



**Professional Student
Services Personnel**



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PSSP D12 EXECUTIVE MEETING

MINUTES

November 20, 2013

Present: Olga De Melo, Nancy Vogel, Sharon De Four, Jackie Dell, Carmel Turner, Sarah Fairweather, Peter Mallouh, Renee Phillips, Veronica Montague, Cindy Dube

Regrets: Suzette Clark, Heather Johnson, Rowena Maclure

- 1. Adopt Agenda:** Adopted
- 2. Approval of October 2013 Minutes as Amended:** Approved
- 3. Business Arising from Minutes:**

Christmas Open House: Invitation to the PSSP Christmas open house was sent to Politicians, TDSB Senior Managers, all PSSP members and Trustees.

PSSP News Letter: December 15th is the target date for the first PSSP newsletter with further issues expected prior to March Break and the summer holiday.

- 4. Provincial Office Report:** The report was discussed in detail by Cindy Dubue. Surveys from the Provincial Executive will be sent to all members to get information about bargaining, benefits, etc. Members' input is needed to get a better understanding of each bargaining units needs and preparedness.

- 5. Presidents and VPs report:**

A. Updates: The Trustees started the budget process early this year in October and we expect to have some concrete information about potential cuts to the TDSB by January. Our President is a member of the Participatory Budget Committee that includes Trustee Glover, SO Jim Spyropoulos and community members.

B. Grievances/Discipline: There are two members on home assignments pending investigation.

C) Executive Roles and Responsibilities: All PSSP executive members need to read the PSSP constitution to review their roles and responsibilities so that they can better perform their duties.

BIRT that we move into Executive Session.

Moved by: Olga DeMelo

Seconded by: Nancy Vogel

Motion to rise from Executive Session.

Moved by: Sarah Fairweather

Seconded by: Peter Mallouh

D) Committees: Five members sent their request to join committees and all will be joining either Finance or Constitution committees.

6. **Treasurer's Report:** The budget lines were presented and examined from July 1 – October 31. The next detailed financial report will occur in January 2014 and have information up to Nov 30.

7. **Surveys:**

A. Provincial Office Central Table Priorities Survey for Executive: This survey was distributed and discussed.

B. Workplace Challenges & Stressors Survey for Membership: This survey will be sent by the end of the month. It is very important that the members complete this survey in order to gather information about stressors in the workplace to take to Labour Management Committee and senior managers.

8. **Upcoming Events:**

A. Holiday Open House: Dec 3, 2013. Invitations were sent to all Members.

B. AMPA 2014: March 7-10, 2014. Eight voting delegates are attending the Annual Meeting of the Provincial Assembly of OSSTF this year from PSSP.

C. Gala April 3, 2014: The Executive committee is currently planning the Gala. Tune in for upcoming announcements. Nomination forms will be sent in January 2014.

D. Trustees' Reception: One of the Trustees wants the PSSP Information Fair to happen again. He believes that it's a good source of information to Trustees and emphasised that the Trustees were able to talk to people who perform the jobs to get in-depth information about our job classes. The Pay Equity process is completed and will be posted once its signed off by the two Chairs in the near future.

9. **Adjournment: 6:35 p.m.**