

Statement of Needs

Provincial Standing Committees and Councils 2025–2026

[Committees and Councils in alphabetical order]

All Committee/Council meetings, with the exception of the Comité des services en langue française, will be conducted in English.

Table of Contents

2SLGBTQIA+ Committee	3
Addressing Anti-Black Racism/Racism Committee	6
Benevolent Council	10
Comité des services en langue française.....	12
Communications/Political Action Committee	14
Educational Services Committee	18
Finance Committee	19
Health and Safety/Workplace Safety and Insurance Act Committee.....	22
Human Rights Committee	24
Parliamentary and Constitution Council	26
Protective Services Committee	29
Status of Women Committee	34

2SLGBTQIA+ Committee

Membership

- The Committee shall consist of up to 12 members, as follows:
- up to 7 members who identify as part of the 2SLGBTQIA+ community appointed by the Provincial Council;
- one non-voting member appointed by the Provincial Council who, if possible, identifies as part of the 2SLGBTQIA+ community from its members, who will act as liaison between the Provincial Council and the 2SLGBTQIA+ Committee;
- one non-voting member from the Provincial Executive appointed by the President, who will act as liaison between the Provincial Executive and the 2SLGBTQIA+ Committee;
- up to 2 members who identify as part of the 2SLGBTQIA+ community may be co-opted; and
- one non-voting Secretariat member assigned by the General Secretary;
- in the inaugural year of the 2SLGBTQIA+ Committee, Provincial Council shall appoint 5 members to a three-year term, 2 members to a two-year term, and 2 members to a one-year term which shall be considered co-options for the purpose of nominations to committees and councils in the following year."

Meetings

- The 2SLGBTQIA+ Committee funding will be based on up to 7 meetings per Federation year.

Terms of Reference

- | | |
|-------------|--|
| 9.11 | 2SLGBTQIA+ Committee |
| 9.11.1. | Membership |
| 9.11.1.1. | The Committee shall consist of up to 12 members, as follows: (A.24) |
| 9.11.1.1.1. | up to 7 members who identify as part of the 2SLGBTQIA+ community appointed by the Provincial Council; (A.24) |
| 9.11.1.1.2. | one non-voting member appointed by the Provincial Council who, if possible, identifies as part of the 2SLGBTQIA+ community from its members, who will act as liaison between the Provincial Council and the 2SLGBTQIA+ Committee; (A.24) |
| 9.11.1.1.3. | one non-voting member from the Provincial Executive appointed by the President, who will act as liaison between the Provincial Executive and the 2SLGBTQIA+ Committee; (A.24) |
| 9.11.1.1.4. | up to 2 members who identify as part of the 2SLGBTQIA+ community may be co-opted; and (A.24) |
| 9.11.1.1.5. | one non-voting Secretariat member assigned by the General Secretary; (A.24) |
| 9.11.1.1.6. | in the inaugural year of the 2SLGBTQIA+ Committee, Provincial Council shall appoint 5 members to a three-year term, 2 members to a two-year term, and 2 members to a one-year term which shall be considered co-options for the |

- purpose of nominations to committees and councils in the following year." (A.24)
- 9.11.2. Meetings
- 9.11.2.1. The 2SLGBTQIA+ Committee funding will be based on up to 7 meetings per OSSTF/FEESO financial year. (A.24)
- 9.11.3. Terms of Reference
- 9.11.3.1. The 2SLGBTQIA+ Committee shall have as its purpose: (A.24)
- 9.11.3.1.1. the organization of efforts to dismantle barriers, promoting representation, and addressing issues specific to the 2SLGBTQIA+ community within the organization; (A.24)
- 9.11.3.1.2. to advise Provincial Executive on actions to combat heteronormativity, heterosexism and other inequities affecting 2SLGBTQIA+ members using an anti-oppressive, antiracist, and intersectional lens; (A.24)
- 9.11.3.1.3. to provide a forum for discussion, advice, and communication on issues relevant to 2SLGBTQIA+ members and ensure effective communications between District and Bargaining Units and provincial OSSTF/FEESO with respect to these issues; (A.24)
- Internal Policies and Procedures 2024-2025
- 9.11.3.1.4. to advise Provincial Executive, the Provincial Council, and the Provincial Assembly on matters and needs relating to members who identify 2SLGBTQIA+ as part of their role within OSSTF/FEESO and to combat heteronormativity, heterosexism, and other forms of 2SLGBTQIA+ oppression in education; (A.24)
- 9.11.3.1.5. to provide advice, assistance, training support, and resources to all levels of the Federation regarding the work of the Committee; (A.24)
- 9.11.3.1.6. to develop and provide regional and/or local outreach workshops for members; (A.24)
- 9.11.3.1.7. to provide advice to the Provincial Executive for the on-going development and implementation of the Action Plan to Support Equity, Anti-Racism, and Anti-Oppression. (A.24)
- 9.11.3.1.8. to liaise with OSSTF/FEESO advisory work groups, committees and councils; (A.24)
- 9.11.3.1.9. to maintain on-going communication and collaboration with the Addressing Anti-Black Racism/Racism Committee, Equity Advisory Work Group, the First Nations, Métis, and Inuit Advisory Work Group, the Comité des Services en langue française, the Human Rights Committee, and the Status of Women Committee on issues of mutual interest; (A.24)
- 9.11.3.1.10. to recommend and provide advice on priorities and programs to the Provincial Executive, and policy to the Provincial Council and AMPA; (A.24)
- 9.11.3.1.11. to advise the Provincial Executive on liaison opportunities with community partners who provide advocacy for the 2SLGBTQIA+ community; and (A.24)
- 9.11.3.1.12. to finalize the name of the committee, in its inaugural year." (A.24)

Relevant Experience and Skills

- Experience in activism within the Queer community (defined as being 2Spirit, Lesbian,

Gay, Bisexual, Trans/Transgender, Inter-sex, Asexual, Nonbinary, Genderfluid, Gender Queer and Gender nonconforming)

- Background in constitutional language and how to navigate organizational structures
- Understanding of OSSTF/FEESO governance practices, organizational structures and policies
- Indigenous lens – Knowledge of two spirit practices
- Experience in decolonizing spaces and the impact of colonialism on Queerness
- Anti-harassment training and direct experience with the grievance process and/or bargaining, especially as it relates to an understanding equity and Queer issues
- Understanding of trauma sensitive practices

Leadership and Community Experience

- Lived experience from an intersectional lens within the Queer community (i.e., gender expression, gender identity, sexual orientation)
- Involvement in Pride activities - organizing and participating within their local and/or provincial communities
- Experience with other Queer focused organizations
- Experience in embedding Queer identity and fighting anti-2SLGBTQIA+ hate as a function of improving publicly funded education
- Experience in activism and coalition building

Other Skills

- Education and/or experience from an accessibility lens promoting Queer representation
- Background understanding of trauma-sensitive perspective
- Curricular experience that challenges homophobia, transphobia, and anti-Queerness
- Multi-lingual person
- Strong interpersonal skills

Other

Members from eastern, northern, and western Ontario are encouraged to apply to the 2SLGBTQIA+ Committee.

Members from various sectors/job classes across the province are encouraged to apply to the 2SLGBTQIA+ Committee.

Members who are newer to the Federation are encouraged to apply to the 2SLGBTQIA+ Committee.

Contact Information

Anyone interested in obtaining further information about the 2SLGBTQIA+ Committee should contact:

Leslie Eddy, Chairperson

Email: Leslie.Eddy@osstfd16.on.ca

Addressing Anti-Black Racism/Racism Committee

Committee Membership

The Addressing Anti-Black Racism/Racism Committee will be composed of up to 12 members.

- up to 7 members who identify as Black or racialized appointed by the Provincial Council;
- one non-voting member appointed by the Provincial Council from its members, who will act as liaison between the Provincial Council and the Committee on Addressing Anti-Black Racism/Racism;
- one non-voting member from the Provincial Executive, appointed by the President, who will act as liaison between the Provincial Executive and the Committee on Addressing Anti-Black Racism/ Racism;
- up to 2 members who identify as Black or racialized may be co-opted; and
- one non-voting Secretariat member, assigned by the General Secretary.

The Addressing Anti-Black Racism/Racism Committee consists of the Addressing Anti-Black Racism and Racial Justice subcommittees.

The Addressing Anti-Black Racism/Racism Committee consists of a chair and two subcommittee vice-chairs.

Duties of Members

9.10.3. Terms of Reference (A.22)

9.10.3.1. The Committee on Addressing Anti-Black Racism/ Racism shall have as its purpose: (A.22)

9.10.3.1.1. the organization of efforts to dismantle racism including anti-Black racism, and to combat material and societal inequities that disproportionately affect Black and racialized communities; (A.22)

9.10.3.1.2. To advise Provincial Executive on actions to combat the material and societal inequities that disproportionately affect Black and racialized communities using an anti-oppressive, anti-racist, and intersectional lens; (A.22)

9.10.3.1.3. To provide a forum to inform, discuss, and advise on issues relevant to Black and racialized members and ensure effective communications between District and Bargaining Units and provincial OSSTF/FEESO with respect to these issues. (A.22)

9.10.3.1.4. To advise Provincial Executive, the Provincial Council, and the Provincial Assembly on matters and needs relating to members who identify as Black or racialized as part of their role within OSSTF/FEESO and to combat anti-Black racism and racism in education; (A.22)

- 9.10.3.1.5. To provide advice, assistance, training support, and resources to all levels of the Federation regarding the work of the Committee including dismantling anti-Black racism; (A.22)
- 9.10.3.1.6. To advise Provincial Executive on ways to promote, and educate members on how to engage, mobilize, and build networks with local members and community; (A.22)
- 9.10.3.1.7. To advise on how to increase representation of Black and racialized members at various levels within the Federation; (A.22)
- 9.10.3.1.8. To advise the Provincial Executive on liaison opportunities with community partners who provide advocacy for Black and Racialized communities; (A.22)
- 9.10.3.1.9. To provide advice to the Provincial Executive for the on-going development and implementation of the Action Plan to Support Equity, Anti-Racism, and Anti-oppression. (A.22)
- 9.10.3.1.10. To liaise with OSSTF/FEESO advisory work groups, committees, and councils. (A.22)
- 9.10.3.1.11. To maintain on-going communication and collaboration with the Equity Advisory Work Group, the First Nations, Métis, and Inuit Advisory Work Group, the Human Rights Committee, and the Status of Women Committee on issues of mutual interest; (A.22)
- 9.10.3.1.12. To recommend and provide advice on priorities and programs to the Provincial Executive, and policy to the Provincial Council and AMPA including the development of an anti-racist framework. (A.22)

Meetings

The Addressing Anti-Black Racism/Racism Committee meets seven times per year.

Conferences

The Bargaining Unit Equity, Anti-Racism, and Anti-Oppression Officers Triennial Conference will take place in fall 2026. The Addressing Anti-Black Racism/Racism Committee will start planning for the conference during the 2025-2026 year.

Relevant Experience and Skills

- Background in combatting and dismantling anti-Black racism, racism, and oppression.
- Experience and a demonstrated commitment to working within Black and racialized communities.
- Experience and a demonstrated commitment to build capacity and liaise with Members who self-identify as Black and/or racialized.
- A background understanding and/or experience assessing, analyzing, and addressing colonial structures/policies/practices, anti-Black racism, racism, and oppression within the community or federation (e.g., locally and/or provincially).
- A background understanding of material and societal inequities that disproportionately affect Black and racialized communities.
- A background understanding of the issues around racism, oppression, and the inequities that Bargaining Units and Districts are experiencing.

- An understanding and/or experience with intersectionality and the role(s) that it plays in systems of oppression.

Leadership and Community Experience

- Experience with other organizations, groups, and committees that serve the needs of and/or advocate for Black and Racialized persons.
- An understanding and knowledge of socio-economic and political issues that affect Black and racialized communities.
- A willingness and openness to convey ideas and principles of equity, anti-racism, and anti-oppression via written language (e.g., reports), oral communication (e.g., public speaking/presentations/workshops), and active listening (e.g., listening to understand).

Other Skills

- Strong interpersonal skills.
- Experience in delivering a presentation and/or a workshop.
- Experience in organizing conferences would be an asset.
- Bilingualism in French/English is an asset (for workshops and presentations).
- Knowledge of OSSTF/FEESO organizational structures would be useful.
- Knowledge or experience with strategic planning and the role that it plays in the larger structure of the Federation is an asset.

Other

Members from eastern, northern, and western Ontario are encouraged to apply to the Addressing Anti-Black Racism/Racism Committee.

The Addressing Anti-Black Racism/Racism Committee encourages applications from members from a variety of sectors/job classes from across the province and membership.

Members who are newer to the Federation are encouraged to apply to the Addressing Anti-Black Racism/Racism Committee.

Definitions

Anti-Black Racism

Anti-Black Racism is prejudice, attitudes, beliefs, stereotyping and discrimination that is directed at people of African descent and is rooted in their unique history and experience of enslavement and its legacy. Anti-Black racism is deeply entrenched in Canadian institutions, policies, and practices, to the extent that anti-Black racism is either functionally normalized or rendered invisible to the larger White society. Anti-Black racism is manifest in the current social, economic, and political marginalization of African Canadians, which includes unequal opportunities, lower socio-economic status, higher unemployment, significant poverty rates and overrepresentation in the criminal justice system.

Glossary. ontario.ca. (n.d.). Retrieved April 11, 2022, from <https://www.ontario.ca/document/datastandards-identification-and-monitoring-systemicracism/glossary>

Racial Justice

Racial justice initiatives address structural and systemic changes to ensure equal access to opportunities, eliminate disparities, and advance racial equity—thus ensuring that all people, regardless of their race, can prosper and reach their full potential.

Racial justice and equity are achieved through deliberate action to dismantle problematic and build positively transformational systems – action must be carried through with the conviction, commitment and dedication.

[Racial Justice – Institutional Diversity, Equity, and Inclusion \(williams.edu\)](#)

Racism

Racism includes ideas or practices that establish, maintain, or perpetuate the racial superiority or dominance of one group over another.

Glossary. ontario.ca. (n.d.). Retrieved April 11, 2022, from <https://www.ontario.ca/document/datastandards-identification-and-monitoring-systemicracism/glossary>

Intersectionality:

Intersectionality is a sociological term originally coined by Kimberlé Crenshaw describing the ways in which various social categories—such as race, gender, class, and sexuality—intersect to create unique experiences of discrimination or privilege. Rather than seeing these categories in isolation, intersectionality highlights how multiple dimensions of identity interact to shape the lives of individuals and groups. This approach helps us understand how systems of oppression—such as racism, sexism, and classism—can overlap and reinforce one another.

Contact Information

Anyone interested in obtaining further information about the Addressing Anti-Black Racism/Racism should contact:

Carmella Goodridge, Chairperson
Email: carmella.goodridge@osstfd16.on.ca

Benevolent Council

Purpose/Terms of Reference

Benevolent Council meets at the call of the Chairperson to provide grants to active members who demonstrate extreme financial need due to prolonged illness, accident, or emergency. Council may also recommend other ways and means to assist members in distress.

Council members meet after the school day, a minimum of six times between September and the end of June, to consider applications from members. Benevolent Council requires of its members an empathy with members' difficulties, a consideration for fiduciary responsibilities, the ability to offer creative solutions, and a high commitment to Federation members.

Confidentiality is required of the Council.

The Council Chairperson is elected by the Council and is responsible for liaison with Districts regarding applications. Between meetings, the Chairperson may approve an interim Benevolent relief grant, based on extreme need, of up to 50% of the maximum allowable yearly benevolent grant.

The Secretariat Liaison and their Assistant play an important role in making sure that Council members have all the pertinent data in order to make a decision and also that the grants are issued as soon as decisions are made.

It is important that Council membership be stable because of the complexity of the work involved.

The term of Benevolent Council is one year with an extension of three years if the first year is successful.

Meetings (Note: as per Policies and Procedures and established practice)

Benevolent Council meets a minimum of 6 times per year.

Conferences:

n/a

Committee Membership (Note: as per Policies and Procedures)

The Council consists of not more than nine members as follows:

- one non-voting member, appointed by the Provincial Council from its members, who will act as liaison between the Provincial Council and the Benevolent Council;
- one non-voting member from the Secretariat designated by the General Secretary;
- one non-voting member from the Provincial Executive, appointed by the President, who will act as liaison between Provincial Executive and the Council
- up to six additional members appointed by the Provincial Council from the same District

Members may be co-opted to replace members who have retired/resigned or are on an approved leave, subject to the approval of Provincial Council.

Duties of members (Should reflect the Terms of Reference)

See Terms of Purpose/Reference.

Useful Experience and/or Skills

See Terms of Purpose/Reference.

Contact Information

Dan Sheeler, Chairperson

Email: dsheeler@osstf21.ca

Comité des services en langue française

Goal/term of reference of the Committee

- 9.3.3.1. Advise the Provincial Executive, the Provincial Council and the Provincial Assembly on matters related to the special needs of Francophone members and members who speak French as part of their role within OSSTF/FEESO and to French education. (A.16)
- 9.3.3.2. To consult Districts and Bargaining Units on matters related to the special needs of Francophone members and members who speak French as part of their role within OSSTF/FEESO and to French education. (A.16)
- 9.3.3.3. To make recommendations concerning, and to assist in the coordination of, union training provided by OSSTF/FEESO in French. (A.16)
- 9.3.3.4. To encourage, support, and/or provide professional development activities in Districts and Bargaining Units for OSSTF/FEESO Francophone Members and Members who speak French as part of their role within OSSTF/FEESO. (A.16)
- 9.3.3.5. To liaise with provincial standing committees and councils and to provide assistance to the standing committees and councils in meeting the needs of French-speaking Members. (A.16)
- 9.3.3.6. Advise the Provincial Executive in the development of resources for Francophone members, when needed. (A.16)

Meetings

The committee meets five times per year in September, October/November, December, February and May. Meetings are conducted in French.

Conference

The CSLF conference is held every three years. The next one is scheduled for spring 2025.

Committee Membership

The Comité des services en langue française shall consist of up to 12 members as follows:

- 8 members appointed by the Provincial Council, including at least one member from each of the French language Districts; 2 French-speaking members from English language school boards; and, 2 members, from other Bargaining Units, who work in a French environment
- One non-voting member appointed by the Provincial Council from its members (francophone or French-speaking, if possible), who will act as liaison between the Provincial Council and the CSLF
- One non-voting member from the Provincial Executive, appointed by the President, who will act as liaison between the Provincial Executive and the CSLF
- One additional member who may be coopted; and
- One non-voting member from the Secretariat designated by the General Secretary.

Duties of Members

- Fulfill the mandate of the committee as determined by the Provincial Assembly.
- Participate in the development of annual objectives for the committee and work collegially to reach them.

- To organize, promote and/or participate in workshops and conferences.
- To liaise with other committees and councils on subjects that impact on French language services in OSSTF/FEESO and participate at their meetings upon invitation.
- Members of the committee will also be asked to liaise with OSSTF/FEESO francophone members.
- To research or write articles in French on matters of interest to French speaking members of OSSTF/FEESO.

Useful Experience and/or Skills

Candidates must be proficient in speaking and writing in French in order to be able to fully participate in the work of the committee. Candidates should be willing to take on a leadership role in their Bargaining Units and/or Districts in order to make better contacts within OSSTF/FEESO and provide a broader perspective of the French language services members need within the union. Candidates should be willing to share their professional expertise with OSSTF/FEESO members in contributing to the development and delivery of workshops and conferences on various issues of importance to the OSSTF/FEESO francophone members. A strong connection to the French community would be an asset.

Contact Information

Julie Fontaine, présidente

Courriel: 65feeso@gmail.com

Communications/Political Action Committee

Purpose/Terms of Reference

- 9.4.3.1.1. To provide advice, assistance, training, support and resources to Districts and Bargaining Units regarding OSSTF communication and political action. (A.16)
- 9.4.3.2. To administer the annual selection and presentation of awards for excellence in communications, public relations and political action. (A.16)
- 9.4.3.3. To assist those responsible for the dissemination of information within Districts and Bargaining Units, by providing expertise and advice in improving communication techniques and by making recommendations for long term communication strategies which support the Priorities of the Federation. (A.16)
- 9.4.3.4. To promote the pride and participation of members in protecting and enhancing public education. (A.16)
- 9.4.3.5. To advise, assist, support and provide training and resources to all levels of the Federation regarding political action, lobbying and activism with respect to but not limited to: (A.16)
 - 9.4.3.5.1. governments at all levels; (A.16)
 - 9.4.3.5.2. political parties; (A.16)
 - 9.4.3.5.3. labour organizations; (A.16)
 - 9.4.3.5.4. community and education groups; (A.16)
 - 9.4.3.5.5. municipal/provincial elections (A.16)
- 9.4.3.6. To collaborate with other OSSTF provincial committees, councils and work groups on issues of mutual concern. (A.16)
- 9.4.3.7. To coordinate and assist in the delivery of provincial/regional training of political action representatives. (A.16)
- 9.4.3.8. The terms of reference of the subcommittees shall be determined by CPAC within the area assigned to it by the Provincial Assembly. (A.16)

Committee Membership Requirements

- 9.4.1.1. The Communications and Political Action Committee shall consist of up to 25 members as follows: (A.16)
 - 9.4.1.1.1. up to 16 members appointed by the Provincial Council; (A.16)
 - 9.4.1.1.2. one non-voting member appointed by the Provincial Council from its members who will act as liaison between the Provincial Council and CPAC; (A.17)
 - 9.4.1.1.3. one non-voting member appointed by the Provincial Executive from its members who shall act as liaison between the Provincial Executive and CPAC; (A.17)
 - 9.4.1.1.4. one non-voting member from the Provincial Executive, appointed by the President, who will act as liaison between Provincial Executive and CPAC; (A.16)
 - 9.4.1.1.5. up to 5 members who may be co-opted; (A.16)
 - 9.4.1.1.6. one non-voting Secretariat member, assigned by the General Secretary; and (A.16)
 - 9.4.1.1.6.1. Additional Secretariat members, assigned by the General Secretary, as non-voting resource(s) to subcommittees. These Secretariat members shall not be counted as part of the total CPAC membership. (A.16)

Duties and Composition of the Executive Committee

- CPAC Executive consists of the Chair and three (3) Subcommittee Vice Chairs;
- executive meetings shall also include the C/PA Department Staff, Provincial Executive Liaisons, and Provincial Council Liaison;
- to ensure the work, goals, and priorities of CPAC align with OSSTF/FEESO Constitution, Bylaws, Policies, and Procedures, specifically procedure 10.4;
- support the implementation of the Strategic Action Plan.

Duties of Subcommittees

The committee currently operates with each member assigned to one of the following subcommittees, with the following responsibilities:

Member Outreach and Training

- organize, plan and assist in the delivery of regional conferences/workshops;
- organize, plan and assist in the delivery of CPAC Conference (biennial event);
- act as a resource to Districts through communications and member mapping support and training;
- bilingualism is an asset for training/presentations.

Recognition and Promotion

- develop the theme of the Student Achievement Awards for the following year;
- promote the Student Achievement Awards;
- supply a comprehensive award application package to schools for distribution;
- select the regional and provincial winners of the Student Achievement Awards;
- determine the provincial winners for the Communication Award and the Political Action Award;
- promote themes for World Teachers Day, World Education Support Personnel Day and Education Week, and other initiatives;
- establish comprehensive communications strategies and requisite resources to promote the aims of the federation within the membership, including *Forum*, *Update* and newsletter support.

Political Action and Activism

- research;
- develop outreach activities to the general public, labour partners, political parties and coalitions that focus on present priorities and programs;
- develop and deliver training materials and workshops related to election readiness;
- promote activism on a local and provincial level.

Number of Meetings per year

- the committee meets six times per year, either on a full day Friday or split between Friday evening and Saturday morning;
- meetings typically include an Executive meeting before the committee meeting;
- subcommittees often meet first for 2-3 hours, followed by a full committee meeting for about 3 hours;
- additional weekends or days may be required for workgroup meetings (including, but not limited to, student achievement awards selection) and regional or district workshops and conferences, including OSSTF/FEESO Lobby Day events;
- representatives of the committee may be asked to attend other events and conferences related to communications and political action.

Duties of Members

- to assist district/bargaining unit officers in maintaining effective local communications, excellence in education and political action services;
- to act as liaison to district/sector communications, Excellence in Education and Political Action and/or Communications officers;
- to give workshops and/or training on activities such as: creating newsletters, social media, websites, e-mail lists, excellence in education initiatives, media relations, lobbying, municipal, provincial and federal election involvement, maintaining coalitions with other unions and like-minded organizations, community involvement and member mapping;
- to attend and provide an OSSTF/FEESO presence/lobby at all conventions and general assemblies of all major political parties, as requested by the Provincial Executive;
- to attend conferences where an OSSTF/FEESO presence is deemed appropriate or desirable as requested by the Provincial Executive;
- to establish liaisons with local labour councils and OFL/CLC affiliated unions and encourage their political activism and education;
- to provide training, advice and assistance to districts and bargaining units or Political Action Officers in gaining access to funding and in publicizing the provincial excellence in education program and other community relations projects.

Useful Experience and/or Skills

- commitment to advancing the policies of OSSTF/FEESO;
- membership in District/Bargaining Unit Communications, Excellence in Education or Political Action Committees;
- a background in leadership in home District/Bargaining Unit, for instance as chair of a committee;
- direct experience with public service, social justice or community coalitions;
- proven ability in producing federation communication items - writing, editing, planning;
- interest/experience in digital communications;
- experience in electoral campaign politics;
- experience developing and presenting workshops to colleagues;
- experience communicating with members and/or assisting members to optimize

- communication;
- bilingualism in French/English, (for workshops and presentations).

Committee and Subcommittee Structure and Requirements

CPAC requires members from all regions of the province who represent the full membership in terms of gender, members from equity-seeking groups, type of bargaining unit and political affiliation.

Contact Information

Chairperson: Zena Karim

Email: zena.karim@hotmail.com

Educational Services Committee

The Educational Services Committee (ESC) welcomes the opportunity to provide a written submission to the Chairperson of Provincial Council with our Statement of Needs of Standing Committees and Council for the 2025-2026 OSSTF/FEESO financial year.

Purpose

The mission of the Educational Services Committee is to foster and promote the professional growth of OSSTF/FEESO Members in order to enhance the quality of education in Ontario by investigating and researching educational issues and providing direction, information, skills and resources to members and the broader community.

Meetings

The Educational Services Committee will move to five in-person meetings and one virtual meeting. However, the intention is to leave the language in the Terms of Reference to fund meetings based on an average of 7 meetings per financial year. Educational Services Conferences will continue to be held on odd-numbered years and regional training sessions will be held on even-numbered years.

Duties of Members

The Educational Services Committee intends to submit motions to AMPA 2025 to amend the sections related to Purpose/Terms of Reference, Committee Membership, Duties of Members, and Useful Previous Experience and Skills. The updates and changes will be shared as soon as possible.

Useful Previous Experience and Skills

To be effective and responsive to the needs of the union and the membership, the Educational Services Committee requires Members from all regions of the province and different sectors of the Federation (e.g. PSSP, ESS). This includes Members working in the elementary panel and university sector, as well as Members at all stages of their careers, including those who have been with OSSTF/FEESO for eight years or less. The Educational Services Committee values the participation of members who represent the diversity of voices within the union, including members belonging to equity and sovereignty seeking groups. For OSSTF/FEESO, these groups include, but are not necessarily limited to, people who self-identify as Black/African Black/Caribbean Black, First Nations, Métis, Inuit, 2SLGBTQI+, Persons Living with Disabilities, Racialized, and/or women. Members with these lived experiences are strongly encouraged to apply.

Contact Information

Chairperson: Kevin McFadden
Email: kevinmcfadden@nexicom.net

Finance Committee

Purpose/Terms of Reference:

9.6. Finance Committee (FC)

9.6.1. Membership

- 9.6.1.1. The Finance Committee shall consist of up to 10 members as follows: (A.16)
- 9.6.1.1.1. 5 members appointed by the Provincial Council for 5-year terms, so appointed that each year, one regular vacancy shall occur; (A.16)
- 9.6.1.1.2. one member, appointed by the Provincial Council from its members, who will act as liaison between the Provincial Council and the Finance Committee; (A.16)
- 9.6.1.1.3. one non-voting Vice-President of OSSTF, appointed by the Provincial Executive from its members (alternating annually);
- 9.6.1.1.4. the Treasurer of OSSTF; (A.16)
- 9.6.1.1.5. the Chief Financial Officer of OSSTF (non-voting) (A.16)
- 9.6.1.1.6. one additional member who may be co-opted. (A.16)

9.6.2. Meetings

- 9.6.2.1. The Finance Committee's funding will be based on 9 meetings per OSSTF/FEESO financial year. (A.24)

9.6.3. Terms of Reference

- 9.6.3.1. To prepare a Budget for presentation to the Provincial Assembly in accordance with the Regulations. (A.24)
- 9.6.3.2. To advise the Provincial Assembly, the Provincial Council and the Provincial Executive on all Federation financial matters including the management of all OSSTF funds, investments and properties as required by those bodies, (A.16)
- 9.6.3.3. To annually review the purposes and practices concerning the General Account including District funding, the Member Protection Account, and the Contingency Account, as well as any other accounts that may be created from time to time, and to report its findings each January to the Provincial Executive. (A.16)
- 9.6.3.4. To prepare a written report, including the submitted budget requests of the spending authorities, to the Provincial Executive and to the Provincial Council, for its information, at the last meeting prior to AMPA (A.24)
- 9.6.3.5. To perform duties related to the annual audit, which shall include: (A.16)
- 9.6.3.5.1. together with management, meet with external auditors to receive the annual audit plan (the approval of such plan being left with management); (A.24)
- 9.6.3.5.2. together with the Provincial Executive, receive and review the external auditor's communication of Audit Results Report; (A.24)
- 9.6.3.5.3. to review any non-audit services that may affect the independence of the auditor and to make recommendations to the Provincial Executive on the approval of such services. (A.16)
- 9.6.3.6. Together with the Provincial Executive, receive a report from the Chief Financial Officer on the adequacy of internal controls and the identification of any significant financial risks that may affect OSSTF/FEESO, provided that any error or misstatement in a financial statement is immediately reported to the auditors and the Provincial Executive. (A.24)
- 9.6.3.7. To receive a report from the Chief Financial Officer on the appropriateness of insurance coverage. (A.16)
- 9.6.3.8. To provide advice on Federation resources to the Provincial Executive during the development of the Annual Action Plan. (A.16)
- 9.6.3.9. To review and recommend amendments to the Financial Handbook. (A.16)
- 9.6.3.10. To analyze and report annually to AMPA projected income and expenditures,

- 9.6.3.11. including demands on the Member Protection Account, on a 5 year basis. (A.16)
To hear FTE appeals received in accordance with Bylaw 10.2. (A.16)
- 9.6.3.12. To perform the duties in Procedure 1 related to the preparation of the budget.
(A.17)
- 9.6.3.13. To be in attendance at AMPA. (A.17)

Meetings

The Finance Committee meets up to nine times each year, with the largest concentration of meetings in January and February. Members are required to attend the Annual Meeting of the Provincial Assembly, where they may need to review and revise the budget in accordance with motions that pass while the assembly is in session.

Committee Membership

- 9.6.1.1. The Finance Committee shall consist of up to 10 members as follows: (A.16)
- 9.6.1.1.1. 5 members appointed by the Provincial Council for 5-year terms, so appointed that each year, one regular vacancy shall occur; (A.16)
- 9.6.1.1.2. one member, appointed by the Provincial Council from its members, who will act as liaison between the Provincial Council and the Finance Committee; (A.16)
- 9.6.1.1.3. one non-voting Vice-President of OSSTF, appointed by the Provincial Executive from its members (alternating annually);
- 9.6.1.1.4. the Treasurer of OSSTF; (A.16)
- 9.6.1.1.5. the Chief Financial Officer of OSSTF (non-voting) (A.16)
- 9.6.1.1.6. one additional member who may be co-opted. (A.16)

Duties of Members

To meet the terms of reference identified above, committee members will be expected to:

- attend all committee meetings (the bulk of which occur in January and February);
- review all information provided to the committee by the Chief Financial Officer and the Treasurer;
- contribute to committee discussions and decision making;
- attend the Annual Meeting of the Provincial Assembly and monitor passage of motions that impact on the proposed budget;
- maintain confidentiality of financial records and other sensitive information reviewed by the committee;
- prepare for meetings by reviewing documents that are sent in advance of the meeting

Useful Experience, Knowledge, Skills and Interests

The following experience, knowledge, skills and/or interests would be an asset:

- familiarity with the structures of the provincial organization;
- attendance as a delegate at the Annual Meeting of the Provincial Assembly;
- experience with the administration of a district and/or bargaining unit funds;
- knowledge of OSSTF/FEESO bylaws regarding Federation Finances;
- knowledge of the *Financial Handbook for Treasurers, Presidents and Office Managers*;
- knowledge of Full Time Equivalency Calculations;
- knowledge of accounting, investment and audit principles;
- an interest in reviewing financial details and making financial projections;

- a keen desire to oversee the administration of federation finances and resources and to oversee the planning for the annual audit and the audit report.

Contact Information

Karen Cleaver

Chairperson

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Health and Safety/Workplace Safety and Insurance Act Committee

Purpose/Terms of Reference

- 9.7.3.1. To provide assistance at Provincial and Regional workshops, Districts and Bargaining Units, on all aspects of the issues involved in Health and Safety and worker's compensation. (A.19)
- 9.7.3.2. To provide training at Provincial and Regional workshops, Districts and Bargaining Units, regarding Health and Safety and the Workplace Safety Insurance Act. (A.16)
- 9.7.3.3. To establish and maintain an effective communication network between the Health and Safety Committee and membership through the provincial organization with regards to Health and Safety and worker's compensation. (A.19)
- 9.7.3.4. To encourage, promote, and educate members on healthy and safe working conditions. (A.16)
- 9.7.3.5. To promote and increase Health and Safety Officer training through the Certificate Program in Health and Safety offered by the Workers' Health and Safety Centre. (A.16)
- 9.7.3.6. To promote and increase Workplace Safety Insurance Act training through the Certificate Program offered by the Occupational Disability Response Team and/or Prevention Link. (A.19)
- 9.7.3.7. To monitor, analyze and inform members of current enforcement priorities of the Ministry of Labour, Immigration, Training and Skills Development in the field of Health and Safety and worker's compensation. (A.19)
- 9.7.3.8. The chairperson shall advise and communicate with the Provincial Executive, the Provincial Council, and membership on current issues and trends in Health and Safety and worker's compensation in Ontario and other jurisdictions. (A.19)
- 9.7.3.9. To make recommendations to the Provincial Executive for specific direction and action with respect to collective bargaining language, legislative changes, negotiations, contract maintenance and member protection. (A.16)

Meetings

- The committee meets up to seven (7) times per year; typically, meetings begin on Friday evenings and continue until Saturday morning until 12:00 p.m.
- Additional meetings held through electronic methods may be called between regular meetings.
- Representatives of the committee will also present at Provincial, Regional, District, and Bargaining Unit Workshops when requested.

Conferences/Regionals

- The Health and Safety/Workplace Safety and Insurance Act Conference is held once every two years.
- The Health and Safety/Workplace Safety and Insurance Act Regionals are held annually.

Committee Membership

- 9.7.1.1. The Committee shall consist of up to 15 members as follows; (A.16)

- 9.7.1.1.1. 10 members appointed by the Provincial Council; (A.16)
- 9.7.1.1.2. one non-voting member, appointed by the Provincial Council from its members, who shall act as liaison between the Provincial Council and HS/WSIAC; (A.17)
- 9.7.1.1.3. one non-voting member from the Provincial Executive, appointed by the President, who will act as liaison between the Provincial Executive and HS/WSIAC; (A.16)
- 9.7.1.1.4. up to 2 members who may be co-opted, and (A.16)
- 9.7.1.1.5. one non-voting member from the Secretariat, assigned by the General Secretary. (A.16)

Duties of Members

To meet the terms of reference identified above, committee members will be expected to

- Conduct research and analysis on health and safety and WSIB issues and legislation.
- Provide the committee with information re: local health and safety issues/trends.
- Write/assist in the production of hazard alerts, information bulletins, articles for Update,
- Develop and deliver workshops and presentations.
- Assist with the organization of the conference and regionals.

Useful Experience and/or Skills

The work of the Health and Safety/Workplace and Insurance Safety Act Committee is highly specialized, and the following experience/skills would be beneficial:

- Working knowledge of the Occupational Health & Safety Act and relevant regulations
- Knowledge of the Ontario Fire Code
- Knowledge of the Ontario Building Code
- Working knowledge of the Workplace Safety Insurance Act and WSIB Policies
- Be a Member of a local Joint Health & Safety Committee (JHSC)
- Involvement or participation in OSSTF/FEESO workgroups with a health and safety focus
- Experience with developing and presenting workshops
- Certificates in:
 - WHSC or Prevention Link Instructor
 - WHSC Level 2 Law and/or Committees or Prevention Link Level 3
 - WHSC Level 1 or Prevention Link Level 1 & 2 or Certified Member of JHSC
 - WHSC Basic Certification or other MOL recognized Basic Certifications program

Each year, the committee requires up to three (3) members to serve for a three-year term. The committee seeks members from all regions of OSSTF/FEESO, who reflect the diversity of the membership and our communities and represent all bargaining units and job classes.

Contact Information

Chris Clarke, Chairperson

Email: vp@osstfd14.ca

Phone: 905 435 1156

Human Rights Committee

Purpose/Terms of Reference

- 9.8.3.1. To recommend to the Provincial Executive goals to be achieved in order to safeguard all of the human rights of members and to ensure that none of the human rights enjoyed by other Ontario residents shall be denied to members. (A.16)
- 9.8.3.2. To recommend to the Provincial Executive policies and actions that will uphold the objects of the Federation to ensure equity and inclusiveness in the workplace. (A.16)
- 9.8.3.3. To provide a forum to inform, discuss, and advise on human rights issues relevant to the professional careers of all members. (A.16)
- 9.8.3.4. To establish and maintain an effective communications network between Districts and Bargaining Units and provincial OSSTF/FEESO with respect to human rights issues. (A.16)
- 9.8.3.5. To liaise with provincial standing committees and councils concerning human rights issues. (A.16)
- 9.8.3.6. To recommend priorities and programs to the Provincial Executive, and policy to the Provincial Council and AMPA. (A.16)
- 9.8.3.7. To assist in the development of local committees to address the human rights concerns of members. (A.16)
- 9.8.3.8. To assist members to recognize and appreciate the contribution of people of different racial groups, creeds, ethnicities, genders, sexual orientation and mental or physical abilities. (A.16)
- 9.8.3.9. To provide advice and recommendations to the Provincial Executive on matters pertaining to International Assistance activities, global human rights, and other matters as may be referred to it by the Provincial Executive. (A.16)
- 9.8.3.10. To ensure that the Chairperson meets at least once per year with the Chairperson of the Status of Women Committee. (A.16)
- 9.8.3.11. To maintain ongoing communication and collaboration with the Equity Advisory Work Group, the First Nations, Métis and Inuit Work Group and the Status of Women Committee on issues of mutual interest. (A.18)
- 9.8.3.12. To coordinate and promote the Human Rights Conferences. (A.16)

Duties of Members

To seek and share relevant resources, materials and information regarding human rights issues as required by the committee. To pool resources, materials, skills and expertise as required by the committee. To attend, where possible, conferences where OSSTF/FEESO's presence is deemed appropriate. To recommend and assist with the development of workshops, presentations and resources to meet the needs of OSSTF/FEESO. To support local Human Rights and Equity committees through sharing of resources and information to and from the provincial committee. To write articles related to Human Rights issues for OSSTF/FEESO publications. To provide vetting and recommendation of International Assistance Grant requests (under the name "International Assistance Advisory Workgroup") to the Provincial Executive. To support human rights within OSSTF/FEESO as laid out by the terms of reference of the Human Rights committee.

Useful Experience and Skills

To have an understanding and commitment to advancing the policies of OSSTF/FEESO. To have an understanding, knowledge and commitment to human rights, social justice, and equity with an intersectional lens. To possess strong interpersonal and communication skills.

Experience in human rights and/or equity activism, training, and/or advocacy in the Federation (local, regional, provincial), in education, and/or in the community. An understanding and knowledge of global socio-economic and political issues. Experience in organizing conferences would be an asset. Reading and writing skills in French, Spanish, or other languages would be an asset.

Contact Information

Sandra Dalpe (D35)

Email: Sandra.dalpe@gmail.com

Parliamentary and Constitution Council

Duties

- 10.6.1.5.1. To recommend to the President, members to act as a Steering Committee at the meetings of the Provincial Assembly, who may not serve as AMPA Representatives or Alternates at meetings of the Provincial Assembly. (A.24)
- 10.6.1.5.2. To provide 2 or 3 of its members to act as a Steering Committee at meetings of the Provincial Council. (A.16)
- 10.6.1.5.3. To provide advice and assistance to the Provincial Executive, the Provincial Council and/or the Provincial Assembly, provincial committees and councils on matters related to Bylaws, Constitution, Regulations, Procedures, Policy, and Rules of Order. (A.24)
- 10.6.1.5.4. To provide advice and assistance to Districts(s), Bargaining Units and Branches, on matters related to their constitutions, regulations and policies. (A.24)
- 10.6.1.5.5. To provide advice to the Presiding Officers of the Provincial Assembly and the Provincial Council, and upon request to the District(s), or Bargaining Units on: (A.16)
 - 10.6.1.5.5.1. matters of parliamentary procedures, the ordering of an agenda, and the sequencing of resolutions and procedures followed; (A.16)
 - 10.6.1.5.5.2. the drafting or phrasing of resolutions; (A.16)
 - 10.6.1.5.5.3. the possible effect of resolutions on procedures and/or on other resolutions; and (A.16)
 - 10.6.1.5.5.4. any other matters referred to it by one of these bodies. (A.16)
 - 10.6.1.5.5.5. To, upon request, provide a Speaker and/or Steering Committee to District or Bargaining Unit general meetings whenever possible. (A.16)
 - 10.6.1.5.5.6. To be responsible for the review of the constitution of each District and Bargaining Unit on a rotational basis every 5 years, with a report to the applicable District/Bargaining Unit; (A.16)

Meetings

- The Parliamentary & Constitution Council's funding will be based on 5 meetings per OSSTF/FEESO financial year (4 meetings plus one day of release per member). Meetings are usually held at a minimum Friday (afternoon) and Saturday (morning).
- In addition, PCC members are usually assigned to attend one (1) to two (2) Provincial Council meetings per year. These meetings are held Thursday evening and all day Friday.
- Members of PCC are also assigned to act as Steering for AMPA, which includes up to five (5) days of steering meetings.

Council Membership

- 10.6.1.3.1 PCC shall consist of up to 12 members, who shall not be Provincial Councillors, as follows: (A.16)
 - 10.6.1.3.1.1 9 members appointed by the Provincial Council for 5-year terms, 2 to be appointed each year, except every 5th year, when only one shall be appointed; (A.16)
 - 10.6.1.3.1.2 up to 2 members who may be co-opted; (A.16)
 - 10.6.1.3.1.3 one non-voting member from the Secretariat designated by the General Secretary. (A.16)
 - 10.6.1.3.1.4 additional Secretariat members, assigned by the General Secretary, as a non-voting resource(s) to PCC. These Secretariat members shall not be counted as

part of the total PCC membership. (A.16)

Duties of Members

To meet the duties identified above, PCC Members will be expected to:

- consider taking a course on parliamentary procedure the University of Wisconsin, *Introduction to Parliamentary Procedure: Dynamics of Leadership*;
- complete constitutional reviews as assigned;
- act as steering for Provincial Council and, potentially, AMPA; and
- be willing to act as a chair at a District and/or Bargaining Unit Annual General Meeting.

PCC members cannot hold a position as a Provincial Councillor nor (if on AMPA Steering) as an AMPA Representative or alternate.

Useful Experience and/or Skills

The following experiences/skills are strongly recommended:

Skills

Related to Constitution:

- Understanding of constitutional language
- Ability to read, analyze, and edit constitutional language
- Familiarity with the OSSTF/FEESO Provincial Articles of Amendment, Bylaw 1, Constitution and Regulations, Internal Policies and Procedures, and External Policies

Related to Parliamentary Procedure:

- Understanding of how to run a meeting using the OSSTF/FEESO Rules of Order
- Understanding how to use and apply the OSSTF/FEESO Rules of Order
- Understanding the interplay between constitutional language and parliamentary procedure in the running of a meeting
- Ability to write motions, following parliamentary procedure
- Ability to analyze and interpret the orderliness of motions

Language:

- Linguistic dexterity is an asset
- Bilingualism is an asset, not a requirement

Commitment and Related Experience

Commitment:

- Commitment to ongoing learning and education in rules of order and parliamentary procedures
- Commitment to engage individual and/or collaborative work between Council meetings
- Commitment to act in various roles, as necessary, as part of the Steering Committee at Provincial Council and/or AMPA

Related to Constitutions:

- Interest/experience in reviewing constitutions
- Experience serving on a Constitution Committee is an asset, not a requirement
- Experience serving as a Constitution Officer is an asset, not a requirement

Related to Parliamentary Procedure:

- Interest/experience chairing meetings following OSSTF/FEESO Rules of Order is an asset, not a requirement
- Interest/experience serving as steering at Federation meetings is an asset, not a requirement

Please Note:

PCC strongly recommends that at least one bilingual member be on the Council at all times.

Contact Information

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Protective Services Committee

Procedure 9 – Membership and Terms of Reference of Standing

Committees 9.1.

Common Committee Procedures

9.1.1. Chairpersons

9.1.1.1. Each committee shall:

9.1.1.1.1. determine procedures for nominations, speeches, and balloting for the position of Chairperson in accordance with OSSTF/FEESO established practice; and (A.16)

9.1.1.1.2. after the year of office of the new committee has begun, elect one Chairperson. (A.16)

9.1.1.2. For committees that have subcommittees:

9.1.1.2.1. Vice-Chairpersons shall be elected by the committee, who shall serve as Chairpersons of the subcommittees; (A.16)

9.1.1.2.2. the Chairperson of the committee shall be an ex-officio member of each subcommittee; and (A.16)

9.1.1.2.3. the Chairperson of the committee will not count towards the minimum membership of each subcommittee. (A.16)

9.1.2. Appointments and Co-options

9.1.2.1. Full-term appointments to each committee shall be determined by the Nominations Committee. (A.16)

9.1.2.2. All appointments to committees shall be for 3-year terms, unless otherwise stated. (A.16)

9.1.2.3. A member of the Provincial Council shall be appointed to each committee from its members, who shall act as liaison between the Provincial Council and the committee, for a one-year term. (A.16)

9.1.2.4. A mid-term vacancy which occurs to a committee position held by Provincial Council appointment from the membership at large: (A.18)

9.1.2.4.1. of one year or more shall be filled by the Nominations Committee; and (A.16)

9.1.2.4.2. appointments of less than one year shall be filled by a co-option as selected by the Committee. (A.16)

9.1.2.5. Additional co-options, as allocated in the Procedures, may be filled by the new membership of the committee, in time for the approval of the Provincial Council at its final meeting of the OSSTF/FEESO financial year. (A.24)

9.1.2.6. Repeat co-options are possible. (A.16)

9.1.2.7. All other vacancies shall be filled by the same body which appointed the original member, in accordance with the procedures of the appointing body, for the balance of the term. (A.16)

9.1.2.8. All Provincial Council appointments and co-options to committees are subject to final approval of the Provincial Council. (A.18)

9.1.2.9. Upon the completion of a maximum of one-term and one co-option, or three

- co-option's on any committee or council when appointed by Provincial Council or a committee or council, members will be ineligible to serve on any committee or council for one OSSTF/FEESO financial year. (A.24)
- 9.1.2.10. Members may only serve on one Provincial standing committee or council at a time. (A.22)

9.2. Protective Services Committee (PSC)

9.2.1. Membership

- 9.2.1.1. PSC shall consist of up to 34 members as follows: (A.18)
- 9.2.1.1.1. Up to 9 members with threshold experience, appointed by the Provincial Council; (A.18)
- 9.2.1.1.2. Up to 20 members appointed by the Provincial Executive as follows: (A.24)
- 9.2.1.1.2.1. Up to 10 designated Education Worker members and 10 designated T/OT members who shall form the basis of the Central Bargaining Advisory Work Group; (A.24)
- 9.2.1.1.2.1.1. The term of the PSC members designated as Central Advisory Work Group members shall run from the start of OSSTF/FEESO financial year (as provided for in the Bylaws) prior to the year of expiration of the current Central Collective Agreement to the start of the financial year prior to the year of expiration of the subsequent Central Collective Agreement. (A.24)
- 9.2.1.1.3. one non-voting member, appointed by the Provincial Council from its members, who shall act as liaison between the Provincial Council and PSC, and may serve on any subcommittee as required; (A.18)
- 9.2.1.1.4. two non-voting members, appointed by the Provincial Executive from its members, one assigned to each subcommittee, who shall act as liaison between the Provincial Executive and PSC; (A.18)
- 9.2.1.1.5. the two non-voting Directors of Protective Services, one assigned to each subcommittee; and (A.18)
- 9.2.1.1.6. Up to 8 additional Secretariat members, assigned by the General Secretary, as non- voting resource(s). These Secretariat members shall not be counted as part of the total PSC membership. (A.18)
- 9.2.1.2. The Protective Services Committee shall: (A.18)
- 9.2.1.2.1. elect two Vice-Chairpersons to the Negotiations and Implementation Subcommittee and two Vice-Chairpersons to the Contract Maintenance and Member Protection Subcommittee; (A.18)
- 9.2.1.2.2. assign, on the advice of its Chairperson and Vice-Chairpersons, a minimum of 10 of its members, two of whom are Vice-Chairpersons, to act as the Negotiations and Implementation Subcommittee; (A.18)
- 9.2.1.2.3. assign, on the advice of its Chairperson and Vice-Chairpersons, a minimum of 9 of its members, two of whom are Vice-Chairpersons, to act as the Contract Maintenance and Member Protection Subcommittee; and (A.18)
- 9.2.1.2.4. designate the Chairperson, the 4 Vice-Chairpersons, the two Provincial Executive liaisons, the Provincial Council liaison and the two Directors

assigned to the Protective Services Committee to be an Executive Subcommittee which shall be responsible for recommending priorities to the PSC. (A.18)

9.2.1.3. The Negotiations and Implementation Subcommittee shall consist of a minimum of 10 members of the Protective Services Committee (PSC) as follows: (A.18)

9.2.1.3.1. two Vice-Chairpersons of PSC who shall serve as Co-Chairpersons of the Negotiations and Implementation Subcommittee; (A.18)

9.2.1.3.2. a minimum of 8 additional members;

9.2.1.3.3. a Provincial Executive liaison member; and (A.18)

9.2.1.3.4. the Director of Negotiations and Contract Maintenance. (A.18)

9.2.1.4. The Contract Maintenance and Member Protection Subcommittee shall consist of a minimum of 9 members of PSC as follows: (A.18)

9.2.1.4.1. two Vice-Chairpersons of PSC who shall serve as Co-Chairpersons of the Contract Maintenance and Member Protection Subcommittee; (A.18)

9.2.1.4.2. a minimum of 7 additional members; (A.18)

9.2.1.4.3. a Provincial Executive liaison member; and (A.18)

9.2.1.4.4. the Director of Member Protection. (A.18)

9.2.2. **Meetings**

9.2.2.1. The Protective Services Committee's funding will be based on 7 meetings per OSSTF/FEESO financial year. (A.24)

9.2.3. **Terms of Reference**

9.2.3.1. To serve OSSTF/FEESO as an expert committee and to advise the Provincial Executive and the Protective Services Division on all matters relating to bargaining, and implementation of collective agreements. (A.18)

9.2.3.2. To participate in high level training at the committee level. (A.18)

9.2.3.3. To work with Secretariat members assigned to the Committee to provide training to local leaders. (A.18)

9.2.3.4. To receive information and input from local leaders through Regional structures and bring that information to the central body. (A.18)

9.2.3.5. To discuss and advise on bargaining strategies. (A.18)

9.2.3.6. To develop negotiating priorities for OSSTF/FEESO to be approved by the Provincial Executive and the Provincial Council. (A.18)

9.2.3.7. To consult, monitor and advise on topics dealing with implementation and contract maintenance. (A.18)

9.2.3.8. To establish and maintain a communications network between the Districts and Bargaining Units and the provincial organization with respect to Protective Services matters. (A.18)

9.2.3.9. To make recommendations to the Provincial Executive and Protective Services Division for specific direction and action with respect to collective bargaining, legislative changes, negotiations, contract implementation and maintenance, and Member protection. (A.18)

9.2.3.10. To provide local leaders with training in bargaining, contract maintenance,

- and Member protection including local bargaining priorities survey, local bargaining brief development, grievance and arbitration, employee contract rights, duty of fair representation, discipline and review of recent arbitration decisions. (A.18)
- 9.2.3.11. To administer the selection process for awards related to Protective Services. (A.18)
- 9.2.3.12. To coordinate and promote an annual provincial conference focusing on Protective Services matters. (A.18)
- 9.2.3.13. To provide assistance to District and Bargaining Unit Officers on all aspects of the issues involved in the negotiation and maintenance of a collective agreement. (A.18)
- 9.2.3.14. To recommend targets, programs and priorities to the Provincial Executive, and policy to the Provincial Council and the Provincial Assembly. (A.18)
- 9.2.3.15. To monitor provincial grants, educational expenditures, negotiations and changes to education financial policy, both provincially and locally. (A.18)
- 9.2.3.16. To monitor provincial and national educational expenditures and decision making, and determine their implications of quality, sustainable publicly-funded education. (A.18)
- 9.2.3.17. To assist local Bargaining Units in the analysis of employer finances and their impact on available resources. (A.18)
- 9.2.3.18. To monitor and analyze current areas of emphasis by both the Provincial and Federal governments in the field of education finance in Ontario, and to assess the impact on the Ontario funding model on those areas of emphasis.
- 9.2.3.19. To report to the Provincial Council on the Ontario CPI increase, including any taxation or pension contribution increases semi-annually at the first meeting of Provincial Council following the December break and at the last meeting of the school year. (A.19)
- 9.2.3.20. To advise and communicate with the Provincial Executive, the Provincial Council and the membership on current issues in educational finance. (A.18)
- 9.2.3.21. To do research and analyze data related to collective bargaining, including comparisons of existing collective agreements. (A.18)
- 9.2.3.22. To develop model language for collective agreements. (A.18)
- 9.2.3.23. To maintain a databank of individuals with expertise on issues that fall under the terms of reference of the Protective Services Committee. (A.18)
- 9.2.3.24. The terms of reference of each subcommittee of the Protective Services Committee shall be determined by the Protective Services Committee within the area assigned to it by the Provincial Assembly. (A.18)

Duties of members

To meet the terms of reference identified above, committee members will be expected to:

- participate in discussion that leads to recommendations to the Provincial Executive specific direction and action regarding collective bargaining, legislative rights, negotiations, contract maintenance and member protection
- conduct research and analysis on current membership issues, collective bargaining,

- provincial grant regulations, educational finances, school board finances, benefit plans, contract language and development, and arbitrations
- develop and deliver workshops and presentations on the issues relating to Protective Services
- assist in the production of the Protective Services Model Language Handbook including developing model language and support papers
- assist in the production of the Negotiating Priorities
- assist in the production of bulletins and negotiation and settlement updates
- assist with the organization of the annual Protective Services Conference and Regionals

Useful Experience and/or Skills

The work of the Protective Services Committee is highly specialized and the following experience/skills would be beneficial:

- extensive negotiation experience (including table team participation)
- effective problem solving, dispute resolution and grievance experience
- extensive education finance experience
- extensive local leadership experience
- ability to develop research and create written materials
- ability to develop and deliver training
- ability to facilitate sessions involving large groups
- ability to develop and deliver workshops and presentations in French

Specific Subcommittee Needs

The work of the Protective Services Committee is highly specialized and the following experience in sectors not covered by the School Boards Collective Bargaining Act (SBCBA) would be beneficial:

- extensive experience in non SBCBA sector negotiations issues, priorities, finance and benefits.

Please note:

All of the Designated members of the Committee will complete their terms in the spring of 2025, so there will be a call out for the Central Bargaining Advisory Workgroups (20 of whom will be designated members of the Committee).

Contact Information

Anyone interested in obtaining further information about the Protective Services Committee should contact:

John Bernans
Chairperson, Protective Services Committee
Email: johnbernans@osstf11.com

Status of Women Committee

9.9.3. Terms of Reference

- 9.9.3.1. To liaise with women Members of OSSTF/FEESO and to advise the Provincial Executive on the need for appropriate action with respect to any developing trends. (A16)
- 9.9.3.2. To provide a forum for the discussion of issues relevant to women in OSSTF/FEESO. (A16)
- 9.9.3.3. To recommend to the Provincial Executive research and educational programs designed to promote equality of opportunity with specific reference to women Members. (A16)
- 9.9.3.4. To liaise with provincial Standing Committees and Councils concerning the status and proportional representation of women in OSSTF/FEESO, and to provide assistance to Standing Committees and Councils in meeting the needs of women Members. (A.16)
- 9.9.3.5. To provide Districts with assistance in establishing goals and directions for local Status of Women committees. (A.16)
- 9.9.3.6. To recommend to the Provincial Executive on an annual basis, goals to be achieved in order to implement the OSSTF/FEESO affirmative action statements highlighting the importance of intersectionality, creating safe spaces and a culture of consent, and ways to remove barriers to women's full participation in OSSTF/FEESO. (A.19)
- 9.9.3.7. To continue to report on proportional representation of women at various levels within the Federation. (A.16)
- 9.9.3.8. To establish and maintain an effective communications network between the Districts and Bargaining Units and provincial OSSTF/FEESO with respect to women's issues. (A.16)
- 9.9.3.9. To encourage and promote respect for the rights and the diverse needs of all Members with respect to their personal and family obligations. (A.16)
- 9.9.3.10. To recommend targets, priorities, and programs to the Provincial Executive, and policy to Provincial Council and AMPA. (A.16)
- 9.9.3.11. To ensure that the Chairperson meets at least once per year with the Chairperson of the Human Rights Committee. (A.16)
- 9.9.3.12. To develop and provide regional and/or local outreach workshops for Members. (A.16)
- 9.9.3.13. To advise the Provincial Executive on liaison opportunities with community partners who provide advocacy for women's issues. (A.16)
- 9.9.3.14. To advise the Provincial Executive on the OSSTF/FEESO policies specific to girls and women. (A.16)

Meetings

The Status of Women Committee meets up to 7 times a year, typically in September, November, January, February, April and May.

Conferences

The Provincial Status of Women Committee conference is held every second year. The Provincial Status of Women Committee regional outreach conferences are held in the opposite years.

Committee Membership

- 9.9.1.1. The Status of Women Committee shall consist of up to twelve Members as follows:
- 9.9.1.1.1. up to six members appointed by the Provincial Council; (A.16)
- 9.9.1.1.2. one non-voting Member, appointed by the Provincial Council from its Members, who will act as liaison between the Provincial Council and SWC; (A.17)
- 9.9.1.1.3. one non-voting Member from the Provincial Executive, appointed by the President, who will act as liaison between Provincial Executive and SWC; (A.16)
- 9.9.1.1.4. up to 3 Members who may be co-opted and one non-voting Member from the Secretariat designated by the General Secretary. (A.16)

Duties of Members

To meet the terms of reference identified above, committee Members will be expected to:

- Act as a liaison between other provincial committees, the Provincial Executive, and other labour organizations and women Members;
- Develop and implement regional workshops on a rotating basis, and a biannual conference;
- Liaise on an ongoing basis with District Status of Women Officers and Committees within their assigned regions; and
- Promote the Liz Barkley Status of Women Award and select the recipient annually.

Useful Experience and/or Skills

The following experience/skills would be beneficial:

- Strong interest in equity issues and advocacy for women;
- Willingness to complete tasks between meeting dates;
- Experience with a district Status of Women Committee;
- Experience with other organizations, groups and committees that serve the needs of and/or advocate for women and women-identified persons;
- Interest in and/or work or research in women's studies, equity, or related disciplines;
- Work on other district/bargaining unit committees, executives or councils; and
- Knowledge of political issues that affect women.

Representation from intersectional equity-seeking groups (Workers of Colour, Francophone, Persons with a Disability, 2SLGBTQI+, FNMI) is an on-going goal for the committee. In addition, preference will be given to Members who are female, some or all of the time, transwomen, non-binary and cisgender women.

Contact Information

Marsha Thompson Chairperson
(416) 294 1824
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