

TEACHERS' LOCAL AGREEMENT

BETWEEN

THE BOARD OF EDUCATION
OF ILE-A-LA CROSSE SCHOOL DIVISION NO. 112

AND

THE ILE-A-LA CROSSE TEACHERS' ASSOCIATION

EFFECTIVE

SEPTEMBER 1, 2021 TO AUGUST 31, 2025

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LOCAL COLLECTIVE AGREEMENT

BETWEEN:

The Board of Education of the Ile-a-la-Crosse School Division No. 112 of Saskatchewan
(hereinafter called "the Board")

AND:

The Ile-a-la Crosse Teachers' Association (hereinafter called "a teacher")

Constitutes the Local Agreement negotiated in accordance with The Education Act, 1995.

Unless the context otherwise requires, all terms and expressions used in this agreement shall have the same meaning as are given to them in The Education Act, 1995 and the Education Regulations, 2015. The terms and conditions herein reduced to writing represent the whole agreement negotiated by the parties and are not subject to any additional terms and conditions other than those, if any prescribed by law.

Section 1 – Terms of Agreement

This Agreement shall be effective from September 1, 2021 to August 31, 2025 and thereafter until replaced by a new collective agreement negotiated in accordance with The Education Act, 1995.

Section 2 – Salaries of Substitute Teachers

- 2.1** A substitute teacher possessing a valid Saskatchewan Teaching Certificate shall receive a daily salary of 1/197 of the minimum of Class IV on the provincial salary grid. If the substitute teacher teaches more than five (5) consecutive days in the same classroom the teacher shall be paid in accordance with the provincial salary grid for his/her classification and experience, beginning on the first day of the five (5) day consecutive period.
- 2.2** A substitute teacher possessing a temporary certificate shall receive a daily salary of one hundred sixty dollars (\$160.00).

Section 3 – Pay Periods

Teachers shall be paid in twelve (12) monthly payments on the last Friday of each month, including July and August. December pay will be payable on the last teaching day before Christmas vacation.

Section 4 – Special Allowances and Northern Allowance

4.1 - Native Language Fluency

Where a teacher is assigned to teach the Michif language in one or more grades/classes, the teacher shall be paid an annual allowance of seven hundred fifty dollars (\$750.00).

4.2 - Northern Allowance

The Northern Allowance for all teachers shall be three thousand five hundred dollars (\$3,500.00) per academic year.

4.3 - Coordinator of Assessment, Data and Technology Allowance

A teacher who has been designated as Coordinator of Assessment, Data and Technology shall receive an allowance equivalent to 20% of their current salary; exclusive of administrative allowance. This will be multiplied by the percentage of time allotted for this position; which is presently .1FTE (or 10%).

Section 5 – Reimbursement of Travel Expenses & Relocation Expenses

5.1 - Travel Expenses

When a teacher or school administrator is required by the Board and/or the Director to travel by personal vehicle outside the community of Ile-a-la Crosse in the performance of duties shall be reimbursed at Board rates.

Teachers shall be reimbursed for reasonable expenses incurred for meals, lodging and authorized automobile travel at Board rates to attend meetings or workshops approved

by the Board where those meetings and/or workshops lie outside of the usual professional development activities as authorized in Section 10 of this contract. Teachers who stay with friends or family shall receive the Board "Non Hotel" rate.

5.2 - Relocation Expenses

The Board shall reimburse each newly hired teacher for expenses incurred in relocation under the following conditions:

- 5.2.1** The teacher remains in the employ of the Board for one full school year.
- 5.2.2** The Board Shall pay up to a maximum of two thousand dollars (\$2,000.00) for the following expenses:
 - 5.2.2.1** Reasonable freight charges supported by actual receipts
 - 5.2.2.2** Mileage at Board rate. In the event that two or more teachers travel in the same vehicle, mileage will only be paid to one teacher.
 - 5.2.2.3** Hotel bills as substantiated by actual receipts.
 - 5.2.2.4** Meals at Board rates.
 - 5.2.2.5** Plane fare as substantiated by actual receipts.
- 5.2.3** In the event of a resignation or termination before providing one full school year of teaching service, the teacher shall refund to the Board one, one hundred ninety seventh (1/197) of the relocation expenses for each day of service not provided.
- 5.2.4** The Board shall deduct the refund from the final salary payment to the teacher.

Section 6 - Leaves

6.1 – Leave of Absence with Grant (Professional Advancement Leave/Sabbatical Leave/Education Leave)

6.1.1 Purpose

The board may approve a leave of absence with grant (sabbatical leave, educational leave or professional advancement leave) for the purpose of professional advancement or improving qualifications based on the needs of the board.

6.1.2 Application for Leave

A teacher with two or more years of continuous service with Ile-a-la Crosse School Division No. 112 Board of Education is eligible to apply for leave of absence with grant.

When leave of absence with grant is approved for a period greater than one university academic year (8 mos.) then Section 6.1.3 shall apply.

- 6.1.3** At least eight months of the leave year shall be spent in professional study or a program of activities approved by the Ile-a-la Crosse School Division No. 112 Board of Education to be considered a full time program or four months to be considered a part time program. The teacher is to meet the definitions of the particular educational institute as they pertain to full-time or part-time students.
- 6.1.4** All applications for such leave(s) shall be made to the Director of Education with as much notice as possible but not less than two (2) months prior to the date the leave is to begin. Applicants shall be informed of the decision of the Board of Education within two (2) weeks of receipt of the application.
- 6.1.5** Recipients of leave of absence with grant who do not fulfill their employment obligations with the Ile-a-la Crosse School Division No. 112 Board of Education as outlined in Section 6.1.4 shall repay the proportional amount owed with interest at current bank lending rates and such payments shall be deducted from the teacher's last pay.
- 6.1.6** The total amount of money for each such leave of absence with grant shall be determined on the basis of 25% of that teacher's salary for the period of leave for that teacher who has been approved for leave of absence with grant.
- 6.1.7** Two full time or four part-time leaves of absence with grant with Ile-a-la Crosse School Division No. 112 Board of Education shall be approved within every six-year period with the first grant being available in September, 2003.
- 6.1.8** Following leave of absence with grant, the teacher shall return to the same or a similar teaching position with the Board and shall be required to provide teaching service for a period of two years as stipulated in the contract with the Board that was signed prior to the leave being granted.
- 6.1.9** Should a teacher die while being on educational leave with grant or during the period of commitment, there shall be no liability to the teacher or his/her heirs or estate for repayment of the grant.

6.2 – Leave of Absence Without Grant

6.2.1 Application for Leave

A teacher with two or more years of continuous service with the Ile-a-la Crosse School Division No. 112 Board of Education may apply in writing to the Director of Education for leave of absence without grant.

If a teacher is granted a leave of absence without grant, on the expiration of such leave he/she will be entitled to return to a teaching position with the Ile-a-la Crosse School Division No. 112 Board of Education unless that teacher has submitted a written resignation prior to May 31st of the year for which leave is granted.

Applications stating plans for the year of absence shall be submitted to the Director of Education no later than end of day on March 15th of the year in which the leave is applied for. Applications with recommendations shall be submitted to the Board by the Director of Education no later than March 31st of the year in which the leave is applied for. All applicants for leave shall be notified of the decision of the Board no later than April 15th of the year for which the leave is applied. Successful applicants shall confirm their acceptance of the leave within two weeks following receipt of the decision from the Board.

No more than two such leaves shall be granted in any one school year.

6.2.2 Remuneration

Teachers on leave of absence without grant are eligible for bursaries where that leave is approved for educational purposes at a university in a program approved by the Board.

6.3 – Maternity, Parental, and Adoption Leave

A teacher shall be granted maternity leave, parental leave, and adoption leave in accordance with The Saskatchewan Employment Act and the Provincial Collective Bargaining Agreement when applicable.

The teacher will be eligible to return to the position, or a similar position, held upon granting of the maternity and/or parental leave, or adoption leave.

The teacher shall be eligible for housing rental during the term of the maternity, parental or adoption leave. Regular monthly rental charges shall apply.

6.3.1 Notwithstanding Section 6.3, on application to the Board, a teacher shall be granted a maximum of two days of paternity leave with pay within seven (7) days of the birth of their child.

- 6.3.2** Notwithstanding Section 6.3, a teacher who is adopting a child shall, on application, be granted a maximum of 3 (three) days leave of absence with pay on a date mutually agreed to by the Board and the teacher for the legal adoption of said child(ren).
- 6.3.3** On application to the Board, a teacher who takes maternity leave and parental, paternity and adoption leave may be granted additional, consecutive leave, without pay.
- 6.3.3.1** A teacher who wishes to apply for additional leave pursuant to Section 6.3.3 shall make application in writing to the Director of Education at least eight weeks prior to the expiration of the leave granted under Section 6.3.
- 6.3.3.2** The timing and duration of the additional leave applied for under this section shall be mutually agreed upon by the Director of Education and the applicant with consideration given to the end date of the leave corresponding to the breaks in the school year, such as Christmas, February break, Easter break, and summer holidays.

6.4 – Deferred Salary Leave Plan

6.4.1 Purpose

The purpose of a Deferred Salary Leave Plan is to provide a teacher with one (1) year leave of absence.

6.4.2 Eligibility

Teachers who have been on a continuous contract with Ile-a-la Crosse School Division No. 112 for at least two (2) years shall be eligible to participate in a Deferred Salary Leave Plan.

6.4.3 Duration

The duration of the Deferred Salary Leave Plan is four (4) or five (5) contributory years and one (1) year of absence.

6.4.4 Application for Leave

To enter the Plan, the teacher shall make application in writing to the Director of Education no later than May 1st of the preceding school year. If approved by the Board, the teacher shall defer the respective percentage of net annual professional salary to the Deferred Salary Leave Plan for each of the four (4) or five (5) contributory years and receive the same for the one year leave of absence.

6.5 – Compassionate Leave

6.5.1 Compassionate leave with salary shall be granted in the case of absence necessitated by life-threatening illness, injury or surgery:

- 6.5.1.1** Up to three (3) teaching days in one school year for immediate family members as follows: spouse, child, parent, grandparent, grandparent of spouse, grandchild, brother, sister, parent of spouse.
- 6.5.1.2** Upon written application to the school-based administration, the Director of Education may approve additional Compassionate Leave with or without salary.
- 6.5.1.3** The Director of Education shall grant up to two (2) days leave of absence with pay to teachers who must attend to immediate family specialist appointments and/or emergency needs.
- 6.5.1.4** A certificate of Medical Attendance is required. The applying teacher must be the primary caregiver for that family member.

6.6 – Bereavement Leave

6.6.1 Bereavement Leave with salary shall be granted to a teacher as follows:

- 6.6.1.1** Up to five (5) teaching days for the death of a spouse, child, parent of teacher or spouse, brother, sister, grandparent, grandchild, aunt/uncle of teacher.
- 6.6.1.2** Up to two (2) teaching days for the death of a sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandparents of spouse.
- 6.6.1.3** One (1) teaching day for the death of a niece, nephew.
- 6.6.1.4** One (1) teaching day for the purpose of being a eulogist or pallbearer.
- 6.6.1.5** Upon written application to the school-based administration, the Director of Education may approve additional Bereavement Leave with or without salary.

6.7 – Negotiation Leave

A teacher acting as a representative of the bargaining committee in accordance with the provisions of The Education Act, 1995, shall suffer no loss in salary for the time

necessarily absent from his/her duties for purpose of negotiations, mediations, conciliation and arbitration proceedings which pertain to local negotiations with the Ile-a-la-Croise Teachers' Agreement.

6.8 – Special Leaves

6.8.1 STF Leave

Teachers shall be granted leave without loss of pay for the purpose of attending Saskatchewan Teachers' Federation (STF) duty specific meetings. The Board shall provide, in accordance with Article 12.3.2 of the Provincial Collective Bargaining agreement, leave of absence with pay to teachers to attend meetings called by the Saskatchewan Teachers' Federation.

6.8.1.1 The Board shall provide one half (1/2) day travel period when normal travel is deemed to be a distance greater than three hundred (300) kilometers one way; or,

6.8.1.2 The Board shall provide one (1) day travel period when normal travel is deemed to be a distance greater than six hundred (600) kilometers one way.

6.8.1.3 This leave is provided on the basis of reimbursement of costs to the Board of Education by the STF. Refer to Article 12.3.2 of the Provincial Collective Bargaining Agreement.

6.8.2 Delegate/Official Leave

Leave may be granted, with or without pay when the teacher is nominated by the Board to act as a delegate, or other official, at conventions or meetings of educational organizations.

6.8.3 Personal Leave

A teacher shall be granted up to two personal days of leave without loss of pay for personal reasons in any one academic year. Two days of such leave may be accumulated from one year to the next year to a maximum of four (4) days personal leave in any one year. Teachers are not obliged to provide a reason for said leave. Personal leave shall be prorated based upon the employment commencement date of the teacher.

Arrangements for leave shall be made with the principal. Leaves will be granted where the principal or vice principal determine that such leaves can be reasonably accommodated.

6.8.4 Additional Leave

In any school year, a teacher may be granted additional days of leave with or without loss of pay at the discretion of the Director of Education.

6.8.5 Emergent Leave

The Board may grant leave with pay to a teacher who is unable to reach school due to emergencies that result in the closure of the highway and where no other route to reach school is available. Should the highway open within two hours of that closure, said teacher will be expected to proceed to work for the remainder of the school day.

6.8.6 Graduation/Convocation Leave

The Director of Education shall grant leave with pay for a maximum of one day for a teacher to attend the graduation/convocation of self, spouse or child.

6.8.7 Local Holiday Leave

The Board shall grant the following school holiday in recognition of Indigenous and Metis culture:

6.8.7.1 Louis Riel Day, November 16.

Section 7 – Recognition of Extra-Curricular Service (ROS)

7.1 Purpose

Recognition of Service (ROS) is awarded in recognition of the specific service provided for extra-curricular supervision. It may be utilized as an Earned Day Off (“EDO”) or paid out at the specified rate. The specified rate for pay-out will be equal to the daily rate of pay for a minimum Class 4 teacher.

7.2 Definition

Extra-curricular activities shall be defined as school-initiated student activities that occur outside of regular instructional hours:

- 7.2.1** which have been approved by the Principal; and
- 7.2.2** which involve student-contact time, beyond the required hours of instruction; and
- 7.2.3** which are not for students' academic credit or support (e.g., Study groups and tutoring support do not qualify for extra-curricular recognition).

7.3 Hours of Service

The following scale is based on accumulated student-contact hours of extra-curricular supervision in any given school year:

25 hours:	0.5 EDO or pay-out at minimum Class 4
50 hours:	1.0 EDO or pay-out at minimum Class 4
100 hours:	2.0 EDO or pay-out at minimum Class 4
150 hours:	3.0 EDO or pay-out at minimum Class 4
200 hours:	4.0 EDO which must be paid out at minimum Class 4

7.4 Conditions:

- 7.4.1** For overnight trips, the teacher may claim a maximum of 8 hours per day on school days (after school hours) and 16 hours per day on non-school days.
- 7.4.2** EDO awards will be calculated at the end of each month. A maximum of four (4) EDO's may be earned or used in one academic year. EDO's not used by the last official work day in the year they were earned, must be used by the last official work day of the following school year or they will be automatically paid out.
- 7.4.3** Pay-out awards will be calculated at the end of each school year and will apply to unused days earned in the previous academic year.
- 7.4.4** Accumulated hours cannot be combined from one school year to the next.
- 7.4.5** Teachers who perform extra-curricular activities shall submit a log of hours to the school Administration monthly. After their approval by school administration, these reports will be forwarded to the Director of Education.
- 7.4.6** Recognition of extra-curricular service applies to part-time and full-time teachers.

Section 8 - Retirement Gratuity

The Board shall pay a retirement gratuity to teachers who are superannuating due to age and service. In the application of this section, it is agreed that teachers who superannuate with 10, 15, 20, 25, or 30 years of service will receive respectively: \$1,500, \$2000, \$2500, \$3000 or \$3500.

- 8.1 To qualify, teachers must have at least 10 (ten) years of service with the Board of Education and must be in the employ of the Board of Education at the time of superannuating.
- 8.2 Service shall be defined as service with the Board of Education, but shall exclude leaves of absence without pay, maternity leave, income continuance, secondment and leaves with pay.
- 8.3 Exclusions defined in 8.2 shall not be considered as breaks in service.
- 8.4 The recipient is responsible for the completion of all documents related to the confirmation of superannuating and the above named gratuity.

Section 9 – Teacherage Rentals

Teacherage rentals shall be governed by the following clauses:

- 9.1 The monthly rental charges for teacherages shall be as outlined in the following table and shall come into effect in the month following the signing of this agreement.

Monthly rental fees shall be rounded to the nearest dollar. Monthly rental charges as outlined include the costs of utilities of heat, water, and electricity:

Accommodation	Sept 1, 2021	Sept. 1, 2022	Sept. 1, 2023	Sept. 1, 2024
2 Bedroom	\$669.00	\$689.00	\$709.00	\$729.00
3 Bedroom	\$710.00	\$730.00	\$750.00	\$770.00

- 9.2 Teachers on temporary contracts shall be charged the monthly rental as per Section 9.1.
- 9.3 The Board shall collect rental charges, by payroll deductions.
- 9.4 Rent shall be charged for the months of July and August if a teacher retains possession of the teacherage through occupancy by the teacher and/or his/her family or by leaving his/her belongings in the teacherage for the summer months.
- 9.5 Teachers terminating employment with the Board of Education at the end of the school year must vacate the dwelling by July 7th. Extensions may be provided by prior authorization of the Director of Education and such extensions will be subject to regular rent charges.
- 9.6 Basic appliances and window coverings, in good working condition, shall be provided by the Board. These shall consist of: clothes washer, clothes dryer, electric range, electric refrigerator, and window coverings.
- 9.7 A housing subsidy of eighteen hundred dollars (\$1,800.00) will be paid to teachers who provide their own accommodations. This housing subsidy is payable per academic year to only one teacher per unit providing accommodation; any additional teachers living in the same residence will not be eligible for this housing subsidy. Said housing subsidy shall not be provided to teachers occupying Board of Education housing.

- 9.8** A three hundred dollars (\$300.00) cleaning deposit shall be maintained during the period of tenancy. Teachers occupying Board of Education rental accommodations shall be required to clean those accommodations upon vacating said premises if they are not returning to the same accommodation in the fall. Maintenance staff shall inspect the teacherages semi-annually for damages and report such damages to the CFO. If such damages are considered negligence on the part of the teacher occupant, then the teacher will be notified and the assessed repair or replacement costs will be deducted from the teacher's September salary. In order to determine said damages, a checklist (forming part of the Rental Agreement) shall be completed through an inspection of the premises by the teacher and maintenance personnel upon the tenant moving in and moving out.
- 9.9** Maintenance staff will continue to maintain the Board residences. In order to ensure proper maintenance, a twice a year schedule shall be developed in conjunction with each tenant. Teachers shall be responsible to maintain their yards around their residences, cleaning-up of garbage and keeping the grass cut at all times. There shall be no modifications made to the teacherage including the yard. There shall be notice in writing to tenants when inspections and maintenance are done and any changes to the condition of the teacherage shall be reported to the tenant and recorded on the checklist. In the event of an emergency, maintenance personnel reserve the right to enter the residence and conduct the required repairs without notice.
- 9.10** Should the Board require an ICTA member to transfer rental accommodations for the next school year in order to accommodate an existing ICTA member, notice shall be given to the affected employees prior to May 30th of the current school year.
- 9.11** Should an ICTA member be required to move to accommodate a newly hired ICTA member, notice of such a move shall be given to the ICTA member at least 30 days prior to the required move.
- 9.12** Should an ICTA member be required to move at the request of the Board, the Board shall arrange for that move and shall pay for the costs of the move including cable T.V. and telephone hook-up costs. Further, the teacher will be granted one day off with pay to accomplish the move.
- 9.13** Housing assignments shall be at the discretion of the CFO.

Section 10 – Professional Development & Professional Learning Days

10.1 Professional Development

The Board shall make available a sum of one thousand dollars (\$1000.00) per 1.0 Full Time Equivalent (FTE) teacher to the Professional Development fund of each school in each school year for the purpose of professional development aligned with their professional growth plan. A school-based Staff Development Committee will determine the approval and allotment of teacher PD requests. For the purposes of this section, the school year is considered to begin with the day that school commences in the fall and ends the day prior to school commencing in the following fall.

- 10.1.1** Applications for professional development shall be submitted by the applicant to the school-based Staff Development Committee for its review and approval or disapproval at least two weeks prior to the professional development activity.
- 10.1.2** Professional development leaves shall not include required Professional Learning Days provided by the Ministry of Education or required by the Board. Such leaves are considered as extras to be provided by the Board.
- 10.1.3** A teacher participating in a professional development activity must provide all eligible receipts to the CFO no later than thirty (30) days following the workshop. No reimbursements, other than mileage and meals, will be paid without receipts.
- 10.1.4** Substitute teachers shall not be provided with professional development funds.
- 10.1.5** Professional development leave shall include a one-half day traveling period when distance is greater than three hundred (300) kilometers one way or a full day when the distance is greater than six hundred (600) kilometers one way.
- 10.1.6** There shall be established a standing Staff Development Committee in each school comprised of three (3) representatives of the ICTA, one of whom shall be a school-based administrator; and the Director of Education (or designate). The Staff Development Committee shall consider all proposals, for the 5 days as specified for school in-services in the Board of Education/Ministry of Education approved calendar. Final approval or disapproval shall rest with the Director of Education. In-services occurring during the days specified on the calendar shall be at the cost of the Board of Education. Such activities shall reflect the annual Ile-a-la Crosse School Division No.112 Board of Education improvement plans. An additional day may be granted by the Board of Education for specific purposes such as the work of curriculum groups.
- 10.1.7** A teacher shall be provided leave to attend a Board of Education approved professional development workshop without loss of pay.

Section 11 – Bursary Awards

- 11.1** A Bursary equal to the tuition fee per class will be awarded to teachers upon successful completion of approved classes which are considered to be of value to the Ile-a-la Crosse School Division No. 112 Board of Education. Application for a bursary can be submitted at any time during the school year (on-going intake). Evidence of successful completion and tuition paid must be submitted to the CFO prior to reimbursement.
- 11.2** Bursaries are available only to those teachers who have completed at least two years of service with the Ile-a-la Crosse School Division No. 112. Two years of return service is a condition of granting such bursaries.
- 11.3** A teacher who does not remain in the employ of the Ile-a-la Crosse School Division No. 112 for the following academic year will be required to repay 1/197 of the bursary

received for each day service is not rendered for that year. This amount to be deducted from their final pay.

- 11.4** The Board of Education agrees to reimburse the cost of accreditation class registration and expenses at Board rates for a teacher who is attending an accreditation seminar required by the Board of Education.

Section 12 – Ile-a-la Crosse Teachers Association Fees

- 12.1** Ile-a-la Crosse School Division No. 112 shall assume responsibility for collection of ICTA fees from all personnel who are employed by the Board and covered by this Agreement, provided the Board receives signed authorization in each instance for the deduction of fees. Fees collected will be forwarded to the Ile-a-la Crosse Teachers' Association within thirty (30) days of collection. Such collections are to be made in accordance with regulations that are established by the ICTA.

Section 13 – Employment Insurance Premium Reduction Program

- 13.1** Pursuant to the provisions of the Employment Insurance Act, the Board of Education, Ile-a-la Crosse School Division No. 112 shall issue a cheque to the Ile-a-la Crosse Teachers' Association for the full amount of the 5/12ths premium reduction realized for each of the teachers in the employ of the Board of Education.
- 13.2** The annual payment to the Ile-a-la Crosse Teachers Association of the total premium reduction realized shall be payable by January 15th of each year.

Section 14 – Issue of Contracts

Upon signing a contract with the Ile-a-la Crosse School Division No. 112 the new teacher shall be issued a copy of the Local Agreement by the CFO of the Board of Education.

Section 15 – Grievance: Arbitration

15.1 Definition

A grievance exists when there is a dispute or difference of opinion between the Board and the ICTA or any teacher employee as to the interpretation of any provision of this Agreement or where either party or an employee alleges that any provision of the Agreement has been violated.

15.2 Time Limits

- 15.2.1** The number of days indicated at each procedural step pursuant to Section 15.3 is considered a maximum. The time limits specified may be extended by written agreement of the parties to this agreement.
- 15.2.2** If any grievance is not initiated at Step One pursuant to Section 15.3 within thirty (30) days of the occurrence of the event or condition upon which it is based, the grievance shall be considered waived, and thus shall no longer be deemed a grievance and may not be processed as such.
- 15.2.3** All grievances must be appealed to the next formal step pursuant to Section 15.3 within the prescribed time limits. Failure to do so shall deem the grievance settled on the basis of the disposition at the previous step.

15.3 Procedures

- 15.3.1 Step One:** A grievant may initiate a grievance by notifying the other party in writing. Said written notice shall include the particulars of the grievance, the relevant section(s) of this collective agreement and the remedy requested. The party receiving the grievance shall consider the matter, and shall provide the grievant with a written decision within twenty (20) days of its receipt.
- 15.3.2 Step Two:** In the event the grievant is not satisfied with the disposition of the grievance at Step One, the matter may be submitted to Step Two as follows:

Within thirty (30) days after the receipt of the decision pursuant to Step One, the grievant shall request, in writing, a meeting with the other party to be held within twenty (20) days of said request. The parties shall endeavor to resolve the grievance within ten (10) days commencing with the date set for the meeting.
- 15.3.3 Step Three:** In the event the Grievance is not resolved at Step Two, the grievant may refer the matter to arbitration within thirty (30) days beyond the date on which the parties conclude that they cannot resolve the matter. The applicable arbitration procedures shall be those set out in Sections 261 through 264 of The Education Act, 1995.

The arbitration board shall not have the authority to add to, subtract from, modify, change, or alter any of the provisions of this collective bargaining agreement; nor to add to, detract from, or modify the language therein in arriving at a determination of the issue presented that is proper within the limitations expressed herein.

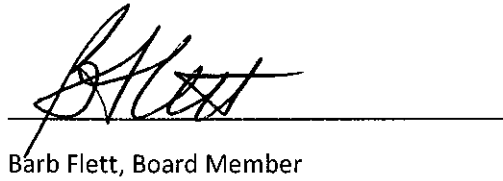
IN WITNESS THEREOF the duly authorized representatives of the parties hereto have set their hands at Ile-a-la Crosse, Saskatchewan this 9th day of May 2022.

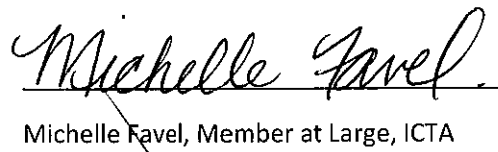
Signed on behalf of the Board of Education

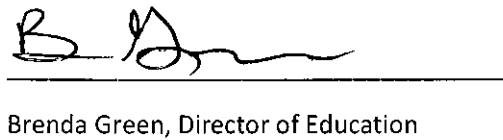
Signed on behalf of The Ile-a-la Crosse
Teachers' Association

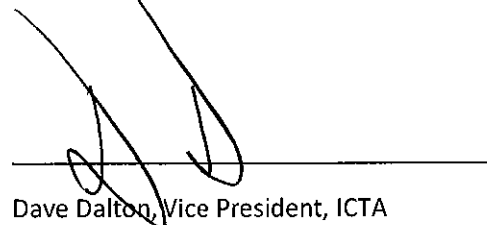

Jolene Roy, Vice Chairperson

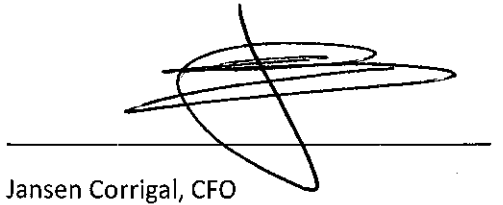

Bill Brown, LINC Chairperson


Barb Flett, Board Member


Michelle Favel, Member at Large, ICTA


Brenda Green, Director of Education


Dave Dalton, Vice President, ICTA


Jansen Corrigan, CFO


Roger J. Morin, Councilor, ICTA