



LOCAL BARGAINING AGREEMENT

BETWEEN

THE BOARD OF EDUCATION
OF THE NORTHWEST SCHOOL DIVISION #203

AND

THE NORTH WEST
TEACHERS' ASSOCIATION

SEPTEMBER 1, 2022 TO AUGUST 31, 2026



Table of Contents

	Page
1. Terms of Agreement	1
2. Method of Payment	1
3. Bereavement/Compassionate Leave	1
4. Parenting Leave	2
5. Special Leave	2
6. Educational/Sabbatical Leave	2
7. Deferred Salary Leave Plan	4
8. Negotiation Leave	6
9. Executive Leave	6
10. Recognition of Service/Personal Days	6
11. Professional Development	9
12. Reimbursement for Travel	9
13. Employment Insurance Reduction	9
14. Informal Meetings	10
15. Dispute Resolution and Grievance	10
16. Advertised Vacancies in the System	10
17. Salary for Substitute Teachers	11
18. Retirement Gratuity	11
19. Special Allowances	11
Signature Page	12
Letter of Understanding	13
Signature Page	15

1. Term of Agreement

Term of Agreement between the Board of the Northwest School Division No. 203 (the Board) and the North West Teachers' Association (the Association) shall be from **September 1, 2022 to August 31, 2026.**

2. Method of Payment

2.1 Every permanent teacher shall have the option of being paid on a ten (10) month or twelve (12) month basis.

2.1.1 An application for change in pay periods must be made in writing to the Secretary-Treasurer by the fifth day of the new academic year, with the change to take effect with the September cheque. Teachers new to the division shall notify the Secretary-Treasurer in writing by the fifth school day of the new academic year as to their choice of pay periods.

2.2 All permanent teachers who have selected a 12-month pay basis will be paid on the 22nd of each month or if this falls on a non-banking day, payment will be made on the last banking day prior to the 22nd. This payment will be made by direct deposit to an account number provided by the teacher.

2.3 Teachers in their first year of teaching and in their first year of employment with the Northwest School Division No. 203 may, after five (5) days of employment, request and be granted an advance of up to \$1000.00 on their first month's salary.

2.4 Teachers who are hired for a portion of a school year to fulfill a contract shall be paid actual salary earned each month.

Teachers are encouraged to discuss leave options with the Superintendent of Human Resources in a timely manner to provide for maximum flexibility and benefit to the teacher and students and to allow for ongoing recruitment and hiring of the highest quality professional staff.

3. Bereavement/Compassionate Leave

3.1 Upon request, the Board shall grant bereavement leave with pay as required for a period not to exceed five (5) teaching days to attend the death of a spouse (as defined by Canada Revenue Agency), child (child-in-law), grandchildren, sibling (sibling-in-law), parent (parent-in-law), grandparent (grandparent-in-law), uncle, aunt, nephew or niece.

- 3.2 A teacher shall be granted bereavement leave with pay for a period of one (1) teaching day to attend to the death of a relative or close friend.
- 3.3 Upon request, a teacher shall be granted compassionate leave with pay not to exceed three (3) days in the event of a serious illness of a spouse (as defined by Canada Revenue Agency), child (child-in-law), grandchild, sibling (sibling-in-law), parent (parent-in-law) or grandparent (grandparent-in-law).

4. Parenting Leave

- 4.1. Maternity leave, adoption leave and parenting leave shall be granted by the Board in accordance with the provisions contained in *The Saskatchewan Employment Act* and regulations made thereunder and the *Provincial Collective Bargaining Agreement*.
- 4.2. A teacher shall be granted two (2) days off with pay, to be used within seven (7) calendar days of the birth of his/her child.
- 4.3. A teacher shall be granted two (2) days off with pay to attend the adoption of a child.
- 4.4. Teachers who wish to take more parenting leave, than the amount specified above, should apply for such extension under Section 5. Special Leave.

5. Special Leave

The Director may grant a leave of absence with or without pay provided the teacher agrees to return to work in the Division at any school mutually agreed upon in writing prior to the leave.

6. Educational/Sabbatical Leave

Leaves to enhance personal or professional growth may be granted under the following criteria:

6.1 Eligibility

A teacher must have two or more years of service with the Division.

6.2. Deadlines

6.2.1. Leaves Effective with the Fall Term:

- a) applications must be received by the Director no later than January 15;