

Letter of Understanding

Between

School District No.33 (Chilliwack)

And

Canadian Union of Public Employees, Local 411

Spring Break 2020 - 2021

For the 2020-2021 school year, the Board of Education for School District No.33 (Chilliwack) has adopted a local school calendar that provides for a two (2) week Spring Break. All Schools will be closed for students from March 15 to 26, 2021 for Spring Break. Schools will re-open for classes, on Monday, March 29, 2021. March 22 to 26, 2021 will be unpaid for all ten (10) month CUPE staff.

- 1) **Employees who work less than 7 hours per day:** For the 2020-2021 school year an additional eight (8) minutes of time will be added to the daily schedules of all ten (10) month CUPE staff who have less than seven (7) hours of work per day, with the exception of Supervision Assistants.
- 2) **Clerical who are 7 hours:** All ten (10) month Clerical CUPE staff, can work twenty-five (25) hours through the following choices:
 - Weeks of August 24 to September 4, 2020, or
 - Weeks of March 15 to 19, 2021, or
 - June 25, 2021 (Administrative Day), or
 - By a combination of the above dates.
 - On the March dates, seven hour clerical staff at each of the three high schools will make up the hours by scanning G4 files from the high schools into the system using a machine at the School Board Office.
 - As well, these employees may choose not to work these days.

The days will be scheduled with approval of their supervisors on specific dates through the time sheet process as casual work.

- 3) **Bus Drivers:** Bus Drivers will continue to be guaranteed a base of one thousand and ninety (1090) hours per school year in accordance with Article 9.5 of the Collective Agreement.
- 4) **Casual Employees:** Casual Employees will not be entitled to additional pay outside of the school year or payment during the extended Spring Break.
- 5) **For twelve (12) month employees:** Spring Break days will be considered normal working days and employees may choose, in consultation with their supervisor, to work or to take vacation, sick leave gratuity or banked time off.

6) Aboriginal Education Assistants, Child & Youth Care Workers, Career Advisors, Work Experience Facilitators, Chef Assistants, and those Education Assistants that are 10 month, seven (7) hour employees: AND work directly with students will have the option of;

- a) Working the extra days as stated in this Letter of Understanding, **OR**
- b) Logging the extra hours up to a MAXIMUM of twenty five (25) hours and work the additional time at their sites by attending school staff meetings to attending special staff meetings organized and approved by their supervisor. The decision for how additional time will be worked by a particular employee will be made by the individual's supervisor in consideration of student needs. There are approximately thirty (30) affected employees and each of these employees and their supervisor will receive an email explaining this information. **This EXTRA TIME worked will not be subject to "Article 10 – Overtime" provisions of the collective agreement.** Extra time must be logged in the system during the appropriate pay period in which it is worked.

Agreed to this 6th day of July, 2020.

For SCHOOL DISTRICT NO.33 (CHILLIWACK)

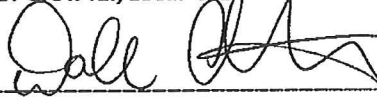

Signature

Gerry Slykhuis, Secretary Treasurer
Print Name/Position



Signature

Nadine Cla Henburg
Print Name/Position
District Principal HR.

For C.U.P.E., Local 411


Signature

DALE OBIREK / PRESIDENT
Print Name/Position


Signature Tracey O'Hara

1st Vice-President
Print Name/Position