



Strategic Planning Minutes

Tuesday, September 1st, 2026

550 Queen's Quay West - Party Room

Break: 10:45am - 11am, Lunch: 12:30pm - 1:30pm, Break: 3pm - 3:15pm

Parliamentarian: Yolanda B'Dacy

Released Officers: Sophie Kroesen, Gabrielle Blais-Jones, Laura Barrett, Andrew Chittka

Executive Board Members: Jeishan Rajakulasingam, Nathan Goveas, Jason Martorino, Marisa Gallippi, Gail James

Secretary: K. Justin Ngo

Human Rights Officer: Laura Barrett

Regrets: Melissa Major (Released Officer)

9:15 AM - Meeting Called to Order

1. Human Rights Statement - **Gabrielle Blais-Jones**
2. Land Acknowledgement - **Laura Barrett**
3. Approval of June Executive meeting minutes -

Strategic Planning 26/27 - Motion 1

Kroesen / Blais-Jones

BIRT the approval of the June minutes be postponed to time definite to the next executive meeting.

CARRIED

4. Approval of Agenda - **Kroesen / Gallippi**

Strategic Planning 26/27 - Motion 2

Kroesen / Gallippi

BIRT September 1, 2026 Strategic Planning 26/27 agenda be approved.

CARRIED

5. Robert's Rules Refresh - Yolanda B'Dacy

-Yolanda B'Dacy provided a refresher on Robert's Rules of Order for the Executive.

Timed Item - 10:15

6. Health and Safety Officer role and responsibilities - Sophie Kroesen
-Sophie Kroesen reviewed the role and responsibilities of the Health and Safety Inspector.
7. Health and Safety Officer Speeches - Yolanda B'Dacy
-Yolanda B'Dacy facilitated the speeches for the Health and Safety Inspector position.

8. Health and Safety Inspector resume review - Sophie Kroesen
-Sophie Kroesen led the review of the candidate resumes for the Health and Safety Inspector position.
9. Health and Safety Inspector Elections - Yolanda B'Dacy
-Yolanda B'Dacy conducted the elections for the Health and Safety Inspector.

Health and Safety Inspector Successful Candidate - Jeishan Rajakulasingam

Timed Item - 11:00 - Morning Break

10. ETFO Anti-Oppressive Framework overview / Equity training - Yolanda B'Dacy
-Yolanda B'Dacy delivered equity training and presented an overview of the ETFO Anti-Oppressive Framework.

Reference Material: "Anti-Oppressive Framework: A Primer"

Anti-Oppressive Framework: A Primer

<https://www.etfo.ca/news-publications/publications/anti-oppressive-framework-a-primer>

11. Dates / Times 2026-2027 Executive Meetings / General Meetings - Sophie Kroesen
-Sophie Kroesen led the discussion on potential meeting dates for the upcoming year

Tentative Dates

- **Strategic Planning Meeting #2 (In-person)** September 15, 2026
- **Fall General Meeting (In-person)** - Tuesday November 3, 2026
- **Winter General Meeting (Virtual)** - Tuesday February 2, 2027
- **Annual Meeting (In-person)** - Tuesday May 4, 2027 and June 1, 2027

Executive Meetings Dates - (5 Days In-person)

- Tuesday October 20, 2026
- Tuesday December 8, 2026
- Tuesday March 2, 2027
- Tuesday April 13, 2027
- Tuesday June 8, 2027

12. ETFO Executive Training - Sophie Kroesen

-Sophie Kroesen discussed upcoming ETFO Executive Training opportunities.

Timed Item - 12:20 - Lunch - Delivered

13. **Timed Item - 1:30** - Financial Report & Budget Proposal - Andrew Chittka

-Andrew Chittka presented the financial report and proposed budget.

- Net Worth (**Effective August 31, 2026**): \$585,474.52
- The Executive reviewed and discussed the proposed budget line by line.

Strategic Planning 26/27 - Motion 3

Gallippi / Goveas

BIRT we send one person to attend the fall POTs, spring POTs and GHOTs.

Kroesen / Barrett - Amendment

The local fully fund the president or designate to the POTs and GHOTs conferences in the 2026/2027 school year.

CARRIED AS AMENDED

Strategic Planning 26/27 - Motion 4

Kroesen / Martorino

BIRT for the 2026-2027 school year, the Professional Learning reimbursement be \$100 and the Professional Learning Resource reimbursement be \$25, up to a maximum of \$10,000 for the budget line 637 Professional Learning rebate.

FAILS

14. Committee roles / responsibilities (Executive Liaisons) - Gabrielle Blais-Jones

-Gabrielle Blais-Jones discussed ETFO leadership professional development, and members selected their respective responsibilities.

a. ETFO Leadership (September 30 / October 1) - Register by September 8

The tentative list of committee representatives scheduled to attend:

- i. **Professional Development** - K. Justin Ngo
- ii. **Equity and Social Justice** - Melissa Major
- iii. **Status of women** - Marisa Gallippi
- iv. **New Members** - Gabrielle Blais-Jones
- v. **Political Action** - Laura Barrett

Timed Item - 4:27 - Adjournment



Strategic Planning Agenda Day 2

Tuesday, September 1st, 2026 and September 15th, 2026

550 Queen's Quay West - Party Room

Break: 10:45am - 11am, Lunch: 12:30pm - 1:30pm, Break: 3pm - 3:15pm

Parliamentarian: - -

Released Officers: Sophie Kroesen, Gabrielle Blais-Jones, Laura Barrett, Melissa Major, Andrew Chittka

Executive Board Members: Jeishan Rajakulasingam, Nathan Goveas, Jason Martorino, Marisa Gallippi, Gail James

Secretary: K. Justin Ngo

Human Rights Officer: Laura Barrett

Regrets: Jason Martorino, Melissa Major

9:37 am - Call to Order

Strategic Planning Day 2, 26/27 - Motion 5

Kroesen / Blais-Jones

Change the orders of the day

CARRIED

15. Chair - expectations - Sophie Kroesen

-Sophie Kroesen presented and reviewed expectations and responsibilities for the Chair role

16. Location for executive meetings - Nathan Goveas

- Nathan Goveas presented options for executive meeting locations. Possible locations were discussed; released officers to report back with details.

17. ETFO Executive Training - Sophie Kroesen

-Sophie Kroesen presented ETFO Executive Training opportunities. (curated training e.g. Human Rights, and Equity training). Noted that locals are responsible for meeting rooms, release time, meals, and refreshments.

18. E-transfer deposits - Laura Barrett

-Reviewed the current autodeposit setup and noted that processing refunds incurs a transaction cost.

- *Action Item:* Treasurer will investigate turning off autodeposit.

- *Policy Note:* Deposits come into effect for social events with a cost over \$20 per member (as per Reference Manual language).

19. Travel time / Kilometrage -

Strategic Planning Day 2, 26/27 - Motion 6

Kroesen / Blais-Jones

BIRT section 5.17.5 be amended by the addition of:

5.17.5 Local Travel Allowance

- The kilometrage rate shall be \$0.61 per kilometre with an additional \$0.05/km for drivers taking each additional passenger, who would have otherwise been eligible for a kilometrage claim **up to a maximum of a 70 km round trip unless otherwise approved by the executive.**
- Kilometrage will be paid for committee meetings, as authorized by the president or designate up to the maximum of 35 kilometres each way.
- Kilometrage claims should indicate the point of origin, point of destination, number of kilometres travelled and the purpose of the trip.
- Claims may be verified on a recognized mapping application +/- 0.5 kilometers each way.
- Kilometrage will not be paid for local executive and committee Meetings held during school hours for which release time has been paid, nor for general or annual general Meetings.
- Kilometrage claims should accompany expense claims that refer to the same event.
- Members travelling by transit, on Local business, shall be reimbursed their actual fare.
- Released officer kilometrage for Local work (held within the TDSB) not already mentioned will begin after the first 100kms (cumulative) per week (Sunday to Saturday) and claimable only within the TDSB catchment area.**
- Released officers using their personal vehicle to travel for meetings outside the TDSB catchment area (e.g. POTs, GHOTs) where they are representing the Local shall have the entire journey covered.

FAILED

Timed Item - 10:45 - Morning Break

Strategic Planning Day 2, 26/27 - Motion 7

Goveas / Rajakulasingam

BIRT section 5.17.5 be amended by the addition of:

5.17.5 Local Travel Allowance

- The kilometrage rate shall be \$0.61 per kilometre with an additional \$0.05/km for drivers taking each additional passenger, who would have otherwise been eligible for a kilometrage claim **up to a maximum of a 70 km round trip unless otherwise approved by the executive.**

...

h. Released officer kilometrage for Local work (held within the TDSB) not already mentioned will begin after the first 100 kms (cumulative) per week (Sunday to Saturday) from the Toronto OT PO Box to the destination and claimable only within the TDSB catchment area.

Gallippi / Ngo - Motion 7A

h. Released officer kilometrage for Local work (held within the TDSB) not already mentioned will begin after the first 75 kms (cumulative) per week (Sunday to Saturday) from the Toronto OT PO Box to the destination and claimable only within the TDSB catchment area.

Blais-Jones / Barrett - 7A

h. Released officer kilometrage for Local work (held within the TDSB) not already mentioned will **not include the first and last commute in a day** and be claimed from the Toronto OT PO Box and claimable only within the TDSB catchment area.

FAILED

Gallippi / Goveas - Motion 7AA

h. Released officer kilometrage for Local work (held within the TDSB) not already mentioned will ~~begin after the first 75 kms (cumulative) per week (Sunday to Saturday)~~ from the Toronto OT PO Box to the destination and claimable only within the TDSB catchment area.

Amendment to the Amendment CARRIED

Main Motion:

BIRT section 5.17.5 be amended by the addition of:

5.17.5 Local Travel Allowance

a. The kilometrage rate shall be \$0.61 per kilometre with an additional \$0.05/km for drivers taking each additional passenger, who would have otherwise been eligible for a kilometrage claim **up to a maximum of a 70 km round trip unless otherwise approved by the executive.**

...

h. Released officer kilometrage for Local work (held within the TDSB) not already mentioned will **be** ~~begin after the first 75 kms (cumulative) per week (Sunday to Saturday)~~ from the Toronto OT PO Box to the destination(s) and claimable only within the TDSB catchment area.

CARRIED AS AMENDED

20. VP portfolios - Gabrielle

Gabrielle Blais-Jones presented the Released Officer portfolio assignments for 2026-2027:

- **Health & Safety** - Laura Barrett
- **Professional Learning** - Melissa Major
- **Social** - Melissa Major
- **Communications (Social Media)** - Gabrielle Blais-Jones
- **Payroll** - Laura Barrett
- **Grievance Officer** - Gabrielle Blais-Jones

21. **Collective Bargaining Committee Elections** (President and 4 Executive members)

Strategic Planning Day 2, 26/27 - Motion 8

Gallippi / Chittka

That the policies and procedures be amended to read:

3.2 Collective Bargaining Committee Terms of Reference

3.2.2

b) BIRT the executive appoint the lead negotiator from the elected Collective Bargaining Committee.

CARRIED

Collective Bargaining Elections: Candidates included Melissa Major, Jason Martorino, Gabrielle Blais-Jones, Laura Barrett, K. Justin Ngo, and Gail James.

Elected members to CBC: **Melissa Major, Gabrielle Blais-Jones, Laura Barrett, and K. Justin Ngo** (alongside President **Sophie Kroesen**).

Chittka/Barrett motion to destroy the ballots

CARRIED

Lead Negotiator Appointment: Sophie Kroesen was appointed as Lead Negotiator

Chittka / Gallippi - Motion to destroy Lead Negotiator ballots

CARRIED

Lunch 12:26 - 1:30

Strategic Planning Day 2, 26/27 - Motion 9

Chittka / Gallippi

That the policies and procedures be amended to read:

1.0 OPERATING PROCEDURES FOR EXECUTIVE MEETINGS

1.4 Neither recording nor transcriptions of Toronto OT executive / general meetings shall be permitted.

Kroesen / Blais-Jones - **9A**

1.4 Neither recording nor transcriptions of Toronto OT executive /general meetings shall be permitted.

FAILED

Blais-Jones / Rajakulasingam - **9AA**

1.4 Neither recording nor transcriptions of Toronto OT executive / general meetings shall be permitted **except for the secretary for minute taking purposes.**

CARRIED AS AMENDED

Goveas / Barrett - call the question

Kroesen / Barrett - to postpone motion 9AA (as amended) to time definite to October 20th Executive Meeting.

22. Committee roles / responsibilities (Executive Liaisons) - Gabrielle Blais-Jones
- Gabrielle Blais-Jones reviewed the roles and responsibilities for the Local's standing committees. The Executive passed the following motions to establish Ad Hoc Committees for the 2026-2027 school year:

Strategic Planning Day 2, 26/27 - Motion 10

James / Blais-Jones

BIRT the Local establish a Retired Teachers Ad Hoc Committee for the 2026-2027 school year.

CARRIED

Strategic Planning Day 2, 26/27 - Motion 11

Barrett / Blais-Jones

BIRT the Local establish a Health and Safety Ad Hoc Committee for the 2026-2027 school year.

CARRIED

Strategic Planning Day 2, 26/27 - Motion 12

Barrett / Blais-Jones

BIRT the Local establish a 2SLGBTQIA+ Ad Hoc Committee for the 2026-2027 school year.

CARRIED

Strategic Planning Day 2, 26/27 - Motion 13

Blais-Jones / Kroesen

BIRT the Local establish a French Teacher Ad Hoc Committee for the 2026-2027 school year.

CARRIED

Strategic Planning Day 2, 26/27 - Motion 14

Kroesen / Blais-Jones

BIRT the Local establish a Collective Bargaining Member Consultation Ad Hoc Committee for the 2026-2027 school year.

CARRIED

- *Action item:* Gabrielle Blais-Jones to email Executive Members regarding their choices for committee liaisons.

23. Executive vacancy nomination form approval, Elections Officer discussion

- Action Item: The Elections Officer nomination form for the Executive vacancy will be sent out to Local members.

Elections officer for by-election:

Strategic Planning Day 2, 26/27 - Motion 15

Kroesen / Gallippi

BIRT that Yolanda B'Dacy be appointed as the Elections Officer for the Toronto Occasional Teachers' Local for the 2026-2027 school year.

Gabrielle / Barrett - 15A

BIRT that Yolanda B'Dacy be appointed as the Elections Officer for the **November 3rd General Meeting** for the Toronto Occasional Teacher Local ~~for the 2026-2027 school year.~~

CARRIED

Main Motion: BIRT that Yolanda B'Dacy be appointed as the Elections Officer for the November 3, 2026 General Meeting for the Toronto Occasional Teachers' Local

CARRIED AS AMENDED

BREAK 3:00 PM

24. Toronto and York Region Labour Council membership - Gabrielle Blais-Jones

-Gabrielle Blais-Jones reviewed the Local's initiatives and participation in the Toronto and York Region Labour Council.

25. Released Officer Lieu Time reports - Sophie Kroesen

-Sophie Kroesen presented lieu time tracking records for Released Officers.

Strategic Planning Day 2, 26/27 - Motion 16

Goveas / James

BIRT Marisa Gallippi be released for a half day at daily rate in lieu of summer work done for transitioning the new president.

CARRIED

The Released Officer Lieu Time Report was approved.

26. ~~Goal Setting (continue, stop, start activity)~~ — Gabrielle Blais Jones

27. Tuesday Observer - Sophie Kroesen

Sophie Kroesen announced that the 'Tuesday Observer' bi-weekly newsletter communication will be launched today (September 15th) and sent directly to members' mail.

- *Action item:* Obtain updated member roster from the board

28. Executive Q&A - Sophie Kroesen (15 mins)

Sophie Kroesen facilitated a 15 minute Q&A session.

- It was noted that the second session of the Annual Meeting (originally June 1, 2027) represents a constitutional conflict and is officially rescheduled to **Thursday, May 27, 2027**.

29. ~~Documents review (time permitting)~~

Timed Item - 4:15 - Adjournment

Summary of Action Items:

- **Treasurer / E-Transfer Deposits:** Investigate turning off autodeposit.
- **Constitution Update:** Approved amendments to Section 5.17.5 (Kilometrage) and Section 3.2.2 b) (Lead Negotiator Selection) Section 3.3.10 of the Reference Manual.
- **Committee Liaisons:** Gabrielle Blais-Jones to email Executive Members regarding their choices for committee liaisons
- **Executive Vacancy By-Election:** Send out the approved nomination form for the Executive vacancy to Local members
- **Tabled Recording Motion:** Motion 9 as a tabled item for the October 20, 2026 Executive Meeting
- **Member Roster:** Obtain updated member roster from the TDSB.
- **Released Officers Report** back to Executive with location options, availability, and costs for upcoming 2026–2027 Executive Meetings.
- **Approval of June Minutes**