

SOURCE	Union		
EFF.	97	09	01
TERM.	98	08	31
No. OF EMPLOYEES	240		
NOMBRE D'EMPLOYES	A H		

Collective Bargaining Agreement
HOLY SPIRIT RCS REGIONAL DIVISION NO 4
1997/98

This collective agreement is made in duplicate this 5 day of December, AD, 1997, pursuant to the *School Act* and the *Labour Relations Code*.

Between the Holy Spirit Roman Catholic Separate Regional Division No 4, 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 referred to as the "Association", of the second part.

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

Whereas the terms and conditions of employment and the salaries of the teachers have been the subject of negotiations between the parties; and

Whereas the parties desire that these matters be set forth in a collective agreement to govern the terms of employment of the said teachers;

This agreement will affirm the spiritual, professional and individual dignity of each and every employee.

Through this agreement, by providing security for its employees, the Board ensures quality education for the children, the trust given the Board by the community.

NOW THEREFORE THIS COLLECTIVE AGREEMENT WITNESSETH that in consideration of the premises of the mutual and other covenants herein contained the parties agree as follows:

Article 1 - Application of the Contract

- 1.1 The collective agreement applies to all employees of the Board, who as a condition of their employment must possess a valid teaching certificate issued under the authority of the Department of Education, the Province of Alberta, herein collectively called the teachers, or where the context requires, teacher, except those designated as superintendent, deputy superintendent and all second line officers who work in central office and report directly to the superintendent.
- 1.2 The salaries and the terms and conditions of the teachers' employment with Board are governed by the provisions of this agreement and any statutory provision relating thereto.

Article 2 - Effective Term of Agreement

- 2.1 This collective agreement shall, except where otherwise specified take effect on September 1, 1997 and shall remain in full force and effect until August 31, 1998.
The two parties may at any time, upon their mutual agreement, negotiate revisions of this agreement. Any such revisions shall become effective from such date as shall be agreed upon by both parties.
Either party may give to the other not less than 60 days nor more than 150 days prior to the termination of this agreement, a notice in writing of its intention to commence bargaining.
- 2.2 The parties shall exchange particulars of all amendments sought, either prior to or at the first meeting following such notice to commence bargaining.

Article 3 - Salary Schedule

- 3.1** The Board shall pay all of the teachers in its employ the salaries and allowances as herein set forth and computed.
- 3.2** The amount of teacher education of a teacher and length of teaching experience computed as hereinafter provided shall together determine the annual rate of salary to be paid to each teacher employed by the Board. One month's salary shall be considered to be 1/12 of the annual salary rate applicable in that month. Tabulated below are the minimum and the maximum salary rates and the experience increments for each year of teacher education.
- 3.3** Salary Schedule
- 3.3.1** Effective September 1, 1997:

Years of teaching experience	Years of university education					
	One	Two	Three	Four	Five	Six
0	20,448	22,459	25,543	31,212	33,077	35,238
1	21,503	23,670	26,870	33,132	34,993	37,156
2	22,518	24,884	28,198	35,046	36,912	39,076
3	23,532	26,096	29,526	36,966	38,828	40,990
4	24,549	27,308	30,855	38,883	40,747	42,908
5	25,564	28,521	32,184	40,801	42,665	44,825
6	26,580	29,734	33,513	42,720	44,580	46,744
7	27,598	30,948	34,844	44,635	46,500	48,662
8	28,615	32,162	36,173	46,555	48,417	50,578
9	29,632	33,375	37,504	48,472	50,335	52,497
10	30,650	34,587	38,833	50,389	52,252	54,415
11				52,308	54,171	56,332

- 3.3.2** Effective May 1, 1998:

Years of teaching experience	Years of university education					
	One	Two	Three	Four	Five	Six
0	20,884	22,894	26,037	31,815	33,717	35,920
1	21,918	24,128	27,390	33,772	35,670	37,874
2	22,953	25,365	28,743	35,723	37,625	39,831
3	23,988	26,600	30,097	37,681	39,580	41,783
4	25,024	27,837	31,452	39,634	41,534	43,739
5	26,059	29,073	32,806	41,589	43,490	45,692
6	27,094	30,309	34,161	43,546	45,443	47,649
7	28,132	31,546	35,518	45,499	47,399	49,604
8	29,168	32,784	36,873	47,455	49,353	51,557
9	30,205	34,021	38,230	49,409	51,308	53,513
10	31,243	35,256	39,584	51,364	53,262	55,467
11				53,319	55,218	57,421

Article 4 - Evaluation of Teacher Education

- 4.1** 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 between the Department of Education, the Alberta School Trustees' Association and The Alberta Teachers' Association.
- 4.2** Placement on the salary schedule shall be according to the number of years of teacher education on the first day of each school semester or on commencement of employment.
- 4.3** Each teacher claiming additional teacher education and each teacher commencing employment with the Board, shall supply satisfactory evidence of teacher education to the Board within 90 calendar days from commencement of the school semester or from the date of employment. If satisfactory evidence is not submitted within 90 calendar days salary shall be adjusted effective the beginning of the month following submission of satisfactory evidence. This article shall not apply if the teacher submits satisfactory evidence that failure to comply was not the fault of the teacher.
- 4.4** No payment for salary adjustments will be considered beyond the terms of the collective agreement within which the claim is initiated.

Article 5 - Recognition of Teaching Experience

- 5.1** Allowance for past experience shall be one step on the schedule for each year of experience to the maximum as provided in the salary grid. No teacher shall gain more than one year experience increment in one school year.
- 5.2** For purposes of this section before an allowance is paid for experience prior to engagement, the teacher shall be required to submit a certified statement from previous employers to the effect that such experience was in a school under the jurisdiction of a provincial, state or national department of education. Until such evidence is submitted, or if it is not submitted within 90 calendar days after commencement of employment, the Board may evaluate the teaching experience.

- 5.3** A year of teaching experience shall be any one school year during which a teacher, under contract, has taught for not less than one full semester, or its equivalent, as defined by the official school year calendar. A teacher employed under contract, who teaches less than one full semester in a school year, may accumulate an experience increment by combining any two consecutive years of service with the Board provided that a minimum of 60 days service per year be rendered.
- 5.3.1** Article 5.3 shall not have retroactive effect for service prior to July 1, 1996.
- 5.4** Notwithstanding section 5.3 above, a part-time teacher who teaches the equivalent of half time or more for two consecutive semesters shall be entitled to a full experience increment immediately upon completion of the second semester.
- 5.5** Substituteteaching shall not, in any event, be used in calculating whether an additional year of teaching experience with the Board has been earned.

Article 6 - Additional Allowances

- 6.1** Principals - Each principal shall receive an additional allowance to be calculated using the following formula maximum in the fourth year of education on the May 1, 1998 salary schedule:
- 1 - 100 pupils 0.161900 percent
 - 101 - 200 pupils 0.031200 percent
 - 201 - 300 pupils 0.023400 percent
 - 301 - 400 pupils 0.021450 percent
 - 401 - 500 pupils 0.007800 percent
 - > 500 pupils 0.005850 percent
- 6.2** Associate Principal - First and only associate principal - 60 percent of the principal's allowance.
- In a school with two associate principals, each shall receive 60 percent of the principal's allowance.
- 6.3** Administrative Assistants - When an administrative assistant is appointed by the Board, the allowance shall be equal to nine percent of the grid salary at maximum in the fourth year of education.
- 6.4** Consultant - Each consultant shall be paid an additional allowance equal to 13 percent of the grid salary at maximum in the fourth year of education.
- 6.5** Vacation Service - A teacher, who is not in receipt of an administrative or supervisory allowance and who agrees to render service during the summer vacation period, at the written request of the superintendent, shall be paid 1/200 of his/her total annual salary for each day of work.
- 6.6** Teacher Travel - A teacher authorized or assigned on a regular basis by the Board to travel by automobile in the performance of their regular duties shall be reimbursed at the kilometre rate established for trustees by the Board.

Article 7 - Substitute Pay

- 7.1** Substituteteacher means a teacher employed on a day-to-day basis.
- 7.2** The rate of pay for a substitute teacher, including four percent vacation pay shall be: Effective the first of the month following ratification - \$108 per day.

- 7.3** In the case of a substitute teacher being employed more than five consecutive days in the same classroom, the rate of pay shall be in accordance with training and experience as set forth in clause 3.3 retroactive to the first consecutive day of employment.

Article 8 - Development of Leadership in Catholic Schools

- 8.1** A teacher who has taught in the school system for a minimum of five years may be granted a leave for professional development in education that will enhance our Catholic schools.
- 8.2** Application for leave shall be presented to the superintendent of schools as follows:
- (a) For leave to commence first day of fall semester - not later than January 15.
 - (b) For leave to commence January 1 - not later than May 1.
- The application for leave must be considered by the Board and the applicant must be notified of the Board's decision within 30 days after the date for receipt of applications.
- 8.3** A teacher returning from professional leave is entitled to a teaching position with the Board. The Board, in its sole discretion, shall when possible, return the teacher to the position held prior to the leave.
- 8.4** A teacher having been granted leave shall spend his/her time in the improvement of his/her professional standing by studying at a recognized learning institution. Application for leave shall be accompanied by a clear statement of the teacher's purpose.
- 8.5.1** In lieu of regular salary, a teacher while on professional development leave, shall be granted allowance at the rate of 65 percent of the current annual salary payable under articles 3 and 6 for the applicant's position, payable at the rate of 1/12 of the leave allowance so determined, for each month of leave, with payments to commence on the last day of the first calendar month of the leave.
- Where professional development leave is granted for periods of less than a full year, leave allowance shall be at the rate of 65 percent of a current annual salary payable under articles 3 and 6 for the applicant's position, computed for the number of teaching days of leave in ratio to 200, payable at the rate of 1/12 of the leave allowance so determined, for each month of leave, with payments to commence on the last day of the first calendar month of the leave.
- 8.5.2** The teacher on professional development leave will receive payment under articles 3 and 6 and 8.5.1 for the position of the teacher for the year in which application was made.
- 8.6** A teacher who is granted leave shall agree in writing to serve the Board for a period of not less than one year for each semester taken. Should a teacher resign or retire from service of the Board before completing two year's service following such leave, repayment of leave salary shall be made to the Board on a prorata basis.

Article 9 - Professional Development Fund

In addition to the type of professional development leave which may be granted under article 8, the Board shall provide an allocation of funds to each school or site to finance the costs of short term professional development activities and related costs such as registration fees, travel, living expenses and cost of substitute teachers. The annual amount per FTE teacher shall be a minimum of \$230 which shall be available through each school. Each teacher's unexpended allocation shall accumulate to a maximum of \$1,200. Should a teacher transfer to another school, that teacher's accumulated unused funds will be transferred to the new site.

Article 10 - Leave of Absence

A teacher may apply for and receive leave of absence for personal reasons subject to the following conditions:

10.1 With Full Pay

10.1.1 A maximum of five days for the critical illness of a teacher's father, mother, husband, wife, son or daughter, brother or sister, or parents of spouse. A medical statement certifying critical nature of illness will be required if death does not occur.

10.1.2 A maximum of three days for the funeral, held within the jurisdiction, of a teacher's father, mother, husband, wife, son or daughter, brother or sister, or parents of spouse. A maximum of five days for the funeral, held outside the jurisdiction of a teacher's father, mother, husband, wife, son or daughter, brother or sister, or parents of spouse.

10.1.3 For the critical illness leading to death of a teacher's father, mother, husband, wife, son or daughter, brother or sister, or parent of spouse the limits of article 10.1.2 will be added to the days already taken under article 10.1.1.

10.1.4 In the event of multiple deaths or multiple critical illness occurring, only the maximum for the above will take place. Each individual death or critical illness other than the same time period will result in separate implementation of each of the articles 10.1.1, 10.1.2, 10.1.3.

10.1.5 For the funeral of grandparents, grandchild and in-laws two days leave. If circumstances warrant additional leave, the two days may be extended to a maximum of five days.

10.1.6 For the funeral of uncle, aunt, cousin, nephew, niece - one days leave.

10.1.7 For acting in any capacity at a funeral - one day.

10.1.8 For the purpose of writing university examinations - one day.

10.1.9 While participating in university convocation exercises - one day.

10.1.10 While obtaining citizenship papers at a scheduled session of the court - 1/2 day.

10.1.11 While serving as a witness as a result of a notice to attend or subpoena, provided that any fee received for acting as a witness be paid over to the Board.

10.1.12 Notwithstanding 10.1.11, this clause shall not apply to a teacher charged with any offense or to a teacher bringing action against the Board.

10.1.13 For not more than one day to allow a father to be present at the birth of his child.

10.1.14 For not more than one day for adoption procedures.

10.1.15 For school closure by the Board for reasons of inclement weather, health and safety reasons or physical plant breakdown.

10.1.16 For impassable roads.

10.1.17 The superintendent may, at his discretion, grant leave of absence at full salary.

10.2 With Loss of Substitute Pay (Whether Substitute Required or Not)

Temporary leave of absence with pay shall be granted to teachers, providing the Board is reimbursed for the cost of a substitute teacher through payroll deduction or payment from other source:

10.2.1 For attendance of meetings of committees of the Department of Education.

For attendance of meetings or any function at the request of the provincial or local Alberta Teachers' Association.

10.2.3 For attendance at educational conventions in an official capacity; or for the attendance at civic government meetings or conventions in an official capacity.

- 10.2.4** For any other professional reasons that have been approved by the superintendent of schools.
- 10.2.5** For not more than two days in any one school year for some emergency or misfortune demanding the teacher's attention.
- 10.2.6** Personal leave for not more than three days in any school year shall be granted for attending to private concerns providing the Board is reimbursed for the cost of a substitute teacher through payroll deduction. Where possible, at least three days notice shall be given to the principal or in the case of a principal to the superintendent or his office.
- 10.2.7** For the funeral of a friend of the family - one day.

10.3 Without Pay

10.3.1 Maternity Leave

Teachers are entitled to maternity leave up to 18 weeks. Maternity leave shall be granted under conditions as specified below:

- (a) The maternity leave will begin at the discretion of the teacher. The teacher shall, when possible, notify the Board of her leave requirements three months in advance of the first day of leave and shall provide a statement from a physician indicating the approximate date of delivery.
- (b) Maternity leave shall be without pay and allowances and without the Board's share of group insurance premiums.
- (c) Maternity leave shall not be counted as teaching experience for article 5.3 and 5.4 of the collective agreement.
- (d) The teacher may terminate the leave at any time up to 18 weeks following the date of delivery, or at a later date with the approval of the Board. When possible, return to work shall be at natural breaks in the school year.
- (e) In any event, the teacher shall give the Board no less than two weeks notice, in writing, of the intended commencement or return dates.
- (f) A teacher returning from maternity leave is entitled to a teaching position with the Board. The Board, in its sole discretion, shall when possible, return the teacher to the position held prior to the leave.

- 10.3.1.1** The Board shall implement a supplementary unemployment benefits plan which each teacher shall access for pay during the health related portion of her maternity leave for 13 weeks.
- 10.3.1.2** The Board shall pay its portion of required group insurance premiums described in article 12 during the health related portion of maternity leave. The remainder of maternity leave, not covered by the health related portion, shall be at no cost to the Board.
- 10.3.1.3** The benefit level paid under this plan is set at 100 percent of the employee's regular weekly earnings. The total amount of SUB benefits and EI benefits will not be greater than the employee's regular earnings.
- 10.3.1.4** The portion of leave that is health related shall be recognized for increment purposes.

10.3.2 Paternity Leave

Teachers are entitled to paternity leave. Paternity leave shall be granted under conditions as specified below:

- (a) Paternity leave shall be without salary and benefits.

(b) The paternity leave shall begin at the discretion of the teacher. The teacher shall, where possible, notify the Board of his leave requirements three months in advance of the first day of the leave.

(c) Paternity leave shall not be counted as teaching experience for article 5.3 and 5.4 of the collective agreement.

(d) The teacher may terminate the leave at any time up to one year following the beginning of the leave or at a later date with the approval of the Board. When possible, return to work shall be at natural breaks in the school year.

(e) In any event, the teacher shall give the Board no less than two weeks notice, in writing, of the intended return date.

10.3.3 Adoption Leave

Teachers shall be granted adoptive leave without pay and allowances and without the Board's share of group insurance premiums for up to eight weeks.

A teacher returning from adoption leave is entitled to a teaching position with the Board. The Board, in its sole discretion, shall when possible, return the teacher to the position held prior to the leave.

10.3.3.2 Adoption leave shall not be considered teaching experience for the purposes of granting salary increments.

10.3.3.3 Teachers shall apply for such leave at least 60 days prior to the commencement of the leave. The Board shall however, allow the teacher to take leave on whatever notice the teacher is able to provide, as soon as the child is available.

10.3.4 Negotiating Leave

When the parties agree to schedule day time bargaining meetings, the Board shall grant leave of absence with salary and benefits for a maximum of five teachers for the purpose of participating in actual negotiations with the Board.

10.3.4.1 The Association shall reimburse the Board an amount equivalent to the salary of a substitute for each participating teacher for the first seven days of negotiating leave and 1/200 of the teacher's salary for each additional day of such leave.

10.3.5 General Leave

Teachers shall be granted leave of absence without pay and allowances and without the Board's share of group insurance premiums for a period to be determined by the teacher and the superintendent.

10.3.5.1 During this leave each teacher shall be eligible to maintain benefit insurance coverage provided the teacher pays 100 percent of the premiums.

10.3.5.2 Leave granted under 10.3.5 shall not be considered teaching experience for the purpose of granting salary increments.

Article 11 - Sick Leave

11.1 Annual sick leave with pay will be granted to a teacher for the purpose of obtaining necessary medical or dental treatment or because of accident, sickness and/or disability.

11.1.1 In the first year of service with the Board - 90 calendar days.

11.1.2 After one year of service with the Board - 90 calendar days.

11.2 After 90 calendar days of continuous absence due to medical disability, no further salary shall be paid and the Alberta School Employee Benefit Plan "D" shall take effect.

- 11.3 A teacher who has been absent due to medical disability shall, upon return to full-time duty, be entitled to an additional sick leave benefit in the current year of 90 calendar days.
- 11.4 Before any payment is made under the foregoing regulations, the teacher shall provide:
 - 11.4.1 A declaration, on a form to be provided by the Board, where the absence is for a period of three days or less.
 - 11.4.2 A certificate signed by a qualified medical or dental practitioner where the absence is for a period of over three days.
 - 11.4.3 The Board may require a teacher to undergo a medical examination by a physician or dental practitioner named by the Board.
- 11.5 When a teacher leaves the employ of the Board, all sick leave shall be cancelled.
- 11.6 Newly appointed teachers may be required to present a medical certificate of good health.

Article 12 - Employee Benefit Plans

Contribution rates to be effective the first of the month following ratification of this agreement:

- 12.1 Alberta School Employee Benefit Plan - All teachers shall be covered under the provision of the ASEBP Life Insurance Plan II and Extended Disability Benefit Plan D with the employer paying 85 percent of the premium.
- 12.2 Alberta Health Care Insurance - The Board's contribution to the Alberta Health Care Insurance covering teachers employed by the Board shall be at the rate of 85 percent of the total premium.
- 12.3 ASEBP Extended Health Care Plan I - The Board's contribution to the ASEBP Extended Health Care Plan I covering teachers employed by the Board shall be at the rate of 85 percent of the total premium.
- 12.4 ASEBP Dental Care Plan 3 - The Board's contribution to the ASEBP Dental Care Plan 3 covering teachers employed by the board shall be at the rate of 85 percent of the total premium.
- 12.5 Employment Insurance Rebates

In consideration of the improvements to the employee benefit plan and sick leave benefits, the employees covered by this contract waive any claims on rebates under the provisions of the *Employment Insurance Act*.
- 12.6 The Board upon the death of a teacher shall immediately pay an additional 1/12 of the annual salary less tax deductions to the beneficiary as designated for this article.

Article 13 - Grievance Procedure

- 13.1 Any difference between any employee covered by this agreement and the Board, or in a proper case between the Local of The Alberta Teachers' Association and the Board concerning the interpretation, application, operation or alleged violation of this agreement and further including any dispute as to whether the difference is arbitrable, shall be dealt with as herein provided, without stoppage of work or refusal to perform work.

- 13.2** Such differences (hereafter called "grievance") shall first be submitted in writing to the secretary-treasurer of the Board and to the president of the Local ATA, as the case may be. Such written submission shall be made within 15 teaching days from the date of the incident giving rise to the grievance or from the date the grievor first had knowledge of the incident, whichever is later. Such grievance shall set out the nature of the grievance, the articles of this agreement which it is alleged have been violated and the remedy sought.
- 13.3** In the event the grievance is not settled within 15 teaching days after the date of submission of the grievance in accordance with the above procedure, then on or before a further five teaching days have elapsed from the expiration of the aforesaid 15 teaching day time period, the grievance shall be referred in writing to the grievance committee. Such grievance committee shall be composed of two representatives of the Board and two representatives of The Alberta Teachers' Association Local. A quorum of this committee shall consist of all members. The grievance committee shall meet and endeavor to resolve the grievance and shall render its decision in respect of the grievance within 21 teaching days following receipt of the submission and shall dispose of each grievance before proceeding to another, except where by unanimous consent of the grievance committee, the hearing of such grievance is adjourned for the purpose of obtaining further information. If the grievance committee reaches a unanimous decision as to the disposition of any grievance, that decision shall be final and binding.
- 13.4** If the grievance committee does not reach a unanimous or any decision within the said time then either party may by written notice served on the other party require the establishment of an arbitration board as hereinafter provided. Such notice must be given within 10 teaching days after the date of the aforesaid 21 teaching day limit expires or the date the grievance committee renders other than a unanimous decision, whichever is shorter.
- 13.5** Each party shall appoint one member as its representative on the arbitration board within seven teaching days of such notice and shall so inform the other party of its appointee. The two members so appointed shall, within five teaching days of the appointment of the second of them, appoint a third person who shall be the chairperson. In the event of any failure to appoint a chairperson either party may request the Director on Mediation Services to make the necessary appointment.
- 13.6** The arbitration board shall determine its own procedure but shall give full opportunity to all parties to present evidence and to be heard.
- 13.7** The arbitration board shall not change, amend or alter any of the terms of this agreement. All grievances or differences submitted shall present an arbitrable issue under this agreement and shall not depend on or involve an issue or contention by either party that is contrary to any provisions of this agreement or that involves the determination of a subject matter not covered by, or arising during the term of this agreement.
- 13.8** The findings and decision of a majority is the award of the arbitration board and is final and binding upon the parties and upon any employee affected by it. If there is not a majority, the decision of the chairperson governs and it shall be deemed to be the award of the board.
- 13.9** The arbitration board shall give its decision not later than 14 teaching days after the appointment of the chairperson provided, however, that this time period may be extended by written consent of the parties. Each party to the grievance shall bear the expense of its respective appointee and the two parties shall bear equally the expense of the chairperson.

13.10 In the event, at any stage, of the aforesaid procedure (except in respect of appointing persons to the board) the grieving party fails to take the necessary action within the time limit specified, the grievance shall be deemed to be at an end.

13.11 Any of the aforesaid time limits may be extended at any stage upon written consent of the parties.

Article 14 - Communications Between the Parties

The parties hereto recognize that there are in existence at the present time committees for the purpose of communicating the views of teachers on matters of school affairs to the Board. It is the intention of the parties hereto that the current practices in this regard shall continue during the currency of this agreement.

Article 15 - General Clauses

15.1 When the Board creates any new classification not specified in this agreement to which a teacher will be designated, the allowance, if any, for the new classification shall be negotiated.

15.2 Nothing herein contained shall reduce the salary of a teacher below the amount payable immediately prior to the effective date of this agreement.

15.3 All previous agreements, schedules and regulations between or affecting the parties are hereby cancelled.

15.4 This agreement shall enure to the benefit of and shall be binding upon the parties and their successors.

15.5 The Board shall not require a teacher to transfer to a school in a town or city with boundaries that are further than 50 kilometres from the boundaries of the town or city of that teacher's present school assignment.

Article 16 - Deferred Salary Leave Plan

The Board shall implement a deferred salary leave plan which complies with Revenue Canada regulations. Participation in the plan shall be at the discretion of the Board.

A teacher's benefits will be maintained by the Board during the teacher's leave of absence, provided the teacher requests such in writing three months prior to the date of leave. The teacher shall pay to the Board the full cost of any benefit premiums paid on the teacher's behalf.

Letter of Intent

For the 1997/98 school year, for the purposes of salary and benefits ECS teachers will be recognized as half-time (0.5 FTE) or full-time (1.0 FTE).

Letter of Intent

Teachers under contract, except substitute teachers, shall normally be paid by the 25 of each month.

Letter of Intent

The salary schedule 3.3.1 commencing September 1, 1997 shall be effective on the payroll beginning January 1, 1998.

The September to December portion of the salary schedule 3.3.1 shall be payable in a lump sum prior to January 31, 1998.

Principal's allowance shall be calculated and effective **January 1, 1998** using the May 1, 1998 salary schedule.

12

© The Alberta Teachers' Association
Page last modified 1998 02 25