



# MINUTES

Edmonton Public Teachers Local No. 37 of the Alberta Teachers' Association  
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Minutes of the **Substitute Teachers' General Meeting** held on Thursday, **October 6, 2022**, in Room 140 at Barnett House. There were 33 members in attendance.

<b>1. Welcome &amp; Introductions</b>	The chair welcomed members and introduced guests. The land acknowledgement was read.
<b>2. Approval of the Agenda</b>	<b>MOTION by Alex Schoen</b> to approve the agenda. <b>CARRIED</b>
<b>3. Approval of the Minutes</b>	<b>MOTION by Alex Schoen</b> to approve the minutes of May 12, 2022. <b>CARRIED</b>
<b>4. School Division Update</b>	<p>Trish Kolotyluk, Director, HR Consulting</p> <ul style="list-style-type: none"> <li>• Division is growing, mainly in the suburbs. 7000 more students than projected</li> <li>• need for teacher in special education</li> <li>• sub roster will be revisited in January 2023 for substitutes who have not been taking jobs</li> <li>• watch for emails sent out by district in April 2023 to teachers who are require to submit a criminal record check (paid by the District)</li> <li>• any sub jobs over 4 hours long will be considered full day's pay and sub will have to stay there for the whole day regardless of end time</li> </ul> <p>Julie Kucher, Manager, Supply Services, HR Consulting</p> <ul style="list-style-type: none"> <li>• email Julie at <a href="mailto:Julie.kucher@epsb.ca">Julie.kucher@epsb.ca</a> if there are any issues with smartfind or on-site subbing issues</li> <li>• smartfind app is available but not officially rolled out</li> <li>• recommended not job shop on smartfind between 6:00–8:00 pm and 6:00–8:00 am to not overload the server</li> <li>• inform HR helpdesk to be placed on grid if a job is non-consecutive AND it is with the same teacher who do not normally work consecutive days</li> </ul>
<b>5. Local Update</b>	<p>Heather Quinn, Local President</p> <ul style="list-style-type: none"> <li>• teacher development fund, there is \$2100 PD fund for teachers including subs that can be used over two years</li> <li>• October 22 rally at the legislature to Stand for Education</li> </ul>

<p><b>6. Report from the Chair</b></p>	<p>Heather Wright, Local Substitute Teacher Chair</p> <ul style="list-style-type: none"> <li>• substitute teachers conference Oct 14(eve)-15</li> <li>• email substitute teachers conference receipt to <a href="mailto:substitutes@edpub.org">substitutes@edpub.org</a> for reimbursement</li> <li>• bargaining, attend the BUGM on October 13 7:00pm at Edmonton Inn</li> </ul>
<p><b>7. Committee Elections</b></p>	<p><b>MOTION by Alex Schoen</b> to appoint the following members to the Substitute Teachers' Committee:  Nancy Adamson  Baiyinah Syed  Heather Morren  <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOTION by Alex Schoen</b> to appoint the following members as Substitute Teacher COR Rep:  Brian Game  <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOTION by Alex Schoen</b> to appoint the following member as Substitute Teacher Alternate COR Rep:  Twila Bakker  <p style="text-align: right;"><b>CARRIED</b></p> </p></p></p>
<p><b>8. Other Business</b></p>	<p>No other business was identified.</p>