

1. All short-term assignments will be filled within a geographic area on a rotational basis by date hired clusters within each specific geographic area.
2. All assignments of a known duration of more than twenty (20) working days will be considered long-term and will be offered to those relief employees not already in a long-term assignment, based on a system rotational basis within the date hired cluster and not on a geographic basis.
3. Mileage will be paid as per Article 23(e) to any relief employee who is required to travel outside of their designated geographic area for a short-term assignments for the first twenty (20) days only.
4. Mileage will not be paid to relief employees when they accept a known long-term assignment based on date hired cluster(s) as in (2) above.
5. In the event an absence becomes known as long-term within the first five (5) days of an assignment, the relief employee assigned on a rotational basis within a geographic area will be removed and replaced with a relief employee in an earlier date hired cluster. In the event it may be necessary to remove a relief employee who has been in an assignment for more than five (5) days, the parties will discuss this matter at that time.
6. The relief roster in various occupational groups shall be kept to the minimum number of employees necessary to cover relief work and the relief work shall be allocated in a manner that will equalize as close as reasonably possible the monies earned by the employees on their respective rosters.

The Employer is committed not to use relief employees where it is feasible to establish a regular position.

(I) Assignments or Assignment Changes

Assignments or assignment changes will be determined through a consultative process at the school level or work location.

In the event an individual has a concern with the specific assignment and has legitimate grounds for appeal, the affected employee may appeal to a committee comprised of representatives from the Employer and the Union.

ARTICLE 13: GRIEVANCE PROCEDURE

A grievance shall be defined as any difference arising out of the interpretation, application, administration, or alleged violation of the Collective Agreement.

- (A) In order to provide an orderly procedure for the settling of grievances, the Employer acknowledges the right of the Union to appoint, or otherwise select a Grievance Committee of five (5) members, who shall process any grievance in their department in accordance with the Grievance Procedure.
- (B) The Employer shall recognize the Shop Stewards selected by the Union. Shop Stewards shall investigate and attempt to settle disputes before reaching the Grievance Committee.
- (C) The Union shall notify the Employer in writing of the name of each Grievance Committee member and Shop Steward before the Employer shall be required to recognize him.
- (D) In order that the work of the Employer shall not be unreasonably interrupted, Shop Stewards are required to advise their Supervisor of their time of departure and return to their regular duties when acting as Shop Stewards.
- (E) Should a dispute arise between the Employer and any employee(s) or the Union an earnest effort shall be made to settle the dispute fairly and promptly in the following manner:

Step 1: The aggrieved employee(s) shall submit the grievance to the Shop Steward within fifteen (15) days of becoming aware of an alleged violation.

Step 2: If the Shop Steward and/or the grievance committee consider the grievance to be justified, the grievant along with the Steward will seek to settle the dispute with the employee's work site supervisor within ten (10) working days.

Step 3: If the grievance is not resolved within ten (10) working days of the meeting referred to in Step 2, the grievance may be presented in written form to the Assistant Superintendent - Human Resources. The Assistant Superintendent - Human Resources will

meet with the grievant along with his Union representative in an attempt to resolve the dispute.

Step 4: If the grievance is not resolved within ten (10) working days of the meeting referred to in Step 3, the Union may within ten (10) working days of receipt of the written decision under Step 3, refer the matter to the Management Grievance Committee which will be comprised of the Secretary-Treasurer and at least one Trustee.

Step 5: Failing agreement being reached at Step 4, the Union may refer the dispute to Arbitration as per Article 14.

The Union shall receive replies at each step within ten (10) working days and will proceed to the succeeding step within ten (10) working days if applicable unless mutually agreed to otherwise.

- (F) The grievant shall have the right to be present at any step of the aforementioned procedure.
- (G) Where a dispute involves a question of general application of interpretation or where a dispute involves five (5) or more employees, or dismissal of an employee, Steps 1 and 2 may be bypassed.
- (H) Replies to written grievances shall be in writing at all stages.
- (I) Grievances settled satisfactorily within the time allowed shall date from the time that the grievance was filed.
- (J) The Employer shall supply the necessary facilities for the grievance meetings.
- (K) Employees together with their Shop Stewards shall have access to all information in their personal file.
- (L) If the grievant, Union or Management fails to process a grievance to the next step in the grievance procedure within the time limits specified they shall request an extension of the time limits in writing. Such requests shall not be unreasonably denied by the other party.

ARTICLE 14: ARBITRATION

(A) Composition of Board of Arbitration

When either party requests that a grievance be submitted to Arbitration, the request shall be made in writing addressed to the other party of the Agreement. Either party may proceed to expedited arbitration as per Section 104 of the Labour Relations Code. If there is no request to proceed to expedited arbitration, a full arbitration hearing shall be held. Each party shall name an arbitrator to an Arbitration Board within five (5) days thereafter and shall notify the other party of the name and address of its appointee.

If the recipient of the notice fails to appoint an arbitrator, or if the two (2) appointees fail to agree upon a Chairman within five (5) days, the appointment shall be made by the Minister of Labour upon the request of either party. The parties may, by mutual agreement appoint a single arbitrator.

(B) Arbitrator Exclusions

No person shall be selected as a member of an Arbitration Board who:

1. Is acting, or has within a period of six (6) months preceding the date of his appointment acted in the capacity of solicitor, legal advisor, counsel, or a paid agent of either of the parties.
2. Has any pecuniary interest in the matters referred to the Arbitration Board.

(C) Arbitration Board Procedure

The Board may determine its own procedure, but shall give full opportunity to all parties to present evidence and make representations to it. The decision of a majority shall be the decision of the Board.

(D) Decisions of the Board

Should the Board of Arbitration find that an employee has been suspended or dismissed for other than just cause, the Board of

Arbitration may direct the School Board to reinstate the employee and pay the employee a sum equal to the wages or salary lost by such suspension or discharge, or such lesser sum as in the opinion of the Board is fair and reasonable, or make such other order as it considers fair and reasonable. Provided always that any order relative to lost wages shall be less any wages or salary earned by an employee during a period of suspension or dismissal.

The decision of the Board of Arbitration shall be final and binding on all parties, but in no event shall the Board of Arbitration have the power to alter, modify, or amend this Agreement in any respect. Should the parties disagree as to the meaning of the decision, either party may apply to the Chairman of the Board of Arbitration to reconvene the Board to clarify the decision, which it shall do within three (3) days.

(E) Expenses of the Board

Each party shall pay:

1. The fees and expenses of the arbitrator it appoints.
2. One-half the fees and expenses of the Chairman.

(F) Amending of Time Limits

The time limits fixed in both the Grievance and Arbitration Procedure may be extended by mutual consent of the parties to this Agreement.

(G) Witnesses

At any stage of the Grievance or Arbitration Procedure, the parties may have the assistance of the employee(s) concerned as witnesses and any other witnesses, and all reasonable arrangements will be made to permit the conferring parties or the arbitrator(s) to have access to any part of the Employer's premises to view any working conditions which may be relevant to the settlement of the grievance.

ARTICLE 15: RESIGNATION, DISCHARGE OR SUSPENSION

(A) Warnings

Whenever the Employer or a Deputy deems it necessary to censure an employee in a manner indicating that dismissal may follow any repetition of the act complained of, or omission referred to, or may follow if such employee fails to bring his work up to a required standard by a given date, the Employer shall, within five (5) days thereafter, give written particulars of such censure to the employee and the Union.

(B) Discipline, Suspension, Discharge Procedure

1. An employee may be disciplined, suspended or discharged only for just cause.

When an employee is disciplined, suspended or discharged he shall be given the reason in the presence of his steward, or any member of the Executive available. Such employee and the Union shall be advised promptly in writing by the Employer of the reason for such discipline, suspension or discharge.

2. An employee considered by the Union to be wrongfully or unjustly discharged or suspended shall be entitled to a hearing under Article 13, Grievance Procedure.

(C) Resignation

Any employee may resign by giving the Employer two (2) weeks' notice.

(D) Removal of Disciplinary Letters

After eighteen (18) months has elapsed, an employee may apply to have letters of a disciplinary nature removed from their file.

(E) Falsely Accused Employee Assistance

1. An employee accused of misconduct and subsequently found to be not guilty shall:

- (i) be provided with specialist counselling and/or medical assistance to deal with any negative effects of the allegations;
 - (ii) be provided time off as sick leave when supported by medical documentation.
2. The Employer shall issue, upon request, a clear written statement exonerating the employee who has been found to be falsely accused.

ARTICLE 16: HOURS OF WORK

(A) The Employer agrees in consultation with the Union, to set forth the working schedule for each work location in Schedule B.

(B) Regular Hours

1. The regular work week for full-time positions shall consist of
 - (i) five (5), seven and one half (7.5) hour days, from Monday to Friday inclusive, for all employees other than clerical, bus drivers and school support workers.
 - (ii) five (5), seven (7) hour days, from Monday to Friday inclusive, for all clerical employees except as noted in Schedule B.
 - (iii) the regular scheduled route to a maximum of seven and one half (7.5) hours per day for all bus drivers.
2. The hours of work for school support worker positions will be as follows:
 - (i) All elementary positions at 5.75 hours/day.
 - (ii) All secondary school support worker positions at 6.25 hours/day. These positions will normally finish prior to exams in mid-June.
 - (iii) A four (4) hour provision to provide half time support at either the elementary or secondary level
 - (iv) Hours can be increased by up to one hour per day to the end of the school year without reposting.

Notwithstanding any other provisions of this Agreement, those employees who of necessity regularly work on Saturdays and Sundays, shall have as rest days, two (2) other consecutive

days of the week. In such event, Saturday and Sunday shall be considered working days and overtime rates shall not apply, excepting for that time worked in excess of the normal.

The work day for those employees classed as trades, grounds, shop utility, media equipment operator, audio visual technician, software support technician, I.E. service technician, computer technician, low voltage technician, graphic technician, desk repairman and forestry assistant shall be eight (8) hours per day at straight time rate, of which 30 minutes will be accumulated so that on the 16th day they will be entitled to one seven and one-half (7.5) day off. This day to be the closest Monday or Friday after accumulation and approved by the work site supervisor.

Three (3) trades days may be banked as provided for in Article 17(B).

(C) Working Ten (10) Hour Shifts Outside of Geographical Area

Where employees are required to work in a geographic area requiring significant travel time, instead of working five (5) regular eight (8) hour days, the members can decide on a crew basis, to work four (4) – ten (10) hour days and bank the additional two (2) hours per day over four days. Refer to Letter of Understanding 39-5 for details.

(D) Minimum Hours

Except where otherwise provided in this Agreement, in the event of an employee starting work in any day, and being sent home before he has completed four hours, he shall be paid for four hours at his regular rate. In the event that an employee reports for work but is sent home before commencing work, he shall be paid for two (2) hours at regular rates.

(E) Break Period

All employees working in full time (7 or 7.5 hour) positions shall be permitted a fifteen (15) minute rest period both in the first half and the second half of a shift.

ARTICLE 17: OVERTIME

(A) Overtime Defined

All time worked beyond the normal work day as defined in Article 16(B) or normal days of rest shall be deemed to be overtime.

Prior approval from the immediate work site supervisor must be obtained for all overtime worked.

(B) Overtime Rates

All overtime shall be paid, or banked at double the standard rate. Overtime may be banked to a maximum of five (5) work days annually.

Three (3) Tradesmen's days off for employees as per Article 16(B) may be included in this bank to the five (5) day maximum. Seasonal grounds personnel must take banked Tradesmen's days off within term of appointment. All employees with more than three (3) TDO/overtime days must take the days in excess of the three (3) days off by December 31st of each year.

(C) Overtime on Normal Days of Rest and Holidays

All time worked on normal days of rest shall be paid at overtime rates.

Any employee who is required to work on a holiday will be paid overtime rates in addition to his regular pay.

(D) Minimum Call-Back Time

Every employee who is called out in an emergency outside his regular working hours shall be paid for a minimum of two (2) hours at overtime rates and shall be paid from the time he leaves his home until the time he arrives back home. The word emergency above being defined as the instance where an employee does not receive notification during his regular working hours.

(E) Sharing of Overtime

Overtime and call-back time shall be divided equally among the employees engaged in similar types of operations and who are qualified to perform the work that is available.

(F) Overtime During Layoffs

There shall be no excessive amount of overtime worked in any operation while there are employees on layoff in the same or similar types of operations and who are qualified to perform the available work.

(G) Overnight Trips

School support workers who are on overnight trips will be granted one day off in lieu for each night. This time shall be mutually agreed upon between the employee and immediate work site supervisor and taken prior to the end of each school year.

ARTICLE 18: DIFFERENTIAL PAY

(A) In addition to the employees' regular rate of pay, differential pay shall be paid at the following rates for each hour worked in the respective shift.

Afternoon Shift: \$50.00 per bi-weekly pay period

Graveyard Shift: \$55.00 per bi-weekly pay period

The above differentials will be paid only when employees work in excess of one (1) hour outside of the following shifts:

DAY	8:00 A.M.	TO	4:00 P.M.
AFTERNOON	4:00 P.M.	TO	MIDNIGHT
GRAVEYARD	MIDNIGHT	TO	8:00 A.M.

The Steno I Dispatcher position(s) will be paid 1.5 hours per day Graveyard Differential.

All employees whose normal work week includes work on Saturday or Sunday, shall receive one hour extra straight time pay for each Saturday or Sunday worked.

ARTICLE 19: HOLIDAYS

All employees after fifteen (15) days of employment shall receive one day's pay for not working on the following holidays.

New Year's Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Queen's Birthday	Christmas Day
Canada Day	Boxing Day
British Columbia Day	

And any other day as proclaimed by the Federal, Provincial or Municipal Government as a holiday.

Employees laid off from work shall be entitled to statutory holiday pay if a statutory holiday occurs during the first ten (10) working days of the layoff.

Employees on general leave shall not be entitled to payment for a day that falls within, or on a calendar day which falls immediately prior to or following such leave.

When any of the above statutory holidays fall on a normal non-working day and no other day is declared in substitution thereof, employees shall receive a day off in lieu of the statutory holiday.

Category 4 relief employees will receive 4% in lieu of statutory holiday pay on each pay cheque.

ARTICLE 20: VACATIONS

(A) Definition of Vacation Year

The vacation year shall be defined as the period of time from June 1st to May 31st except as provided for in Article 23(B).

(B) Effective the first day of the vacation year following the vacation year an employee enters service with the Employer, he shall be entitled to annual vacations in accordance with the following schedule:

1. Accumulated service from date of entering service to May 31st, ten (10) complete months or more, fifteen (15) working days.
2. Accumulated service at May 31st of less than ten (10) complete months, one and one half (1 1/2) working days for each completed month of service, plus one and one half (1 1/2) working days for the total of partial months of service, to a maximum of fifteen (15) working days.
3. Vacation entitlements are based on the anniversary of service as follows:

Year 1	1 1/2 days/month to maximum of 15 days
Years 2 - 5	15 working days
Years 6 - 13	20 working days
Years 14 - 19	25 working days
Years 20 +	30 working days

And one additional day for each year of service thereafter. Employees hired after June 30, 1995 will be limited to a maximum of 35 days.

(C) If a Statutory or declared holiday falls or is observed during an employee's vacation period, he shall be granted an additional day's vacation for such holiday in addition to his regular vacation time.

(D) Vacation entitlements shall not be accumulated, and shall be taken in the vacation year following the vacation year in which they are earned. All employees shall be granted their vacation

during the months of July and August. Custodial and school term clerical, and school support worker classifications who wish to use vacation outside of the months of July and August shall be approved subject to the following provisions.

1. Applications will be made prior to September 30 of the school term for the period requested and will be approved/denied by October 15;
2. Up to five (5) employees in each of the three (3) classifications listed above per school year;
3. Up to a maximum of two (2) weeks vacation per year;
4. Based on seniority;
5. Based on operational requirements;
6. Only allowed once every five (5) years per individual.

Vacations will normally be taken through the months of July and August by all other classifications, except as arranged by mutual agreement. Preference over vacation dates shall be determined by seniority. The foregoing shall not preclude the right of an employee to apply for deferment of vacation entitlement for good cause.

Vacation entitlements shall be recorded on pay stubs.

(E) School Term Employees

School term employees who receive days off during the vacation year necessitated by school holidays and inservice days shall have such days deducted from their vacation entitlements to prevent layoff on such days.

(F) School Support Worker Inservice Days

School support workers will be paid to attend:

1. one district-wide inservice, and
2. any four non-instructional days

School support workers can be granted inservice days off by the worksite supervisor in lieu of days owed for overnight trips as per Article 17(G).

ARTICLE 21: SICK LEAVE PROVISIONS

(A) Sick Leave Defined

Sick leave means the period of time an employee is permitted to be absent from work with full pay by virtue of being sick, disabled, exposed to contagious disease, or under examination or treatment of a physician, chiropractor, or dentist, or because of an accident for which compensation is not payable under the Worker's Compensation Act.

(B) Amount of Sick Leave

Sick leave shall be granted to employees on the basis of one and two-third (1 2/3) days for every month of service.

In any one calendar year when an employee has not had sick leave, or only a portion thereof, he shall be entitled to an accrual of all the unused portion of sick leave up to a maximum of 160 working days for his future benefits. Employees at maximum accumulation of 160 or more sick days shall accumulate at one half day per month effective January 1, 1993.

Employees who have accumulated 160 days or more and who become ill in the year preceding retirement will be allotted a maximum of twenty (20) days to maintain their entitlement. A deduction shall be made from accumulated sick leave of all normal working days (exclusive of Statutory Holiday) absent for sick leave as defined in (A) and Article 25 (Supplementation of Compensation).

The PEBT LTD Plan shall be fully integrated with the sick leave plan so that an employee will be entitled to use sick leave up to the date he/she is eligible to collect LTD (80 work days) at which time sick leave usage shall cease.

(C) Illness in the Family

In the case of illness at the employee's residence and/or a medical emergency/procedure at a hospital of an immediate family member where no one other than the employee, can provide for the needs of the ill person, the employee, after notifying his supervisor, shall be entitled to a maximum of six

(6) days per calendar year when supported by a medical certificate.

In the event that a non-resident parent requires support due to a serious medical condition as confirmed by a medical practitioner, such time will be provided under the Family Illness provisions of this Article.

(D) Proof of Illness

The Employer may request that an employee provide a certificate from a duly qualified medical practitioner certifying the employee was unable to perform his duties due to personal or family member illness. The Employer shall reimburse costs associated with obtaining a medical certificate upon presentation of a paid receipt.

(E) Sick Leave During Leave of Absence

When an employee is given leave of absence without pay for any reason, or is laid off on account of lack of work and returns to the service of the Employer upon expiration of such leave of absence, etc., he shall not receive sick leave credit for the period of such absence, but shall retain his cumulative credit, if any, existing at the time of such leave or layoff.

(F) Sick Leave Without Pay

Sick leave without pay of one year shall be granted to an employee who does not qualify for sick leave with pay, or who is unable to return to work at the termination of the period for which sick leave with pay is granted. At the end of one year, any extension can only be granted upon review and by mutual agreement of the parties hereto.

(G) Sick Leave Records

A record of all unused sick leave will be kept by the Employer. Immediately after the close of each calendar year, each employee shall receive a record from the Employer of his accumulated sick leave credit. Any employee is to be advised on application of the amount of sick leave accrued to his credit.

Sick leave entitlements shall be recorded on pay stubs.

(H) Payment of Accumulated Sick Leave

Any employee having accrued sick leave to his credit shall, on retirement or termination, after ten (10) years of continuous service, receive a salary grant in lieu thereof equal to:

One half (1/2) of the days accumulated as per 21(B).

In the event of death, the salary grant shall be paid to his beneficiary.

Union dues will not be deducted from payout.

(I) Compassionate Leave

In the event of a life threatening illness or accident of a spouse, child, parent or sibling, an employee shall be granted up to three (3) working days per year without loss of salary which shall be deducted from the employee's accumulated sick leave entitlement.

ARTICLE 22: LEAVE OF ABSENCE

(A) The Employer agrees that, where permission has been granted to representatives of the Union to leave their employment temporarily in order to meet or carry on negotiations with the Employer, or with respect to a grievance, they shall suffer no loss of pay for the time so spent.

Union Conventions and Seminars

Leave of absence without pay and without loss of seniority will be granted upon request to the Board, to employees elected or appointed to represent the Union at Union conventions and Seminars. One week's notice shall be given to the Employer.

The Employer agrees to continue regular payment of wages and deductions for employees on leave under (B) of this Article.

The Employer will be reimbursed by the Union in full including holiday pay and pension payments.

Where there is no replacement provided for the absent employee, the money reimbursed and thus saved by the Employer for said leave will be used to establish a special fund for educational courses for employees. The Employer will account in writing to the Union by November 30th annually, for these funds.

Bereavement Leave

An employee shall be granted three (3) regularly scheduled consecutive work days leave without loss of salary in case of the death of a parent, spouse, brother, sister, child, grandparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law or grandchild.

In the event of death of a spouse, child, parent, brother or sister, two (2) additional days will be granted.

Reasonable leave of absence shall be granted for travel and estate affairs without pay and without loss of seniority.

Up to one-half (1/2) day shall be granted without loss of salary or wages to attend a funeral, provided such employee has given sufficient notice to his immediate work site supervisor.

(D) Jury Duty

The Employer shall pay an employee who is required to serve as a juror or subpoenaed court witness the difference between his normal earnings and the payment he received for jury service or court witness. The employee will present proof of service and the amount of pay received.

(E) Leave of Union Officers

Any employee who is elected or selected for a full time position with the Union, or any body with which the Union is affiliated, or who is elected to public office, shall be granted leave of absence without pay and without loss of seniority by the Employer for a period of one year. Such leave shall be renewed each year during his term of office. One month's notice to be given to the Employer.

(F) President's Leave

A President of the Local Union who is elected to take office 100% of the time, shall be granted a leave to assume presidential duties by the Board. The Board will continue to pay the President his salary and to provide benefits as specified in the Agreement. The Union will reimburse the Board monthly for all salary and benefits costs.

For purposes of pension, experience, sick leave and seniority, the President shall be deemed to be in the full employ of the Board. The President shall inform the Board of the number of days or partial days, if any, that he was absent from presidential duties. Such days or partial days shall be deducted from the President's accumulated sick leave or vacation credits.

Upon return from leave, the President has the option of returning to the position vacated or another position secured through posting.

(G) General Leave

Employees shall be granted unpaid leave(s) upon application as follows:

1. Up to two (2) days per calendar year for school term employees for personal business providing an adequate replacement is available at the time of approval. Additional days may be granted upon request.
2. Up to one (1) and to a maximum of four (4) months, upon written application without loss of seniority or position. The employee bears all costs associated with maintaining benefits.
3. Up to one (1) year, upon written application. The employee does not earn seniority for the year but maintains seniority rights as provided for in Article 10. The employee bears all costs associated with maintaining benefits and is required to relinquish his position and must exercise his adjusted seniority date to obtain a position upon his return.

Additional leave under subsection (2) or (3) may be granted every five (5) years provided:

- (i) The employee relinquishes their position.
- (ii) The employee taking the leave does not accept employment elsewhere.
- (iii) The employee bears all costs associated with maintaining benefits.
- (iv) The employee will not accrue seniority for the duration of the leave.

Educational leave shall be granted as per subsection (2) and (3) above.

(H) Maternity Leave

Pursuant to the Employment Standards Act an employee who becomes pregnant shall proceed on maternity leave and shall:

1. Officially notify the Board of her pregnancy at least four (4) weeks before the date the employee proposes to begin leave.
2. Return to duty no later than twelve (12) months after the birth of her child with no loss of seniority.
3. Advise her Employer whether or not she intends to return to the employ of the Employer following maternity leave.

An employee may be requested to go on maternity leave at any time before the dates specified, where it is considered in the best interest of the Board and not a violation of the Employment Standards Act.

(I) Supplemental Employment Benefits on Maternity Leave

When an employee takes the maternity leave to which she is entitled pursuant to the Employment Insurance Act, the Board shall pay the employee:

1. 95% (ninety-five percent) of her current salary for the first two weeks of the leave which falls during times when school is in session,
2. the difference between 95% (ninety-five percent) of her current salary and the amount of EI maternity benefits received by the employee, for a maximum of fifteen (15) weeks providing such time occurs when the employee is not on normal layoff.

(J) Parental Leave

Parental leave shall be granted to an employee in accordance with the Employment Standards Act and the Employment Insurance Act.

ARTICLE 23: PAYMENT OF WAGES AND ALLOWANCES

(A) Pay Days

The Employer shall pay salaries and wages bi-weekly in accordance with Schedule "A" attached hereto and forming part of this Agreement. On each pay day, each employee shall be provided with an itemized statement of his wages and deductions.

(B) Vacation Pay

All 12-month employees shall receive their pay on regular biweekly pay days unless they request their vacation cheque early.

All 10-month employees will be offered a choice as to whether they want to be paid out their vacation entitlements at the end of May each year or to use their remaining vacation entitlements to stay on payroll past their last day of work.

All 8-month grounds employees will accrue vacation entitlement and not be paid out vacation pay.

Those employees choosing to be paid out their entitlements at the end of May shall receive vacation cheques on the last office day preceding commencement of the Christmas/Spring break with others receiving their regular bi-weekly pay cheques.

The vacation year shall be from July 1st until June 30th for those 10-month employees who choose to remain on payroll past their last day of work. Those choosing to remain on payroll will not qualify for the B.C. Day statutory holiday.

(C) Pay During Temporary Transfers

If an employee substitutes on any job during the absence of another employee, or performs duties of a higher classification, he shall receive the rate for the job or his regular rate, whichever is the greater.

When an employee is regularly assigned to a position paying a lower rate, his rate shall not be reduced for a period of three (3) months following his regular assignment to a lower rate position.

(D) Automobile Allowance

Where employees agree to use their personal vehicles for Board business they shall be reimbursed in accordance with Board Policy No. 318. This would include claims for working in two (2) or more work locations.

(E) Mileage for Relief Employees

Relief employees shall be paid \$25.00 per day in lieu of mileage if required to travel in their vehicle to an area outside their general geographic area (Barriere, Chase, Heffley Creek, Logan Lake, Pinantan, Brennan Creek, Savona, Tranquille Valley, Westwold) from the first day of an assignment up to a maximum of twenty (20) working days per assignment. For those areas not listed above, the following rates apply:

Barriere to Clearwater	\$25.00
Kamloops to Clearwater	\$50.00
Clearwater to Blue River	\$50.00

(F) Bus Drivers - Outside Bus Trips

The allocation of all extra bus trips shall be in accordance with Schedule "C" attached.

(G) Out of Town on Employer Business

Employees required to be out of town on educational courses or other Board business shall be reimbursed expenses in accordance with Board Policy No. 307. All educational courses shall receive prior approval of the Employer.

(H) First Aid Certificate

Employees required to possess a Level 3 Occupational First Aid certificate will receive an allowance of .50¢ per hour.

Employees required to possess a Level 2 Occupational First Aid certificate will receive an allowance of 40¢ per hour.

Employees required to possess a Level 1 Occupational First Aid certificate will receive an allowance of .30¢ per hour.

The Employer shall designate an employee who possesses a Level 1 Occupational First Aid certificate in each school. Other employees who volunteer and are designated by the school as a Level 1 Occupational First Aid attendant shall receive an additional .30¢ per hour.

(I) Medical Exams

In the event a driver has been required to have an examination under Section 49 under the Motor Vehicles Act, the driver will submit the examination to the School District and all costs associated with the physical exam will be borne by the Employer upon receipt of a copy of the examination and the receipt for same.

Bus Drivers are required to have an annual physical examination from a qualified medical practitioner each year prior to August 15th. In the event a Bus Driver has been required to have an examination under Section 49 within three months prior to August 15th, the Bus Driver will submit the Motor Vehicle Examination to the School District and will not be required to undergo the School District medical in that year.

(J) Bus Driver – Orientation Trips

Bus drivers will be compensated \$25/trip after the initial orientation trip where mandated by the employer.

ARTICLE 24: JOB CLASSIFICATIONS AND RECLASSIFICATION

The Board of School Trustees will develop job descriptions for all new classifications.

The Employer agrees to consult and receive Union input on preparation of job descriptions.

ARTICLE 25: SUPPLEMENTATION OF COMPENSATION AWARD

An employee prevented from performing his regular work with the Employer on account of an occupational accident that is recognized by the Worker's Compensation Board as compensable within the meaning of the Compensation Act, shall have deductions of that portion of the day not paid by the Worker's Compensation Board made from his sick leave entitlement for each day the employee is entitled to Worker's Compensation, provided the employee has credit, provided further that this section shall only apply to those employees who have completed the probationary period.

The Board shall receive the Worker's Compensation cheque and shall pay the employee his regular rate. In the event an employee has not sufficient sick leave entitlement, the employee shall receive the Worker's Compensation cheque.

ARTICLE 26: TECHNOLOGICAL AND OTHER CHANGES

Adjustment Plan

- (A) If the Employer introduces or intends to introduce a measure, policy, practice or change that affects the terms, conditions or security of employment of a significant number of employees by classification to whom the Collective Agreement applies;
1. the Employer shall give notice to the Union at least sixty (60) days before the date on which the measure, policy, practice or change is to be effected, and
 2. after notice has been given, the Employer and Union shall meet, in good faith, and endeavour to develop an adjustment plan, which may include provisions respecting any of the following:
 - (i) consideration of alternatives to the proposed measure, policy, practice or change, including amendment of provisions in the Collective Agreement;
 - (ii) resource planning and employee counselling and retraining;
 - (iii) notice of termination;
 - (iv) severance pay;
 - (v) entitlement to pension and other benefits including early retirement benefits;
 - (vi) a bipartite process for overseeing the implementation of the adjustment plan.
- (B) If, after meeting in accordance with subsection (1), the parties have agreed to an adjustment plan, it is enforceable as if it were part of the Collective Agreement.
- (C) Subsections (1) and (2) do not apply to the termination of the employment of employees referred to in section 49.2 of the Employment Standards Act.

Any training required as a result of technological change shall be given during work hours.

ARTICLE 27: OCCUPATIONAL HEALTH AND SAFETY

- (A) The Union and the Employer shall cooperate in continuing and perfecting the safety measures now in effect in accordance with School District Policy No. 308.
- (B) The Safety Committee shall be established and composed of two representatives appointed by the Employer, and two representatives of the Union and two members of the KTTA as per the Occupational Health and Safety policy.
- (C) The joint safety committee shall comply with and enforce all applicable federal, provincial and municipal health and safety legislation and regulations such as the Industrial Health and Safety Regulations established under the Workers' Compensation Act and regulations established under W.H.M.I.S. and the School District No. 73 Occupational Health and Safety Manual.
- (D) Where an employee working in an environment where serious communicable diseases have been determined by the Medical Health Officer to exist, the Board will pay expenses associated with preventive medication not covered by the employee's own medical insurance coverage.
- (E) Severe student behaviour occurs when an employee has been physically or verbally abused by a student. That employee shall refer the student to the administrative officer who will investigate the concern and take appropriate corrective measures. In every case the administrative officer shall involve the employee, student and parent/guardian in the corrective plan. Incident reports that involve injury to employees shall be sent to the joint Health and Safety Committee monthly.
- (F) No employee will be required to work in environments that are unsafe or unhealthy.
- (G) The Employer agrees to have site-based procedures to deal with employee safety and protection in the workplace. Any employee upon beginning a new assignment at a work site shall be provided with safety procedures/guidelines for those students deemed to be high risk behaviourally and/or for students requiring extraordinary lifting or mobility assistance.

ARTICLE 28: BENEFITS

Eligibility for Benefits

1. Category 1 regular employees – entitled to all benefits as outlined in this Agreement.
2. Category 2 regular recall employees – If recalled into a position that is known to extend beyond 12-weeks within 4-months of being placed on the recall list are treated as a Category (1) regular employee for benefit purposes. If not recalled into a position within 4-months of being placed on the recall list will be given the option to review benefit coverages to determine if they wish to continue as a Category (1) regular employee at their cost or be a Category (3) relief employee with seniority for benefit purposes.
3. Category 3 relief employees with seniority – Employees will upon successful completion of a probationary period be offered Medical and Extended Health benefits.
4. Category 4 relief employees – will be entitled to statutory benefits and vacation pay.
5. Benefit Deductions - All ten (10) month employees will have benefit premiums deducted in eighteen (18) equal instalments.
6. In the case of absence for illness, the Employer's contribution for the Medical and Extended Health plans will be paid for a maximum of one-year from the commencement of illness. Thereafter and for the full period of any other absence, the employee may pay the full premiums through the Employer if he so desires.

Other coverages can be maintained by the employee at their cost if permitted under the plan(s).
7. For those benefits noted in B-C-F-G and I, as of February 1, 2005, the parties will participate in the Joint Benefit Trust Program offered through PEPT.

(A) Medical Insurance

The Employer shall contribute one hundred percent (100%) of the premiums of the recognized medical plan.

(B) Extended Health Care

The Employer shall contribute one hundred percent (100%) of the premiums of the Extended Health care plan (one million lifetime maximum), which shall include hospital co-insurance, eyeglass coverage and hearing aids. Eyeglass coverage shall be a maximum of \$400.00 every two (2) years for each family member.

(C) Group Life Insurance

Category 1 regular employees shall participate in a mutually agreeable Group Life Insurance Policy, with the Employer paying one hundred percent (100%) of the regular monthly premiums. Group Life Insurance coverage is two (2) times each employee's annual salary with a waiver of premium rider to age 65.

(D) Pension Plan

Category 1 regular employees shall participate in the existing pension plan in accordance with the terms of the plan, and in any future plan that may be entered into by mutual agreement by the parties hereto.

(E) Retirement Benefits

An employee not enrolled in the pension plan, upon retirement, as defined by Municipal Superannuation, shall be granted one-half (1/2) day's pay for every month of service with the Employer prior to January 1, 1988 and one (1) day's pay for every month of service effective January 1, 1988, provided the employee has served a minimum of five (5) years' service, except in the case of dismissal for just cause.

Employees with Municipal Superannuation, who in the past were excluded from participation, will be granted this benefit on a pro-rated basis for the time worked as a regular or temporary employee (after successful completion of the probationary period) providing previous service was not picked up.

Payment of benefit to be based on the rate of pay effective immediately preceding retirement.

(F) Dental Insurance

Category 1 regular employees shall participate in the Pacific Blue Cross Dental Plan with the Employer contributing 75% of the premiums providing 100% of Plan A, 60% of Plan B and 60% of Plan C with a lifetime limit of \$3,500.00.

(G) Long Term Disability

Disability benefits will be as provided through the Public Education Benefits Trust (PEBT).

(H) Employee Assistance

All employees shall participate in the mutually agreed upon Employee Assistance Program with the Employer contributing 75 percent of the premium. Employee deductions will be made at date of hire and annually thereafter in the month of October.

(I) Accidental Death and Dismemberment Insurance

The Employer agrees to check-off and remit premiums for a Voluntary Accidental Death and Dismemberment Insurance Plan and to provide any statistical data necessary for premium quotation. Such policy and the carrier shall be determined by the Union. The Employer agrees to provide application forms and details of this plan to new employees.

Voluntary A.D.&D. benefits in multiples of \$10,000 are available and paid for by the employee.

(J) Employment Insurance

All employees shall be covered by the provisions of the Employment Insurance Act, and the Employer agrees that no further certificates exempting employees from coverage under the Act shall be issued.

ARTICLE 29: GENERAL CONDITIONS

(A) Proper Accommodation

Where possible, proper accommodation shall be provided for employees to have their meals and keep their clothes.

(B) Bulletin Boards

The Employer shall provide bulletin boards in suitable locations upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to the employees.

(C) Fire and Theft Insurance

The Employer shall provide fire and theft insurance covering the tools owned by employees and used in performance of their duties with the Employer and left on the Employer's premises. The employee shall provide the Employer with an itemized list of these tools as purchased.

(D) Strike at Employer's Premises

In the event that any employees of the Employer become engaged in a strike and maintain pickets at the Employer's premises, then any refusal to work or failure to cross such a picket line by employee members of this Union shall not be considered a violation of this Agreement, nor constitute sufficient grounds for dismissal. However, services essential to safeguarding buildings and property will be maintained.

(E) Instructional Courses and Course Reimbursement

The Employer agrees to pay the full cost for the one successful attempt of any course of instruction required and approved by the Employer. Employer initiated courses will be funded by the Employer. Other courses will be funded as per Article 22(B).

Employees who plan on requesting course reimbursements must receive prior approval. When approved by the Employer, courses that require the employee to travel out of town will be reimbursed for gas, toll, and ferry charges only upon

submission of appropriate receipts. The employee will assume any and all other associated expenses.

Employees taking courses should forward a copy of marks and/or certificates for inclusion in their personnel file.

(F) Dress

Employees shall keep themselves clean and tidily dressed at all times, except when it is necessary for them to be working in a particular job that tends to require an older type of working clothes.

(G) Protective Clothing

The Employer agrees to supply protective clothing to employees who require them.

(H) Work Boots

The Employer agrees to pay \$100.00 annually towards the cost of work boots where required when supported by an original receipt.

(I) Swim Suit Allowance

The Employer agrees to pay 50% to a maximum of \$100 annually towards the cost of swimsuits for school support workers where required on a regular ongoing basis and when supported by an original receipt.

(J) Bus Mechanics

Bus Mechanics' tools that are broken, worn out, lost or stolen will, upon application, be replaced by the Employer at no charge to the employee.

New tools required for employees' use on the job due to new technology will be purchased by the School District. The School District will retain ownership of new tools purchased.

(K) Copyright Infringement

Any employee whose job requires the copying and/or reproduction of material will not be held responsible for any copyright infringement violation incurred on behalf of the Employer.

(L) Special Eyeglasses - VDT's or CRT's

The Employer agrees to pay 50% to a maximum of \$250.00 every two (2) years for special eyeglasses required by employees working on VDT's or CRT's.

(M) Indemnification

The School Board recognizes that as a general principle it has an obligation to its employees to indemnify them from damages and costs incurred by them as a result of actions or prosecutions brought against employees acting in the ordinary course of their duties.

ARTICLE 30: JOB SECURITY

No permanent employee shall lose his employment because of subcontracting engaged in by the Employer.

No paid staff position will be displaced or replaced by the use of volunteers.

The Employer is committed during the life of this Agreement not to contract out work presently performed by C.U.P.E. members.

The Employer is prepared to review concerns regarding contracting out informally with the Union through the Labour Management Liaison Committee structure.

ARTICLE 31: PRESENT CONDITIONS AND BENEFITS

All rights, benefits, privileges, and working conditions which employees now enjoy, receive, or possess as employees of the Employer shall continue to be enjoyed and possessed insofar as they are consistent with this Agreement, but may be modified by mutual agreement between the Employer and the Union.

ARTICLE 32: ACCESS TO INFORMATION

Agendas and minutes of all public Board Meetings with attachments will be provided to the Union at the time of distribution to the Board.

ARTICLE 33: TERM OF AGREEMENT

This Agreement, unless changed by mutual consent of both parties hereto, shall be in force and effect from and after the first day of July, 2006 and up to and including June 30, 2010, and thereafter from year to year unless either party to this Agreement gives notice to commence collective bargaining in accordance with the Labour Code of British Columbia. During the period of collective bargaining, this Agreement shall continue in full force and effect.

IN WITNESS WHEREOF BOTH PARTIES HERETO EXECUTED THESE PRESENTS:

Signed on behalf of the Employer:

Signed on behalf of the Union:

Originally signed by

The Board of School Trustees
School District No. 73
(Kamloops/Thompson)

OnOriginally signed by

The Canadian Union of Public Employees
Local 3500

On

DUTIES AND RESPONSIBILITIES OF SCHOOL BUS DRIVERS

1. All Bus Drivers must possess a valid B.C. "Class 2" Chauffeur's Licence and air brake endorsement.
2. Annual Driver Medicals – refer to Article 23 (I).
3. The driver shall sweep and clean out the interior of the bus before or after each trip; and shall keep the bus well ventilated, and/or heated at all times.
4. Drivers will at all times adhere to traffic and safety regulations in the operation of his vehicle.
5. The Driver shall never drive backwards on the School Grounds until he has looked behind, sounded his horn, and placed a responsible pupil to guard the rear.
6. The driver shall not leave the bus when pupils are in it until he has shut off the motor, set the brakes, and has removed the ignition key.
7. The driver shall not engage in unnecessary conversation with anyone while the bus is in motion.
8. The driver shall see that all doors on the bus are kept closed while the bus is in motion.
9. The driver shall bring the bus to a complete stop before taking on or letting off children. Whenever possible the driver shall stop off the pavement, at a place where the road may be clearly seen for several hundred feet in either direction. He shall always signal to drivers coming up from the rear before stopping or turning.
10. The driver shall pre-trip his bus before driving it for the condition of headlights, brakes, steering apparatus, tires, windshield wipers, horns and other mechanical features affecting safety of the children in the bus he drives. He shall not transport pupils unless the bus is safe to operate.

11. The driver shall not permit anyone but himself to operate the bus, except with the permission of the Transportation Dispatcher or the Transportation Manager.
12. The driver shall not fill the fuel tank while pupils are in the bus, or while the motor is running.
13. Drivers shall report all student accidents to the Principal and the Transportation Office.
14. The drivers shall instruct the pupils at least twice during the school year in the following:
 - (A) Use of the Emergency Door.
 - (B) Safe operation of the windows.
 - (C) Proper use of the fire extinguisher.
15. In the case of an accident, the driver must not make any statement that may reflect liability for accident, on himself or other party.
16. Driver report, re vehicle accident forms, must be filed with the Manager or School Board Office within 24 hours of accident.
17. The driver shall report to the Transportation Dispatcher any new road hazards as they occur.
18. The driver shall adhere closely to the established schedule, which shall be approved by the Manager and placed in the bus where it can be easily seen.
19. The driver shall not, except on special order of the Transportation Manager, use a school bus for any purpose other than transporting pupils to and from school.
20. The driver shall not permit dogs or other animals in the bus.
21. The driver shall report to the Transportation Manager immediately when the bus is overloaded.
22. The driver shall keep his person clean and neat, and not use tobacco on the school bus.

SCHOOL BUS REGULATIONS

1. Principals have the final responsibility for behaviour of all pupils transported on school buses.
2. Rules and regulations concerning safety and deportment to be:
 - (A) Discussed with students by school authorities.
 - (B) Given to Bus Driver.
 - (C) Copy sent to parents for signature.
3. Bus Drivers shall have the authority to maintain order on the bus, but shall report all cases requiring disciplinary action to the Principal on a form provided to the Bus Drivers for this purpose.
4. Parents shall be advised of all cases of misbehaviour reported by the Bus Drivers to the Principal.
5. Principals have the authority to suspend the right to ride on buses for repeated misbehaviour. This shall be for a stated period of time.
6. Any suspension shall be reported to the parents and to the School Board.
7. Privilege of transportation shall be restored to students suspended only upon assurance to the Principal of conforming to bus regulations.
8. Indefinite suspension shall be authorized only by the Board of School Trustees.
9. Pupils will be held responsible for wilful damage to the school bus under Section 124, Manual of School Law.
10. Bus drivers shall be provided with an up-to-date list of students eligible to ride on the bus. Drivers may require students to produce a student's card as proof of such eligibility. Such card to be issued free of charge.

11. Students must provide the Bus Driver with written permission from his parent or guardian to disembark at other than his normal location.
12. Drivers shall insure that sufficient fuel is held in tanks to complete inward and outward runs.
13. Drivers are responsible for care and protection of the transportation equipment in their charge during working hours.

SCHEDULE "A": RATES OF PAY

NOTE: Full-time employees work either 75 or 70 hours/bi-weekly period dependant upon their position, with the exception of four (4) hour Bus Driver positions based on 40 hours/bi-weekly period.

Employees required to possess First Aid Certificates will be paid as per Article 23 (I) as follows:

- Level 3 Occupational First Aid: .50¢ per hour
- Level 2 Occupational First Aid: .40¢ per hour
- Level 1 Occupational First Aid: .30¢ per hour

ACCOUNTING

Job #	Description	JE Points	06/06/30	06/07/01 1.80%	07/07/01 2.00%	08/07/01 2.00%	09/07/01 2.00%
			Pay Rate	Pay Rate	Pay Rate	Pay Rate	Pay Rate
1-2	Accounting Clerk 2 - General	255	21.03	21.41	21.84	22.28	22.73
1-3	Accounting Clerk 2 - Data Input Op.	275	21.55	21.94	22.38	22.83	23.29
1-4	Account. Clerk 2 - Accounts Payable	275	21.55	21.94	22.38	22.83	23.29
1-6	Accounting Clerk 3 - General	295	22.06	22.46	22.91	23.37	23.84
1-7	Accounting Clerk 4 - Payroll	315	22.57	22.98	23.44	23.91	24.39
1-8	Accounting Clerk 5 - General	315	22.57	22.98	23.44	23.91	24.39
		355	23.61	24.04	24.52	25.02	25.53
		415	25.13	25.58	26.10	26.63	27.17

CLERICAL

Job #	Description	JE Points	06/06/30	06/07/01 1.80%	07/07/01 2.00%	08/07/01 2.00%	09/07/01 2.00%
			Pay Rate	Pay Rate	Pay Rate	Pay Rate	Pay Rate
2-1	Booking Clerk	205	19.74	20.10	20.50	20.91	21.33
2-2	Steno 1 - Receptionist	195	19.48	19.83	20.23	20.64	21.06
2-3	Steno 1 – Substitute Dispatcher	250	20.90	21.28	21.71	22.15	22.60
2-4	Steno 1	215	19.99	20.35	20.76	21.18	21.61
2-5	Steno 2	305	22.31	22.71	23.17	23.64	24.12
2-6	Regional Maintenance Steno	295	22.06	22.46	22.91	23.37	23.84
2-7	Counseling Steno	265	21.29	21.67	22.11	22.56	23.02
2-9	Secretary-in-Charge (Elementary)	295	22.06	22.46	22.91	23.37	23.84
2-10	Transportation Clerk	250	20.90	21.28	21.71	22.15	22.60
2-11	Secretary-in-Charge (Secondary)	335	23.08	23.50	23.97	24.45	24.94
2-13	Steno 3	315	22.57	22.98	23.44	23.91	24.39

Note: Steno 1 rate of pay for first 5 days

CUSTODIAL

Job #	Description	JE Points	06/06/30	06/07/01 1.80%	07/07/01 2.00%	08/07/01 2.00%	09/07/01 2.00%
			Pay Rate	Pay Rate	Pay Rate	Pay Rate	Pay Rate
3-1	Custodian 1 – Supervised	160	18.58	18.92	19.30	19.69	20.09
3-2	Custodian 2 – Supervised	200	19.61	19.96	20.37	20.78	21.20
3-3	Custodian 3 – Shift Leader	230	20.39	20.76	21.18	21.61	22.05
3-4	Custodian 4 – In Charge (One Person School)	230	20.39	20.76	21.18	21.61	22.05
3-5	Custodian 5 – In Charge (Elementary & Small Secondary)	260	21.16	21.54	21.98	22.42	22.87
3-6	Custodian 6 – In Charge (3 or More People)	270	21.41	21.80	22.24	22.69	23.15
3-7	Custodian 7 – In Charge/Driver (HGEC)	260	21.16	21.54	21.98	22.42	22.87

Note: Shift differential will be paid to Custodians who work in excess of one (1) hour outside of the shifts specified in Article 18 as follows:

- Afternoon Shift: \$50.00 per bi-weekly pay period
- Graveyard Shift: \$55.00 per bi-weekly pay period

GROUNDS

Job #	Description	J E Points	06/06/30	06/07/01 1.80%	60*	07/07/01 2.00%	60*	08/07/01 2.00%	60*	09/07/01 2.00%	30*
			Pay Rate	Pay Rate	Trades Allowance	Pay rate	Trades Allowance	Pay Rate	Trades Allowance	Pay Rate	Trades Allowance
4-1	Labourer	170	18.85	19.19		19.58		19.98		20.38	
4-2	Groundsperson	220	20.12	20.48		20.90		21.32		21.75	
4-3	Mechanic/Welder	370	23.99	24.42	25.02	25.52	26.12	26.64	27.24	27.78	28.08
4-4	Groundsperson – Fencing	305	22.31	22.71		23.17		23.64		24.12	
4-5	Groundsperson – Horticulture	360	23.73	24.16		24.65		25.15		25.66	
4-6	Irrigation Mtce Trainee	185	19.23	19.58		19.97		20.37		20.78	
4-6 a	Irrigation Mtce Trainee 2 nd (12 mths)	205	19.74	20.10		20.50		20.91		21.33	
4-7	Irrigation Maintenance 1	255	21.03	21.41		21.84		22.28		22.73	
4-8	Irrigation Maintenance 2	335	23.08	23.50		23.97		24.45		24.94	
4-9	Grounds Equipment Op. 1 (7 mths)	260	21.16	21.54		21.98		22.42		22.87	
4-10	Grounds Equipment Op. 2 (12 mths)	280	21.67	22.06		22.51		22.97		23.43	
4-11	Regional Utility/Grounds Equipment Op	295	22.06	22.46		22.91		23.37		23.84	
4-12	Groundsperson 3 Playground	305	22.31	22.71		23.17		23.64		24.12	

LIBRARY

Job #	Description	JE Points	06/06/30	06/07/01	07/07/01	08/07/01	09/07/01
			Pay Rate	1.80%	2.00%	2.00%	2.00%
7-1	Itinerant Library Assistant	225	20.26	20.63	21.04	21.47	21.90
	Library Assistant 1	205	19.74	20.10	20.50	20.91	21.33
7-2	Library Assistant 2 (French)	215	19.99	20.35	20.76	21.18	21.61
7-3	Library Technician	285	21.80	22.19	22.64	23.10	23.57

OTHER

Job #	Description	JE Points	06/06/30	06/07/01	07/07/01	08/07/01	09/07/01
			Pay Rate	1.80%	2.00%	2.00%	2.00%
11-1	Print Room Operator	275	21.55	21.94	22.38	22.83	23.29
11-2	Desk Repairman	260	21.16	21.54	21.98	22.42	22.87
11-4	Driver/Storesman	185	19.23	19.58	19.97	20.37	20.78
11-5	Resident Caretaker – McQueen Lake	305	22.31	22.71	23.17	23.64	24.12

PURCHASING

Job #	Description	JE Points	06/06/30	06/07/01	07/07/01	08/07/01	09/07/01
			Pay Rate	1.80%	2.00%	2.00%	2.00%
8-2	Buyer 2	310	22.44	22.84	23.31	23.78	24.26

Note: The daily differential rate for the Buyer 2 covering the absence of the Purchasing Manager for a full day or more will be \$1.25 per hour (\$8.75 per day).

SCHOOL SUPPORT WORKERS

Job #	Description	JE Points	06/06/30	06/07/01	07/07/01	08/07/01	09/07/01
			Pay Rate	1.80%	2.00%	2.00%	2.00%
6-1	Science Assistant	200	19.61	19.96	20.37	20.78	21.20
6-2	SSW 2	225	20.26	20.63	21.04	21.47	21.90
	SSW 2 Bus Supervisor	220	20.12	20.48	20.90	21.32	21.75
6-4	SSW 1 – Signer	200	19.61	19.96	20.37	20.78	21.20
6-5	SSW 3	270	21.41	21.80	22.24	22.69	23.15
	SSW 3 District Resource Room	280	21.67	22.06	22.51	22.97	23.43
6-6	SSW 1 – First Nations	255	21.03	21.41	21.84	22.28	22.73
6-8	SSW – Advanced Signer	265	21.29	21.67	22.11	22.56	23.02
6-10	Forestry Assistant	310	22.44	22.84	23.31	23.78	24.26
6-11	SSW 4	330	22.95	23.36	23.84	24.32	24.81
6-12	SSW – Interpreter	335	23.08	23.50	23.97	24.45	24.94

SKILLED/TECHNICAL

			06/06/30	06/07/01 1.80%	07/07/01 2.00%	08/07/01 2.00%	09/07/01 2.00%
Job #	Description	JE Points	Pay Rate	Pay Rate	Pay Rate	Pay Rate	Pay Rate
5-1	Media Equipment Operator	280	21.67	22.06	22.51	22.97	23.43
5-2	Software Support Technician	375	24.12	24.56	25.05	25.56	26.08
5-3	Computer Technician	400	24.78	25.23	25.74	26.26	26.79
5-4	I.E. Service Technician	370	23.99	24.42	24.92	25.42	25.93
5-5	Low Voltage Technician	340	23.21	23.63	24.11	24.60	25.10
5-6	Graphic Technician	315	22.57	22.98	23.44	23.91	24.39
5-7	Network Support Tech/Programmer	375	24.12	24.56	25.05	25.56	26.08

TRADES

			06/06/30	06/07/01 1.80%	60*	07/07/01 2.00%	60*	08/07/01 2.00%	60*	09/07/01 2.00%	30*
Job #	Description	J E Points	Pay Rate	Pay Rate	Trades Allowanc	Pay rate	Trades Allowance	Pay Rate	Trades Allowanc	Pay Rate	Trades Allowance
9-1	Carpenter	415	25.13	25.58	26.18	26.70	27.30	27.85	28.45	29.02	29.32
9-2	Electrician	435	25.65	26.11	2671	27.24	27.84	28.40	29.00	29.58	29.88
9-3	Glazier/Locksmith	405	24.91	25.36		25.87		26.39		26.92	
9-4	Heating/ Refrigeration Technician	415	25.13	25.58	26.18	26.70	27.30	27.85	28.45	29.02	29.32
9-5	Painter Red Circled	300	22.18	22.58	23.18	23.64	24.24	24.72	25.32	25.83	26.13
			24.48	24.92	25.52	26.03	26.63	27.16	27.76	28.32	28.62
9-6	Plumber	425	25.42	25.88	26.48	27.01	27.61	28.16	28.76	29.34	29.64

TRANSPORTATION

			06/06/30	06/07/01 1.80%	60*	07/07/01 2.00%	60*	08/07/01 2.00%	60*	09/07/01 2.00%	30*
Job #	Description	JE Points	Pay Rate	Pay Rate	Trades Allowance	Pay rate	Trades Allowance	Pay Rate	Trades Allowance	Pay Rate	Trades Allowance
10-1	Bus Driver	295	22.06	22.46		22.91		23.37		23.84	
	Field Trip Rate		20.78	21.16		21.58		22.02		22.47	
10-3	Bus Dispatcher	335	23.08	23.50		23.97		24.45		24.94	
10-4	Shop Utility – Autobody	315	22.57	22.98	23.58	24.05	24.65	25.14	25.74	26.25	26.55
10-6	Shop Utility – Wash Bay/Tire Repair	275	21.55	21.94		22.38		22.83		23.29	
10-7	Mechanic	435	25.65	26.11	26.71	27.24	27.84	28.40	29.00	29.58	29.88
10-8	Mechanic Foreman		26.90	27.39	27.96	28.49	29.09	29.65	30.25	30.83	31.13
10-9	Regional Shop Utility	295	22.06	22.46		22.91		23.37		23.84	

- Note:**
- The Mechanic Foreman will always be paid \$1.25 per hour more than a Mechanic.
 - Bus Drivers' rates shall be based upon the actual driving time, plus fifty (50) minutes.
 - Field Trip Rate is paid an additional 6% in lieu of Holiday Pay.

SCHEDULE “B”: HOURS OF WORK

T

The Employer and the Union agree that the appended schedules sets out the hours worked in each work location.

Provisions of Article 17(A) shall apply to hours worked outside of those set out in this schedule. Amendments to this schedule may only be made by mutual agreement of the parties to this Agreement.

- NOTE 1 - All library assistant positions in elementary schools are day shift and either twenty (20) hours per week in one location, or thirty-five (35) hours per week if combined positions.
- NOTE 2 - When the current incumbent vacates position, it will revert back to an 8:00am starting time.
- NOTE 3 - Denotes combination positions.
- NOTE 4 - Hours as per Letter of Agreement. Refer to page 39-4.
- NOTE 5 - When the current incumbent vacates position, it will revert back to a four (4) hour a day, five (5) days a week position.
- NOTE 6 - Denotes those positions which were reduced in hours by the School District without mutual agreement and were deferred to arbitration by the Union. Refer to Letter of Understanding of December 16, 1985 for resolve.
- NOTE 7 - Denotes the P.M. Custodian position in secondary school that is appointed in a 4:00 – 12:00 shift but permitted to work 3:00 to 11:00 except when required to work 5:00 to 1:00.
- NOTE 8 - Central Stores-Purchasing hours of work will be 8:30am – 4:00pm (1/2 hour lunch break) for the following positions: Steno 2, Data Input Operator 1, Buyer 2 and Buyer 1.

SCHEDULE “B”: HOURS OF WORK

NOTE

9 - Bus Garage Hours – In the months of July and August, hours of work will be 7:00 am – 3:30pm with the assurance that one employee will work 7:30am – 4:00pm daily.

NOTE 10 - Grounds Department Hours shall be as follows:
May – September (inclusive): 7:00am – 3:30pm
October – April (inclusive): 8:00am – 4:30pm

SCHEDULE "B": HOURS OF WORK

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
ABERDEEN ELEMENTARY					
1, 3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1	see Dallas	Bet 8-4 pm	3.500
3	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Pacific Way	6:30 – 2:30 p	3.750
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00 4:30 – 11:00	7.500
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see South Sahali		6.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
ADMINISTRATION BUILDING (SCHOOL BOARD OFFICE)					
	CLERICAL	STENO 3		8:30 – 4:30	7.000
	CLERICAL	STENO 3		8:30 – 4:30	7.000
	CLERICAL	STENO 3		8:30 – 4:30	7.000
	CLERICAL	STENO 2	Teaching	8:30 – 4:30	7.000
	CLERICAL	STENO 2	Rentals & Acc.	8:30 – 4:30	7.000
	CLERICAL	STENO 2	Non Teaching	8:30 – 4:30	7.000
	CLERICAL	STENO 1 RECEPTIONIST		8:30 – 4:30	7.000
	CLERICAL	STENO 1 – SUBSTITUTE DISPATCHER		6:30 – 2:30	7.000
	CLERICAL	ACCOUNTING CLERK 4 – PAYROLL	Teacher Payroll	8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 4 – NON TEACHER PAYROLL	Non-Teacher Payroll	8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 4 – GENERAL		8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 4 – GENERAL		8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 2 – DATA INPUT		8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 2 – ACCOUNTS PAYABLE		8:30 – 4:30	7.000
	CLERICAL	ACCOUNTING CLERK 2 – GENERAL		8:30 – 4:30	7.000
	PROG. SUPPORT	NETWORK SUPPORT TECH - PROG		8:00 – 4:30	7.500
	PROG. SUPPORT	NETWORK SUPPORT TECH – PROG		8:00 – 4:30	7.500
	PROG. SUPPORT	SOFTWARE SUPPORT TECH.		8:00 – 4:30	7.500
	PROG. SUPPORT	SOFTWARE SUPPORT TECH.		8:00 – 4:30	7.500
3	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)	see SKSS	5:00 – 9:00 p	3.750
	BUYER	BUYER II		8:30 – 4:30	7.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
A.E. PERRY ELEMENTARY					
1,3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	3.500
	CLERICAL/SSW	SSW-2	see Arthur Stevenson	Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	5.750

3	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30	3.750
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see George Hilliard	3:00 – 7:00	2.000
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see Four Directions Storefront	3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
ARTHUR HATTON ELEMENTARY					
1, 3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	4.000
			see Rayleigh		
3	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		7:00 – 11:00 am	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see Parkcrest	3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
ARTHUR STEVENSON ELEMENTARY					
1, 3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	3.500
			see AE Perry		
3	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30	3.750
				see David Thompson	
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 7:00	3.750
			see Oak Hills		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BARRIERE ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	3.000
			see Barriere Secondary		
3	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 6 – IN CHG.		6:30 – 2:30	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BARRIERE SECONDARY					
3	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	STENO 1/COUNSELLING		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	3.000
			see Barriere Elementary		
3	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 7:00	4.000
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BEATTIE SCHOOL OF THE ARTS					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.00
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	4.000
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see South Sahali	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see Ralph Bell	3:00 – 4:30 p	1.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BERT EDWARDS ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see John Tod	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BLUE RIVER ELEMENTARY					
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)	3:00 – 7:00		4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BRENNAN CREEK ELEMENTARY					
3, 4	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		after 3:00 pm	1.000
			see Transportation (Barriere)		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
BROCKLEHURST SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT		Bet 8-4 pm	4.000
3	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	5.000
			rotates btwn Brock, NorKam & Westsyde Sec.		
	CLERICAL/SSW	SSW –INTERPRETER/SIGN		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3 SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00	7.500

CUSTODIAL	CUSTODIAN 1 – SUPERVISED	3:30 – 11:30	7.500
CUSTODIAL	CUSTODIAN 1 – SUPERVISED	4:00 – 12:00 a	7.500
CUSTODIAL	CUSTODIAN 1 – SUPERVISED	7:30-11:30 p	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
CHASE SECONDARY					
3	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	STENO 1/COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8 – 4 pm	6.000
			see Haldane Elementary		
3	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		6:30 – 2:30 p	3.750
				see Haldane Elementary	
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
CLEARWATER SECONDARY					
3	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	STENO 1/COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	6.000
			see Raft River		
3	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
			see Star Lake		
3	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3 – SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		6:30 – 2:30 p	3.750
			see Raft River		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:30 – 11:30	6.500
			See Raft River		
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
DALLAS ELEMENTARY					
1, 3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	3.500
			see Aberdeen		
3	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	4.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30 p	3.750
			see RLC		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
DAVID THOMPSON ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see Marion Schilling/Pacific Way		
3	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW – INTERPRETER SIGN		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
	CUSTODIAL	CUSTODIAN 5		11:30 – 3:00	3.750
				see Arthur Stevenson	

CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED	3:00 – 11:00	7.500
CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	3:00 – 7:00 p	1.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
DUFFERIN ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see RL Clemitson/Dufferin		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 4 – IN CHG.		12:00-8:00 p	7.500
		(1 PERSON SCHOOL)	Incumbent works 11:00 – 7:00 p		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
GEORGE HILLIARD ELEMENTARY					
1, 3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see Kay Bingham		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	5.750
3	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG.		6:30 – 2:00 p	3.750
		(ELEM/SMALL SEC)	see AE Perry		
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		Bet 3 – 11	1.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
GROUNDS DEPARTMENT					
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (12 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (12 Mos)		7:00 – 3:30	7.500
			Clearwater		
	GROUNDS	GROUNDS EQUIPMENT OPERATOR 1 (10 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (7 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (7 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDS EQUIPMENT OPERATOR (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON 3 – PLAYGROUND (7 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON 3 – FENCING (8 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON 3 – HORTICULTURE (12 Mos)		7:00 – 3:30	7.500
	GROUNDS	IRRIG MTCE 1 (7 Mos)		7:00 – 3:30	7.500
	GROUNDS	IRRIG MTCE 1 (7 Mos)		7:00 – 3:30	7.500
	GROUNDS	IRRIGATION MTCE 2 (8 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	GROUNDSPERSON (6 Mos)		7:00 – 3:30	7.500
	GROUNDS	LABOURER/GROUNDS (4 Mos)		7:00 – 3:30	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
HALDANE ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		6:30 – 2:30 p	3.750
			see Chase Sec.		
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		2:30 – 7:30 p	5.000
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
HEFFLEY CREEK ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	6.000
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		12:00–6:00 p	6.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
HENRY GRUBE EDUCATION CENTRE					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	STENO 1 RECEPTIONIST		8:30 – 4:30	7.000
	CLERICAL	BOOKING CLERK		Bet 8-4 pm	7.000
	CLERICAL	BOOKING CLERK		Bet 8-5 pm	4.000
	CLERICAL	SUPPORTED WORKER TRAINEE*		Bet 8-4 pm	4.000
	CLERICAL	AUDIO VISUAL		Bet 8-4 pm	7.500
	CLERICAL	MEDIA EQUIPMENT OPERATOR		8:00 – 4:30	7.500
	CLERICAL	LABOURER – PRINT MEDIA EQUIPMENT OPERATOR		Bet 8-5 pm	7.500
	CLERICAL/LIBRA	ITINERANT LIBRARY ASSISTANT		Bet 8-3 pm	6.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY TECHNICIAN		7:30 – 3:30	7.000
	CLERICAL/SSW	SSW-ADV BRAILLIST		Bet 8-4 pm	6.250
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		4:30-11:00 p	6.000
			see George Hilliard		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
JOHN TOD ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see Ralph Bell		
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR INTER/SIGN		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30 p	3.750
			see Bert Edwards		
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
JUNIPER RIDGE ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL	LIB ASSISTANT 2/		Bet 8-4 pm	3.500

		LIBRARY ASSISTANT 1	see Lloyd George		
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Marion Schilling	6:30 – 2:30 p	3.750
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see RLC/Lloyd George	7:00 – 9:00	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
KAY BINGHAM ELEMENTARY					
3	CLERICAL CLERICAL/LIBRA	SEC. IN CHARGE – ELEM. LIBRARY ASSISTANT 1		Bet 8-4 pm Bet 8-4 pm	7.000 2.000
			see George Hilliard		
	CLERICAL/SSW CLERICAL/SSW	SSW-2 SSW-3 BEHAVIOUR		Bet 8-4 pm Bet 8-4 pm	5.750 5.750
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	7.000*
	CLERICAL/SSW CLERICAL/SSW	SSW-1 FIRST NATIONS CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		Bet 8-4 pm 6:30 – 2:30 p	5.750 3.750
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see Parkcrest	3:00 – 11:00	7.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
LLOYD GEORGE ELEMENTARY					
3	CLERICAL CLERICAL/LIBRA	SEC. IN CHARGE – ELEM. LIB ASSISTANT 2/ LIBRARY ASSISTANT 1		Bet 8-4 pm Bet 8-4 pm	7.000 3.500
			see Juniper		
3	CLERICAL/SSW CLERICAL/SSW CUSTODIAL	SSW-3 BEHAVIOUR SSW-PERSONAL CARE CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		Bet 8-4 pm Bet 8-4pm 6:30 – 2:30 p	5.750 4.000 3.750
			see Ralph Bell		
3	CUSTODIAL CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED CUSTODIAN 2 – UNSUPERVISED		3:00 – 11.00 3:00 – 7:00	7.500 3.750
			see RLC & Juniper		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
LOGAN LAKE ELEMENTARY					
3, 4	CLERICAL CLERICAL/SSW CUSTODIAL	SEC. IN CHARGE – ELEM. SSW-2 CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		Bet 8-4 pm Bet 8-4 pm 6:30 – 2:30 p	7.000 5.750 3.750
			see Logan Lake Secondary		
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
LOGAN LAKE SECONDARY					
3	CLERICAL CLERICAL CLERICAL/SSW CUSTODIAL	SEC. IN CHARGE – ELEM. STENO 1/COUNSELLING SSW-3 BEHAVIOUR CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		Bet 8-4 pm Bet 8-4 pm Bet 8-4 pm 6:30 – 2:30 p	7.000 4.000 6.250 3.750
			see Logan Lake Elementary		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
MAINTENANCE					
	CLERICAL	STENO 3		Bet 8-4 pm	7.500
	CLERICAL	STENO 2		Bet 8-4 pm	5.500

			Clearwater	
PROGRAM	COMPUTER TECH			7:00 – 3:30 7.500
PROGRAM	I.E. SERVICE TECH			7:00 – 3:30 7.500
PROGRAM	I.T. SUPPORT TECH			8:00 – 4:30 7.500
PROGRAM	SOFTWR SUPPORT TECH			8:00 – 4:30 7.500
PROGRAM	SOFTWR SUPPORT TECH			8:00 – 4:30 7.500
PROGRAM	SOFTWR SUPPORT TECH			8:00 – 4:30 7.500
PROGRAM	SOFTWR SUPPORT TECH			8:00 – 4:30 7.500
PROGRAM	SOFTWR SUPPORT TECH			8:00 – 4:30 7.500
MAINTENANCE	DESK REPAIRPERSON			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	CARPENTER			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
MAINT/TRADES	ELECTRICIAN			7:00 – 3:30 7.500
			Clearwater	
MAINT/TRADES	HEATING/REFRIDGERAT			7:00 – 3:30 7.500
MAINT/TRADES	HEATING/REFRIDGERAT			7:00 – 3:30 7.500
MAINT/TRADES	HEATING/REFRIDGERAT			7:00 – 3:30 7.500
MAINT/TRADES	HEATING/REFRIDGERAT			7:00 – 3:30 7.500
			Clearwater	
MAINT/TRADES	MTCE TRADESPERSON			7:00 – 3:30 7.500
MAINT/TRADES	MECHANIC/WELDER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PAINTER			7:00 – 3:30 7.500
MAINT/TRADES	PLUMBER			7:30 – 4:00 7.500
MAINT/TRADES	PLUMBER			7:30 – 4:00 7.500
PURCHASING	DRIVER/STORESPERSON			7:30 – 4:00 7.500

3 CUSTODIAL CUSTODIAN 4 – IN CHG.
3.750 (1 PERSON SCHOOL)

4:00 – 8:00

see Bus Garage

CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	Bet 4:00–1:00 a	7.500
CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED	3:00 – 11:00	
			7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
MARION SCHILLING ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			See David Thompson/Pacific Way		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
					7.000*
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	*Grandfat hered
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Juniper	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
McGOWAN PARK ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see Summit		
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750

	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW DIST. RES. ROOM		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Summit	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
McQUEEN LAKE					
	PROGRAM SUPPORT	RESIDENT CARETAKER		FLEXIBLE	7.500
				Must reside on site from Sunday through Thursday nights.	

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
NORKAM SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	4.000
3	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	6.000
	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	5.500
			rotates btwn Brock, NorKam & Westsyde Sec.		
	CLERICAL/SSW	SSW INTERPRETER/SIGN		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3 – SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00–12:00 p	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00–12:00 p	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
OAK HILLS					
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)	see Arthur Stevenson		4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
PACIFIC WAY ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see Marion Schilling/David Thompson		
3	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Aberdeen	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
PARKCREST ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	4.000

	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	4.000
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30 p	3.750
			see Kay Bingham		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 7:00	3.750
			see Arthur Hutton		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
PINANTAN ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	6.000
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		2:30 – 6:30 p	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
RAFT RIVER ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	4.000
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CUSTODIAL	CUST. 4 IN CHG./CUST. 2		3:00 – 7:00 p	4.000
3	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		6:30 – 2:30 p	3.750
			see Clearwater Secondary		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	1.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
RALPH BELL ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
3	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see John Tod		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30 p	3.750
			see Lloyd George		
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		4:30 – 11:00 p	6.000
			see Beattie		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
RAYLEIGH ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
3	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	4.000
			see Arthur Hutton		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	4.000
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		7:00 – 11:00	4.000
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
R.L. CLEMITSON ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
3	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	4.000
			see Dufferin		
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	5.750

	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
3	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Dallas	6:30 – 2:30 p	3.750
	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED		3:00 – 11:00	7.500
3	CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED	see Juniper/Lloyd George	9:00 – 11:00 p	2.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
SAHALI SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
3	CLERICAL/LIBRA	LIBRARY ASSISTANT 1	see South Sahali	Bet 8-4 pm	4.000
	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	5.500
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW ADVANCED BRAIL		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3 – SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 - SUPERVISED		3:30 – 11:30	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
SAVONA ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	6.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		1:00 – 5:00 p	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
SOUTH KAMLOOPS SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	6.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 2		Bet 8-4 pm	6.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL	STENO 1/COUNSELLING STENO		Bet 8-4 pm	4.000
	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	5.500
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250

	CLERICAL/SSW CUSTODIAL	SSW-1 FIRST NATIONS CUSTODIAN 3 – SHIFT LEADER		Bet 8-4 pm 3:00 – 11:00	6.250 7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00 p	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		Bet 4:30-8:30a Sagebrush 10 – 2 p	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00–12:00 p	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00–12:00 a	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00–12:00 p	7.500
3	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		7:30 – 11:30 p	3.750

see Administration

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
SOUTH SAHALI ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
3	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)	see Beattie	6:30 – 2:30 p	3.750
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	see Aberdeen	3:00 – 4:30	1.500
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
STAR LAKE CAMPUS					
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
	CUSTODIAL	CUST. 4 IN CHG.		8:00 – 4:00 p	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
STUART WOOD ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	6.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	4.000
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		12:00–8:00 p	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
SUMMIT ELEMENTARY					
3	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	2.000
			see McGowan Park		
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
3	CLERICAL/SSW	SSW-3 PERSONAL CARE		Bet 8-4 pm	5.750
	CUSTODIAL	CUSTODIAN 5 – IN CHG. (ELEM/SMALL SEC)		6:30 – 2:30	3.750
			see McGowan Park		
	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED		3:00 – 11:00	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
TRANQUILLE VALLEY					
3, 4	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)	see Beattie		1.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
TRANSPORTATION					
	TRANSPORT.	BUS DISPATCHER	Kamloops	7:30 – 4:00	7.500
	TRANSPORT.	MECHANIC FOREMAN		8:00 – 4:30	7.500
	TRANSPORT.	MECHANIC		8:00 – 4:30	7.500
	TRANSPORT.	MECHANIC		8:00 – 4:30	7.500
	TRANSPORT.	MECHANIC		8:00 – 4:30	7.500
	TRANSPORT.	MECHANIC APPRENTIC.		8:00 – 4:30	7.500
	TRANSPORT.	SHOP UTILITY – SERVICE		8:00 – 4:30	7.500
	TRANSPORT.	BUS WASHER		8:00 – 4:30	7.500
	CLERICAL	TRANSPORTATION CLERK		Bet 8-4 pm	7.000
	TRANSPORT.	BUS DRIVER	Kamloops		6.830
	TRANSPORT.	BUS DRIVER	Kamloops		4.170
	TRANSPORT.	BUS DRIVER	Kamloops		4.420
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.920
	TRANSPORT.	BUS DRIVER	Kamloops		6.330
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		6.170
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.450
	TRANSPORT.	BUS DRIVER	Kamloops		4.920
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.500
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.250
	TRANSPORT.	BUS DRIVER	Kamloops		4.830
	TRANSPORT.	BUS DRIVER	Kamloops		4.830
	TRANSPORT.	BUS DRIVER	Kamloops		5.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.080
	TRANSPORT.	BUS DRIVER	Kamloops		3.750
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.750
	TRANSPORT.	BUS DRIVER	Kamloops		6.420
	TRANSPORT.	BUS DRIVER	Kamloops		4.750
	TRANSPORT.	BUS DRIVER	Kamloops		5.170
	TRANSPORT.	BUS DRIVER	Kamloops		4.330
	TRANSPORT.	BUS DRIVER	Kamloops		4.170
	TRANSPORT.	BUS DRIVER	Kamloops		5.170
	TRANSPORT.	BUS DRIVER	Kamloops		4.830
	TRANSPORT.	BUS DRIVER	Kamloops		6.500
	TRANSPORT.	BUS DRIVER	Kamloops		4.830
	TRANSPORT.	BUS DRIVER	Kamloops		5.580
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		5.420
	TRANSPORT.	BUS DRIVER	Kamloops		4.750
	TRANSPORT.	BUS DRIVER	Kamloops		6.080
	TRANSPORT.	BUS DRIVER	Kamloops		5.080
	TRANSPORT.	BUS DRIVER	Kamloops		5.080
	TRANSPORT.	BUS DRIVER	Kamloops		4.580
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.000
	TRANSPORT.	BUS DRIVER	Kamloops		4.830
	TRANSPORT.	BUS DRIVER/MECHANIC	Clearwater		7.500
	TRANSPORT.	BUS DRIVER/MTCE UTILITY	Clearwater		7.500
	TRANSPORT.	BUS DRIVER	Clearwater		5.000
	TRANSPORT.	BUS DRIVER	Clearwater		4.750
	TRANSPORT.	BUS DRIVER	Clearwater		4.000
	TRANSPORT.	BUS DRIVER	Clearwater		6.000
	TRANSPORT.	BUS DRIVER	Clearwater		5.500
	TRANSPORT.	BUS DRIVER	Barriere		4.000
	TRANSPORT.	BUS DRIVER	Barriere		4.000
	TRANSPORT.	BUS DRIVER	Barriere		6.000
	TRANSPORT.	BUS DRIVER	Barriere		4.000
	TRANSPORT.	BUS DRIVER	Barriere		4.000
	TRANSPORT.	BUS DRIVER	Barriere		4.000
3	TRANSPORT.	BUS DRIVER/CUST 4 IN CHG.	Barriere		5.920
			see Brennan Creek		
3	TRANSPORT.	BUS DRIVER/CUST 2	Clearwater		5.200
			see Clearwater		

	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Maintenance		
	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Kamloops	Bet 6:30-4 p	6.000
	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Kamloops	7-9 a & 2-4 p	5.670
	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Kamloops	7-9 a & 2-4 p	4.000
	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Kamloops	7-9 a & 2-4 p	5.330
	CLERICAL/SSW	SSW-2 BUS SUPERVISION	Kamloops	7-9 a & 2-6 p	5.500
3	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		4:00 – 8:00 p	3.750
			see Maintenance		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
TWIN RIVERS EDUCATION CENTRE					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	SUPPORTED WORKER TRAINEE		Bet 8-4 pm	4.000
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-4		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FNSW	Storefront	Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FNSW	Storefront	Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		3:00 – 9:30 P	6.000
3	CUSTODIAL	CUSTODIAN 2 – UNSUPERVISED	Storefront	Flexible	2.000
			see AE Perry		

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
VALLEYVIEW SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	4.000
			see Pacific Way		
	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	5.500
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW – DIST RES. ROOM		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3 – SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00 p	7.500
	CUSTODIAL	CUSTODIAN 1 - SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 - SUPERVISED		4:00–12:00 p	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
VAVENBY ELEMENTARY					
	CLERICAL	SEC. IN CHARGE –ELEM.		Bet 8-4 pm	6.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	4.000
	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		3:00 – 7:00	4.000

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
WESTMOUNT ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	7.000
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	5.750

CLERICAL/SSW	SSW-3 PERSONAL CARE	Bet 8-4 pm	5.750
CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)	12:00 – 8:00 p	7.500
CUSTODIAL	CUSTODIAN 2 - UNSUPERVISED	3:00 – 7:00 pm	3.750

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
WESTSYDE SECONDARY					
	CLERICAL	SEC. IN CHARGE – SEC.		Bet 8-4 pm	7.000
	CLERICAL	COUNSELLING STENO		Bet 8-4 pm	7.000
	CLERICAL	STENO 1		Bet 8-4 pm	7.000
	CLERICAL/LIBRA	LIBRARY ASSISTANT 1		Bet 8-4 pm	7.000
					4 days/wk
3	CLERICAL	SCIENCE ASSISTANT		Bet 8-4 pm	
			Rotates btwn Brock, NorKam & Westsyde Sec.		
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-2		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-3 BEHAVIOUR		Bet 8-4 pm	6.250
	CLERICAL/SSW	SSW-1 FIRST NATIONS		Bet 8-4 pm	6.250
	CUSTODIAL	CUSTODIAN 3- SHIFT LEADER		3:00 – 11:00	7.500
	CUSTODIAL	CUSTODIAN 6 – IN CHG. (3 OR MORE)		7:00 – 3:00	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		3:30 – 11:30	7.500
	CUSTODIAL	CUSTODIAN 1 – SUPERVISED		4:00 – 12:00	7.500
	CUSTODIAL	CUSTODIAN 1 - SUPERVISED		3:30 – 11:30	7.500

CODE	DEPARTMENT	CLASSIFICATION	NOTE	SHIFT	HOURS
WESTWOLD ELEMENTARY					
	CLERICAL	SEC. IN CHARGE – ELEM.		Bet 8-4 pm	6.000
3	CUSTODIAL	CUSTODIAN 4 – IN CHG. (1 PERSON SCHOOL)		Bet 8-4 pm see Transportation	3.750

SCHEDULE “C”: ALLOCATION OF EXTRA BUS TRIPS

The fiscal period used for the equitable allocation of extra bus trips is from September 1 to June 30. Bus drivers in Kamloops who wish to drive extra trips shall indicate to the Bus Driver Dispatcher that they wish their name to be placed on the daytime (8:30 am to 3:00 pm) extra trip roster and/or the evening and weekend roster.

At the beginning of each fiscal period all Bus Drivers shall be deemed to have zero accumulated hours. Henceforth, all extra day trips shall be allocated in a manner that will equalize as close as reasonably possible the accumulated hours on extra day trips of each bus driver who has placed his name on the daytime roster throughout each fiscal period.

Evening and weekend extra trips shall be on a rotating basis among those drivers whose names have been placed on the evening and weekend extra trip roster, as per past practice. Hours will be recorded on separate roster from the extra day trip roster.

In cases where a bus driver places his name on the daytime extra trip roster during the fiscal term, the Dispatcher shall, at that time, total the number of hours accumulated from the start of the fiscal term by all the drivers on the daytime roster and divide those hours by the number of drivers. Those hours shall be then allocated to the new driver the same as if they had been accrued by working extra trips.

All trips which can commence and can be completed during school hours (8:30 am to 3:00 pm) without interfering with regular runs providing District buses and regular drivers are available will be driven by CUPE members.

All trips originating in Kamloops would be dispatched through the Dispatcher at the Kamloops Bus Garage who would ensure compliance to the above.

All extra curricular bus trips originating in Clearwater be offered to regular bus drivers by seniority on a rotational basis and those drivers choosing to take an extra trip shall forfeit their normal bus run(s) on the day(s) affected by the extra run.

All funds budgeted by the Board in the field trip account (E-4) will have to be accounted for by schools to the Secretary-Treasurer twice yearly (December 31 and June 30) and made available to the Union.

On field trips when the bus is not required to be held over, the driver will be paid as follows:

A minimum of one hour driver pay for the delivery and return or the actual time required to complete the trip, whichever is the greater.

A complete record of all extra trips shall be kept by the Bus Driver Dispatcher who shall make it available to the Union twice a year.

All drivers are to be paid for all time involved on a trip which returns within a 24 hour period and be provided with meals.

On all trips which take over four (4) hours, but under seven and one-half (7.5) hours, drivers shall be provided with a minimum of one meal.

SCHEDULE “D”: LETTERS OF UNDERSTANDING

The following Letters of Understanding have been carried forward or added and will be in effect during the life of the current Collective Agreement.

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REFERENCE ARTICLE	DATE SIGNED	LETTER OF UNDERSTANDING	PAGE #
12	1988/03/14	ACCOUNTING CLERK 3 – PAYROLL ACCOUNTING CLERK 4 – PAYROLL ACCOUNTING CLERK 4 – GENERAL ACCOUNTING CLERK 5	39-1
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16	1993/01/15	SCHEDULE B	39-3
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LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

**ACCOUNTING CLERK 3 – PAYROLL
ACCOUNTING CLERK 4 – PAYROLL
ACCOUNTING CLERK 4 – GENERAL
ACCOUNTING CLERK 5**

The parties to the Agreement agree without prejudice to post the Accounting Clerk 3 – Payroll, Accounting Clerk 4 – Payroll, Accounting Clerk 4 – General and Accounting Clerk 5 positions as per Article 12(A) and that these positions will be filled by written application rather than at a posting meeting.

Either party may cancel this agreement in writing with sixty (60) days' notice.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On March 14, 1988

Originally signed by
The Canadian Union of Public Employees
Local 3500
On March 14, 1988

Renewed June 30, 1993; Renewed January 11, 1996; Revised September 22, 2000; Revised June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

**EXCLUSION FROM BARGAINING UNIT (LEVEL III
NURSE)**

The parties to the Collective Agreement agree positions that are primarily established through the Ministry of Health Provincial Protocol to provide for the health needs of medically fragile students will be excluded from the Bargaining Unit.

These positions will not be tied to any specific educational program for students with special needs, and the incumbents will not be scheduled to provide general school support worker support to the school. They will perform medical support services to the child to which he/she is assigned and may provide, on an informal basis, tutorial support to other students in the classroom.

Incumbents in these positions have no status within the C.U.P.E. bargaining unit and cannot displace any C.U.P.E. member or be displaced by any C.U.P.E. member.

The parties finally agree that when any specific concerns of incumbents performing school support worker duties occur, that the concerns will be reviewed and resolved by the parties immediately.

If the concerns are not resolved within five (5) working days, the duties of school support worker support will not be performed until a resolve is reached.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On October 3, 1995

Originally signed by
The Canadian Union of Public Employees
Local 3500
On October 3, 1995

Renewed January 11/96; Revised September 22, 2000; Renewed June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

SCHEDULE B

The parties to the Collective Agreement agree that, in addition to Schedule B, the actual start and finish times for all positions will be as set out in the Staff List which will be updated after each posting meeting.

Staff lists will be distributed to the Union after each update.

All changes to hours will be made on a "Request to Change Form".

Change of location for school support workers necessitated by movement of a child will be confirmed in writing to affected employee with a copy to the Union.

All additions and deletions of positions will be reflected in new staff lists. Positions increased by one (1) hour or less will not be reposted.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On January 15, 1993

Originally signed by
The Canadian Union of Public Employees
Local 3500
On January 15, 1993

Renewed June 30, 1993; Renewed January 11, 1996; Renewed September 22, 2000; Renewed June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

EXCLUSIONS TO ARTICLE 16

The parties to the Collective Agreement agree exclude the following positions.

Classification	Location	Hours per day	Days per week
Custodian 4 – In charge (1 person school)	Brennan Creek Elementary	1.00	5
Custodian 4 – In Charge (1 person school)	Tranquille Valley	1.50	5
SSW-3 Behaviour	Logan Lake Elementary	5.75	3

The parties agree to review and, if necessary, update this list on an annual basis, no later than December 31 each year.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On January 15, 1993

Originally signed by
The Canadian Union of Public Employees
Local 3500
On January 15, 1993

Renewed June 30, 1993; Renewed January 11, 1996; Revised September 22, 2000; Revised June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

**WORKING 10-HOUR SHIFTS OUTSIDE OF
GEOGRAPHICAL AREA**

In accordance with Article 16(C) the parties to the Collective Agreement agree as follows:

- The normal Trades Day Off (TD) time of 2.5 hours per week will be banked as per contract.
- Hours of work will be arranged in consultation with the employee to accommodate the most effective use of time and equipment.
- Company vehicle may be used on a casual basis.
- Employees who may have difficulty accommodating a temporary re-assignment are invited to discuss their situation with their immediate worksite supervisor. In the event an accommodation cannot be agreed upon, the parties will meet to discuss the extenuating circumstances that restrict the employee from being re-assigned.

Employees working ten (10) hour days will, in addition to the aforementioned, be:

- Allowed an additional fifteen (15) minute break;
- Allowed to travel from their residential geographic area to the worksite geographic area on company time;
- Paid the per diem allowance as per Board Policy #307 in advance;
- Provided with accommodation when required to stay in the worksite geographic area; and,
- Allowed one ten (10) minute long distance phone call per day.

LETTER OF UNDERSTANDING

Employees, other than regular employees, who are offered and accept positions on a casual basis to work on an extended day assignment shall work the extended day, and shall qualify only for the benefits outlined in this Letter of Understanding.

Where practical, these re-assignments will be allocated on a rotational basis in one week blocks.

Once days are earned, they must be taken and cannot be accumulated.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On April 14, 1998

Originally signed by
The Canadian Union of Public Employees
Local 3500
On April 14, 1998

Revised September 22, 2000; Renewed June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

SUPPORTED WORKER PROGRAM

The parties to the Collective Agreement agree to establish Supported Worker Program position(s) as follows:

1. The position will be assigned the rate of pay of \$12.44 per hour.
2. The duties of the position will be as per the job description.
3. All terms and conditions of the Collective Agreement will apply with the exception of Articles 10, 11 and 12.
4. Hours of work:
 - Twin Rivers Education Centre shall be twenty (20) hours per week (shift). The start and end date will be based on twenty-four (24) weeks with the option to continue the position for the remainder of the school term dependent upon obtaining additional funding.
 - Henry Grube Education Centre shall be thirty (30) hours per week (shift). This shall be a school term position (10 months).

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On January 18, 1991/October 6, 1996

Originally signed by
The Canadian Union of Public Employees
Local 3500
On January 18, 1991/October 6, 1996

Revised June 30, 1993; Revised January 11, 1996; Revised September 22, 2000; Revised June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

CO-OP STUDENT

The parties to the Collective Agreement agree to the following conditions in regards to the employment of a co-op student to support the District Software Support Technicians.

1. All terms and conditions of the Collective Agreement will apply with the exception of Articles 10, 11 and 12.
2. The rate for the position will be \$15 per hour.
3. The student will be enrolled in the Bachelor of Technology in Applied Computing Science program at Thompson Rivers University.
4. All things being equal, preference will be given to candidates who graduated at the secondary school level in School District No. 73 (Kamloops/Thompson).
5. Students will be appointed by the Board as required during periods agreed upon by the School District and Thompson Rivers University for placement between September through December, January through April, or May through August.
6. Students will be working directly with a member of the bargaining unit.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On September 22, 2000

Originally signed by
The Canadian Union of Public Employees
Local 3500
On September 22, 2000

Revised June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

APPRENTICESHIP PROGRAM

The Board of School Trustees of School District No. 73 (Kamloops/Thompson) and C.U.P.E. Local 3500 agree to cooperate in the establishment of an apprenticeship program and that the following terms and conditions will apply:

- 1) The chief purpose of this Program is to provide an opportunity for employees to gain career advancement in a specific trade.
- 2) The School Board will ensure that apprentices will be given on-the-job practical training.
- 3) Initial selection as an apprentice under this Program shall be through a pre-apprenticeship test administered by the Industry Training Authority (ITA), with a required passing grade of 80%.
- 4) Where there are more people initially selected in (3) above than actually needed for the Program, seniority will prevail.
- 5) School District No. 73 will authorize leave of absence to the apprentice for the purpose of attending full-time courses required under the ITA or will allow the apprentice to take their vacation during this time.
- 6) The School Board will ensure that the apprentice commences his/her apprenticeship with School District No. 73. For the remaining portion the apprentice will conclude their training with a different employer for which leave of absence will be granted. The duration of which will be decided by the ITA (as some trades will differ from others).
- 7) The employee shall not accrue seniority while on this leave of absence.

LETTER OF UNDERSTANDING

- 8) The starting rate of pay will be 60% of Journeyman rate and will rise in accordance with the apprenticeship contract's sliding scale.
- | | | | |
|----------------|-----------------------------|----------------|-----------------------------|
| 4 year course: | 60% - 1 st 6 mo. | 3 year course: | 60% - 1 st 6 mo. |
| | 65% - 2 nd 6 mo. | | 65% - 2 nd 6 mo. |
| | 70% - 3 rd 6 mo. | | 75% - 3 rd 6 mo. |
| | 75% - 4 th 6 mo. | | 80% - 4 th 6 mo. |
| | 80% - 5 th 6 mo. | | 85% - 5 th 6 mo. |
| | 85% - 6 th 6 mo. | | 90% - 6 th 6 mo. |
| | 95% - 8 th 6 mo. | | |
- 9) There will be an indenture set up between Employer, Employee and the Apprenticeship Board.
- 10) Employees selected as apprentices under this Program shall accrue seniority while in the Program, except while on leave as provided for in (7) above.
- 11) Once an apprentice has obtained a certificate of proficiency or a certificate of apprentice or journeyman ticket in their designated trade they shall return to the relief list and be able to exercise their seniority to bid on available positions within the District for which they are qualified.
- 12) Note: It is recognized that some unforeseen problems may arise in respect to this first apprenticeship training program. Therefore, it is agreed that such problems shall be discussed between the Union and the Employer with a view to the settlement of the problems to the mutual satisfaction of both parties.
- 13) All other terms and conditions to this Program will be governed by the "Apprenticeship Act" and current "Collective Agreement".

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On January 23, 1992

Originally signed by
The Canadian Union of Public Employees
Local 3500
On January 23, 1992

Renewed June 30, 1993; Renewed January 11, 1996; Renewed September 22, 2000; Revised June 2005; Renewed June 2006

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

JOB EVALUATION PROGRAM

(A) Joint Job Evaluation Program

The parties agree to participate in the established Job Evaluation Program as follows:

A joint standing Job Evaluation Committee (JEC) shall have equal representation and participation from the parties, consisting of two representatives from the Employer and two representatives from the Union. Each party may appoint alternate representatives to serve as replacements for absent representatives or to assist the committee in its work, from time to time.

Decisions of the committee shall be made by a simple majority and shall be final and will be referred to the bargaining committees so that they may be incorporated into the negotiation of the overall salary costs for the bargaining unit.

Either party may engage advisors to assist its representatives on the JEC. Any such advisor shall be entitled to voice opinions but not to vote and shall not be considered to be a member of the committee.

(B) Mandate of the Job Evaluation Committee

The JEC shall:

Maintain the integrity of the job evaluation program.

Use the established plan factors to review and rate updated and new job descriptions.

Recommend changes to the job evaluation plan, its procedures or methods as may be deemed necessary from time to time.

(C) JEC Program

New Positions

Within 30 days job descriptions for any newly created positions shall be referred to the JEC to be rated using the same job evaluation manual and criteria as used for all other positions.

Request for Review

Management and/or the Union may request a review of a job rating when the responsibilities of the job have changed to such a point as to alter the job itself.

The committee shall meet and rate the job description within 30 days.

No job may be reviewed a second time within a twelve (12) month period.

(D) JEC Maintenance Program

It is the intention of the parties to review the rating of all job descriptions over a 4-year period commencing January 1, 1998.

Proposed maintenance adjustments should be referred to the bargaining committees so that they may be incorporated into the negotiation of the overall salary costs for the bargaining unit.

If the JEC cannot reach agreement on a rating, the matter shall be referred to a single arbitrator who shall be jointly selected by both parties. The power of the arbitrator shall be limited to the matters in dispute as submitted. The decision of the arbitrator shall be final and binding. Costs for arbitration shall be as stated in the Collective Agreement.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On September 22, 2000

Originally signed by
The Canadian Union of Public Employees
Local 3500
On September 22, 2000

Renewed June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

UNION LABEL

The School District will establish a committee to develop and design a School District logo to be affixed to desks and other materials designed and built by employees who are members of CUPE Local 3500.

Originally signed by
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)
On May 25, 1992

Originally signed by
The Canadian Union of Public Employees
Local 3500
On May 25, 1992

Renewed June 30, 1993; Renewed January 11, 1996; Renewed September 22, 2000; Renewed June 2005

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

JOB SHARING

A position may be shared by two (2) employees where it is deemed to be acceptable by the Employer.

Incumbent refers to the individual who secured a posted position as per Article 12. Partner refers to the individual who secured a shared portion of a position as outlined in this LOU.

Incumbents wishing to job share an assignment:

1. Shall make a written request to the worksite supervisor with a copy to the Employer and the Union describing the shared arrangement.
2. Where the request is approved by the Employer the shared portion of the position will be filled as per the Collective Agreement.
3. If the job sharing arrangement cannot continue because the incumbent leaves the position, the position shall be posted with its full hours.
4. The partner who posted into the shared portion of the position cannot assume the full hours on a permanent basis until the position is reposted.
5. The incumbent in the position may end the job sharing arrangement by giving 30 days written notice to the Employer and the Union.
6. The incumbent holds the position if the job share arrangement ends.

All shared positions:

1. Employees (incumbent and partner) shall earn full seniority, have full rights under the Collective Agreement, and shall be entitled to benefits as set out in the agreement, except that the Employer's cost for premiums for benefits covered in Article 28 (Medical Services Plan, Pacific Blue Cross Extended Health, Pacific Blue Cross Dental Plan and the Employee Assistance Program) shall not exceed the cost of one full-time employee on those plans.
2. The Employer shall provide orientation.
3. Each incumbent and partner shall be entitled to Statutory Holiday pay at the same percentage as the percentage of full time that he/she works.
4. An employee shall have the right to post on any position.
5. On elimination of the position the incumbent and partner left without a position each have the right to bump.
6. Employees sharing a position shall have first opportunity to cover the other employee's illness, vacation, leaves, etc.
7. Employees who enter into a job sharing arrangement may accept work in addition to the job sharing arrangement as long as the additional work does not conflict with the job share and does not exceed the maximum number of hours of work per day for the classification.
8. The Employer agrees not to increase the workload of the position because of the introduction of job sharing.
9. The Employer agrees there will be no reduction of the position as a consequence of the related job sharing arrangement.

The parties recognize that questions and/or problems may arise from this Letter of Understanding and agree to meet, as necessary, in order to resolve questions that arise.

In the event an individual has a concern with a specific application for job share and has legitimate grounds for appeal, the affected individual may appeal to a committee comprised of representatives from the Employer and the Union. In the event the parties are unable to reach a consensus resolution, the Letter of Understanding will be cancelled.

Upon written notification, either party can cancel this Letter of Understanding, with 30 days notice. In the event this Letter of Understanding is cancelled, the incumbent will hold the position and the partner will be placed on the relief roster.

All shared assignments shall be reviewed by the Employer annually. If not renewed the individual(s) involved may appeal to the Appeal Committee.

Signed on behalf of
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

Signed of behalf of
The Canadian Union of Public Employees
Local 3500

Date: April 29, 2003; Renewed June 2005; Renewed June 2006

LETTER OF UNDERSTANDING

BETWEEN:

The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

AND:

The Canadian Union of Public Employees
Local 3500

SUBJECT:

**ELECTRICIAN – FIELD SAFETY
REPRESENTATIVE**

The Board of School Trustees of School District No. 73 (Kamloops/Thompson) and C.U.P.E. Local 3500 agree to the following Electrician – Field Safety Representative as follows:

Effective April 1, 2006, the parties agree to pay a maximum District-wide allowance of 15 percent of the established Electrician classification rate for the service of Field Safety Representative. The individual(s) will perform the duties as noted in the Safety Standards Act and the Electrical Safety Regulations.

1. All terms and conditions of the Collective Agreement will apply.
2. This Letter of Understanding shall remain in full force and effect until such time as it is altered or deleted by the mutual agreement of the parties.

Signed on behalf of
The Board of School Trustees
School District No. 73 (Kamloops/Thompson)

Signed of behalf of
The Canadian Union of Public Employees
Local 3500

Date: October 14, 2006

Letter of Understanding (LOU)

Between

BC Public School Employers' Association

And

School Boards who are Signatories to this LOU

And

Support Staff Unions who are Signatories to this LOU

The parties to this Letter of Understanding are the BC Public School Employers' Association (BCPSEA), school boards who are signatories to this LOU, and the support staff unions who are Signatories to this LOU.

The terms set out below represent a full and final settlement of all outstanding cost issues between the parties who are signatories to this LOU. All outstanding cost demands not specifically addressed below are deemed to be withdrawn.

Subsequent to the execution of this document, the local parties will prepare and execute a Memorandum of Agreement incorporating the terms set out herein, together with any other non-cost issues agreed to between the parties.

It is understood and agreed that the obligations of school districts set out in this Letter of Understanding shall be of no force and effect unless a collective agreement has been reached by the affected local parties prior to June 30, 2006, and subsequently ratified.

Term

July 1, 2006 to June 30, 2010

General Wage Increase

July 1, 2006	2%
July 1, 2007	2%
July 1, 2008	2%
July 1, 2009	2%

Incentive Payment

Should the parties conclude an agreement by June 30, 2006 and the settlement is subsequently ratified, each bargaining unit member who is an employee of the School District at the earlier of the date of ratification or June 30, 2006 shall be eligible to receive a one time lump sum incentive payment.

The following principles for distribution shall guide the parties in the distribution of this one-time funding:

- The incentive payment shall be up to \$3,700 for each full-time equivalent employee and shall be pro-rated for part-time employees.
- For the purpose of the determination of the amount of the incentive payment, a full-time equivalent employee is an employee who worked on a full-time basis for the period of July 1, 2005 to June 30, 2006. For the purposes of this payment, "full-time" means the greater of 35 hours per week or the definition of "full-time" employee set out in the collective agreement. If ratification occurs prior to June 30, 2006, the incentive payment would be based from September 1 2005 to the date of ratification. The incentive payment for an employee who worked less than full-time over this period shall be pro-rated for the fraction of full-time work over this period that the employee worked.
- The one-time payment is subject to normal statutory deductions.
- Time spent by employees on the following leaves shall be considered as time worked for the purpose of calculating the amount of an employee's incentive payment:
 - maternity or parental
 - short-term disability
 - long-term disability that commenced within the twelve (12)-month period ending on the incentive eligibility date
 - leaves granted to employees in receipt of workers' compensation benefits

The incentive payment shall be paid to employees as soon after the date of ratification as is practicable for the institution to determine and pay the payment amounts to employees. The employer shall

make every reasonable effort to make the incentive payment to employees no later than June 30, 2006.

Subject to the allocated funding above, the local and the district may also choose to allocate the funds in a manner consistent with the district's staffing structure.

Public Education Support Staff Skills Enhancement, Apprenticeship and Workforce Adjustment Committee

1. The parties agree to establish a Support Staff Skills Enhancement, Apprenticeship and Workforce Adjustment Committee which shall consist of four (4) representatives of support staff unions who are signatories to this LOU, and four (4) representatives of BCPSEA.
2. By no later than September 30, 2006, the Committee shall develop specific criteria to be used in allocating the funds provided to it under this Letter of Understanding, including the processes and deadlines under which Districts and local unions may jointly seek to access funds held by the Committee. These processes will include a requirement that Districts and local unions seeking to access the funds provide the Committee with:
 - a. an employee demographic analysis; and
 - b. a human resource plan which provides for the development and maintenance of a qualified and sustainable support staff workforce.

In the event the Committee cannot agree on any of the matters within its jurisdiction, these matters will be referred to Mark Brown for mediation and, if, necessary final adjudication.

Skills Enhancement and Retraining Funding

3. The Committee will be provided with a one-time payment equal to a province-wide maximum of \$3,000,000, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with \$1.5 million). These monies will

be used to support skills training, retraining, or professional enhancement for support staff employees.

4. The funding will be available to all support staff employees whose support staff unions become signatories to this Letter of Understanding.
5. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.

Apprenticeship Opportunities Funding

6. The Committee will be provided with a one-time payment equal to a maximum of \$3,000,000, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with \$1.5 million). These monies will be used to facilitate and support apprenticeship opportunities in British Columbia school districts.
7. The funding will be available to all support staff employees whose bargaining agents become signatories to this Letter of Understanding.
8. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.

Apprentice Sponsor Funding

9. The Committee shall be provided with funding in the following maximum amounts, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with 50% of the funding set out below), to provide a wage increase to all employees with Trades Qualifications:

July 1, 2007	\$828,000
July 1, 2008	\$828,000
July 1, 2009	\$828,000

10. It is understood that employees with Trade Qualifications will provide guidance and support to apprentice employees as directed by their employer.
11. The funding will be available to all support staff employees whose bargaining agents becomes signatories to a Letter of Understanding containing the terms and conditions outlined herein.
12. The amount of the wage increase shall be determined by dividing the available monies in each year equally between employees with Trades Qualifications in signatory bargaining units.
13. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner as prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.

Workforce Adjustment Committee Funding

14. The Committee will be provided with a one-time payment equal to a maximum of \$4,000,000, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with \$2 million). These monies will be used to facilitate and support workforce adjustment issues arising from non-routine and fundamental restructuring within a given school district, including shared services and regionalization. Any unused portion of the money from this fund will be reallocated (in the discretion of the Committee) to either the Skills Enhancement and Retraining Fund and/or the Apprentice Opportunities Fund.
15. The funding will be available to all support staff employees whose bargaining agents become signatories to this Letter of Understanding.

16. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.

Labour Market Adjustment Fund

17. Subject to the approval of the Committee, a district may address demonstrated recruitment or retention issues that can be objectively determined with reference to specific criteria, including:

- i. Demonstrating evidence of recruitment or retention difficulties;
- ii. Providing relevant market data that specifically includes employers likely to recruit from the public sector employer and employers that the public sector employer has recruited from;
- iii. Identifying which occupations and the number of employees that will be affected by the adjustment;
- iv. Identifying options for the size of the market adjustments, and identify the risks associated with each of the options; i.e. collective bargaining;
- v. Demonstrating that the employer has provided significant training to employees in an occupation, and that a business case can be made for an adjustment.

Adjustments proposed under this paragraph must be funded through demonstrable cost neutral trade-offs.

18. In addition, the Committee shall be provided with Labour Market Adjustment funding in the following maximum amounts, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with 50% of the funding set out below):

July 1, 2007	\$1,656,000
July 1, 2008	\$828,000
July 1, 2009	\$828,000

19. The funding will be available to all support staff employees whose bargaining agents become signatories to this Letter of Understanding.
20. In order to access the funding set out in paragraph 18 above, districts and locals must make joint application to the Committee and must demonstrate that the funding sought will be used to address recruitment and retention issues on the basis of the criteria set out in paragraph 17 above. The provision of this funding will be subject to the approval of PSEC.
21. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.
22. The continuation of the Labour Market Adjustment Fund beyond July 1, 2009 shall be determined during the next round of collective bargaining between the parties.

Trades Adjustment

23. The Committee shall be provided with funding in the following maximum amounts, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the Committee will be provided with 50% of the funding set out below), to provide a wage increase to all employees with Trades Qualifications:

July 1, 2006	\$1,656,000
July 1, 2007	\$828,000
July 1, 2008	\$828,000

24. The amount of the wage increase shall be determined by dividing the available monies in each year equally between employees with Trades Qualifications in signatory bargaining units.
25. Upon request, the Committee shall provide to the Ministry of Education a report in the form and manner prescribed by the Ministry, showing the expenditures made to date and the estimated future expenditures from the funding provided.

Liaison on Education Policy Matters

27. The Minister of Education will establish scheduled opportunities for representatives of support staff unions to discuss education policy matters that have employment implications for their bargaining unit members.

Education Assistants Committee

28. During this round of collective bargaining, representatives of the support staff unions raised concerns with educational assistants working hours and not being paid.

29. The parties agree to establish an Educational Assistants Committee which shall consist of two (2) representatives of support staff unions who are signatories to this LOU and two (2) representatives of BCPSEA by no later than July 1, 2006. The committee shall investigate and make recommendations concerning this issue, including directions for resolution to Districts and locals.

Long Term Disability and Joint Early Intervention

30. Employers whose bargaining units become signatories to this LOU and who are not currently members of the Public Education Benefits Trust (PEBT) shall become members of the PEBT (including the operation of the Joint Early Intervention Service). It is understood that Government will provide the PEBT with funding in the maximum amount of \$7.9 million dollars annually for this purpose, pro-rated based on the support staff salary expenditures reported in the 2005-2006 audited financial statements of Districts whose support staff unions which become signatories to this Letter of Understanding (for example if unions representing 50% of support staff salary expenditures in the Province become signatories to this LOU, the maximum financial commitment of Government shall be \$3.95 million). Subject to the above, funding will be provided on the first business day after July 1, 2006, and on the first business day after January 1 in each calendar year commencing January 1, 2007. The parties further agree that in order to access the government funded LTD plan and the Joint Early Intervention Service they shall place their dental, extended health, group life insurance and, where applicable, accidental death and dismemberment benefit coverage as soon as the PEBT is able to take on this responsibility.

31. Once the PEBT is able to do so, the parties agree that they will participate on the following conditions:
- a. If there is no penalty clause in the current contract(s) with existing benefit carrier(s)/consultants, as soon as possible; or
 - b. If there is a penalty clause, the benefits will be transferred when the current contract(s) expires.
32. The Parties agree that any references to specific benefit carriers providing the benefits identified above will be effective only until the date of participation in the benefits trust.

Fiscal Dividend

33. Each Memorandum of Agreement shall include a Letter of Agreement for a Fiscal Dividend Bonus.

THE PARTIES AGREE AS FOLLOWS:

Having agreed the term of the Collective Agreement to be from July 1, 2006 to June 30, 2010 a Fiscal Dividend Bonus may be paid from a one-time fund (the "Fund") generated out of monies, in excess of \$150 million, surplus to the BC government, as defined in the Province's audited financial statements, for the fiscal year 2009-10.

1.0 Fiscal Dividend:

- 1.1 If fiscal dividend funds are determined to be available, upon receipt of funding from the government, a fiscal dividend will be paid to employees as soon as practicable for the school district to calculate the individual payment amounts and distribute the funds.
- 1.2 The quantum of the Fund accessible for the parties to this agreement will be based on the Province's audited financial statements as at March 31 2010.

The Fund will be determined as follows:

- i. The calculations will be based on the surplus, as calculated before deduction of any expense associated with the Fiscal Dividend Bonus, achieved in fiscal 2009-10, as published in the audited financial statements for that fiscal year, provided that the surplus is in excess of \$150 million.
 - ii. Only final surplus monies in excess of \$150 million will be part of the Fund, and the total quantum of the Fund for the entire public sector (including all categories of employees) will not exceed \$300 million.
 - iii. The quantum of the Fund will be constrained by the proportion of the public sector that is eligible to participate in the Fiscal Dividend Bonus; i.e., 100% of the Fund will be available if 100% of all categories of employees in the public sector under the purview of the Public Sector Employers' Council participate, but if a lesser number participate, a proportionately lesser amount of the Fund will be available.
 - iv. Additionally, the Fund will be proportioned among all groups of public sector employees by ratio of group population to total population participating.
- 1.3 Each bargaining unit member who is a regular employee of the School District on March 31, 2010 shall be eligible to receive the Fiscal Dividend Bonus.
- 1.4 The fiscal dividend payment shall be an amount as described in clause 1.2 above for each regular full time equivalent employee and shall be pro-rated for regular part time employees. For the purpose of the determination of the amount of the fiscal dividend payment, a full time equivalent employee is a regular employee who worked on a full time basis for the period September 1, 2009 – June 30, 2010. The fiscal dividend payment for a regular employee who worked less than full time over this period of time shall be pro-rated based on the actual straight-time hours worked as a percentage of full time hours.

Time spent by employees on the following leaves shall be considered as time worked for the purpose of calculating the amount of an employee's dividend payment:

- All leaves with pay
- Maternity and parental leave
- All unpaid medical leaves that commenced between July 1, 2009 and June 30, 2010