

CALGARY BOARD OF EDUCATION
CBE STAFF ASSOCIATION
CHIEF SUPERINTENDENT'S TASK FORCE

Meeting Notes

November 13, 2008 at 12:00 noon

Deerfoot Room - Sheraton Cavalier

Present:	Naomi Johnson Cathy Evanochko Sydney Smith Hilary Smith	Cliff Hosfield Linda Angelo Albert Herscovitch Deborah Lewis
Absent:	Jenica Lemay	
Guests:	Joel Benjamin	Bill Flookes

1) Welcome and check-in

Joel Benjamin and Bill Flookes were introduced. They are giving a presentation on a bargaining issue – 10 month's pay over 12 months.

2) Review Agenda

The agenda was reviewed and accepted. No additions or deletions were made.

3) Report on Action Items

Diana did arrange a meeting with Brendan and Jean for this week.

4) Review November 6, 2008 Meeting Notes

- a) There are two # 5's – Lynda to make amendments.
- b) Minutes need to be posted on websites.

5) Presentation by Joel Benjamin and Bill Flookes

Bargaining issue - 10 month's pay over 12 months. The question asked was "What opportunities or possibilities within the context of 2008 are available to provide for the 10 month support staff members with an optional consistent payment of salary over 12 months? What are the operational implications for these questions?"

Five Options were presented:

1. Two Bank Accounts
2. Direct Payroll (Peoplesoft)
3. Trust Company
4. Staff Association Management Fund
5. Credit Unions

Each of the options were discussed at length. It was determined that Bill and Joel should rank the options and provide an update for the November 20th meeting. Bill from Staff Association perspective and Joel to rank options from CBE perspective.

Naomi thanked Bill and Joel for their work on this matter.

As part of the background to this presentation a letter dated May 8, 2000 from Duncan Truscott to Staff Association was presented. The information in the letter was discussed and many questions were asked. It was then determined that Duncan Truscott would be contacted and interviewed regarding his interpretation of the payment of 10 month staff over 12 months.

Discussion also took place around ten month employees receiving vacation pay on each pay cheque now as opposed to receiving a lump sum for winter and summer breaks. It was felt that most 10 month staff do not realize that this is happening.

A communication will be sent to Staff Association and support staff members via CBE – HR Bulletin. Hilary Smith will send a communication out to Staff Association members via K.I.T. members.

6) Actions Associated with the Key Issues

We will elaborate on each key issue and recognize best practice, what does it look like and what needs to be in place. Is some of our action to revisit the RAM, revisit some processes around PeopleSoft?

We need to describe the key issues in a positive way. The issues turned upside down is the preferred future. We are not sure that the Task Force will have an immediate impact on Staff Association members or CBE management but our vision is to point the way forward.

The researcher was asked to bring back literature about what is best practice in these areas, how to identify and close the gaps, examples of case studies that some companies have put into place to move forward. Curtis will provide this information at the November 20th meeting. Discussion was then held on

identifying the preferred future with respect to the five key issues. During the discussion it was decided that Curtis would also complete the “research to inform our way forward and references” column.

1) *Lack of mutual respect, trust and commitment of both Staff Association and Administration to the working relationship*

Preferred Future	Together we will:	Research to inform our way forward	References	Actions to Take
A working relationship between SA and Admin characterized by mutual respect, trust and commitment	1) Recognize and respect each other: <ul style="list-style-type: none"> • Value our diversity, dignity and worth • Build common understandings • Frame issues and recommendations to others in a respectful way • Clarify, understand and value each other’s roles and responsibilities 2) Earn and Sustain Trust <ul style="list-style-type: none"> • Follow agreed upon processes • Make commitments and act upon them • Match our actions to agreements • Respect confidentiality 		Steven Covey Michael Fullan	

2) *Lack of knowledge and understanding: employee voice, employee self sufficiency, roles and responsibilities, employer accountability, education for employees*

Preferred Future	Together we will:	Research to inform our way forward	References	Actions to Take
A workplace culture where all members of the organization understand their roles and value self sufficiency, voice, responsibility and accountability.				

3) *Ineffective communication between Staff Association and CBE, within CBE and within Staff Association*

Preferred Future	Together we will:	Research to inform our way forward	References	Actions to Take
<p>Effective communication between SA and CBE, within CBE and within SA</p>	<p>Communicate with each other with openness, honesty and transparency</p> <ul style="list-style-type: none"> • Speak freely without judgement and listen actively with an open mind • Demonstrate integrity by talking straight, being honest and sincere and telling the truth • Be real and genuine by not having hidden agendas or hiding information <p>Take responsibility for our actions</p> <ul style="list-style-type: none"> • Be open to discussion and feedback • Give each other an opportunity to explain our ideas and actions • Engage in strategies for improvement 			

4) *Tension between need to be flexible in responding to student/system need while treating staff in supportive, effective ways*

Preferred Future	Together we will:	Research to inform our way forward	References	Actions to Take
A workplace culture where all employees “find meaning, increased skill development and personal satisfaction in making contributions and simultaneously fulfill their own goals and the goals of the organization (the needs of the customers expressed in achievement terms). Michael Fullan quotation from The Six Secrets of Change				

5) *Lack of transparent, well articulated engagement and decision making process*

Preferred Future	Together we will:	Research to inform our way forward	References	Actions to be Taken
Transparent, well articulated engagement and decision making processes	Earn and sustain trust <ul style="list-style-type: none"> • Follow agreed upon processes • Make commitments and act upon them • Match our actions to agreements • Respect confidentiality Seek Solutions to Address Common Interests <ul style="list-style-type: none"> • Acknowledge the past and move to the future • Focus on the issues • Develop processes 			

	to make recommendations <ul style="list-style-type: none"> • Build consensus • Engage the right people • Speak with one voice 			
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7) Other Key Issues from the Mediator’s Report

- a)Job Postings
- b)Job evaluations
- c)Hours of work
- d)Layoff and Recall

Next meeting we will have a conversation around each one of the above and develop questions. If further information is required we will go outside the committee.

CBE and Staff Association to give five minute identification of each issue.

Meeting adjourned at 3:45 p.m.