



**New Member Information
Resource Booklet
2018-2019**

www.retta.ca

(204) 661-1823

New Teacher Booklet Index

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CODE OF PROFESSIONAL PRACTICE

The Code of Professional Practice establishes the required standards of conducts for all members of the Manitoba Teachers' Society. A teacher's professional behaviour must reflect the spirit as well as the letter of the Code.

1. A member's first professional responsibility is to her or his students.
2. A member acts with integrity and diligence in carrying out professional responsibilities.
3. A member avoids involvement in a conflict of interest, recognizes that a privileged relationship with students exists and refrains from exploiting that relationship for material, ideological or other advantage.
4. A member's conduct is characterized by consideration and good faith. She or he speaks and acts with respect and dignity, and deals judiciously with others, always mindful of their rights.
5. A member respects the confidential nature of information concerning students and may give the information only to authorized personnel or agencies directly concerned with the individual student's welfare.
6. A member first directs any criticism of the professional activity and related work of a colleague to that colleague in private. Only after informing the colleague of the intent to do so, the complainant may direct in confidence the criticism to appropriate officials through the proper channels of communication. A member shall not be considered in contravention of this section in the following circumstances:
 - a) consulting with the Society or the president of the member's local association;
 - b) taking any action that is allowed or mandated by legislation.
 - c) where the member is acting in good faith and without malice in the discharge of the legitimate duties of his or her appointed or elected position.
7. A member does not bypass immediate authority to reach higher authority without first exhausting the proper channels of communication.
8. A member makes an ongoing effort to improve professionally.
9. A member adheres to collective agreements negotiated by the professional organization
10. A member or group of members makes only authorized representations to outside bodies on behalf of the Society or its local associations. Without the express permission of the Society, no member(s) conferring with outside bodies may explicitly or implicitly claim that they represent the Society or its local associations.

Violations of the Code shall be addressed through application of the Bylaws (Amended at the MTS Annual General Meeting, 2012).

*Please pay special attention to these in your day-to-day practice with other members

River East Transcona Teachers' Association (RETTA)

The River East Transcona Teachers' Association represents over 1500 teachers who are employed by the River East Transcona School Division (RETSO). We are the second largest teachers' association in the Province of Manitoba. Our Association employs both a full-time president and vice-president as well as a full-time administrative assistant. We are dedicated to protecting and advancing the rights and well-being of our members.

President: *Tim Breen* (tbreen@retta.ca) is an ex-officio member of all committees as well as a sitting member of the joint PPDF committee. Tim acts on behalf of all members and is the liaison between RETTA and Manitoba Teachers' Society.

Vice President: *Chris Darazsi* (cdarazsi@retta.ca) is chair of the Collective Bargaining committee which develops the package of proposals and, with Council approval, negotiates a new Collective Agreement with the Division. He is also the teacher representative on the joint Divisional Workplace Safety & Health committee.

Members at Large: There are up to ten Members at Large whose portfolios vary from year to year.

- Chad Duffield (cduffield@retta.ca), Transcona Collegiate
- Erin Ellison (eellison@retta.ca), John Pritchard
- Sandy Fazenda (sfazenda@retta.ca), Bernie Wolfe
- Catherine Fouillard (cfouillard@retta.ca), Sun Valley
- Sabrina Fernandes (sfernandes@retta.ca), John Henderson
- Yury Kruk (ykruk@retta.ca), Hampstead
- Kirsten Mundle (kmundle@retta.ca), Robert Andrews
- Jason Oliver (joliver@retta.ca), Arthur Day
- Frank Reeves (freeves@retta.ca), Princess Margaret
- Cam Sheppard (csheppard@retta.ca), John G. Stewart

Committees

There are several committees that are open to all members who wish to participate. Each committee is chaired by one of the executive members and will meet a few times over the course of the year to discuss and promote matters relating to their area. Some of these include:

- Wellness
- Resolutions
- Public Relations
- Equity and Social Justice
- Collective Bargaining
- Education Finance

Manitoba Teachers' Society (MTS)

Mission

The Manitoba Teachers' Society is dedicated to safeguarding the welfare of teachers, the status of the teaching profession and the cause of public education in Manitoba.

Goals

1. To provide for its members an organization that will give them an equal, effective and democratic opportunity to pursue their interests and aspirations as teachers.
2. To achieve for and utilize on behalf of its members a system of collective bargaining that will permit a fair and open negotiation of all economic benefits, professional rights and conditions of work of teachers.
3. To ensure for its members opportunities to develop their professional skills as teachers.
4. To protect and defend the individual rights of its members as teachers.
5. To positively influence educational change.
6. To be recognized as an effective agent of public education so that government will consult and maintain a continuous dialogue with teachers.

My Profile

An invaluable source of information for the Society and the Association is the "My Profile" site found on the MTS homepage www.mbteach.org . All members new to the Society must register by visiting the "My Profile" site. Please use your home computer *and* e-mail address to register. Registration gives you access to professional development opportunities as well as up-to-date and important information regarding education in Manitoba.

Wellness

All members of MTS can access services offered through the Educator Assistance Program. Individual, marital, family and group counseling sessions in French and English are available to all members. All services are confidential and voluntary.

Discounts

All teachers who belong to MTS are eligible for discounts at various retailers and businesses throughout the province of Manitoba.

For a complete listing of the discounts please visit the MTS Members' Discount Program page on the MTS website. www.mbteach.org

RETTA Benefits

As a member of the River East Transcona Teachers' Association you are entitled to a number of benefits. You can also find information specific to River East Transcona teachers at the Manitoba Public School Employee Benefit plan website at www.mpsebp.ca as well as in the library at www.retta.ca.

Note – This summary below is provided *for your convenience*. In the event of any difference between the terms in the documents and those of the Agreement, *the terms of the Group Agreement shall prevail*.

Blue Cross Dental Benefits

Blue Cross dental coverage is compulsory for all contract teachers. New employees, on a contract over 60 days in length and over 0.3 FTE, become eligible for benefits immediately (providing an application has been received within 30 days of employment commencing). This monthly premium is in pre-tax dollars. To opt out of the Blue Cross dental plan, the employee must complete the Waiver of Benefits – Dental Plan form and provide proof of spousal coverage. If an application or proof of spousal coverage is not received at RETSD payroll the employee will be deducted the monthly family premiums through payroll.

Dental benefits are subject to a maximum of \$1750 per person per calendar year. Plan participants will be reimbursed 100% for “Basic” and 80% for “Major” dental services and 50% for Orthodontics for dependent children under 21 years of age (25 years of age and a full-time student). There are single, couple and family premium rates.

Coverage is optional for employees working less than 30% full-time, but who have a contract 60 days or over, and will only be deducted through payroll if an application has been received. Employees will be reimbursed at the same levels cited above.

For more information on the plan or a copy of the plan booklet please go to; www.mpsebp.ca

Blue Cross Extended Health Benefits

Blue Cross extended health coverage is compulsory for all contract teachers working 30% or more while teachers signed to a Limited Term Teacher–General Contract are eligible if their contract is for 60 consecutive teaching days or more in the school year. New employees become eligible for benefits immediately (providing an application has been received within 30 days of employment commencing). This monthly premium is in pre-tax dollars. To opt out of the Blue Cross Extended Health Plan, the employee must complete the Waiver of Benefits – Extended Health Plan form and provide proof of spousal coverage. If an application or proof of spousal coverage is not received, the employee will be deducted the monthly family premiums through payroll.

Eligibility starts at a 60 day contract for employees working at least 0.3 FTE, and will only be deducted through payroll if an application has been received. Employees will be reimbursed

80% of eligible expenses not covered by your provincial health plan, up to certain annual maximums.

For more information on the plan or a copy of the plan booklet please go to; www.mpsebp.ca

Blue Cross Customer E-Service

Customer E-service is now available for subscribers to register and get plan information. Simply register online (www.mb.bluecross.ca). It gives you 24 hour, 7 days a week access to:

- Plan information
- Benefit details
- Claim information
- On-line claim forms
- Temporary ID card

Sick Leave- Article 10.08 of the Collective Agreement (found at www.retta.ca)

- Accumulates at the rate of 20 days per year when employment is for the full school year.
- Sick days accumulate to a maximum of 130 days.
- Part-time teachers receive a pro-rata share of sick days based on full-time equivalency.

Manitoba Teachers Society Disability Benefits Plan – Long Term Disability (LTD)

This insurance is compulsory for all contract teachers hired for a period of more than 40 days in a school year. The premium is employee-paid (1.90% of gross salary). Should a claim be processed, the benefit income provided through this insurance is 80% of pre-disability net income. No application or enrolment form is necessary to join this plan.

Teachers working a minimum 40-day contract at 0.3 FTE and above are eligible to join this plan. Teachers working less than 0.3 FTE contract time are not covered under the terms of this plan.

Manitoba Teachers Society Short Term Disability Plan (STD)

This insurance is compulsory for all contract teachers. The benefits start after all accumulated sick leave has been used and continues up to the qualifying period for the LTD Plan (80 days). Should a claim be processed, the benefit income provided through this insurance is 80% of pre-disability net income. The premium is employee paid (0.17% of gross salary). Substitute teachers are not eligible for this plan. No application or enrolment form is necessary to join.

Group Life Insurance Plan

- a) Basic Life – This insurance is compulsory for all teachers under contract. The minimum benefit is 200% of annual earnings. The premium for the first 200% of coverage is employee-employer shared (50%-50%).

Additional life insurance to a maximum of 700% of salary is available at the teacher's expense, at the same premium.

b) Accidental Death, Dismemberment & Loss of Sight (AD&D)

This insurance is optional. You may choose coverage in units from a minimum of \$18,000 to a maximum of \$360,000.

Single coverage = \$0.50 per \$18,000 unit

Family coverage = \$0.75 per \$18,000 unit.

c) Family Life Insurance – This benefit is optional at a premium of \$5.00 per month.

Teachers' Retirement Allowances Fund (TRAF)

The pension plan is compulsory. 8.8% of gross salary up to the Yearly Maximum Pensionable Earnings (YMPE) is deducted for pension (TRAF). In addition, 10.4% is deducted from earnings above the YMPE amount (2018 YMPE at \$55,900). No application or enrolment form is required.

Personal Professional Development Fund (PPDF)

What is the PPDF?

The Personal Professional Development Fund was created as a result of a Letter of Intent between the Board of Trustees and the Association. The fund is intended to stimulate and provide financial assistance for personal professional development of professional staff in the Division who are members of the Association covered by the Collective Agreement of the River East Transcona Teachers' Association.

This assistance will normally be used to fund:

- educational leave and attendance at conferences, seminars, and workshops
- noncredit courses
- professional programs organized by outside agencies

Although the fund is intended to assist teachers in their personal professional development, it is recognized that this development will be of a kind that is beneficial to the Division.

Who is eligible to apply for PPDF?

For the purposes of Personal Professional Development all professional staff are considered to be teachers as per the Collective Agreement. All teachers except those on leave, have equal access to funds regardless of contract time.

Where can I find the PPDF Guidelines and Application Forms?

The guidelines and application forms can be found on our website at www.retta.ca . Please check there for all details regarding the PPDF or call the office at 204-661-1823.

What am I eligible for?

A teacher may be funded for up to two in-town activities per school year. The maximum funding for yearly activities will be \$500.00 (excluding substitute costs).

Once every three years, a teacher may access a \$1,950.00 maximum lump sum amount for an out-of-town PD activity. Some restrictions apply, please refer to the PPDF guidelines.

Quick Reference Contacts

River East Transcona Teachers' Association

206 – 1100 Concordia Ave.

Winnipeg, MB

R2K 4B8

Ph: 204-661-1823 Fax: 204-661-0172

Email: Tim Breen, President – tbreen@retta.ca

Chris Darazsi, Vice-President – cdarazsi@retta.ca

Janice Bell, Administrative Assistant – jbelle@retta.ca

Website: www.retta.ca

Manitoba Teachers' Society

191 Harcourt Street

Winnipeg, MB

R3J 3H2

Ph: 204-888-7961 Fax: 204-831-0877

After hours Ph: 204-946-2725

Website: www.mbteach.org

MTS Disability Fund

101-2639 Portage Avenue

Winnipeg, MB

R3J 0P7

Ph: 204-957-5330 or 1-866-504-9373

Fax: 204-957-5347 or 1-866-216-9014

Email: info@mtsdbp.ca

TRAF (Teacher Pension Plan)

330-25 Forks Market Road

Winnipeg, MB

R3C 4S8

Ph: 204- 949-0048 Fax: 204-944-0361

Toll Free: 1-800-782-0714

Website: www.traf.mb.ca

Email: info@traf.mb.ca

Manitoba Education and Training

204-945-7912

Bureau de l'éducation française

204-945-6916

Curriculum Guides

1-800-305-5515

Manitoba Blue Cross

204-775-0151

Educator Assistance Program

204-837-5801



RETTA Calendar 2018 – 2019

September

Tuesday, 4 th	Co-ordinated Day (Metro)
Tuesday, 11 th	RETTA Executive Meeting
Thursday, 20 th (aftrn)	RETTA Contact Rep Orientation
Tuesday, 25 th	RETTA Council Meeting

October

Tuesday, 2 nd	RETTA Executive Meeting
Wednesday, 10 th	TRAF Seminar (K.E.C.)
Monday, 15 th	PPDF Committee Meeting
Friday, 19 th	MTS PD Day (SAGE Conference)
Tuesday, 23 rd	RETTA Council Meeting

November

Friday, 2 nd (eve)	RETTA Volleyball Social (VGCC)
Tuesday, 6 th	RETTA Executive Meeting
Wednesday, 14 th	Maternity/Paternity Seminar
Tuesday, 20 th	RETTA Council Meeting

December

Tuesday, 4 th	RETTA Executive Meeting
Tuesday, 11 th	RETTA Council Meeting

January

Tuesday, 8 th	RETTA Executive Meeting
Tuesday, 22 nd	RETTA Council Meeting

February

Tuesday, 5 th	RETTA Executive Meeting
Tuesday, 19 th	RETTA Council Meeting

March

Tuesday, 5 th	RETTA Executive Meeting
Wednesday, 6 th	Maternity/Paternity Seminar
Tuesday, 19 th	RETTA Council Meeting

April

Tuesday, 2nd RETTA Executive Meeting
Tuesday, 16th RETTA Council Meeting
Thursday, 25th RETTA Trivia Night

May

Tuesday, 14th RETTA Executive Meeting
Tuesday, 21st RETTA Council Meeting
Wednesday, 22nd through
Saturday, 25th MTS Provincial Council Meeting

June

Friday, 3rd PPDF Applications open for 2019/20
Tuesday, 4th RETTA Executive Meeting
Thursday, 6th RETTA Retirement Dinner
Tuesday, 11th RETTA Council Meeting

Council Meetings are held at Kildonan East Collegiate (4:30 p.m.), all RETTA members are welcome.

Revised September 11, 2018. Subject to change