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COLLECTIVE AGREEMENT

EFFECTIVE JULY 1, 1977 - JUNE 30, 1978

BETWEEN

THE BRITISH COLUMBIA SCHOOL TRUSTEES ASSOCIATION  
(PERSONNEL & EMPLOYEE RELATIONS DIVISION) OKANAGAN  
BARGAINING UNIT ACCREDITED FOR AND REPRESENTING:

THE BOARD OF SCHOOL TRUSTEES OF:

SCHOOL DISTRICT NO. 15 (PENTICTON)  
SCHOOL DISTRICT NO. 21 (ARMSTRONG-SPALLUMCHEEN)  
SCHOOL DISTRICT NO. 22 (VERNON)  
SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)  
SCHOOL DISTRICT NO. 77 (SUMMERLAND)  
SCHOOL DISTRICT NO. 89 (SHUSWAP)

AND

THE OKANAGAN VALLEY SCHOOL EMPLOYEES UNION, LOCAL 523  
OF THE CANADIAN UNION OF PUBLIC EMPLOYEES AND AFFILIATED  
WITH THE CANADIAN LABOUR CONGRESS

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COLLECTIVE AGREEMENT

EFFECTIVE JULY 1, 1977 - JUNE 30, 1978

BETWEEN: THE BRITISH COLUMBIA SCHOOL TRUSTEES ASSOCIATION  
(PERSONNEL & EMPLOYEE RELATIONS DIVISION) OKANAGAN  
BARGAINING UNIT ACCREDITED FOR AND REPRESENTING:

The Board of School Trustees of:

SCHOOL DISTRICT NO. 15 (PENTICTON)  
SCHOOL DISTRICT NO. 21 (ARMSTRONG-SPALLUMCHEEN)  
SCHOOL DISTRICT NO. 22 (VERNON)  
SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)  
SCHOOL DISTRICT NO. 77 (SUMMERLAND)  
SCHOOL DISTRICT NO. 89 (SHUSWAP)

(hereinafter called the "Employer")

PARTY OF THE FIRST PART

AND: THE OKANAGAN VALLEY SCHOOL EMPLOYEES UNION, LOCAL 523  
OF THE CANADIAN UNION OF PUBLIC EMPLOYEES AND AFFILIATED  
WITH THE CANADIAN LABOUR CONGRESS

(hereinafter called the "Union")

PARTY OF THE SECOND PART

ARTICLE 1: PREAMBLE

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

1. To promote the harmonious relations and settled conditions of employment between the Employer and the Union.
2. To recognize the mutual value of joint discussion 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 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:

## ARTICLE 2: RECOGNITION AND NEGOTIATIONS

(a) The Employer or anyone authorized to act on their behalf recognizes the Union as the sole collective bargaining agency for its employees classified and covered by this Agreement and hereby consents and agrees to negotiate with the Union or anyone authorized to act on behalf of the Union, in any and all matters affecting the relationship between the parties to this Agreement, looking forward to a peaceful and amicable settlement of any differences that may arise between them.

### (b) 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 this collective agreement.

## ARTICLE 3: RIGHTS OF EMPLOYER

For the purpose of the application of this Agreement, the "Employer" shall be the individual School Districts named in the preamble to this Agreement.

The Union recognizes the rights of the Employer 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; such rules and regulations shall not be contrary to any provisions of this Agreement.

The Employer shall always have the right to hire, assign, discipline and discharge employees for proper cause, and such right shall not be exercised in a manner inconsistent with the provisions of this Agreement.

## ARTICLE 4: NO DISCRIMINATION

The Employer, its servants and agents agree that there shall be no discrimination, interference, restriction, or coercion exercised or practised with respect to any employee in the matter of hiring, wage rates, training, upgrading, promotion, transfer, layoff, discipline, discharge or otherwise by reason of race, creed, colour, national origin, political or religious affiliation, sex or marital status, nor by reason of his membership in a labour union, and the employees shall at all times and in like manner act in good faith toward the Employer.

## ARTICLE 5: 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 after the commencement of his employment, apply for and maintain his membership in the Union as a condition of his employment.

ARTICLE 6: CHECKOFF OF UNION DUES

The Employer agrees to deduct from the pay of each member of the Union employed by the Employer any monthly dues or assessments levied, in accordance with the Union By-Laws and owing by him to the Union. Deductions shall be made from the payroll of each month and shall be forwarded to the Secretary-Treasurer of the Union not later than the 10th day of the month following, accompanied by a list of all employees from whose wages the deductions have been made.

ARTICLE 7: THE EMPLOYER SHALL ACQUAINT NEW EMPLOYEES

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 5 and 6 dealing with Union Security and Dues Checkoff.

New employees shall be presented with a copy of the Agreement by the Employer and with the name and address of the shop steward on commencement of employment.

ARTICLE 8: LABOUR MANAGEMENT NEGOTIATIONS

- (a) (i) In the event that the Employer boards do not join together to negotiate this Agreement or a substitute thereof each Employer board agrees to the appointment of a Labour Management Negotiations Committee consisting of four (4) appointees of the Employer and four (4) appointees of the Union.
- (ii) In the event the Employer boards join together to negotiate this Agreement or a substitute thereof a Labour Management Negotiation Committee shall be appointed consisting of (a) one Employer appointee from each board and, (b) the President and Secretary of the Canadian Union of Public Employees Local 523, plus one appointee from each school district as Union appointees. Each party shall notify the other party, in writing, of their appointees and any subsequent changes thereof under Section (a) (i) and (ii) of this Article.

(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 Committee, the meeting shall be held at a time and place fixed by mutual agreement, however, such meeting must be held not later than six (6) calendar days after the request has been given.

(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 Bargaining Committee for discussion and settlement.

(e) Time Off for Meetings

Any representative of the Union on this Committee, 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 the department head has prior notice.

ARTICLE 9: DEFINITION OF EMPLOYEES

(a) Regular Employees

Are those employees who have been assigned to an established position and who have completed three (3) months of continuous service with the Employer. This includes full and part-time employees.

(b) Relief Employees

Are those employees who replace any regular employee. Relief employees shall not be placed on the regular seniority list until they have completed six (6) months of continuous service or become regular employees until they have been assigned to an established position and have completed three (3) months of continuous service in the established position.

(c) Seasonal Employees

Are those employees engaged for periods of less than three (3) months for seasonal or specific projects unless by mutual agreement the time is extended. Seasonal employees shall achieve seniority rights after six (6) months continuous service.

(d) Regular employees who are employed on a half-time basis or more shall be eligible to all benefits provided by this Agreement as the conditions of the benefit contracts will permit or as specifically provided in benefit clauses, provided however, that incumbent employees who are employed less than half-time shall not incur any loss in benefits only because of the introduction of this clause.

ARTICLE 10: SENIORITY

(a) Seniority Defined

Seniority is length of service with the Employer and shall operate on a bargaining unit-wide basis and any days actually worked as relief or seasonal employee shall also be counted as time accumulated for seniority purposes.

The Employer shall maintain a seniority list showing the date upon which each employee's service commenced. An up-to-date seniority list shall be sent to the Union and posted on all bulletin boards in January of each year.

(b) Seniority for New Employees

Newly hired employees as defined in Article 9(a) and (b) shall be on a probationary basis for a period of three months from date of hiring. During the probationary period employees shall be entitled to all rights and privileges of this Agreement or as otherwise provided, except with respect to discharge. The employment of such employees may be terminated at any time during this period of three months without recourse to the grievance procedure. After completion of the trial period, seniority shall be effective from the original date of employment.

(c) Seniority During Absence

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

An employee shall lose his seniority in the event:

- (i) He is discharged for proper cause and is not reinstated.
- (ii) He resigns.
- (iii) He is absent from work in excess of five (5) working days without notifying the Employer unless such notice was not reasonably possible.
- (iv) After a layoff, he fails to return to work within seven (7) 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.
- (v) An employee who is laid off shall not attain seniority recall rights if employed for less than three (3) months and if he is employed in excess of three (3) months he shall not retain seniority rights if he is laid off and not re-employed within ten (10) months after lay-off.



(d) Transfers and Seniority Outside the Bargaining Unit

No employee shall be transferred to a position outside the bargaining unit without his consent. If an employee is transferred to a position outside of the bargaining unit, or is granted leave of absence in accordance with Article 22 (f) of this Agreement, he shall retain his seniority acquired at the date of leaving the unit, but will not accumulate any further seniority. If such an employee later returns to the bargaining unit, he shall be placed in a job consistent with his seniority. Such return shall not result in the layoff or bumping of an employee holding greater seniority.

(e) Retention of Seniority Rights

In the event that the Employer shall merge, amalgamate or combine any of its operations or functions with another Employer, the Employer agrees to the retention of seniority rights for all employees coming within the new bargaining unit of the successor Employer.

(f) Ten (10) Month Employees

Employees normally working ten (10) months or more per year who are paid on an increment system relating to years of service, shall be credited with one year's service in respect of each ten (10) months or more work per year for the purpose of determining their increment level.

ARTICLE 11: LAYOFFS AND REHIRINGS

(a) Layoffs and Rehiring Procedure

Both parties recognize that job security should increase in proportion to length of service. Therefore, in the event of a layoff, employees shall be laid off in the reverse order of their seniority. Employees shall be recalled in the order of their seniority, providing they are qualified to do the work.

(b) In the event of a reduction in the work force the Employer shall serve written notice on those employees who will be laid off, as follows:

(i) Regular employees - not later than thirty (30) calendar days prior to the effective date of layoff.

(ii) Other employees - who have completed three (3) months of continuous service - not later than seven (7) calendar days prior to the effective date of layoff, excepting in instances where the employee has not been continuously employed for a period in excess of seven (7) days when a prior notice will not be required.

(c) Continuation of Benefits

The Employer agrees to pay his share of the monthly premium up to two (2) months to the Medical Plan for regular employees laid off. In

the event of a longer layoff, employees so affected will be given the right to continue their coverage through direct payments, provided the plan permits such coverage.

ARTICLE 12: PROMOTIONS AND STAFF CHANGES

(a) Employer Shall Notify Union

When a vacancy occurs the Employer shall notify the Union in writing and post notice of the position in the Employer's office, shops, and on all Union designated bulletin boards for a minimum of five (5) working days in order that all members will know about the position and be able to make written application therefor. Such notice shall contain the following information: nature of position, required knowledge and education, ability and skills, shift and wage and salary rate or range.

No advertisement for additional employees shall be made until after such posting has been completed.

(b) Method of Making Appointments

Both parties recognize that job opportunity should increase in proportion to length of service. Therefore, in making staff changes, appointment shall be made of the applicant senior in service, and having the required qualifications, fitness and ability. The successful applicant shall be placed on probation for a period of three months. Conditional on satisfactory service, such trial promotion shall become regular after the period of three months. In the event the successful applicant proves unsatisfactory in the position during the aforementioned trial period, he shall be returned to his former position without loss of seniority or salary, and any other employee promoted or transferred because of the re-arrangement of positions, shall also be returned to his former position without loss of seniority and salary.

(c) Union Notification

The Union shall be notified of all appointments, hirings, layoffs, rehiring and terminations of employment.

(d) Disabled Employees' Preference

Any employee covered by this Agreement who has given good and faithful service to the Employer and who, through advancing years or temporary disablement is unable to perform his regular duties, may be given the preference of any light work available at the salary payable at the time for the position to which he is assigned.

(e) Promotions Requiring Higher Qualifications

In cases of promotion requiring higher qualification or certification, the Employer shall give consideration to employees who do not possess

the required qualifications, but are preparing for qualification prior to filling of a vacancy. Such employees will be given an opportunity to qualify within a reasonable length of time and to revert to their former positions if the required qualifications are not met within such time.

(f) Tranfers

By mutual agreement between the Employer and the Union, an employee may be transferred from one position to another in the same classification within the school district:

- (i) If it is considered he can better serve his employer in the new situation, or it is proven that a move will be beneficial to the employee.
- (ii) An employee may be temporarily transferred for training in an appropriate school.
- (g) Notwithstanding the provisions of Clause 12(a) above, no job postings shall occur during the months of July and August. The Union agrees that the Employer may fill any vacancies during this period on a temporary basis, subject to posting in September.

ARTICLE 13: GRIEVANCE PROCEDURE

- (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 three (3) members, whose duties shall be to process any grievance in accordance with the grievance procedure.
- (b) The Employer shall recognize up to five (5) Shop Stewards appointed or otherwise selected by the Union bargaining unit, whose duties shall be to investigate and to attempt to settle disputes. The number of Shop Stewards for each Board shall be as follows:
 

School District No. 15:	3
School District No. 21:	3
School District No. 22:	5
School District No. 23:	5
School District No. 77:	2
School District No. 89:	5
- (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) The Grievance Committee and Shop Stewards selected according to (a) and (b) hereof, shall not change so long as they remain employees or until their successors are chosen.

- (e) In order that the work of the Employer shall not be unreasonably interrupted, the Shop Steward shall not leave his work without obtaining permission of his supervisor, which permission shall be given within an hour.
- (f) Should a dispute arise between the Employer and any employees(s) or the Union regarding the interpretation, meaning, operation, or application of this Agreement, including any question as to whether a matter is arbitrable, or where an allegation is made that this Agreement has been violated, or should any other dispute arise, an earnest effort shall be made to settle the dispute in the following manner:
- Step 1: The aggrieved employee(s) shall submit the grievance to the Shop Steward. Grievance shall be initiated with all dispatch but at all times within thirty (30) days.
- Step 2: If the Union Grievance Committee considers the grievance to be justified, the employee(s) concerned, together with his Steward, shall first seek to settle the dispute with the appropriate department head, who shall render his decision within five (5) working days.
- Step 3: Failing agreement being reached in Step 2, the grievance shall be submitted in writing to the Secretary-Treasurer or, in his absence, his delegate and a decision shall be rendered within five (5) days.
- Step 4: Failing a satisfactory settlement being reached in Step 3, upon application the Union shall be granted a hearing at the next meeting of the Employer. Union to receive decision of the Employer within ten (10) days after the hearing.
- Step 5: Failing a satisfactory settlement being reached in Step 4, the Union may, on giving five (5) days notice in writing to the Secretary-Treasurer of its intention, refer the dispute to Arbitration.
- (g) Where a dispute involving a question of general application or interpretation occurs, Steps 1, 2 and 3 of this Article 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.

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. Within five (5) days thereafter each party shall name an arbitrator to an Arbitration Board and 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 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.

(b) Who May be an Arbitrator

No person shall be selected as a member of an arbitration board who:

- (i) 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 paid agent of either of the parties;
- (ii) has any pecuniary interest in the matters referred to the Board.

(c) 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 Board shall commence its proceedings within forty-eight (48) hours after the chairman is appointed. It shall hear and determine the difference or allegation and render a decision within ten (10) days from the time the chairman is appointed. The decision of a majority shall be the decision of the Board.

(d) Decisions of the Board

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:

- (i) The fees and expenses of the arbitrator it appoints.
- (ii) 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 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: 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 Secretary of the Union.

(b) Discharge Procedure

- (i) A regular employee may be dismissed only for proper cause and only upon the authority of the Employer or his agent. The department head may suspend an employee but shall immediately report such action to the Employer. When an employee is discharged or suspended, he shall be given the reason in the presence of his Steward. Such employee and the Union shall be advised promptly in writing by the Employer of the reason for such dismissal or suspension.
- (ii) An employee considered by the Union to be wrongfully or improperly discharged or suspended shall be entitled to a hearing under Article 13, Grievance Procedure. Step 2 of the Grievance Procedure shall be omitted in such cases.
- (iii) Should it be found upon investigation that an employee has been improperly suspended or discharged, such employee shall be immediately reinstated in his former position without loss of seniority rating, and shall be compensated for all time lost in an amount equal to his normal earnings during the pay period next preceding such discharge or suspension, or by any other arrangement as to compensation which is proper and equitable in the opinion of the parties or in the opinion of the Board of Arbitration if the matter is referred to such a Board.

## ARTICLE 16: HOURS OF WORK

### (a) Hours of Work

#### Other than Office Employees

The normal work week shall consist of five (5) eight-hour days from Monday to Friday inclusive.

#### Office Employees

The normal work week shall consist of five (5) seven-hour days from Monday to Friday inclusive.

Notwithstanding any other provisions of this Agreement, those employees who of necessity regularly work on Saturday and Sunday shall have as rest days two other consecutive days of the week. In such event, Saturday and Sunday shall be considered working days and overtime rates will not apply excepting for the time worked in excess of the normal work day. Their days off shall be considered as Saturday and Sunday for overtime provision purposes. Weekend shifts shall only be established where and when required for climatic or educational requirements.

### (b) Working Schedule

The Employer agrees, in consultation with the Union, to set forth the working schedule of each department, hereinafter referred to as the "Work Schedule". The schedule shall be deemed to constitute Schedule "B" of this Agreement.

### (c) Minimum Hours

In the event of an employee starting work in any day and being sent home before he has completed four (4) hours, he shall be paid for four (4) hours. In the event that an employee reports for work but is sent home before commencing to work, he shall be paid for two (2) hours at regular rates.

This clause shall not require a part-time employee to be paid for more hours than is regularly required of his job.

### (d) Break Periods

All employees shall be permitted a ten (10) minute rest period both in the first half and the second half of a shift.

## ARTICLE 17: OVERTIME

### (a) Overtime Rates on Weekdays

All time worked beyond the normal work day shall be deemed to be overtime. Overtime shall be paid for at the rate of time and one-half for

the first two (2) hours and double time after two (2) hours in any one day or shift, Monday to Friday.

(b) Overtime Rates on Saturdays, Sundays and Holidays

Time worked on an employee's first day of rest (normally Saturday) shall be paid at time and one-half the standard rate of pay for the first two (2) hours worked and double time for every hour worked thereafter. All time worked on an employee's second day of rest (normally Sunday) shall be paid at double the standard rate of pay for every hour worked. Any employee who is required to work on a holiday shall be paid at the rate of double his standard rate of pay for every hour worked, in addition to his regular holiday pay.

(c) Minimum Call-Back Time

Every employee who is called out and required to work 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 to report for duty until the time he arrives back upon proceeding directly from work.

(d) Overtime During Layoffs

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

ARTICLE 18: DIFFERENTIAL PAY

Graveyard Shift - twenty-one cents (21¢) per hour.

Shift to be defined in Schedule "B" of this Agreement.

ARTICLE 19: HOLIDAYS

All employees shall receive one day's pay for not working on the following holidays:

New Year's Day  
Good Friday  
Easter Monday  
Queen's Birthday  
Dominion Day  
British Columbia Day

Labour Day  
Thanksgiving Day  
Remembrance Day  
Christmas Day  
Boxing Day

or any other day proclaimed by the Dominion or Provincial Government as a holiday.



When any of the above holidays fall on a normal non-working day and no other day is declared in substitution thereof, employees shall receive a day off work in lieu of the holiday, at their regular rate of pay; such day off to be taken at the discretion of the department head concerned.

#### ARTICLE 20: ANNUAL VACATIONS

- (a) After one year's continuous service and in each year thereafter, every employee shall be granted a period of vacation with pay as provided below:

After 1 year's continuous service - 2 weeks  
After 2 year's continuous service - 3 weeks  
After 8 year's continuous service - 4 weeks  
After 18 year's continuous service - 5 weeks

Any employee not having a year of service prior to the commencement of the vacation period shall be allowed vacations at the rate of one (1) working day for each completed month of service but the total allowed shall not extend beyond ten (10) working days.

An employee leaving the service at any time in his vacation year before he has had his vacation shall be entitled to a proportionate payment of salary or wages in lieu of such vacation. When an employee dies, his estate shall be credited with the value of vacation credits owing to him.

(b) Holidays During Vacation

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.

(c) Preference in Vacations

The months of July and August shall be the recognized vacation period and whenever possible vacations shall be granted employees during these months, however, by mutual agreement, vacations may be arranged in any other months of the calendar year. In the event of conflict of vacation period preference, the choice then shall be determined by seniority of service.

(d) Annual Vacation Pay for Regular Part-Time Employees

For the purpose of determining vacation pay for regular employees who are not working full time the following formula shall apply:

1 year after appointment to regular staff - 4% of annual earnings  
2 years after appointment to regular staff - 6% of annual earnings  
8 years after appointment to regular staff - 8% of annual earnings  
18 years after appointment to regular staff - 10% of annual earnings

ARTICLE 21: SICK LEAVE PROVISIONS

(a) Sick Leave Defined

Sick leave means the period of time an employee with three (3) months of continuous service is permitted to be absent from work at his regular rate of pay while ill, disabled, quarantined or because of an accident for which compensation is not payable under the Workers' Compensation Act.

(b) Sick Leave Allowance Defined

Sick leave allowance means the number of days that an employee with three (3) months continuous service has earned through service to his employer and for which he will be entitled to sick leave at his regular rate of pay.

Sick leave will not be paid during the first three (3) months of employment; at the completion of three (3) months' continuous service, however, employees will be credited with sick leave accumulated retroactive to the initial date of such continuous service.

(c) Amount of Sick Leave Allowance

Sick leave allowance shall be earned by an employee with three (3) months continuous service on the basis of one and one-half (1½) days for each month of service to his employer.

In any one year when an employee with three (3) months of continuous service has not used his sick leave allowance or has used only a portion of it, the entire unused allowance shall accumulate for his future use to a maximum of 180 days.

Deduction shall be made from sick leave allowance on the basis of one (1) day for each working day (exclusive of holidays) of sick leave granted.

(d) Proof of Illness

An employee may be required to produce a certificate from a duly qualified practitioner for any illness certifying that such employee is unable to carry out his duties due to such illness.

(e) Sick Leave During Leave of Absence

When an employee with three (3) months continuous service 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 or layoff, he shall not receive sick leave allowance for the period of such absence but shall retain his cumulative allowance, if any, existing at the time of such leave or layoff.

(f) Leave of Absence Without Pay

Leave of absence because of illness shall be granted without pay to an employee who does not qualify for sick leave or who is unable to return to work at the termination of the period during which he is entitled to sick leave. Such leave of absence shall be limited to one (1) year. At the end of one (1) year any extension can only be granted upon review and by mutual agreement of the parties hereto.

(g) Sick Leave Allowance Records

A record of all unused sick leave allowance will be kept by the Employer. The Employer shall advise each employee with three (3) months continuous service annually of the amount of his accumulated sick leave allowance. Any employee with three (3) months continuous service is to be advised, on application, of the amount of his sick leave allowance.

(h) All sick leave credits are cancelled upon termination of employment.

(i) Each board shall establish a sick leave bank to provide paid sick leave for those employees who have insufficient credits to cover their sick leave needs. All credits in the bank as at June 30, 1977 shall be retained. Employees shall contribute at the rate of  $\frac{1}{4}$  day per month until the bank reaches the following maximum:

SD #15	300 days
SD #21	100 days
SD #22	300 days
SD #23	500 days
SD #77	100 days
SD #89	300 days

When the maximum is reached, deductions from the employee shall cease until the bank falls to 50% of maximum, at which time deductions shall recommence at  $\frac{1}{4}$  day per month until maximum is again reached.

A joint committee shall be established at the school district level to administer the bank for that school district. Applications for withdrawals from the bank shall be made to the secretary-treasurer of the board and forwarded to the committee for approval. Any withdrawal from the bank shall require the consent of both the union and the board.

Employees will be required to have at least one year on the seniority list before being entitled to participate in the sick leave bank.

ARTICLE 22: LEAVE OF ABSENCE

(a) For Union Business

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

(b) Union Conventions

The Employer shall grant leave of absence without pay and without loss of seniority to not more than (2) employees in each school district who have been elected or appointed to represent the Union at Union conventions provided that the total leave per year to any employee shall not exceed twenty-one (21) days.

(c) Bereavement Leave

An employee with three (3) months continuous service shall be granted a maximum of three (3) regularly scheduled consecutive work days leave without loss of salary or wages in the case of the death of a parent, wife, husband, sister, brother, child, grandchild, grandparent, mother-in-law or father-in-law. Reasonable leave of absence shall be granted for travel and estate affairs without pay and without loss of seniority.

One-half ( $\frac{1}{2}$ ) day shall be granted without loss of salary or wages to an employee with three (3) months of continuous service to attend a funeral as a pallbearer, provided such employee has the approval of his supervisor or department head.

(d) Compassionate Leave

Where an employee with three (3) months of continuous service makes written application for compassionate leave because of serious illness within his family and where such leave is approved by the Employer, leave of absence with pay up to a maximum of twelve (12) days per year will be granted. The employee may be required to produce a certificate from a duly qualified medical practitioner as proof of such illness in his family.

(e) Jury Duty

The Employer shall pay an employee with three (3) months of continuous service who is required to serve as a juror or court witness, the difference between his normal earnings and the payment he receives for jury service or court witness. The employee will present proof of service and the amount of pay received.

(f) Leave for 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.

(g) General Leave

Provided that adequate replacements are available, the Employer may grant leave of absence without pay, for good and sufficient reason acceptable to the Employer. Requests for such leave shall be made in writing.

Periods of leave of absence without pay to a cumulative total in excess of four (4) weeks in any one (1) calendar year shall not be counted in the accumulation of seniority, service or perquisites.

(h) Maternity Leave

Employees shall be granted maternity leave in accordance with provisions of the British Columbia "Maternity Protection Act".

(i) Election or Appointment to Union Office

Any employee who is elected or selected for a full-time position with the Union or any body with which the Union is affiliated, shall be granted leave of absence without pay and without loss of seniority by the Board for a period up to one (1) year and may be renewed each year on request during his or her term of office.

ARTICLE 23: PAYMENT OF WAGES AND ALLOWANCES

(a) The indication of a job and accompanying wage rate in the Wage Schedule shall not bind the Employer to create or fill any job.

(b) Pay Days

The Employer shall pay salaries and wages every second Friday in accordance with Schedule "A" attached hereto and forming part of this Agreement. On each second pay day each employee shall be provided with an itemized statement of his wages and deductions. Payment shall be made by way of deposit to the employee's bank.

(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.

(d) Automobile Allowance

Employees shall not be required to supply a vehicle to perform their duties as a condition of employment. Where an employee is requested by the Employer to use his private automobile to carry out his duties, however, he shall be paid an allowance of twenty-two cents (22¢) per mile for such mileage as might be incurred as a requirement of the Employer.

Mileage to and from the employee's place of residence shall be payable under this provision if such mileage is incurred when the employee is required by the Employer to use his private automobile to carry out duties during a special "call-out" outside of the employee's regular hours of work.

ARTICLE 24: JOB CLASSIFICATION AND RECLASSIFICATION

When the duties in any classification are changed or when any position not covered by Schedule "A" is established during the life of this Agreement, the rate of pay shall be subject to negotiations between the Employer and the Union. If the parties are unable to agree as to the classification and/or rate of pay of the job in question, such dispute shall be submitted to negotiation and arbitration. The new rate shall become retroactive to the time the position was first filled by an employee.

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 Workers' Compensation Board as compensable within the meaning of the Compensation Act, shall receive from the Employer the difference between the amount payable by the Workers' Compensation Board and his regular salary to a maximum of six (6) months.

ARTICLE 26: CHANGES THROUGH MECHANIZATION AND TECHNOLOGY

No regular employee shall be dismissed because of mechanization, or technical change unless through discussion between the Employer and the Union, agreement has been reached.

In the event that the Employer should introduce any technological methods or mechanization which require new or greater skills than are possessed by an employee under the present method of operation, such employee shall, at the expense of the Employer, undergo a period of training, during which time he will have the opportunity of becoming fully qualified. Prior to entering into the training period, discussion shall take place between the parties to this Agreement in order to determine the manner and method of replacing the employee while he is undergoing training and the job to which the employee may return should he be unsuccessful in his training.

ARTICLE 27: SEVERANCE PAY

If, as a result of the Employer ceasing all or part of the operations, or merging with another Employer, or if by reason of any changes in operating methods, the Employer is unable to provide work for a displaced employee with five (5) or more years of service, with no reduction in pay in a comparable class of work, the employee shall be given thirty (30) days notice and severance pay on the basis of one (1) week's pay, at the regular rate of the position last occupied, for every year of completed service with the Employer.

ARTICLE 28: SAFETY

- (a) The Union and the Employer shall cooperate in continuing and perfecting the safety measures now in effect.
- (b) A Safety Committee shall be established and composed of two (2) representatives appointed by the Employer and two (2) representatives of the Union.

The Safety Committee shall hold meetings as requested by the Employer or the Union and all unsafe or dangerous conditions shall be taken up and dealt with at such meetings.

Minutes of all Safety Committee meetings shall be kept and copies of such minutes shall be sent to the Employer and the Union, and posted on all Union bulletin boards.

ARTICLE 29: BENEFITS

(a) Pension Plan

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 thereto.

(b) Medical Insurance

The Employer shall contribute seventy-five percent (75%) of the premiums of the recognized medical and extended health plans for all regular employees. In the case of absence for illness, the Employer contribution will be paid for a maximum of one year from 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, provided it is permissible under the plan.

(c) Group Life Insurance

- (i) In School Districts No. 15 (Penticton), No. 21 (Armstrong-Spallumcheen), No. 23, (Central Okanagan), No. 89 (Shuswap) and No. 77 (Summerland), the following shall apply:

Regular employees shall participate in the BCSTA Non-Academic Group Insurance Plan with the Employer paying seventy-five percent (75%) of the regular monthly premiums.

- (ii) In School District No. 22 (Vernon), the following shall apply:

- 21 -

Regular employees shall participate in a mutually agreeable Group Life Policy and Accidental Death and Dismemberment Policy with the Employer paying seventy-five percent (75%) of the net monthly premium.

(d) Unemployment Insurance

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

(e) Retirement Benefits

- (i) Retirement shall be in accordance with the provisions of the Municipal Superannuation Act.
- (ii) Upon retirement of an employee who is contributing to Municipal Superannuation, he shall receive one (1) week's pay for every year of service with the Board, provided that notice of such retirement is given to the Employer prior to January 1st in the year that retirement is to become effective. Failure to provide notice may result in delay of the payment until the following fiscal year.
- (iii) Upon retirement of an employee who is not contributing to Municipal Superannuation, he shall be granted one and one-half (1½) days' pay for every month of service with the Employer, provided that notice of such retirement is given to the Employer prior to January 1st in the year that retirement is to become effective. Failure to provide notice may result in delay of the payment until the following fiscal year.
- (iv) Payment of benefits in the preceding two paragraphs of this section is to be based on the rate of pay effective immediately preceding such retirement.
- (v) The benefits provided in this section shall apply only to employees with a minimum of eight (8) years' service with the Employer school board and shall extend to and include a maximum of twenty (20) years' service, however, any employee having accumulated benefits in excess of that provided by the twenty (20) year maximum, shall retain his total accumulation as calculated on December 31, 1969.
- (vi) Employees will be deemed to have retired if they resign after having attained age sixty (60), except as provided in the letter of understanding appended to this Agreement.
- (vii) In the event of the death of an employee prior to his retirement any benefit accrued under this provision shall be paid to those relatives of the employee, if any, who are directly dependent on the employee's salary for their livelihood.



(f) Dental Plan

The Employer shall contribute fifty percent (50%) of the regular monthly premiums of a mutually acceptable Basic Dental Plan for all regular employees participating.

ARTICLE 30: GENERAL CONDITIONS

(a) Proper Accommodation

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 all shops and offices 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. Such bulletin boards shall be placed in a prominent place for all employees to see.

(c) Fire Insurance

The Employer shall provide fire insurance covering the tools owned by employees while used in performance of their duties with the Employer.

(d) Strike at Employer's Premises

Employees shall not be required to cross picket lines established at the premises of the Employer or at firms with whom the Employer conducts business. However, essential services shall be maintained.

(e) Instructional Courses

The Employer agrees to pay the full cost of any course of instruction required by the Employer for any employee to better qualify the employee to perform his job. Such payment shall be made upon successful completion of the course.

(f) Clothing Allowance

All employees, upon becoming regular employees, shall be provided with an initial issue of two pairs of trousers and three shirts. Thereafter an issue will be made on February 1st of each year of one pair of trousers and three shirts. By mutual agreement, the type of clothing provided may be varied to suit particular circumstances.

ARTICLE 31: PRESENT CONDITIONS AND BENEFITS

All rights, benefits 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: SUBCONTRACTING

The following provision shall apply in School Districts No. 22 (Vernon), and No. 23 (Central Okanagan) only:

The Employer agrees that work or services presently performed or, hereafter assigned to the collective bargaining unit, shall not be subcontracted, transferred, leased, assigned, or conveyed, in whole or in part, to any other plant, person, company, or non-unit employee excepting:

- (a) that the Employer reserves the right to subcontract the operations of school buses, provided the Union is notified at least six (6) months in advance and agreement is reached through negotiations between the parties to this Agreement, and,
- (b) in instances where the Employer feels that any operation presently performed within the bargaining unit could be more efficiently performed in some other manner the Employer may, in consultation and by agreement with the Union, subcontract that particular operation.

#### ARTICLE 33: GENERAL

Whenever the singular or masculine is used in this Agreement, it shall be considered as if the plural or feminine has been used where the context of the party or parties hereto so require.

#### ARTICLE 34: TERM OF AGREEMENT

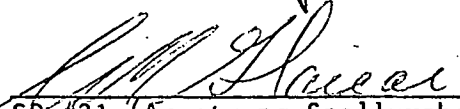
This Agreement, unless changed by mutual consent of both parties, hereto, shall remain in effect for one (1) year commencing July 1, 1977 through the period ending June 30, 1978, but shall not terminate at the expiration of that period unless notice in writing of the termination has been given by one party to the other party during the four (4) month period immediately preceding June 30, 1978. If no such notice is given, this Agreement shall remain in effect from year to year until termination by either party upon notice in writing to the other party during the four (4) month period immediately preceding the 30th day of June in any one year. If no agreement is concluded at the expiration of this Agreement and negotiations are continued, this Agreement shall remain in effect up to the time a subsequent agreement is reached or until negotiations are discontinued by either party.

IN WITNESS WHEREOF both parties hereto have executed this Agreement:


Signed this 4<sup>th</sup> day of October, 1977.

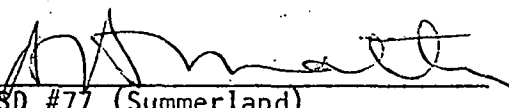
SIGNED FOR THE EMPLOYER:

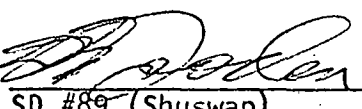
  
SD #15 (Penticton)

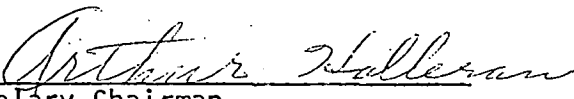
  
SD #21 (Armstrong-Spallumcheen)

  
SD #22 (Vernon)

  
SD #23 (Central Okanagan)

  
SD #77 (Summerland)

  
SD #89 (Shuswap)

  
Salary Chairman

  
BCSTA Bargaining Agent

SIGNED FOR THE UNION

  
President, Local 523

  
Secretary, Local 523

  
National Representative

LETTER OF UNDERSTANDING

BETWEEN

THE BRITISH COLUMBIA SCHOOL TRUSTEES ASSOCIATION  
(PERSONNEL & EMPLOYEE RELATIONS DIVISION) OKANAGAN  
BARGAINING UNIT ACCREDITED FOR AND REPRESENTING:

THE BOARD OF SCHOOL TRUSTEES OF:

SCHOOL DISTRICT NO. 15 (PENTICTON)  
SCHOOL DISTRICT NO. 21 (ARMSTRONG-SPALLUMCHEEN)  
SCHOOL DISTRICT NO. 22 (VERNON)  
SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)  
SCHOOL DISTRICT NO. 77 (SUMMERLAND)  
SCHOOL DISTRICT NO. 89 (SHUSWAP)

AND

THE OKANAGAN VALLEY SCHOOL EMPLOYEES UNION, LOCAL 523  
OF THE CANADIAN UNION OF PUBLIC EMPLOYEES AND AFFILIATED  
WITH THE CANADIAN LABOUR CONGRESS

The parties hereby agree that the retirement age referred to in Clause 29(e) (vi) shall not have the effect of reducing the benefits which would have been payable to any female employee on staff as at 30 June 1977. This shall be interpreted to mean that any such employee who is eligible shall receive the retirement benefits in Clause 29(e) at age 55, all other conditions being met.

Signed at Kelowna this *14<sup>th</sup>* day of *October*, 1977.

FOR THE BOARDS

  
A. Akehurst

FOR THE UNION

  
B.G. Thorsteinson

BETWEEN

THE BRITISH COLUMBIA SCHOOL TRUSTEES ASSOCIATION  
(PERSONNEL & EMPLOYEE RELATIONS DIVISION) OKANAGAN  
BARGAINING UNIT ACCREDITED FOR AND REPRESENTING:

THE BOARD OF SCHOOL TRUSTEES OF:

- SCHOOL DISTRICT NO. 15 (PENTICTON)
- SCHOOL DISTRICT NO. 21 (ARMSTRONG-SPALLUMCHEEN)
- SCHOOL DISTRICT NO. 22 (VERNON)
- SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)
- SCHOOL DISTRICT NO. 77 (SUMMERLAND)
- SCHOOL DISTRICT NO. 89 (SHUSWAP)

AND

THE OKANAGAN VALLEY SCHOOL EMPLOYEES UNION, LOCAL 523  
OF THE CANADIAN UNION OF PUBLIC EMPLOYEES AND AFFILIATED  
WITH THE CANADIAN LABOUR CONGRESS

The parties hereby agree and understand that the BCSTA Non-Academic Group Insurance Plan referred to in Clause 29(c)(i) of the collective agreement shall mean the BCSTA Group Insurance Plan option having the benefits outlined below:

	<u>Group Life and A.D. &amp; D. Insurance</u>
Employees without dependents	\$5,000.
Employees with dependents	1½ times annual basic wages raised to the next higher even multiple of \$500, subject to a minimum amount of \$10,000.

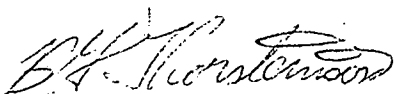
Employees with dependents are to be defined as:

- a) Married employees
- b) Any other employee who could claim a dependent under the Income Tax Act.

It is further agreed that the above coverage shall commence September 1, 1977.

SIGNED at Kelowna this 4<sup>th</sup> day of October, 1977.

  
 \_\_\_\_\_  
 A.W. Akehurst  
 For the Boards

  
 \_\_\_\_\_  
 B.G. Thorsteinson  
 For the Union



October 4, 1977

Mr. B.G. Thorsteinson  
Canadian Union of Public Employees  
#201 - 225 Tranquille Road  
KAMLOOPS, B.C.  
V2B 3G2

Dear Mr. Thorsteinson:

In keeping with the undertaking given on March 15, 1977, I am writing to confirm the position of the school boards with respect to the payment of Maintenance Man II rates. I quote from our Memorandum of Agreement dated September 29, 1976.

"The Boards agree that any employee working more than half-time on semi-skilled duties (mainly without supervision) will be paid Maintenance Man II. Semi-skilled duties do not include the driving of a standard pick-up or van."

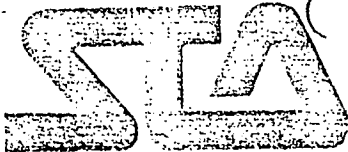
Should any employee believe that he meets the above criteria, he should request the appropriate Board for a review of his classification.

Yours sincerely,

Alan W. Akehurst  
Staff Officer  
Personnel & Employee Relations Services

AWA:mlh

British Columbia  
**School Trustees Association**  
1155 West 8th Avenue  
Vancouver, British Columbia V6H 1C5  
Telephone 734-2721



October 4, 1977.

Mr. B.G. Thorsteinson  
Canadian Union of Public Employees  
#201 - 225 Tranquille Road  
KAMLOOPS, B.C.  
V2B 3G2

Dear Mr. Thorsteinson:

This is to confirm that the incumbents of the following positions in School District No. #23 (Central Okanagan) shall be paid rates as listed below, notwithstanding the provisions of Schedule "A" of the collective agreement.

- |                                        |                                                                                              |
|----------------------------------------|----------------------------------------------------------------------------------------------|
| Clerk, IMC                             | - Category 1 plus 50% of the difference between Category 1 and Category 2, equivalent steps. |
| School Stenographer, KSS               | - Category 2 plus 50% of the difference between Category 2 and Category 3, equivalent steps. |
| Stenographer, Education Consultants    | - Category 2 plus 50% of the difference between Category 2 and Category 3, equivalent steps. |
| Stenographer, Pupil Personnel Services | - Category 2 plus 50% of the difference between Category 2 and Category 3, equivalent steps. |

Yours sincerely,



Alan W. Akehurst  
Staff Officer  
Personnel & Employee Relations Services

AWA:mlh

British Columbia  
School Trustees Association  
1155 West 8th Avenue  
Vancouver, British Columbia V6H 1C5  
Telephone 734-2721

( ) ( )  
SCHOOL DISTRICT NO. 15 (PENTICTON)

WAGE SCHEDULE "A"  
(subject to AIB revision)

Clerical Employees

<u>Category of Employee</u>	<u>Years of Experience</u>	<u>Scale of Wages Effective July 1, 1977</u>	
		<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
1	1st year	\$353.50	\$5.05
	2nd year	379.40	5.42
2	1st year	392.00	5.60
	2nd year	417.90	5.97
3	1st year	431.90	6.17
	2nd year	458.50	6.55
	3rd year	485.10	6.93
4	1st year	497.70	7.11
	2nd year	524.30	7.49
	3rd year	550.90	7.87

Note 1. These rates assume thirty-five (35) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Definition of Categories

Category One

1. Library Aide
2. Teacher Aide

Category Two

1. Receptionist/Typist
2. Clerk/Typist
3. Machine Operator
4. Stenographer
5. Special Aides - Tillicum School. (2 only)

Category Three

1. School Secretary (senior or only secretary in school)
2. Accounting Clerk I
3. Accounting Clerk II (plus \$23.10 bi-weekly bonus)

Category Four

1. School Business Manager
2. Payroll Clerk



WAGE SCHEDULE "A" - Cont'd.

<u>Category</u>	<u>Scale of Wages</u> <u>Effective July 1, 1977</u>	
	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Custodian (no papers required)	\$528.00	\$6.60
Custodian-Engineer (Class B papers required)	554.40	6.93
Custodian-Engineer (4th class or better required)	576.00	7.20
Maintenance Man I (Qualified Tradesman)	687.20	8.59
Maintenance Man II	584.00	7.30
Groundsman-Helper	528.00	6.60
Custodian - 20 hours per week (regular part-time)	264.00	6.60
Casual Labour II	528.00	6.60
Casual Labour I (Summer Student Help Only)	510.40	6.38

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Rates for Leadmen

Leadmen shall receive not less than ten percent (10%) above the highest rated classification under their supervision. Leadmen must be designated by the Superintendent or his Assistant. However, an employee shall not be considered as being responsible for men working with him unless he is designated as the Leadman.

Custodian in charge of a one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.

Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) per hour for each man under his charge in addition to his regular rate of pay.

SCHOOL DISTRICT NO. 15 (PENTICTON)

SCHEDULE "B"

This schedule is written pursuant to Article 16(b) of the agreement and any changes in the schedule shall be determined by the Employer only after consultation with the Union.

SHIFTS

Normal shifts are as follows:

7:00 a.m. to 3:30 p.m.

½ hour off for lunch

3:00 p.m. to 11:00 p.m.

lunch time included and must be eaten on the premises

8:00 a.m. to 4:30 p.m.

½ hour off for lunch

Other than normal shifts:

4:00 p.m. to 12:00 midnight

Split shifts shall be limited to two parts and all shifts shall be worked eight (8) hours in a twelve (12) hour period.

WAGE SCHEDULE "A"  
(subject to AIB revision)

Scale of Wages  
Effective July 1, 1977

1. <u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
(1) Custodian	\$528.00	\$6.60
(2) Custodian-Engineer (with papers)	554.40	6.93
(3) Maintenance	584.00	7.30
(4) Maintenance (with papers)	687.20	8.59
(5) Bus Driver (4 hour day)	313.60	7.84

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

		<u>Bi-Weekly</u> <sup>3.</sup>	<u>Hourly</u> <sup>4.</sup>
(6) Clerk-Typist (Library Aide)	1st year	353.50	5.05
	2nd year	379.40	5.42
(7) School Secretary (senior or only secretary in school) District Superintendents' Secretary	1st year	431.90	6.17
	2nd year	458.50	6.55
	3rd year	485.10	6.93
(8) Board Office Secretary Payroll Clerk	1st year	497.70	7.11
	2nd year	524.30	7.49
	3rd year	550.90	7.87

Note 3. These rates assume thirty-five (35) hours per week.

Note 4. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

2. Custodian in charge of a one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.
3. Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) per hour for each man under his charge in addition to his regular rate of pay.
5. Normal bus runs will be paid for a total of four (4) hours (two (2) hours a.m., two (2) hours p.m.). Kindergarten bus runs will be paid for three (3) hours at straight time.

SCHOOL DISTRICT NO. 21 (ARMSTRONG-SPALLUMCHEEN)

WAGE SCHEDULE "A"

Scale of Wages  
Effective July 1, 1977

1. <u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
(1) Custodian	\$524.80	\$6.56
(2) Custodian-Engineer (with papers)	551.20	6.89
(3) Maintenance	580.80	7.26
(4) Maintenance (with papers)	682.40	8.53
(5) Bus Driver (4 hour day)	311.60	7.79

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

		<u>Bi-Weekly</u> <sup>3.</sup>	<u>Hourly</u> <sup>4.</sup>
(6) Clerk-Typist	1st year	350.70	5.01
(Library Aide)	2nd year	376.60	5.38
(7) School Secretary	1st year	429.10	6.13
(senior or only	2nd year	455.70	6.51
secretary in school)	3rd year	482.30	6.89
District Superintendents Secretary			
(8) Board Office Secretary	1st year	494.90	7.07
Payroll Clerk	2nd year	521.50	7.45
	3rd year	546.70	7.81

Note 3. These rates assume thirty-five (35) hours per week.

Note 4. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

2. Custodian in charge of a one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.
3. Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) per hour for each man under his charge in addition to his regular rate of pay.
5. Normal bus runs will be paid for a total of four (4) hours (two (2) hours a.m., two (2) hours p.m.). Kindergarten bus runs will be paid for three (3) hours at straight time.

SCHOOL DISTRICT NO. 22 (VERNON)

WAGE SCHEDULE "A"

(subject to AIB revision)

Scale of Wages  
Effective July 1, 1977

<u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Custodian (No papers required)	\$528.00	\$6.60
Custodian (Class B papers required)	554.40	6.93
Custodian - Floor Machine	554.40	6.93
Custodian (Class A or 4th papers required)	576.00	7.20
Custodian - Head - Vernon Senior Secondary School	576.00	7.20
<p>Custodian in charge of a one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.</p> <p>Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) for each man under his charge in addition to his regular rate of pay.</p>		
Maintenance Man II	584.00	7.30
Maintenance Man I (Qualified Tradesman)	687.20	8.59
Maintenance Foreman (Qualified Tradesman)	805.60	10.07
Electrician One Only Class B Permit	687.20 46.40	8.59
Casual Labour (Summer Student Help Only)	510.40	6.38
Helper and Groundsman	528.00	6.60
Tractor Operator - Rear Power Driven Attachments	554.40	6.93
Bus Driver (4 hour day)	313.60	7.84
Bus Mechanic	700.80	8.76
Mechanics Helper	640.00	8.00

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

WAGE SCHEDULE "A" - Cont'd.

Bus Drivers

Bus driving shall be considered as four (4) hours per day whether or not actual driving time amounts to this number of hours; however, any bus driver may be regularly assigned to a driving schedule of five (5), or six (6), or seven (7) or eight (8) hours per day provided the Employer's notice of intention to change the regular schedule is given to the employee not less than one (1) week prior to the effective date of the new schedule.

When a driver's day is broken into two parts, he shall be paid a minimum of two (2) hours for each part, for a total of four (4) hours. When a driver's day is broken into three parts, he shall be paid a minimum of two (2) hours for each part, for a total of six (6) hours. When a driver is called back to work, he shall be paid a minimum of two (2) hours at overtime rates.

Bus Drivers' necessary trip expenses will be paid at full cost on presentation of paid receipts.

Rates for Leadman

Leadmen shall receive not less than ten percent (10%) above the highest rated classification under their supervision. Leadmen must be designated by the Superintendent or his Assistant. However, an employee shall not be considered as being responsible for men working with him unless he is designated as the Leadman.

Scale of Wages  
Effective July 1, 1977

<u>Category</u>		<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Cafeteria Staff		\$328.30	\$4.69
1. Teacher Aides	1st year	353.50	5.05
Library Clerk	2nd year	379.40	5.42
(Less than 50 w.p.m. typing)			
2. Clerk-Typist	1st year	392.00	5.60
Stenographer	2nd year	417.90	5.97
*Library Clerk (50 w.p.m. or more typing required)			
3. School Secretary (only	1st year	431.90	6.17
secretary or senior	2nd year	458.50	6.55
secretary in a school)	3rd year	485.10	6.93
4. Secretary to Principal, Sr.	1st year	497.70	7.11
Secondary School	2nd year	524.30	7.49
	3rd year	550.90	7.87

Relief or casual clerical employees shall receive the minimum rate for the position filled.

\*All Library Clerks in the employ of the Board on September 28, 1976 shall be classified in Category 2.

Note 1. These rates assume thirty-five (35) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

SCHOOL DISTRICT NO. 22 (VERNON)

WAGE SCHEDULE "A" - Cont'd.

<u>Category</u>	<u>Scale of Wages</u> <u>Effective July 1, 1977</u>	
	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Construction Tradesman	\$805.60	\$10.07
Construction Maintenance II	584.00	7.30
Construction Labourer I	528.00	6.60
Construction Labourer II	554.40	6.93

Construction Foreman shall be paid fourteen percent (14%) above and in addition to his Tradesman rate of pay.

Construction Leadmen shall receive ten percent (10%) above highest classification under their supervision, of from one to five men.

All benefits contained within this agreement shall apply to construction employees where applicable, with the exception of seniority for construction vacancies.

Vacation pay for construction employees shall be paid at the rate of five percent (5%) of earnings plus statutory holidays.

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates; overtime and deductions for unpaid absence.

SCHOOL DISTRICT NO. 22 (VERNON)

SCHEDULE "B"

This schedule is written pursuant to Article 16(b) of the agreement and any changes in the schedule shall be determined by the Employer only after consultation with the Union.

SHIFTS

July and August Schedule

8:00 a.m. to 5:00 p.m. all employees  
one (1) hour off for meal

24 hour Coverage

11:00 p.m. to 7:00 a.m. Half ( $\frac{1}{2}$ ) hour  
off for meal

7:00 a.m. to 4:00 p.m. One (1) hour  
off for meal

3:00 p.m. to 11:00 p.m. Half ( $\frac{1}{2}$ ) hour  
off for meal

Graveyard Shift

11:00 p.m. to 7:00 a.m. Half ( $\frac{1}{2}$ ) hour  
off for meal

Morning Shift

7:00 a.m. to 3:30 p.m. Half ( $\frac{1}{2}$ ) hour  
off for meal

Afternoon Shift

3:00 p.m. to 11:00 p.m. Half ( $\frac{1}{2}$ ) hour  
off for meal

One-Man Schools & Split Shifts

Shifts to be worked eight (8) hours in  
a twelve (12) hour period and shall be  
limited to two parts

Maintenance Employees

8:00 a.m. to 5:00 p.m. One (1) hour off  
for meal

Hours of work may be changed by mutual agreement of the parties hereto so as to provide for a one half-hour lunch period.

Bus Drivers

To be arranged according to requirements  
of the route and other duties, but in no  
event to extend over a period longer than  
twelve (12) hours.



WAGE SCHEDULE "A"

(subject to AIB revision)

Scale of Wages  
Effective July 1, 1977

<u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Custodian (No papers required)	\$528.00	\$6.60
Custodian (Class B papers required)	554.40	6.93
Custodian (Class A or 4th papers required)	576.00	7.20
Relief Custodian	554.40	6.93
Helper and Groundsman	528.00	6.60
Maintenance Man I (Qualified Tradesman)	687.20	8.59
Maintenance Man II	584.00	7.30
Heavy Equipment Operator	584.00	7.30
Foreman	700.80	8.77
Bus Driver - Custodian	574.40	7.18
Bus Driver (4 hour day)	313.60	7.84
Bus Driver - Maintenance	574.40	7.18
Casual Labour (Summer Student help only)	510.40	6.38

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Custodian in charge of one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.

Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) for each man under his charge in addition to his regular rate of pay.

When a man in charge has ten (10) or more men assigned to him he shall be classified as a Foreman.

There shall be appointed in the Kelowna Senior Secondary School on both the afternoon and graveyard shift a deputy man in charge and he shall be paid \$11.20 bi-weekly in addition to his regular salary.

SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)

WAGE SCHEDULE "A" - Cont'd.

Bus driving shall be considered as four (4) hours per day whether or not actual driving time amounts to this number of hours; however, any bus driver may be regularly assigned to a driving schedule of five (5), six (6), seven (7) or eight (8) hours per day provided the Employer's notice of intention to change the regular schedule is given to the employee not less than one (1) week prior to the effective date of the new schedule.

Extra Bus Trips

Extra trips for bus drivers shall be paid as overtime of one and one-half (1½) times the regular rate of pay for actual driving time. Waiting time if within School District No. 23 shall be paid for at the rate of time and one-half for the first four (4) hours and regular rates after four (4) hours unless such time falls on a Saturday or Sunday, then all time shall be paid for at the rate of time and one-half the employee's regular rate. Waiting time outside of School District No. 23 (Central Okanagan), shall be paid for at regular rates for all hours, except for eight (8) hours sleeping time if on an overnight trip. Bus driver's necessary extra trip expenses shall be paid at full cost on presentation of paid receipts.

Taking buses to garage for repairs shall be considered an extra trip under the overtime provision, except when such time does not exceed four (4) hours in any one day including the actual driving time.

Rates for Leadmen

Leadmen shall receive not less than ten percent (10%) above the highest rated classification under their supervision. Leadmen must be designated by the Superintendent or his Assistant. However, an employee shall not be considered as being responsible for men working with him unless he is designated as the Leadman.

SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)

WAGE SCHEDULE "A" - Cont'd.

Description of Category of Employees

Category 1

Clerk  
School Aide

- Any clerical position requiring a typing speed of less than 50 words per minute.

Category 2

Accounts Payable Clerk  
Clerk  
Typist  
Receptionist  
Stenographer  
Machine Operator  
School Stenographer  
Computer Operator

- Each of these positions or any combination of these positions requires a minimum typing speed of 50 words per minute.

Category 3

School Stenographer  
Chief Stenographer, IMC  
Computer Operator/Programmer

- This employee will be the only stenographer or most senior stenographer in a school in terms of assigned responsibilities.

Category 4

A/V Technician  
School Business Manager  
Electronics Technician

Where there is more than one clerical employee in a specific department in the Administration Office, one will be designated as being in a supervisory capacity and will receive an additional \$11.20 bi-weekly to the above rates.

WAGE SCHEDULE "A" - Cont'd.

Increment increases will be awarded annually on the first day of the month following the employee's start date.

Categories of employees as previously described will be paid according to the following scale:

<u>Category of Employee</u>	<u>Years of Experience</u>	<u>Scale of Wages Effective July 1, 1977</u>	
		<u>Bi-Weekly<sup>1.</sup></u>	<u>Hourly<sup>2.</sup></u>
1	1st year	\$353.50	\$5.05
	2nd year	379.40	5.42
2	1st year	392.00	5.60
	2nd year	417.90	5.97
3	1st year	431.90	6.17
	2nd year	458.50	6.55
	3rd year	485.10	6.93
4	1st year	497.70	7.11
	2nd year	524.30	7.49
	3rd year	550.90	7.87

Note 1. These rates assume thirty-five (35) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Recognition of Experience

- There will be no recognition of experience for persons employed less than one-half time.
- Persons employed on a regular half-time basis will receive credit for one year experience after two years of service.
- Persons employed for five (5) or more hours per day will receive credit for one year of experience after one year of service.

Placement on Scale Upon Reclassification

Employees reclassified from one category to a higher category will normally be placed at the first step of the said higher category.

SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)

SCHEDULE "B"

This schedule is written pursuant to Article 16(b) of the agreement and any changes in the schedule shall be determined by the Employer only after consultation with the Union.

SHIFTS

There shall be no shifts on weekends and after midnight until 7:00 a.m. except as required by the Boiler Act or because of night classes held in the schools and then only for the months that heat is provided or classes held.

There shall, if required, be a shift established for weekend checking, these shifts shall be performed by employees who will assist in maintenance or relief caretaking on their other days of duty. Their days off shall be considered as Saturday and Sunday for the purpose of overtime. Work week shall be five (5) consecutive days.

July and August Schedule	8:00 a.m. to 5:00 p.m. all employees
24-hour Coverage	11:00 p.m. to 7:00 a.m. 7:00 a.m. to 3:00 p.m. 3:00 p.m. to 11:00 p.m.
Graveyard Shift	11:00 p.m. to 7:00 a.m.
Day Shift	7:00 a.m. to 3:00 p.m.
Afternoon Shift	3:00 p.m. to 11:00 p.m.
One-Man Schools	Shifts to be arranged to work eight (8) hours within a twelve (12) hour period.
Bus Driver Hours	To be arranged according to requirements of the route and other duties, but in no event to extend over a period longer than twelve (12) hours.
Maintenance Employees	8:00 a.m. to 12:00 noon 1:00 p.m. to 5:00 p.m.

Hours of work may be changed so as to provide for one-half ( $\frac{1}{2}$ ) hour lunch period provided it is done by mutual agreement of the parties hereto.

SCHOOL DISTRICT NO. 77 (SUMMERLAND)

WAGE SCHEDULE "A"  
(subject to AIB revision)

Scale of Wages  
Effective July 1, 1977

<u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Custodian	\$528.00	\$6.60
Groundsman	528.00	6.60
Help-Labourer	528.00	6.60
Maintenance Foreman	700.80	8.77
Maintenance Man I (Qualified Tradesman)	687.20	8.59
Maintenance Man II	584.00	7.30
Maintenance Man (Electrician) (Class B Permit)	740.00	9.25
Bus Driver (4 hour day)	313.60	7.84
Bus Driver Maintenance	574.40	7.18
Casual Labour I (Summer Student Help Only)	510.40	6.38

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Custodian in charge of a one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.

Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) for each man under his charge in addition to his regular rate of pay.

Construction

Employees assigned to new construction, where the project is over Ten Thousand Dollars (\$10,000.00) will be paid fifteen percent (15%) above their basic rate effective July 1st, 1975.

Rates for Leadman

Leadman shall receive not less than ten percent (10%) above the highest rated classification under their supervision. Leadman must be designated by the Superintendent or his Assistant. However, an employee shall not be considered as responsible for men working with him unless he is designated as the Leadman.

OK - NT-77

77 - NT-77

November 28, 1977

Mr. Barry Thorsteinson  
Canadian Union of Public Employees  
#201 - 225 Tranquille Road  
Kamloops, B. C.

Dear Mr. Thorsteinson:

Further to our discussion on November 17, 1977 in Summerland, this will confirm that in the current agreement the position of Senior Secondary School Secretary continues to be in Category 4 as per the 1976-77 agreement.

We reserve the right to reconsider a review of this classification during the next round of negotiations.

Yours truly

Alan W. Akehurst  
Agent

AWA/eml

c.c. Mr. A. Halleran  
SD #77 (Summerland)

SCHOOL DISTRICT NO. 77 (SUMMERLAND)

WAGE SCHEDULE 'A' - Cont'd.

Clerical Employees

- Category 1. Junior File Clerk/ Teacher Aide/ Library Clerk  
(no typing)
- Category 2. Clerk Typist/ Receptionist/ Stenographer/ Machine  
Operator (50 wpm)
- Category 3. School Secretary in charge
- Category 4. Payroll Clerk  
*See School Sec*

Scale of Wages  
Effective July 1, 1977

		Bi-Weekly <sup>1.</sup>	Hourly <sup>2.</sup>
Category 1.	1st year	\$353.50	\$5.05
	2nd year	379.40	5.42
Category 2.	1st year	392.00	5.60
	2nd year	417.90	5.97
Category 3.	1st year	431.90	6.17
	2nd year	458.50	6.55
	3rd year	485.10	6.93
Category 4.	1st year	497.70	7.11
	2nd year	524.30	7.49
	3rd year	550.90	7.87

Clerical employees will be placed on schedule according to previous length of service with the Employer.

Note 1. These rates assume thirty-five (35) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.



SCHOOL DISTRICT NO. 77 (SUMMERLAND)

SCHEDULE "B"

This schedule is written pursuant to Article 16(b) of the Agreement and any changes in the schedule shall be determined by the employer only after consultation with the Union.

Shifts

July and August Schedule

8:00 a.m. to 5:00 p.m.  
All employees one (1) hour off for meals

Normal Shifts are as follows:

School Clerical

8:00 a.m. to 4:00 p.m. with one (1) hour off for lunch

Custodian

3:00 p.m. to 11:00 p.m.

Maintenance

8:00 a.m. to 5:00 p.m. with one (1) hour off for lunch

Bus Drivers

2 hours in a.m. (per schedule) and 2 hours in p.m.

Bus Driver Maintenance

8 hours per day to coincide with their bus runs

Shift times may vary by one-half hour to suit the school requirements, providing the school board office is advised of change of employee work hours in September and January of each year.

Some maintenance schedules may vary during the summer months for watering of school grounds. In this case the employee will only work forty (40) hours per week, but so that this work may be properly conducted shift changes may result. Similarly, this could develop during the busy school use times during the rest of the year.

Hours of work may be changed so as to provide for one-half ( $\frac{1}{2}$ ) hour lunch period provided it is done by mutual agreement of the parties hereto.

WAGE SCHEDULE "A"

(subject to AIB revision)

Scale of Wages  
Effective July 1, 1977

<u>Category</u>	<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
Custodian (No papers required)	\$528.00	\$ 6.60
Custodian (Class "B" papers required)	554.40	6.93
Custodian Supervisor	687.20	8.59
Bus Driver combined with Custodian or Maintenance Labourer	578.40	7.23
Bus Driver Mechanic	657.60	8.22
Assistant Bus Foreman-Mechanic-Driver	686.40	8.58
Bus Driver (4 hour day)	313.60	7.84
Transportation Maintenance and Shop Foreman	736.80	9.21
Transportation Operations Foreman	736.80	9.21
Maintenance Man I (Qualified Tradesman)	687.20	8.59
Maintenance Man II	584.00	7.30
Building Maintenance Foreman	788.00	9.85
Electrical-Plumbing-Heating Foreman	905.60	11.32
Construction Foreman	905.60	11.32
Utility Man	584.00	7.30
Groundsman	528.00	6.60
Grounds Foreman	610.40	7.63
Grounds Supervisor	687.20	8.59
Casual Labour (Summer Student Help)	510.40	6.38
Driver Training Instructor		9.34

Note 1. These rates assume forty (40) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

SCHOOL DISTRICT NO. 89 (SHUSWAP)

WAGE SCHEDULE "A" - Cont'd.

Rates for Leadman

Leadmen shall receive not less than ten percent (10%) above the highest rated classification under their supervision. Leadmen must be designated by the Superintendent or his Assistant. However, an employee shall not be considered responsible for men working with him unless he is designated as Leadman.

Construction

Employees assigned to new construction, where the project is over Ten Thousand Dollars (\$10,000.00), will be paid fifteen percent (15%) above their basic rate, effective July 1, 1974. The rates for Foreman are not subject to this clause.

Custodian in Charge

Custodian in charge of one-man school shall receive twenty cents (20¢) per hour in addition to his regular rate of pay.

Chief Custodian in charge of one or more men in a school shall receive twenty cents (20¢) per hour and eight cents (8¢) for each man under his charge in addition to his regular rate of pay.

% Clerical OTEU  
based on budget

22% Bob Grant

- Retired - 22

- Med -
- ENB -
- Det'd -
- Sup Life -
- Sen. -
- Vac. Pkg -

ATU

~~Stats~~ 4.21% = 11 stats

Vac 6.62%

Vac 3 off 1  
 4 off 10  
 5 off 19  
 1/2

Sick 2.1%

LTD \_\_\_\_\_ 0.57%

Pension \_\_\_\_\_ 5.26%

CPP - 1.03

VIC - 1.57

WCB - 1.25

MSP - .66 - 75%

ENB .09 - 75%

Ret'd .69 - 75%

Sup Life .53

Sub Extra 6.51%

VA + B

- ) 31.1% Total B.

SCHOOL DISTRICT NO. 89 (SHUSWAP)

WAGE SCHEDULE "A" - Cont'd.

Description of Category of Employee

Category 1

- Clerk - any clerical position requiring a typing speed of less than 50 words per minute.

Category 2

- Clerk )  
Typist )  
Receptionist)  
Stenographer)  
Secretary )
- each of these positions or any combination of these positions requires a minimum typing speed of 50 words per minute.
  - employees in this category required to have shorthand will be paid \$23.10 bi-weekly above the basic scale.

Resource Centre Driver

Category 3

- Secretary - this employee will be the only secretary in a school or will be the most senior secretary in a school in terms of assigned responsibilities.

Accounting Clerk I

Category 4

Accounting Clerk II  
Secretary to the Principal of Salmon Arm Senior Secondary School  
Secretary to the District Superintendent of Schools  
Purchasing Agent  
Payroll Supervisor

Placement on Scale Upon Reclassification

Employees reclassified from one category to a higher category will normally be placed at the first step of the said higher category.

WAGE SCHEDULE "A" - Cont'd.

Categories of employees as previously described will be paid according to the following scale.

<u>Category of Employee</u>	<u>Years of Experience</u>	<u>Scale of Wages Effective July 1, 1977</u>	
		<u>Bi-Weekly</u> <sup>1.</sup>	<u>Hourly</u> <sup>2.</sup>
1	0	\$353.50	\$5.05
	1	379.40	5.42
2	0	392.00	5.60
	1	417.90	5.97
3	0	431.90	6.17
	1	458.50	6.55
	2	485.10	6.93
4	0	497.70	7.11
	1	524.30	7.49
	2	550.90	7.87

Note 1. These rates assume thirty-five (35) hours per week.

Note 2. These rates to be used for calculating part-time employees' bi-weekly rates, overtime and deductions for unpaid absence.

Recognition of Experience

- There will be no recognition of experience for persons employed less than one-quarter time.
- Persons employed from one-quarter time to half-time will be given credit for one year experience after two years of service.
- Persons employed half to full-time will be given credit for one year of experience after one year of service.
- The above fraction of time will be based on the school year, September 1st to June 30th.

WAGE SCHEDULE 'B'

This schedule is written pursuant to Article 16(b) of the agreement and any changes in the schedule shall be determined by the Employer after consultation with the Union.

WORK SCHEDULE

Custodians (Full Time)

Regular afternoon or graveyard work schedules will normally be eight (8) hours straight time and one-half ( $\frac{1}{2}$ ) hour off for lunch, that is working time will be seven and one-half ( $7\frac{1}{2}$ ) hours.

Where more than one full time custodian is employed in a school or a school complex, one work schedule will be established with hours 12:30 p.m. to 8:30 p.m.

Each additional custodian will be on a 3:00 p.m. to 11:00 p.m. work schedule and the employees on the schedule will alternate.

All regular elementary work schedules will be 2:00 p.m. to 10:00 p.m.

Where there are special circumstances such as Adult Education classes or other use of school facilities, it is agreed that no overtime will be turned in for the period from 10:00 p.m. to 10:15 p.m. After 10:15 p.m. and until 10:30 p.m., one-half ( $\frac{1}{2}$ ) hour overtime may be turned in.

Weekend custodians on graveyard shifts will not alternate. The graveyard shift will commence at 8:00 p.m. Friday. Two eight (8) hour shifts will be worked commencing Friday at 8:00 p.m. to 4:00 a.m. and commencing Saturday at 8:00 p.m. to 4:00 a.m. and one four (4) hour shift commencing Sunday at 8:00 pm. to 12:00 midnight.

Bus Drivers Combined with Custodians, Groundsmen or Maintenance Labourers (Full Time)

These work schedules shall be established subject to the particular circumstances of each position. Total time worked will normally be eight (8) hours. Where custodians' work schedules involve evening work, one-half ( $\frac{1}{2}$ ) hour will be allowed for lunch and total working time will be seven and one-half ( $7\frac{1}{2}$ ) hours.

Bus Drivers (Part Time)

Bus drivers' work schedules shall be governed by the routes to which they are assigned.

Maintenancemen, Utility Men, Groundsmen (Full Time)

These work schedules shall start at 8:00 a.m. and finish at 4:30 p.m. with one-half ( $\frac{1}{2}$ ) hour off for lunch.