

SOURCE	A T A		
EFF.	95	07	01
TERM.	97	08	31
No. OF EMPLOYEES	180		
CH - M - K - I - S	= 4 H		

Collective Bargaining Agreement
FORT VERMILION SCHOOL DIVISION NO 52
1995/96, 1996/97

PREAMBLE WITNESSETH

This agreement is made pursuant to the *School Act*, and the *Alberta Labour Relations Code*.

Between the Fort Vermilion School Division No 52 (hereinafter called the "Board") of the first part, and The Alberta Teachers' Association, a body corporate, incorporated under the laws of the Province of Alberta (hereinafter called the "Association") of the second part.

Whereas the Association is the bargaining agent for the teachers employed by the Board,

And whereas certain terms and conditions of employment and salaries of teachers have been the subject of negotiations between the parties;

And whereas the parties desire that these matters be set forth in an agreement concerning the terms of employment of the said teachers.

Now therefore this agreement witnesseth that in consideration of these premises and of the mutual and other covenants herein contained the parties agree as follows:

1. Coverage

During the currency thereof this agreement shall be applicable to all teachers employed by the Board under engagement pursuant to the *School Act*.

1.1 Bargaining Unit--This agreement applies to those employees of the Board who, as a condition of employment, must possess a valid teaching certificate or letter of authority issued by Alberta Education, herein collectively referred to as teachers, or where the context requires, teacher.

1.2 Exclusions--Notwithstanding clause 1.1 employees holding the following designations shall be excluded from this agreement:

(a) superintendent and any other designations which include the term Superintendent.

(b) For purposes of this collective agreement, the positions identified in 1.2(a) plus the secretary-treasurer and assistant secretary-treasurer will constitute the term "superintendent or delegate".

1.3 The salaries and terms and conditions of the teachers' employment with the Board are governed by the provisions of this agreement and any statutory provisions relating thereto.

1.4 Management Rights--The Board retains all residual rights of management not specifically limited by the terms of this agreement.

2. Terms of Agreement



- 2.1** ~~This agreement takes effect on September 1, 1995 and terminates August 31, 1997. Either party may, not less than 60 days and not more more than 150 days preceding the expiry of the term of the collective agreement by notice in writing, require the other party to the collective agreement to commence collective bargaining.~~

3. Salary

- 3.1** The following shall determine the placement of a teacher on the salary schedule:

- (a) The amount of teacher education, pursuant to clause 7.
 (b) The length of teacher experience, pursuant to clause 6.

- 3.2** The Board shall pay all teachers monthly one-twelfth of the salary rate in effect for that month as herein set forth and computed. For the purpose of this agreement, allowances shall be considered to be part of salary, except clause 11.

Effective September 1, 1995 to August 31, 1996

Years of teacher experience	Years of teacher training					
	One	Two	Three	Four	Five	Six
0	22,692	24,848	28,201	32,453	34,000	35,739
1	23,985	26,065	29,460	34,398	35,944	37,692
2	25,282	27,657	31,106	36,942	38,494	40,244
3	26,576	29,248	32,751	39,486	41,041	42,793
4	27,871	30,839	34,397	42,027	43,590	45,345
5	29,165	32,431	36,043	44,571	46,136	47,897
6	30,459	34,021	37,690	47,114	48,685	50,448
7	31,754	35,611	39,337	49,657	51,234	52,998
8	33,049	37,204	40,981	52,204	53,781	55,553

Effective September 1, 1996 to August 31, 1997

Years of teacher experience	Years of teacher training					
	One	Two	Three	Four	Five	Six
0	22,828	24,997	28,370	32,647	34,204	35,954
1	24,129	26,222	29,636	34,605	36,160	37,918
2	25,433	27,823	31,292	37,164	38,725	40,485
3	26,735	29,424	32,948	39,722	41,287	43,050
4	28,038	31,024	34,604	42,279	43,852	45,618
5	29,340	32,626	36,259	44,838	46,413	48,184
6	30,641	34,225	37,916	47,397	48,977	50,751
7	31,945	35,825	39,573	49,955	51,541	53,316
8	33,247	37,427	41,227	52,518	54,103	55,887

- 3.3** All full-time teachers and permanent part-time teachers covered by this agreement can obtain, upon written request to the secretary-treasurer, a salary advance of \$500 five days after:
- (a) commencement of the school year provided they were employed continuously for the five days; or
 - (b) commencement of employment provided they were employed continuously ~~for~~ these five days.

This salary advance must be applied for prior to 10 days after the first operational day of the school year or employment, whichever is applicable.

This salary advance shall be repaid via a salary deduction on the teachers' first month's pay.

- 3.4** A relocation loan of \$1,200 maximum is to be made available to teachers commencing their first year of employment with the Board. The loan shall be interest free and principal to be repaid during the first year of the teachers' contract. The loan is to be made available 30 days prior to commencement of the school year.
- 3.5** Notwithstanding clause 3.4 teachers appointed during the school year may enter into an agreement with the school division to borrow such funds as agreed to for relocation. Terms of this loan shall be similar to those in clause 3.4.

4. Administrative Allowances

- 4.1** Principal's Allowance - In addition to his/her salary in clause 3, each principal shall receive, monthly, an allowance equal to one-twelfth of the following schedule using the September 30, 1995 enrolment count for the period September 1, 1995 to August 31, 1996 and using the September 30, 1996 enrolment count for the period September 1, 1996 to August 31, 1997.

- 4.2** September 1, 1995 to August 31, 1996
- \$55.78 for each of the first 125 students
 - \$33.46 for each of the next 75 students
 - \$27.89 for each of the remainder of the students.
- September 1, 1996 to August 31, 1997
- \$56.11 for each of the first 125 students
 - \$33.66 for each of the next 75 students
 - \$28.06 for each of the remainder of the students.

- 4.3** Notwithstanding, no principal shall be paid less than \$4,500 or more than \$13,784. Effective September 1, 1996, no principal shall be paid more than \$13,867.
- 4.4** Vice-Principal's Allowance - In addition to his/her salary in clause 3, each vice-principal shall receive 50 percent of the allowance paid to the principal.

5. Additional Allowance

- 5.1** When all school administrators are absent from the school, one teacher shall receive an allowance of \$40 per day while assuming principal/vice-principal responsibilities.
- 5.1.1** In schools where there are vice-principal's, if a principal is absent the vice-principal will assume the duties. After five consecutive days absence, the vice-principal will receive 1/200 of the principal's allowance prorata to the first day of the principal's absence.
- 5.2** It is recognized that teachers in one-room schools must be exempted from the provisions of clause 5.1.
- 5.3** A teacher designated as Career and Technology Studies who holds a valid teaching certificate and one or more related journeyman trade tickets shall be granted two experience increments above the grid placement determined in accordance with clauses 6 and 7. Experience increments cannot exceed eight increments,

6. Teaching Experience

In computing the number of years of teaching experience to which the teacher is entitled the following provisions shall apply:

Until the teacher submits satisfactory evidence of teaching experience to the Board, the teacher shall be placed on the salary schedule as determined by the superintendent or delegate.

Satisfactory evidence shall be deemed to be documentation from Boards which employed the teacher.

- 6.1** A teacher who provides active teacher service with the Board for a minimum equivalent of 125 full-time equivalent teaching days shall be eligible for one teaching increment. Part-time teachers are included in these provisions, however, substitute teaching, other than that provided for in clause 10.3, does not count toward the 125 days. (See clause 10.5.) Such increments shall be calculated in September or January after the accrued experience. No teacher is entitled to more than one increment under this clause.

Teachers that have less than 125 teaching days accumulated at the commencement of their current contract, may take the shortfall from their present contract (once the required shortfall days have been worked) subject to:

- (a) Clause 6.3, and
- (b) the anniversary date for new teaching experience increments shall be the day following the required number used to reach the 125 days as per clause 6.1, and
- (c) part-time teachers will be entitled to increment change, when they have worked the equivalent of one full year experience.

- 6.2** While in the possession of a teaching certificate or a letter of authority the number of days of teaching experience with a school board earned by a teacher prior to engagement by the Board is counted as if it had been teaching experience in schools under the Boards jurisdiction. (This does not apply to substitute teaching days as per clause 10.5 of this agreement.)

- 6.3** The adjustment date for changes in the number of years allowed for teaching experience shall be on the first teaching day of the school year, on the first day of January, or on commencement of employment, whichever is applicable.

- 6.4** Each teacher claiming additional teacher experience and each teacher commencing employment with the Board shall submit satisfactory evidence of teaching experience to the Board within 90 calendar days from commencement of the school year or from the date of commencement of employment, whichever is applicable.

- 6.5** If satisfactory evidence is submitted within 90 calendar days, salary shall be paid according to this experience effective the date of commencement of the school year or the date of commencement of employment, whichever is applicable.

- 6.6** If satisfactory evidence is not submitted to the division within the 90 calendar day period, placement on the salary grid shall remain at the maximum verified years of experience level until the first of the month following the acceptance of satisfactory evidence.

7. Teacher Education

- 7.1** Placement in the salary schedule shall be pursuant to a statement of qualifications at the first day of the school year or on commencement of employment.

- 7.2** The evaluation of teacher education for salary purposes shall be determined by a statement of qualifications issued by The Alberta Teachers' Association Teacher Qualifications Service in accordance with the principles and policies established by the Teacher Salary Qualifications Board pursuant to the Memorandum of Agreement dated March 23, 1967, among the Department of Education, the Alberta School Trustees' Association and The Alberta Teachers' Association.

- 7.3** Until a teacher submits a statement of qualifications, the teacher shall be placed on the salary schedule according to the most recent acceptable statement of qualifications or according to the minimum educational requirement for his/her teaching certificate as estimated by the superintendent or delegate. Teachers without a statement of qualifications will initially be placed at the three years of training level.
- 7.4** Each teacher claiming additional teacher education, and each teacher commencing employment with the Board shall supply a statement of qualifications to the Board within 90 calendar days from the commencement of the school year or the date of commencement of employment, whichever is applicable.
- 7.5** If the statement of qualifications is submitted within the 90 calendar days, salary shall be paid according to the statement of qualifications effective the date of commencement of the school year or the date of commencement of employment, whichever is applicable.
- 7.6** If a statement of qualifications is not submitted within the 90 calendar days, salary shall be adjusted effective the first day of the month following submission of the statement of qualifications.
- 7.7** Where confirmed extenuating circumstances result in the teacher being unable to meet the 90 day requirement, the superintendent or delegate, after reviewing the circumstances, may grant salary entitlement retroactive to the teacher's commencement date of employment.
- 8. Prorata Allowance**
- 8.1** Prorata allowances per step will be paid for fractional years of teacher education.
- 8.2** Teachers on staff shall be eligible for and shall be paid prorata for courses taken which meet the requirements of the qualifications service upon commencement of employment with the Fort Vermilion School Division No 52.
- 9. Part-Time Teachers**
- 9.1** A part-time teacher shall mean a teacher employed under contract of employment to provide service for less than the regular hours of instruction per school year as established by the Board's policy. Part-time teachers shall receive the salary and benefits stipulated in this agreement on a prorata basis according to the percentage of time worked.
- 10. Substitutes**
- 10.1** A substitute teacher is a teacher employed on a day-to-day or a part-day basis where a contract of employment is not in effect.
- 10.2** The rate of pay, inclusive of holiday pay, for substitute teachers shall be:
- September 1, 1995 to August 31, 1996
- Full day - \$120.72
- Half day - \$70.42
- September 1, 1996 to August 31, 1997
- Full day - \$121.44
- Half day - \$70.84
- 10.3** Notwithstanding the above, a substitute teacher who substitutes for a period of three or more consecutive teacher/pupil contact days in the same school for the same teacher shall be treated as a temporary teacher from the beginning and during the continuance of such consecutive days. In such a case the substitute teacher must submit proof of experience and qualifications in accordance with clause 6 and clause 7 of this agreement.
- 10.4** A substitute teacher shall be called, if available, whenever a teacher is absent from his/her duties provided the substitute teacher is required for a full day.

10.5 Except for the provisions covered by this clause (clause 10) none of the provisions of this agreement apply to substitute teachers.

11. Professional Improvement Leave

11.1 A teacher is eligible, after three years' service with the Board, to apply to the Board, prior to February 1, for professional improvement leave for the purpose of further study which will increase his or her capabilities.

11.2 The Board shall submit all applications to a selection committee of two Board members and the superintendent or delegate, who shall be a non-voting member of the committee and two teacher representatives appointed by Local No 77 of The Alberta Teachers' Association.

11.2.1 Notwithstanding clause 11.2, in the event of a tie vote, the superintendent or delegate will cast the deciding vote.

11.3 In addition, the Board shall suggest criteria of a general nature to be used in the selection of the applicants for professional leave.

11.4 The selection committee will identify to the Board, candidates eligible to receive professional leave on or before March 1.

11.5 From the candidates identified by this selection committee the Board may, at its discretion, grant one or more teachers a one year professional improvement leave.

11.6 Each teacher granted professional improvement leave shall receive an allowance equal to \$25,000 or 65 percent of grid salary whichever is the greater.

11.7 The allowance shall be computed based on the teacher's salary agreement effective at the date the leave commences.

11.8 Teachers on professional improvement leave shall not be eligible for any benefits under this contract except those provided by the Alberta School Employee Benefit Plan and Alberta Health Care.

11.9 The one year period of professional improvement leave shall not be considered as equal to classroom service for the purpose of determining experience for salary purposes.

11.10 Any teacher granted professional improvement leave will be required:

(a) to remain on contract with the division for an additional period of not less than two years, or

(b) to repay the allowance or repay that portion of the allowance for services not rendered in (a) plus interest at current rates.

11.11 Prior to taking professional improvement leave the teacher shall enter into a written contract with the Board establishing:

(a) a teaching position, no less favorable than the one enjoyed before the leave, upon return,

(b) the method and time of payment of the entitlement.

(c) the dates of the leave.

12. Sick Leave

12.1 Sick leave with pay will be granted to the employee for the purpose of obtaining necessary personal medical or dental treatment or on account of injury, illness, or disability to the extent hereinafter provided.

12.2 (a) As per the *School Act* 92(1)(d)(ii) and 92(2), in the first year of employment with this Board the teacher shall be entitled to statutory sick leave. Should sick leave exceed the number of days of sick leave entitlement, any salary adjustment required shall be made on the last cheque issued to the teacher for the current school year.

(b) During the second and subsequent years of service, annual sick leave with full salary will be granted for the purpose of obtaining necessary medical or dental treatment, or because of accident, sickness or disability for 90 calendar days.

(c) A teacher who has more than one year of service and has been absent for reasons listed in clause 12.1 shall, upon return to full-time duty, be entitled to an additional sick leave benefit of 90 calendar days.

(d) For the purpose of this agreement, an interrupted illness for the same illness shall be counted as one illness.

12.3 Before any payment is made under the foregoing provisions the employee shall provide:

(a) for illness of three consecutive days or less a statement in a form approved by the Board signed by the employee substantiating the illness.

(b) for illness of more than three consecutive days a medical certificate in a form approved by the Board from a qualified medical or dental practitioner or district nurse.

12.4 The superintendent or delegate may require a teacher to provide a medical certificate as prescribed by clause 12.3(b) for any illness of three consecutive days or less provided the teacher is informed of this requirement prior to his/her return to teaching duties.

12.5 The Board may require a teacher to submit to a medical examination by a Board designated doctor. The expense of the medical examination and all other reasonable related expenses will be borne by the Board.

12.6 (a) Teachers shall be eligible for sick leave from the onset of illness or disability to the extent of sick leave credited to them but not beyond the date of eligibility for benefit under the Alberta School Employee Benefit Plan.

(b) When a teacher is eligible for the long term disability benefits contained elsewhere in this agreement, the provisions for sick leave shall be suspended and no further salary shall be paid.

12.7 A teacher injured in other remunerative employment other than Board employment shall not be entitled to benefit of clause 12.

12.8 Provisions of this article shall not be applicable when a teacher is on another leave (other than sick leave), without pay.

12.9 When a teacher leaves the employ of the Board, all benefits contained under these provisions are cancelled.

13. Vacant Positions

13.1 Any position that is made vacant by whatever means and any positions created by the Board during the school year shall be posted as soon as possible in each school. As a rule, it is not the intention of the Board to transfer staff during the school year.

Notwithstanding the above and wherever practical, teacher's employed with the division will be given first consideration for vacancies that occur at the end of the school year.

14. Leave of Absence

14.1 Compassionate Leave: The superintendent or delegate may, upon request and the presentation of a medical certificate or some other proof satisfactory to the superintendent or delegate, grant a temporary leave of absence with pay up to a total of four days and allow for a maximum of two days travel, where necessary, when such absence is necessitated for reasons of critical illness and/or death of a member of the teacher's family. The word "family" shall be interpreted as meaning: husband, wife, son, daughter, brother, sister, parent, guardian, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents or other relative who is a member of the teacher's household.

14.2 Personal Leave: Leave with pay for up to three days per school year for personal reasons may be granted to teachers at the discretion of the school principal provided the educational program of the school is not disrupted and subject to the following:

(a) The intent of personal leave is not to extend the summer recess, Christmas or Easter holidays.

(b) All requests are to be made in writing in advance to the principal.

(c) The principal must review each request to ensure that serious disruption of the instructional program does not occur and arrangements for the supervision of the classes can be made.

(d) All teachers and administrators granted personal leave shall contribute \$30 per day. Such contributions shall be deducted from his/her salary.

(e) Any principal taking personal leave shall notify the superintendent or delegate prior to taking leave.

14.3 Additional Leave

(a) Leave of absence with pay shall be granted to those teachers who serve as representatives of the Fort Vermilion ATA Local No 77 for attendance at meetings or any functions at the request of provincial or local ATA. Cost of the substitute teachers shall be borne by the ATA.

(b) Additional leave of absence for less than one school year may be granted by the superintendent or delegate with or without pay for reasonable cause. The superintendent or delegate's decision shall be appealable to the Board.

(c)(i) A leave without pay for the next school year may be granted by the superintendent or delegate provided the teacher makes application for this leave of absence prior to March 31 of the current school year.

(ii) If a leave of absence without pay is granted to a teacher for a school year the teacher must notify the superintendent or delegate prior to March 31 of the school year in which the teacher is on leave of his/her intent to return to a teaching position in the next school year. If the teacher fails to provide notice of his/her intent to return it shall be presumed the teacher has resigned and the Board shall be under no obligation to place the teacher in any position for the next school year.

14.4 Extracurricular Leave--Teachers shall be granted one personal day without salary deduction for participation in school related extracurricular activities during the current school year, based on the following schedule and guidelines:

150 hours extracurricular = 1 personal day

Regulations:

(a) The teacher must submit a letter to the principal five days prior to the date of anticipated leave.

(b) The letter should state the activities and hours spent on extracurricular activities to date for the year.

(c) The letter will be countersigned by the principal to verify the information contained in the letter.

14.5 Deferred Salary Leave--The Board shall maintain a Deferred Salary Leave Plan with any amendment subject to agreement by a committee made up of ATA Local No 77 members and Board members, and contingent on Revenue Canada Regulations.

15. Insurance

15.1 When enrolment and other requirements for group participation in various plans have been met, the Board will sponsor such plans to the portion agreed upon and such sponsorship shall not exceed that which is authorized or accepted by the benefit agency.

- 15.2** Subject to the provisions of the master policies, all teachers appointed to the staff shall be required to join the Alberta School Employee Benefit Plan, Plan D, Schedule 2; Alberta School Employee Benefit Plan, Extended Health Care Plan II; Alberta Health Care; Alberta School Employee Benefit Plan, Dental Care Plan III and Alberta School Employee Benefit Plan, Vision Care Plan I, and all teachers presently enrolled in the plans shall continue to be enrolled in the plans as a condition of employment with the Board.
- 15.3** Notwithstanding clause 15.2 it is understood that where there is a duplication of the benefits because the spouse of the teacher has the same or similar plans to Alberta School Employee Benefit Plan, Plan D, Schedule 2; Alberta School Employee Benefit Plan, Extended Health Care Plan II; Alberta Health Care; Alberta School Employee Benefit Plan, Dental Care Plan III and Alberta School Employee Benefit Plan, Vision Care Plan I the teacher may be exempted from participation.
- 15.4** Effective January 1, 1986, the Board shall contribute toward the costs of the various premiums as follows:
- (a) Alberta School Employee Benefit Plan, Plan D, Schedule 2: 100 percent of each full-time teacher's monthly premium,
 - (b) Alberta School Employee Benefit Plan, Extended Health Care Plan II: 100 percent of each full-time teacher's monthly premium,
 - (c) Alberta Health Care: 100 percent of each full-time teacher's monthly premium,
 - (d) Alberta School Employee Benefit Plan, Dental Care Plan III: 100 percent of each full-time teacher's monthly premium.
 - (e) Alberta School Employee Benefit Plan, Vision Care Plan I: 100 percent of each full-time teacher's monthly premium.
- 15.5** It is understood that a teacher who becomes eligible for receipt of disability benefits as provided in the Alberta School Employee Benefit Plan will not be entitled to receive sick pay benefits.
- 15.6** The Board shall retain the employee's portion of the Canada Employment and Immigration Commission rebate. The premium reductions shall be recognized towards benefits provided.
- 16.** i at Hoard 1
- 16.1** One representative appointed by Local No 77 of the ATA is entitled to attend all Board meetings provided all expenses inclusive of substitute teacher pay is paid by the ATA.
- 17.** **Loss of Salary**
- 17.1** No teacher shall receive less salary as per grid under this agreement than that to which he was entitled under the previous agreement.
- 18.** **Grievance Procedures**
- 18.1** There shall be established a grievance committee composed of the Board chairman, three members of the ATA Local with one being a member of the economic policy committee, the secretary-treasurer and superintendent or delegate of the school division.
- 18.2** A quorum of this committee shall consist of all members.
- 18.3** It shall be the duty of this committee to meet and endeavour to resolve all grievances concerning interpretation, application, operation or any alleged violation of this agreement. The Board chairman shall be the chairman of all meetings and shall be responsible for the dates of holding meetings of the grievance committee and notifying the membership.

- 18.4** A teacher having a grievance arising out of this agreement shall, within 15 days of the occurrence or first knowledge of the violation lodge in writing with the superintendent or delegate, a statement identifying the clause and the precise nature of the violation. A copy of the grievance statement shall be sent to the secretary-treasurer of the Board and the president of The Alberta Teachers' Association Local No 77.
- 18.5** If the grievance has not been settled within 15 days after the date of the submission of the grievance, the secretary of the Fort Vermilion ATA Local shall, within five days thereafter, give written notice to the secretary-treasurer of the Board and to members of the committee requesting consideration of the grievance.
- 18.6** When the committee receives notice of the submission of the grievance, it shall be required to meet within four weeks of receipt of such notice. If the grievance committee reaches a unanimous decision as to the disposition of the grievance, that decision shall be final and binding.
- 18.6.1** If the committee does not reach a unanimous decision, subsequent proceedings shall be determined by the appropriate section(s) of the *Labour Relations Code*, section 134.
- 18.7** The committee shall dispose of each grievance before proceeding to another except where, by unanimous consent of the committee, the hearing of the grievance is postponed.
- 19.1** Jury Duty--Leave of absence without loss of salary shall be granted for jury duty or any summons related thereto provided that the jury stipend accumulated during instructional time (excluding allowances and/or expenses) are reimbursed to the Board.
- 19.2** Witness Clause--Where a teacher is summoned by subpoena to testify as a witness in a court proceeding involving an indictable offense, the teacher will be granted leave of absence without loss of salary on the provision that the legal stipend accumulated during instructional time (excluding allowances and/or expenses), are reimbursed to the Board.
- 20. Maternity Leave**
- 20.1** A teacher who is pregnant is entitled to maternity leave without pay for a period not exceeding 26 weeks. The cost of continued benefits shall be at the employer's expense. The leave to consist of:
- (a) a period not exceeding 12 weeks immediately preceding the estimated date of delivery or such shorter period as the teacher may request, and
 - (b) the period, if any, between the estimated date of delivery and the actual date of delivery, and
 - (c) a period not shorter than six weeks following the actual date of delivery, and
 - (d) where the pregnancy of the teacher interferes with the performance of her duties, the Board may, by notice to the teacher, require the teacher to commence maternity leave.
- 20.2** The teacher shall give a minimum of two weeks notice in writing of the day upon which she intends to commence maternity leave together with a medical statement certifying that she is pregnant and giving the estimated date of delivery. At this same time the teacher shall provide notification of the expected date of recommencement of her former teaching duties.
- 20.3** The teacher, upon written request and with the approval of the superintendent or delegate, may return to her former teaching duties prior to the expiration of the six weeks following the actual date of delivery after providing a medical certificate indicating that resumption of work would not endanger her health.
- 20.4** Maternity leave will not be counted as experience towards the granting of increments.
- 20.5** The Board shall operate a SUB (Supplemental Unemployment Benefit) Plan which shall meet or exceed all the legal requirements for such a plan.
- 21. Adoption Leave**

- 21.1** The employer shall grant adoption leave, in accordance with clause 21.2, to an employee who is the adoptive parent of a child and who
- (a) has been in the employment of the employer for a continuous period of at least 12 months, and
 - (b) submits a written notice of leave to the employer at least two weeks before the employee can reasonably expect to first obtain custody of the child being adopted.
- 21.2** Adoption leave consists of a period of not more than eight weeks of leave without pay commencing on the date on which the adoptive parent first obtains custody of the child being adopted.
- 21.3** Where an employee is unable to comply with clause 21.1(b), the employee shall give notice to the employer forthwith after receiving notice of the adoption.
- 21.4** Only one parent of a child referred to in clause 21.2 shall be granted adoption leave under this section.

22. Paternity Leave

- 22.1** Leave of absence without loss of salary shall be granted to a teacher for paternal leave to a maximum of two days within two weeks of childbirth.

23. Tax Benefits

- 23.1** Northern Residents Travel Allowance: Deducted from the grid will be a travel allowance as described in the Northern Living Allowance. Effective 1992 01 01 the amount of \$4,500 per annum will be allocated to holiday travel and the amount of \$1,500 per annum will be allocated to medical travel. These funds will be remitted to teachers on a monthly basis.

23.2 Convention Allowance

(a) A convention allowance, in the amount of \$500, will be allocated to full-time employees for travel and subsistence in order to attend The Alberta Teachers' Association annual convention. The convention allowance, which is held in trust as per the 1991-92 collective agreement, will be paid to the teachers, in response to a travel expense claim, as an expense cheque on the last Thursday prior to the convention. Temporary teachers or part-time teachers will be paid a prorata convention allowance.

(b) The division shall contribute a further \$250 to full-time teachers for convention allowance for travel and subsistence in order to attend The Alberta Teachers' Association annual convention. Temporary teacher or part-time teachers will be paid a prorata convention allowance.

(c) Teachers not attending the ATA annual convention, or a sanctioned alternate activity, will be paid the convention allowance on their next pay cheque.

(d) A teacher who has rendered service for part of the year, will be paid a prorata convention allowance on their final cheque.

LETTER OF INTENT

Addendum to the Collective Agreement

1995/96 - 1996/97

A joint Board-ATA committee comprised of representatives named by the Board and by the EPC of the local shall be established to discuss issues arising from the current application of the extracurricular activities provisions in the collective agreement (clause 14.4). Any recommendations receiving unanimous support from the two parties shall be forwarded to the parties for consideration during the next round of collective bargaining.