



**Chilliwack  
School District**

Partners in Learning!



## Letter of Understanding

Between

**School District No.33 (Chilliwack)**

And

**Canadian Union of Public Employees, Local 411**

### Spring Break 2024 - 2025

For the 2024-2025 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 17, to March 28, 2025 for Spring Break. Schools will re-open for classes, on Monday, March 31, 2025. March 17th to March 21, 2025 will be unpaid for all ten (10) month CUPE staff.

- 1) Employees who work less than seven (7) hours per day: For the 2024-2025 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 Employees who are seven (7) hours: All ten (10) month Clerical CUPE staff, can work twenty-five (25) hours through the following choices:
  - Weeks of August 19<sup>th</sup> to August 30, 2024, or
  - Week of March 24<sup>th</sup> to March 28, 2025, or
  - June 27, 2025 (Administrative Day), or
  - By a combination of the above dates.

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

- 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.

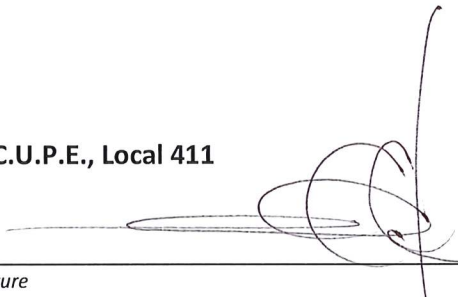
- 6) **Aboriginal Education Assistants, Child & Youth Care Workers, Career Advisors, Work Experience Facilitators, Chef Assistants, and those Education Assistants that are ten (10) month, seven (7) hour employees: AND** work directly with students will have the option of;
- a) Working the extra days 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 and **specified in the comments box, "SPRING BREAK hours."**

Agreed to this 5<sup>th</sup> day of June, 2024.

**For SCHOOL DISTRICT NO.33 (CHILLIWACK)**

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

  
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 Signature

  
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 Signature

SIMONE SANGSTER  
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 Print Name/Position

Tracey O'Hara  
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