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## **ELEMENTARY UNIT GENERAL MEETING**

### **AGENDA**

**DATE:** Thursday, October 22, 2020

**PLACE:** Zoom Virtual Meeting

**CALL TO ORDER:**  
Prayer, Pledge and Aboriginal Blessing

**APPROVAL OF AGENDA:**

**APPROVAL OF MINUTES:**

**REPORTS:**  
*Treasurer - Josh Goodeill*  
- 2019-2020 Auditor's Report  
- Motion to accept Auditor's Report

**NEW BUSINESS:**  
- 2020-2021 Unit Budget  
- 2020-2021 Provincial A.G.M. Resolutions

**NEXT ELEMENTARY UNIT GENERAL MEETING:**  
**TUESDAY, MARCH 9, 2021**  
Provincial A.G.M./Delegates Meeting  
Unit Office, Barrie  
5 p.m.

**ADJOURNMENT:**

## LETTER OF ASSURANCE

October 20, 2020

Dear Kent MacDonald,

I am writing to report on my findings after a review of the financial records of the Simcoe Muskoka Elementary unit for the year ended June 30, 2020.

The scope of my review included the unit's accounting records, banking documents, unit by-laws and meeting minutes.

### **Opinion:**

As a result of this review, in my opinion, the financial records are complete and accurate. Sufficient documentation is provided to justify the expenditures made. The financial reporting accurately represents the activities during the year and provides a complete picture of the assets held and liabilities incurred by the Unit.

Yours truly,

Rosanna Arduini, CPA, CA  
Chief Financial Officer

\_\_\_\_\_ Josh Goodeill, Unit Treasurer

\_\_\_\_\_ Kent MacDonald, Unit President

cc: David Church, General Secretary, OECTA  
Mary Lachapelle, Deputy General Secretary, OECTA

**Simcoe Muskoka Elementary**  
**Statement of Financial Position**  
 As at June 30th

	2020	2019
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents	\$ 200,851	\$ 209,526
Short-term deposits	164,725	162,367
Accounts receivable (Note 3)	139,677	220,023
	<u>\$ 505,253</u>	<u>\$ 591,916</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	102,131	239,292
	<u>102,131</u>	<u>239,292</u>
<b>Net Assets</b>		
Unrestricted	403,122	352,625
	<u>\$ 505,253</u>	<u>\$ 591,916</u>

**Simcoe Muskoka Elementary**  
**Statement of Revenue & Expenditures**  
 For the year ended June 30th

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
<b>FTE</b>		<b>858</b>	851
<b>Revenues</b>			
<i>OECTA Provincial Office</i>			
Fee instalments - Permanent	\$ 214,721	\$ 216,529	\$ 209,901
Fee instalments - Occasional	40,891	37,931	40,891
Elected members' release	150,000	144,089	144,806
Chief negotiator's release	5,000	3,845	5,000
Occasional teachers' release	26,600	27,578	26,660
Incentive grants	5,800	5,753	5,753
Provincial seminars - Elementary	5,400	3,463	5,640
Provincial seminars - Occasional	-	2,439	1,635
Annual general meeting	13,000	-	17,578
	461,412	441,626	457,864
<i>Local unit office</i>			
Local levy	130,000	130,326	129,438
Interest income	21,476	6,911	6,554
Social income/Other recoveries	10,000	22,305	21,532
Other Occasional teachers' income	4,000	18,400	2,500
	165,476	177,943	160,023
<b>Total Revenues</b>	\$ 626,888	\$ 619,569	\$ 617,887
<b>Expenditures</b>			
Administration	198,900	187,412	188,262
Elected Members' expenditures	259,600	249,829	244,642
Professional development	51,000	39,508	37,186
Collective bargaining/Political action	18,100	21,522	10,475
Communications & Public relations	28,597	5,600	29,753
Occasional teachers	70,691	65,202	53,458
	\$ 626,888	\$ 569,071	\$ 563,775
<b>Excess of revenues over expenditures</b>	\$ -	\$ 50,498	\$ 54,112

**Simcoe Muskoka Elementary**  
**Statement of changes in Net Assets**  
 For the year ended June 30th

	<b>Total 2020</b>	<b>Total 2019</b>
<b>Balance, beginning</b>	<b>\$ 352,625</b>	<b>\$ 298,513</b>
Excess of revenues over expenditures	50,498	54,112
<b>Balance, ending</b>	<b>\$ 403,122</b>	<b>\$ 352,625</b>

**Simcoe Muskoka Elementary**

**Statement of cash flow**

For the year ended June 30th

	2020	2019
<b>Operating</b>		
Excess of revenues over expenditures	\$ 50,498	\$ 54,112
Change in non-cash working capital items		
Accounts Receivable	80,345	(138,105)
Accounts Payable and accrued liabilities	(137,161)	219,118
<b>Cash from operating activities</b>	<b>(6,318)</b>	<b>135,125</b>
<b>Investing</b>		
Net (purchase) redemption of term investments	(2,357)	(2,540)
<b>Cash from investing activities</b>	<b>(2,357)</b>	<b>(2,540)</b>
<b>Net change in cash</b>	<b>(8,675)</b>	<b>132,584</b>
Cash and cash equivalents, beginning balance	209,526	76,942
<b>Cash and cash equivalents, ending balance</b>	<b>\$ 200,851</b>	<b>\$ 209,526</b>

**Simcoe Muskoka Elementary**  
**Schedules to the Financial Statements**  
 For the year ended June 30th

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
<b>Administration</b>			
Annual general meeting	35,000	6,026	35,077
Audit fees and bank charges	600	612	485
Office occupancy costs	77,400	77,400	81,000
Office expenses	1,500	787	85
Telephone/Internet	3,000	2,882	2,882
Courtesy	27,000	32,773	24,807
Staff representative meetings	33,400	51,377	25,374
Unit executive meetings	18,000	12,506	15,923
Unit general meetings	500	1,804	162
Provincial seminars and workshops	2,000	1,112	2,077
Labour/Management committee	500	133	391
	<b>198,900</b>	<b>187,412</b>	<b>188,262</b>
<b>Elected members' expenditures</b>			
President's release	122,000	117,330	114,806
Unit officers' release	112,000	111,428	109,256
President's expenses	7,500	5,383	5,681
Unit officers' expenses	9,000	6,430	7,856
Other	9,100	9,257	7,043
	<b>259,600</b>	<b>249,829</b>	<b>244,642</b>
<b>Professional development</b>			
Individual PD assistance	29,000	13,083	13,603
Local workshops	22,000	26,424	23,583
	<b>51,000</b>	<b>39,508</b>	<b>37,186</b>
<b>Collective bargaining/Political Action</b>			
Local collective bargaining expenses	11,500	19,161	8,205
Mediation and grievance settlements	1,000	240	205
Local committees	5,600	2,121	2,065
	<b>18,100</b>	<b>21,522</b>	<b>10,475</b>

**Simcoe Muskoka Elementary**  
**Schedules to the Financial Statements**  
 For the year ended June 30th

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
<b>Communications and public relations</b>			
News release/advertising	2,000	<b>2,408</b>	1,698
Scholarships	1,350	-	1,239
Social events	20,500	<b>2,792</b>	21,350
Other	4,000	<b>400</b>	5,466
	<b>28,597</b>	<b>5,600</b>	29,753
<b>Occasional teachers</b>			
Administration	10,600	<b>12,369</b>	9,623
Elected officers	38,000	<b>32,360</b>	34,986
Professional development	3,000	<b>15,900</b>	884
Collective bargaining	10,000	<b>694</b>	4,197
Communications	5,000	<b>3,119</b>	3,768
Social	1,000	<b>260</b>	-
	<b>70,691</b>	<b>65,202</b>	53,458



**Simcoe Muskoka Elementary**  
**Notes to the Financial Statements**  
For the year ended June 30th

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**1. Description of the Organization**

The Ontario English Catholic Teachers' Association, Simcoe Muskoka Elementary Unit is a not-for-profit organization, which offers social and professional development opportunities, support and leadership for teachers in the English-speaking schools of Catholic District School Boards in Ontario.

**2. Significant accounting policies**

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant policies are detailed as follows:

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand, bank balances and investments in money market instruments readily convertible to cash.

Revenue Recognition

The Unit follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Unrestricted contributions are recognized as revenue when received or receivable, if the amount is measurable and

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period.

Accounts receivable are accrued based on actual deposits received after fiscal year end. In the absence of a deposit remittance at the time of preparation of statement, historic amounts will be used to estimate the accrual if and only if receipt is reasonably assured.

Accounts payable are accrued based on actual invoices received after fiscal year end. Estimates based on historic charges are made in the absence of an actual invoice.

**Simcoe Muskoka Elementary**  
**Notes to the Financial Statements**  
For the year ended June 30th

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**3. Accounts receivable**

	2020	2019
OECTA Provincial	129,579	210,081
Simcoe Muskoka CDSB	10,098	9,942
	<u>139,677</u>	<u>220,023</u>

**4. Related party office operating account and commitment**

The Simcoe Muskoka Elementary Unit share office facilities and common administration costs with the Simcoe Muskoka Secondary Unit through shared contributions to the Office Operations fund. In the 2019/20 fiscal year, the Elementary unit contributed \$6,400/month, plus a one-time top up of \$600 in July 2019 for a total of \$77,400.

The Office Operating Account is not consolidated into the Elementary Unit's financial statements. The Statement of Financial Position and Statement of Revenues over Expenditures for the Office Operating Account are appended to these notes.

**Simcoe Muskoka Office Operating Account**

**Statement of Financial Position**

As at June 30th

	2020	2019
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents	\$ 26,597	\$ 282
Prepaid expenses	3,614	3,614
	<u>30,210</u>	<u>3,896</u>
<b>Non-current</b>		
Property, plant and equipment	469,996	495,030
	<u>469,996</u>	<u>495,030</u>
	<u>\$ 500,207</u>	<u>\$ 498,925</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	-	5,509
	<u>-</u>	<u>5,509</u>
<b>Net Assets</b>		
Unrestricted	30,210	(1,614)
Invested in capital assets	469,996	495,030
	<u>500,207</u>	<u>493,416</u>
	<u>\$ 500,207</u>	<u>\$ 498,925</u>

**Simcoe Muskoka Office Operating Account**

**Statement of Revenue & Expenditures**

For the year ended June 30th

	2020 Actual	2019 Actual
<b>Revenues from operations</b>		
<i>Contributions</i>		
Elementary Unit	\$ 84,000	\$ 87,000
Secondary Unit	54,000	56,000
	<hr/> 138,000	<hr/> 143,000
<i>Other income</i>		
Interest income	362	166
	<hr/> 362	<hr/> 166
<b>Total Revenues</b>	<hr/> \$ 138,362	<hr/> \$ 143,166
<b>Expenditures from operations</b>		
Amortization	25,672	17,039
Office expenses	23,648	40,677
Building operating costs	20,033	28,068
Secretarial services	62,219	60,285
	<hr/> \$ 131,571	<hr/> \$ 146,070
<b>Excess of revenues over expenditures</b>	<hr/> \$ 6,791	<hr/> \$ (2,904)

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<b>Revenue</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>FEE TRANSFERS FROM PROVINCIAL</b>			
RF1 Fee Installment - August (20%)	\$40,264	\$39,540	\$39,540
Additional Fee Installment	\$3,432	\$3,404	\$3,404
RF2 Fee Installment - November (30%)	\$60,396	\$59,032	\$59,310
Additional Fee Installment	\$5,148	\$5,082	\$5,106
RF3 Fee Installment - February (30%)	\$60,396	\$59,032	\$59,310
Additional Fee Installment	\$5,148	\$5,082	\$5,106
RF4 Fee Installment - April (10%)	\$20,132	\$19,677	\$19,770
Additional Fee Installment	\$1,716	\$1,694	\$1,702
RF5 Fee Installment - June (10%)	\$20,132	\$19,677	\$19,770
Additional Fee Installment	\$1,716	\$1,694	\$1,702
RF10 Other fee transfers	\$0	\$2,411	\$0
Additional fee transfers	\$0	\$204	\$0
RF22 Occasional Teachers Fee Transfer	\$34,855	\$37,529	\$37,529
Additional fee transfers	\$3,076	\$3,362	\$3,362
<b>SPECIAL INCENTIVES</b>			
RS1 President's Release (Simcoe Muskoka)	\$112,000	\$107,229	\$112,000
RS1a Unit President's Allowance	\$10,202	\$10,101	\$10,000
RS2 Unit Officer's Release	\$28,000	\$18,174	\$28,000
RS3 Chief Negotiator's Release	\$4,000	\$3,845	\$5,000
RS4 Mileage	\$0	\$5,753	\$5,800
RS6 Audit	\$0	\$0	\$0
RS10 Other Incentives	\$0	\$322	\$0
RS22 Occasional Teacher's Release	\$27,000	\$27,578	\$26,600
<b>PROVINCIAL ADMINISTRATION</b>			
RA1 Unit Treasurer's Workshop	\$0	\$0	\$0
RA2 Unit President's Seminar	\$0	\$0	\$0
RA3 Provincial AGM Per Diem	\$9,000	\$0	\$9,000
RA4 Provincial AGM Travel	\$4,000	\$0	\$4,000
RA10 Other (Misc)	\$2,500	\$1,780	\$2,700
RA22 Occasional Teachers' Workshops	\$1,000	\$1,762	\$0
<b>PROVINCIAL PROFESSIONAL DEVELOPMENT</b>			
RC1 Ed. for the Common Good (Per Diem/Travel)	\$0	\$0	\$0
RC2 Provincial PD Seminars	\$0	\$0	\$0
RC4 Special Education	\$0	\$0	\$0
RC10 Beginning Teachers' Seminar	\$0	\$0	\$0
RC22 Occasional Teachers' PD	\$0	\$0	\$0

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<i>Revenue</i>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>PROVINCIAL COLLECTIVE BARGAINING</b>			
RD1 Collective Bargaining Seminars	\$500	\$0	\$1,000
RD10 Other CB Seminars	\$500	\$1,362	\$1,000
RD22 Occasional Teachers' CB	\$1,000	\$451	\$700
<b>PROVINCIAL COMMUNICATIONS</b>			
RE1 Communications' Officer Seminar	\$0	\$0	\$0
RE10 Other	\$0	\$0	\$0
RE22 Occasional Teachers' Comm.	\$0	\$0	\$0
<b>LOCAL REVENUE</b>			
RL1 Local Levy	\$130,000	\$130,326	\$130,000
RL2 Bank Interest	\$4,000	\$4,554	\$4,000
RL3 Investment Interest	\$0	\$0	\$0
RL4 Reserve Fund	\$0	\$0	\$0
RL5 Article 7:17 E Levy	\$0	\$0	\$0
RL11 Recoveries	\$10,000	\$22,305	\$10,000
RL 12 Local P.D. Recovery	\$19,704	\$18,976	\$18,976
RL22 Occasional Teachers'	\$2,500	\$18,400	\$2,500
<b>TOTAL</b>	<b>\$622,318</b>	<b>\$630,337</b>	<b>\$626,888</b>

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

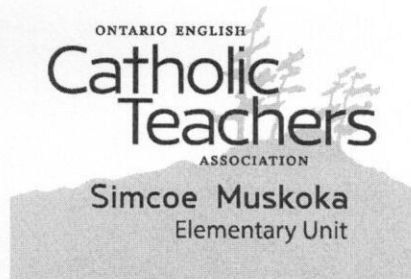
<b>Expenditures</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>ADMINISTRATION</b>			
EA1 Provincial Annual General Meeting	\$30,000	\$4,358	\$35,000
EA2 Audit and Bank Charges	\$500	\$463	\$600
EA3 Goodwill	\$32,000	\$30,498	\$21,000
Member Assistance	\$5,000	\$1,826	\$6,000
EA5 General Printing	\$800	\$743	\$500
EA7 Staff Representatives Meetings	\$20,000	\$27,539	\$25,000
Staff Representatives Stipend	\$8,400	\$8,400	\$8,400
EA8 Telephone (Elementary)	\$3,000	\$2,882	\$3,000
EA9 Executive Meetings	\$9,000	\$6,202	\$18,000
EA10 General Meetings	\$500	\$186	\$500
EA11 Pres/Treas Seminars	\$0	\$0	\$0
EA12 Equipment/Furniture Purchase	\$6,500	\$44	\$1,000
EA13 Labour/Management Committee	\$250	\$133	\$500
EA15 Unit Office Operating Expenses	\$77,400	\$77,400	\$77,400
EA22 Occasional Teachers' Administration	\$4,000	\$5,769	\$4,000
EA23 Occasional Teachers' Administration-Office	\$6,600	\$6,600	\$6,600
<b>ELECTED OFFICER'S ACCOUNT</b>			
EB1 President Release Time	\$112,000	\$107,229	\$112,000
EB1a President's Responsibility Allowance	\$10,202	\$10,101	\$10,000
EB2 President Expenses	\$1,500	\$1,022	\$2,500
EB3 President Mileage	\$3,500	\$3,310	\$5,000
EB4 Unit Officer's Release	\$112,000	\$111,428	\$112,000
EB5 Unit Officer's Expense	\$500	\$364	\$1,000
EB6 Unit Officer's Mileage	\$6,000	\$6,012	\$8,000
EB7 Unit Officer's Honoraria	\$3,000	\$3,000	\$3,000
EB10 Other (Miscellaneous)	\$4,000	\$3,295	\$3,000
EB11 Treasurer's Expense	\$125	\$123	\$100
EB22 Occasional Teachers'	\$40,000	\$32,586	\$38,000
<b>PROFESSIONAL DEVELOPMENT</b>			
EC1 Ed. for the Common Good (Per Diem/Travel)	\$0	\$0	\$0
EC2 Provincial PD Conferences	\$1,000	\$0	\$1,000
EC3 Local PD Projects	\$20,000	\$12,136	\$20,000
EC4 Local PD Committee	\$1,000	\$718	\$500
EC5 Individual PD Assistance	\$20,000	\$8,160	\$20,000
EC6 Group PD Assistance	\$0	\$0	\$0
EC7 Executive PD Assistance	\$2,000	\$468	\$3,000
EC8 Beginning Teachers PD	\$5,000	\$0	\$0
EC9 High Demand Conference PD	\$9,000	\$4,423	\$9,000
EC11 Human Rights	\$1,500	\$438	\$1,500
EC22 Occasional Teachers' PD	\$5,000	\$16,200	\$3,000



**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<b>Expenditures</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>COLLECTIVE BARGAINING</b>			
ED1 Political Action	\$3,000	\$3,793	\$8,000
ED2 Provincial CB Seminars	\$1,000	\$1,112	\$1,000
ED3 Local CB Committee	\$1,000	\$1,140	\$3,000
ED4 CB General Meetings	\$0	\$0	\$1,500
ED5 Negotiating Expenses	\$0	\$15,266	\$2,000
ED6 Grievance and Mediation Expenses	\$1,000	\$106	\$1,000
ED7 Health and Safety	\$1,000	\$335	\$600
ED10 Other CB Projects	\$2,000	\$85	\$2,000
ED22 Occasional Teachers' CB	\$3,000	\$720	\$10,000
<b>COMMUNICATIONS/SOCIAL</b>			
EE1 Prov Communications Workshop	\$0	\$0	\$0
EE2 Unit Newsletter	\$0	\$0	\$0
EE3 News Releases/Advertising	\$2,500	\$2,408	\$2,000
EE4 Social Events	\$30,000	\$2,792	\$20,000
EE5 Scholarships (Plaques)	\$1,350	\$0	\$1,350
EE10 Other Projects	\$2,000	\$400	\$4,000
EE11 OECTA Supported School Events	\$500	\$0	\$500
EE22 Occasional Teachers' Communications	\$5,000	\$3,119	\$5,000
EE23 Occasional Teachers' Social	\$1,500	\$260	\$1,000
EF-01 Contingency	\$1,860	\$0	\$747
EF-22 Occasional Teachers' Contingency	\$4,331	\$500	\$3,091
<b>SUMMARY</b>			
<b>REVENUE</b>			
FEE TRANSFER FROM PROV	\$256,412	\$257,420	\$255,612
SPECIAL INCENTIVES	\$181,202	\$173,001	\$187,400
PROV ADMINISTRATION	\$16,500	\$3,541	\$15,700
PROFESSIONAL DEVELOPMENT	\$0	\$0	\$0
PROV COLLECTIVE BARGAINING	\$2,000	\$1,813	\$2,700
PROV COMMUNICATIONS	\$0	\$0	\$0
LOCAL REVENUE	\$166,204	\$194,562	\$165,476
<b>TOTAL =</b>	<b>\$622,318</b>	<b>\$630,337</b>	<b>\$626,888</b>
<b>EXPENSE</b>			
ADMINISTRATION	\$203,950	\$173,044	\$207,500
ELECTED OFFICERS' ACCOUNT	\$292,827	\$278,469	\$294,600
PROFESSIONAL DEVELOPMENT	\$64,500	\$42,543	\$58,000
COLLECTIVE BARGAINING	\$12,000	\$22,558	\$29,100
COMMUNICATIONS/SOCIAL	\$42,850	\$8,979	\$33,850
CONTINGENCY	\$6,191	\$500	\$3,838
<b>TOTAL =</b>	<b>\$622,318</b>	<b>\$526,093</b>	<b>\$626,888</b>
<b>NET BALANCE =</b>	<b>\$0</b>	<b>\$104,243</b>	<b>\$0</b>





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## **ELEMENTARY UNIT GENERAL MEETING**

### **MINUTES**

**DATE:** Thursday, October 22, 2020

**PLACE:** Zoom Virtual Meeting

#### **CALL TO ORDER:**

The Elementary Unit General Meeting was called to order at 5:04 p.m. with the reading of the OECTA Prayer and Pledge and the Aboriginal Blessing.

#### **APPROVAL OF AGENDA:**

**MOTION:** That the Agenda for the October 22, 2020 Elementary Unit General Meeting be approved.

Brent Hamelin  
Leslie Nimeth

**Carried.**

#### **APPROVAL OF MINUTES:**

**MOTION:** That the Minutes of the May 14, 2020 Elementary Unit Annual General Meeting be approved.

Joe Martone  
Shannon McGlynn

**Carried.**

#### **REPORTS:**

A copy of the 2019-2020 Auditor's Report was shared with members who were participating in the Zoom Virtual Meeting. A question was asked regarding the change in the Occasional Teachers designation and how it affected the financials. The Occasional Teachers financials were not changed as a result of change in designation. The following motion was presented to accept the Auditor's Report:

**MOTION:** That the 2019-2020 Audit Report be accepted.

Josh Goodeill  
Heidi Lemanczyk

**Carried.**

#### **NEW BUSINESS:**

A copy of the Preliminary 2020-2021 Unit Budget was sent out to schools for members to review and was shared for members who were participating in the meeting. A question was asked regarding any over-expenditures in the budget and what will happen to the amounts in the budget that won't be used if events don't occur. The Unit Budgets are set based on amounts that have been used in previous budgets and, as of now, with the expectation that events will still occur as normal.

**ELEMENTARY UNIT GENERAL MEETING**

Thursday, October 22, 2020

**MINUTES**

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The following motion was presented to approve the Unit Budget:

**MOTION:** That the Elementary Unit Budget for 2020-2021 be approved.

Josh Goodeill

Tina-Marie Lockyer

**Carried.**

No resolutions were received for consideration for the 2020-2021 Provincial A.G.M.

A question was asked about the hybrid model of learning and if the Association would be able to dispute it. The President did not currently have an answer to the question.

**NEXT ELEMENTARY UNIT GENERAL MEETING:**

**TUESDAY, MARCH 9, 2021**

Provincial A.G.M./Delegates Meeting

Unit Office, Barrie

5 p.m.

**ADJOURNMENT:**

**MOTION:** That the Elementary Unit General Meeting be adjourned at 6:10 p.m.

Heidi Lemanczyk

Brenda Lawlor-MacDonald

**Carried.**

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<b>Revenue</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>FEE TRANSFERS FROM PROVINCIAL</b>			
RF1 Fee Installment - August (20%)	\$40,264	\$39,540	\$39,540
Additional Fee Installment	\$3,432	\$3,404	\$3,404
RF2 Fee Installment - November (30%)	\$60,396	\$59,032	\$59,310
Additional Fee Installment	\$5,148	\$5,082	\$5,106
RF3 Fee Installment - February (30%)	\$60,396	\$59,032	\$59,310
Additional Fee Installment	\$5,148	\$5,082	\$5,106
RF4 Fee Installment - April (10%)	\$20,132	\$19,677	\$19,770
Additional Fee Installment	\$1,716	\$1,694	\$1,702
RF5 Fee Installment - June (10%)	\$20,132	\$19,677	\$19,770
Additional Fee Installment	\$1,716	\$1,694	\$1,702
RF10 Other fee transfers	\$0	\$2,411	\$0
Additional fee transfers	\$0	\$204	\$0
RF22 Occasional Teachers Fee Transfer	\$34,855	\$37,529	\$37,529
Additional fee transfers	\$3,076	\$3,362	\$3,362
<b>SPECIAL INCENTIVES</b>			
RS1 President's Release (Simcoe Muskoka)	\$112,000	\$107,229	\$112,000
RS1a Unit President's Allowance	\$10,202	\$10,101	\$10,000
RS2 Unit Officer's Release	\$28,000	\$26,758	\$28,000
RS3 Chief Negotiator's Release	\$4,000	\$3,845	\$5,000
RS4 Mileage	\$0	\$5,753	\$5,800
RS6 Audit	\$0	\$0	\$0
RS10 Other Incentives	\$0	\$322	\$0
RS22 Occasional Teacher's Release	\$27,000	\$27,578	\$26,600
<b>PROVINCIAL ADMINISTRATION</b>			
RA1 Unit Treasurer's Workshop	\$0	\$0	\$0
RA2 Unit President's Seminar	\$0	\$0	\$0
RA3 Provincial AGM Per Diem	\$9,000	\$0	\$9,000
RA4 Provincial AGM Travel	\$4,000	\$0	\$4,000
RA10 Other (Misc)	\$2,500	\$1,780	\$2,700
RA22 Occasional Teachers' Workshops	\$1,000	\$1,762	\$0
<b>PROVINCIAL PROFESSIONAL DEVELOPMENT</b>			
RC1 Ed. for the Common Good (Per Diem/Travel)	\$0	\$0	\$0
RC2 Provincial PD Seminars	\$0	\$0	\$0
RC4 Special Education	\$0	\$0	\$0
RC10 Beginning Teachers' Seminar	\$0	\$0	\$0
RC22 Occasional Teachers' PD	\$0	\$0	\$0

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<i>Revenue</i>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>PROVINCIAL COLLECTIVE BARGAINING</b>			
RD1 Collective Bargaining Seminars	\$500	\$0	\$1,000
RD10 Other CB Seminars	\$500	\$1,362	\$1,000
RD22 Occasional Teachers' CB	\$1,000	\$451	\$700
<b>PROVINCIAL COMMUNICATIONS</b>			
RE1 Communications' Officer Seminar	\$0	\$0	\$0
RE10 Other	\$0	\$0	\$0
RE22 Occasional Teachers' Comm.	\$0	\$0	\$0
<b>LOCAL REVENUE</b>			
RL1 Local Levy	\$130,000	\$130,326	\$130,000
RL2 Bank Interest	\$4,000	\$4,554	\$4,000
RL3 Investment Interest	\$0	\$0	\$0
RL4 Reserve Fund	\$0	\$0	\$0
RL5 Article 7:17 E Levy	\$0	\$0	\$0
RL11 Recoveries	\$10,000	\$22,305	\$10,000
RL 12 Local P.D. Recovery	\$19,704	\$18,976	\$18,976
RL22 Occasional Teachers'	\$2,500	\$18,400	\$2,500
<b>TOTAL</b>	<b>\$622,318</b>	<b>\$638,921</b>	<b>\$626,888</b>

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<b>Expenditures</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>ADMINISTRATION</b>			
EA1 Provincial Annual General Meeting	\$30,000	\$4,358	\$35,000
EA2 Audit and Bank Charges	\$500	\$463	\$600
EA3 Goodwill	\$32,000	\$30,498	\$21,000
Member Assistance	\$5,000	\$1,826	\$6,000
EA5 General Printing	\$800	\$743	\$500
EA7 Staff Representatives Meetings	\$20,000	\$27,539	\$25,000
Staff Representatives Stipend	\$8,400	\$8,400	\$8,400
EA8 Telephone (Elementary)	\$3,000	\$2,882	\$3,000
EA9 Executive Meetings	\$9,000	\$6,202	\$18,000
EA10 General Meetings	\$500	\$186	\$500
EA11 Pres/Treas Seminars	\$0	\$0	\$0
EA12 Equipment/Furniture Purchase	\$6,500	\$44	\$1,000
EA13 Labour/Management Committee	\$250	\$133	\$500
EA15 Unit Office Operating Expenses	\$77,400	\$77,400	\$77,400
EA22 Occasional Teachers' Administration	\$4,000	\$5,769	\$4,000
EA23 Occasional Teachers' Administration-Office	\$6,600	\$6,600	\$6,600
<b>ELECTED OFFICER'S ACCOUNT</b>			
EB1 President Release Time	\$112,000	\$107,229	\$112,000
EB1a President's Responsibility Allowance	\$10,202	\$10,101	\$10,000
EB2 President Expenses	\$1,500	\$1,022	\$2,500
EB3 President Mileage	\$3,500	\$3,310	\$5,000
EB4 Unit Officer's Release	\$112,000	\$111,428	\$112,000
EB5 Unit Officer's Expense	\$500	\$364	\$1,000
EB6 Unit Officer's Mileage	\$6,000	\$6,012	\$8,000
EB7 Unit Officer's Honoraria	\$3,000	\$3,000	\$3,000
EB10 Other (Miscellaneous)	\$4,000	\$3,295	\$3,000
EB11 Treasurer's Expense	\$125	\$123	\$100
EB22 Occasional Teachers'	\$40,000	\$32,586	\$38,000
<b>PROFESSIONAL DEVELOPMENT</b>			
EC1 Ed. for the Common Good (Per Diem/Travel)	\$0	\$0	\$0
EC2 Provincial PD Conferences	\$1,000	\$0	\$1,000
EC3 Local PD Projects	\$20,000	\$12,136	\$20,000
EC4 Local PD Committee	\$1,000	\$718	\$500
EC5 Individual PD Assistance	\$20,000	\$8,160	\$20,000
EC6 Group PD Assistance	\$0	\$0	\$0
EC7 Executive PD Assistance	\$2,000	\$468	\$3,000
EC8 Beginning Teachers PD	\$5,000	\$0	\$0
EC9 High Demand Conference PD	\$9,000	\$4,423	\$9,000
EC11 Human Rights	\$1,500	\$438	\$1,500
EC22 Occasional Teachers' PD	\$5,000	\$16,200	\$3,000

**Ontario English Catholic Teachers Association  
Simcoe Muskoka Elementary Unit Budget for 2020-2021**

<b>Expenditures</b>	<b>2020-2021 Budget</b>	<b>2019-2020 Actual</b>	<b>2019-2020 Budget</b>
<b>COLLECTIVE BARGAINING</b>			
ED1 Political Action	\$3,000	\$3,793	\$8,000
ED2 Provincial CB Seminars	\$1,000	\$1,112	\$1,000
ED3 Local CB Committee	\$1,000	\$1,140	\$3,000
ED4 CB General Meetings	\$0	\$0	\$1,500
ED5 Negotiating Expenses	\$0	\$15,266	\$2,000
ED6 Grievance and Mediation Expenses	\$1,000	\$106	\$1,000
ED7 Health and Safety	\$1,000	\$335	\$600
ED10 Other CB Projects	\$2,000	\$85	\$2,000
ED22 Occasional Teachers' CB	\$3,000	\$720	\$10,000
<b>COMMUNICATIONS/SOCIAL</b>			
EE1 Prov Communications Workshop	\$0	\$0	\$0
EE2 Unit Newsletter	\$0	\$0	\$0
EE3 News Releases/Advertising	\$2,500	\$2,408	\$2,000
EE4 Social Events	\$30,000	\$2,792	\$20,000
EE5 Scholarships (Plaques)	\$1,350	\$0	\$1,350
EE10 Other Projects	\$2,000	\$400	\$4,000
EE11 OECTA Supported School Events	\$500	\$0	\$500
EE22 Occasional Teachers' Communications	\$5,000	\$3,119	\$5,000
EE23 Occasional Teachers' Social	\$1,500	\$260	\$1,000
EF-01 Contingency	\$1,860	\$0	\$747
EF-22 Occasional Teachers' Contingency	\$4,331	\$500	\$3,091
<b>SUMMARY</b>			
<b>REVENUE</b>			
FEE TRANSFER FROM PROV	\$256,412	\$257,420	\$255,612
SPECIAL INCENTIVES	\$181,202	\$181,586	\$187,400
PROV ADMINISTRATION	\$16,500	\$3,541	\$15,700
PROFESSIONAL DEVELOPMENT	\$0	\$0	\$0
PROV COLLECTIVE BARGAINING	\$2,000	\$1,813	\$2,700
PROV COMMUNICATIONS	\$0	\$0	\$0
LOCAL REVENUE	\$166,204	\$194,562	\$165,476
<b>TOTAL =</b>	<b>\$622,318</b>	<b>\$638,921</b>	<b>\$626,888</b>
<b>EXPENSE</b>			
ADMINISTRATION	\$203,950	\$173,044	\$207,500
ELECTED OFFICERS' ACCOUNT	\$292,827	\$278,469	\$294,600
PROFESSIONAL DEVELOPMENT	\$64,500	\$42,543	\$58,000
COLLECTIVE BARGAINING	\$12,000	\$22,558	\$29,100
COMMUNICATIONS/SOCIAL	\$42,850	\$8,979	\$33,850
CONTINGENCY	\$6,191	\$500	\$3,838
<b>TOTAL =</b>	<b>\$622,318</b>	<b>\$526,093</b>	<b>\$626,888</b>
<b>NET BALANCE =</b>	<b>\$0</b>	<b>\$112,828</b>	<b>\$0</b>

OECTA - SIMCOE MUSKOKA ELEMENTARY UNIT

MOTION FORM

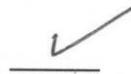
Date: Thursday, October 22, 2020

MOVED BY: Brent Hamelin

SECOND BY: Leslie Niemith

THAT: The Agenda for the October 22, 2020 Elementary Unit General Meeting be approved.

CARRIED



DEFEATED





OECTA - SIMCOE MUSKOKA ELEMENTARY UNIT

MOTION FORM

Date: Thursday, October 22, 2020

MOVED BY: Joe Martone

SECOND BY: Shannon McGlynn

THAT: The Minutes of the ~~March~~ <sup>May 14,</sup> 2020 Elementary Unit Annual General Meeting be approved.

CARRIED ✓

DEFEATED



**OECTA - SIMCOE MUSKOKA ELEMENTARY UNIT**

**MOTION FORM**

Date: Thursday, October 22, 2020

MOVED BY: Josh Goodell

SECOND BY: Heidi Lemanczyk

THAT: The 2019-2020 Audit Report be accepted.

CARRIED ✓

DEFEATED

OECTA - SIMCOE MUSKOKA ELEMENTARY UNIT

MOTION FORM

Date: Thursday, October 22, 2020

MOVED BY: Josh Goodell

SECOND BY: Tina-Marie Lockyer

THAT: The Elementary Unit Budget for 2020-2021 be approved.

CARRIED ✓

DEFEATED

OECTA - SIMCOE MUSKOKA ELEMENTARY UNIT

MOTION FORM

Date: Thursday, October 22, 2020

MOVED BY: Heidi Lemanczyk

SECOND BY: Brenda Lawlor - MacDonald

THAT: The Elementary Unit General Meeting be adjourned at 6:10 p.m.

CARRIED ✓

DEFEATED