Agreement

Between

The Board of Education of the
Regina School Division No. 4 of Saskatchewan

And

The Teachers of the Regina School Division No. 4
of Saskatchewan

July 1, 2024 – June 30, 2028

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PREAMBLE

Land Acknowledgement

The Parties acknowledge that they are on Treaty 4 Territory, the ancestral lands of the nêhiyawak (Cree), anihšināpēk, Dakota, Lakota, and Nakoda nations, as well as the homeland of the Métis/Michif Nation. They express their profound respect for these territories and the peoples who have cared for them for generations. In the spirit of reconciliation, collaboration, and mutual respect, the Parties are committed to honoring the treaties and working together with Indigenous people as they move forward on a shared path of progress and meaningful change.

Diversity Statement

The Parties recognize that equity, diversity, and inclusion, as related to representation of the broader community, means inclusivity of designated equity groups as described by the Saskatchewan Human Rights Commission (Indigenous Peoples, Persons with Disabilities, Visible Minorities, Women in Underrepresented Occupations) and Gender and Sexually Diverse individuals.

The Parties acknowledge that racism, in all its forms, including individual, institutional, cultural, and structural, sexism, homophobia, and transphobia are embedded in society, and commit to the elimination of racism, sexism, homophobia, transphobia, and oppression by breaking down barriers that lead to inequitable outcomes.

The Parties acknowledge that they have a shared responsibility to ensure that stereotyping, bias, discrimination, racism, sexism, homophobia, transphobia, or inequality, is not perpetuated and they commit to respond with timely intervention when these become evident.

The Parties further acknowledge and recognize that demonstrating commitment and action toward a more equitable, diverse, and inclusive community requires reflection and active learning.

ARTICLE 1 - DURATION

1.01 This Agreement, entered into between the Board of Education of the Regina School Division No. 4 of Saskatchewan, ("the Board"), and the teachers of the Regina School Division No. 4, pursuant to and in compliance with *The Education Act, 1995*, shall be binding upon all teachers and the Board, shall provide the terms and conditions of employment and shall be in effect from **July 1, 2024 to June 30, 2028** or until a new Agreement is negotiated.

1.02 Collective bargaining shall commence no later than 210 days prior to the expiry of the agreement.

ARTICLE 2 - PURPOSE AND INTERPRETATION

2.01 Unless the context otherwise requires, all terms and expressions used in this agreement shall have the same meaning as are given to them in *The Education Act, 1995*. The table of contents and headings in this agreement are not part of the contract but shall be construed as being inserted for convenience of reference only.

2.02 The Regina Public School Teachers' Association shall be referred to as RPSTA in this agreement.

2.03 The Local Implementation Negotiation Committee shall be referred to as LINC in this agreement.

2.04 The Professional Development Advisory Committee shall be referred to as PDAC in this Agreement.

ARTICLE 3 - JOINT ASSOCIATION MANAGEMENT MEETINGS

3.01 The parties to this agreement shall meet during the term of the agreement to facilitate discussion of matters of mutual concern. These meetings shall be held a minimum of two times throughout each school year, unless either party has any matters to bring forward. In addition, representatives of the Board and the RPSTA may meet at any time upon mutual agreement. Meeting notes will be kept, and a copy provided to each group one week prior to the next meeting.

ARTICLE 4 - GRIEVANCE PROCEDURE

4.01 Definition

For the purpose of this section, a grievance includes any disagreement with respect to the meaning, application or violation of this Agreement.

4.02 Resolution

The parties shall endeavour to settle grievances at each step of the Informal Discussion prior to advancing to the Formal Grievance Procedure.

4.03 Informal Discussions

Whenever possible, the Teacher/Association will discuss the complaint with the teachers' relevant supervisor prior to filing a formal grievance. If a matter cannot be resolved through discussions, then the formal grievance procedure may be initiated.

4.03.01 **If a grievance is not resolved by informal discussion, a teacher shall contact the Chairperson of the LINC or designate. The Chairperson of LINC shall, upon receipt of the notice contact the Chairperson of the Board's Negotiation Committee arrange to resolve the grievance.**

4.03.02 **If the grievance is not resolved by the Chairpersons, they shall determine if the grievance should be discussed at a Joint Association Management Meeting (Article 3) or should proceed to the Formal Grievance Procedure (Article 4.04). If no agreement about next steps is reached, either party may initiate the Formal Grievance Procedure.**

4.04 Formal Grievance Procedure

If the matter cannot be resolved through Informal Discussion, either party submits the grievance in writing, to initiate the Formal Grievance Procedure.

4.04.01 **If the grievance is not resolved by the procedure specified in Article 4.03, a** Grievance Committee shall be established consisting of six (6) members, three (3) appointed by the RPSTA and three (3) appointed by the Board of Education. A quorum shall consist of equal representation from the RPSTA and the Board with no less than two members from each.

Upon notification of a grievance, the Grievance Committee shall meet within fifteen (15) **working** days to consider the grievance. **The outcome of the Grievance Committee meeting will be communicated verbally to the employee as soon as possible, and, in writing, within seven (7) working days of the meeting.**

4.05 Arbitration

If the grievance is not resolved to the satisfaction of both parties, either party may within fifteen (15) **working** days of receipt of the Board's response refer the matter to arbitration in accordance with the terms of the *Education Act, 1995* and any amendments thereto.

ARTICLE 5 - PROFESSIONAL DEVELOPMENT FUNDS, PDAC AND SESSION AWARDS

5.01 In order to promote the professional development of its personnel for the benefit of the public educational system under its jurisdiction, the Division shall make appropriate provisions for the purpose of funding professional development.

5.02 Professional Development Fund

For each school year, the provision for Teacher Professional Development shall consist of **0.50%** of the 'Instructional Salaries' line of the audited financial statement on record on the first day of the fiscal year. Any professional development funds not expended or committed by August 31 of each school year shall be accrued. The Professional Development Advisory Committee shall include these funds in the budget for the subsequent year.

5.03 Professional Development Advisory Committee

PDAC is comprised of three **(3)** members appointed by the **Board** and three **(3)** members appointed by the RPSTA. **PDAC makes** recommendations to the Director or designate concerning the allocation of the Professional Development Fund (**Article 5.02**) with respect to:

5.03.01 Specific applications for: Sabbatical and Educational Leave, Early Leave, Session Awards, Special Assignment Leave, Visit and Conference Leave, Contingency, School based budgets, Substitute Teacher Training.

5.03.02 Special professional development fund requests may be made in addition to those listed in .01 above.

5.03.03 Use of surplus funds from the previous year may be expanded beyond the lists in .01 or .02 above with agreement of PDAC.

5.03.04 In no case shall receipt of any award exclude considerations for any other Professional Development applications.

PDAC has the delegated authority to develop and maintain current guidelines for the disbursement of the Professional Development Fund for the purposes set out above, and will include: Instructional Release for PD, Access to PD Funding, Member Interest in PD, Costs of PD, Effective Models of PD, Timing of PD, and Delivery of PD, as well as any other matters that are deemed necessary by the PDAC.

5.04 Session Awards

In accordance with the PDAC Guidelines, an award may be granted for the successful completion of a session program. **A session program shall mean any educational program determined by the PDAC Guidelines.**

ARTICLE 6 - LEAVES OF ABSENCE

All Leave of Absence entitlements as listed in the 2019-2024 Local Agreement will remain in force until August 25, 2025. Effective August 26, 2025, Article 6 Leaves of Absence as follows shall apply.

6.01 Professional Development Leaves

6.01.02 Sabbatical and Educational Leave

Educational Leave is a leave of absence to pursue a formal course of study. Sabbatical Leave is a leave of absence to travel for the purpose of studying other educational systems, or to undertake any other activity of an educational

nature. Sabbatical and Educational Leaves may be granted subject to the following conditions:

a) The period of leave shall not exceed 14 consecutive months.

b) The full amount of assistance that the Board will grant to a teacher will be the minimum salary of the teacher's classification on the provincial salary grid.

c) Should the Sabbatical or Educational Leave be for less than one academic year, the amount of assistance will be determined by the prorating of the amount determined by section **b) above**, such prorating to be based on a 10-month academic year.

d) A teacher must have a minimum of three years of professional training beyond senior matriculation and have at least five years of service or equivalent with the Board.

e) Applications for assisted leave under this section must be submitted to the Director not later than March 1st of the year preceding the school year for which the leave is requested. In the event that March 1st falls on a weekend, the due date is the Friday, immediately preceding.

f) The Board will notify the teacher of its decision within six weeks of the final date for applications. Within two weeks of receiving notification of the Board's decision to grant leave, the teacher shall acknowledge acceptance or rejection of the award.

g) The teacher shall agree, by written contract, to return to service with the Board for a period of at least two years following the completion of the leave, and in the event of default, to refund the amount of the award as set out hereunder.

h) Should the assisted leave be for less than one year, the commitment to the Board specified in subsection **g) above** would be prorated.

i) If the teacher fails to comply with the agreement referred to in section **g) above**, the teacher shall refund the money awarded together with interest computed on the basis of the preferred bank lending rate which prevailed at the commencement of the leave. If some of the time commitment has been complied with, any dollar refund shall be prorated.

j) Should the teacher fail to complete the educational program for which leave was granted, the teacher shall undertake to repay the amount of the award. The repayment period will commence one year following the date of return to service with the Board. The repayment will consist of the amount of the award plus interest based upon the preferred bank lending rate prevailing at the time when the leave commenced. This interest calculation shall commence on the date repayment commences and will be computed on the unpaid balance. Should the teacher successfully complete the educational requirements within the year

prior to the date of the beginning of repayment, this completion shall be deemed to have satisfied the conditions of the granting of the award.

k) The teacher, upon return to service with the Board, shall be placed in a position as shall be agreed upon in writing prior to the commencement of the leave.

l) The period of the leave shall not be credited for experience for incremental purposes.

m) Should the teacher die while on assisted leave or during the period of commitment, there shall be no liability imposed on family, estate, or any other person for repayment of the award.

n) Notwithstanding the foregoing sections the Board may, in its discretion, waive the teacher's compliance, in whole or in part.

6.01.02 Special Assignment Leave

a) Special Assignment Leave for any period of time up to **fourteen** (14) months may be granted to a teacher in order that the teacher may obtain special qualifications designed primarily to satisfy a particular need for such qualifications in the schools of the Board of Education. The Board will pay the teacher 100% of salary during such leave. To qualify for this award, the teacher must possess a valid Saskatchewan teaching certificate.

b) The teacher shall agree, by written contract, to return to service with the board for a period of not less than three years. In the event of default, the teacher will refund the amount of the award in the manner outlined in sections **6.02.09** and **6.02.10** Should the leave be for less than one year, the commitment to the Board will be prorated. Notwithstanding the foregoing sections, sections **6.02.13** and **6.02.14** shall apply *mutatis mutandis*.

6.01.03 Early Leave

a) Applications for Early Leave shall be submitted to the Director for consideration by the Professional Development Advisory Committee.

b) Subject to **Article 5.03**, the Director may grant Early Leave up to and including five days with full pay.

c) In special circumstances where Early Leave for more than five days is required, additional days with pay may be granted.

d) Upon accepting an Early Leave, the teacher will contract in writing to remain in the employ of the Board for a period of one year from the completion of the leave.

6.01.04 Visit and Conference Leave

a) When an award to a teacher for the purposes of conducting research and acquiring information through attendance at conferences, visiting other school systems, or other related purposes approved by the Board is granted, the teacher shall suffer no loss of pay during absence from duties in the school system. The teacher shall be reimbursed for authorized expenses, as substantiated by official receipts.

b) **Cost of substitute teachers, where required for Professional Development applications, shall be subtracted from the Professional Development Fund.**

6.01.05 Deferred Salary Leave

a) Deferred Salary Leave is based on the 4:5 year format in accordance with Administrative Procedure.

b) To qualify for participation in the Deferred Salary Leave Plan, a teacher must have been in the employ of the school division for five years, two of which must have been consecutive and immediately prior to and including the year of the request.

c) Applications for the Deferred Salary Leave Plan shall be submitted to the Director not later than April 1st of the school year preceding the year for which enrolment is requested. In the event that April 1st falls on a weekend or holiday, the due date is the last school day, immediately preceding April 1st.

d) The Board shall notify the teacher of its decision no later than May 15th of that year.

e) The teacher, upon return to service with the Board, shall be placed in a position as shall be agreed upon in writing prior to the commencement of the leave.

f) There shall be no requirements with respect to the activities the teacher undertakes during the Leave.

6.02 General Leaves of Absence

Commencing August 26, 2025, teachers are entitled to take up to six (6) days of General Leaves of Absence every year, and, once in a career, up to ten (10) days of General Leaves of Absence.

General Leaves of Absence can be taken in any combination of Personal Leave Bank (6.02.01), Cost of Sub Leave (6.02.02), extracurricular Leave (6.02.03) or Unpaid Leave (6.02.04) provided the maximum number of days per school year is not exceeded.

Subject to Board approval, and only in the event of urgent, exceptional circumstances a teacher may request an exception to the maximum number of days by requesting further Unpaid Leave (Article 6.02.04).

The combined absences in a given school, or in the entire system, on a given day shall not cause significant disruption to the educational program.

6.02.01 Personal Leave Bank

At the end of the 2024-2025 school year, with the exception of one personal day carried forward, all personal leave banks will be eliminated and the provisions of 6.02.01 shall apply.

a) Personal Leave Earned

i) Full-time teachers in a contract for a complete academic year receive 4 days.

ii) Teachers who are less than full-time or in a contract less than a complete academic year will receive a pro-rated amount based on length of the contract (# days) and schedule of work (% of a full contract).

b) Availability of Personal Leave Bank

The teacher's Personal Leave Bank shall be credited and available to the teacher:

i) If employed for a full academic year, on the first school day of each academic year;

ii) If employed for less than a full academic year, on the first school day of employment or return to teaching where returning from leave.

c) Less than 0.5 or 1.0 Personal Leave Bank

i) Continuing contract teachers with a Personal Leave Bank balance of less than a half-day, will be permitted to use the Personal Leave Bank balance in combination with Unpaid Leave to take a half-day of leave.

ii) Teachers may only use a combination of Personal Leave Bank balance and Unpaid Leave to the next half-day or full-day.

d) Carry Over

All teachers are entitled to carry forward up to three (3) personal leave days in the personal leave bank

6.02.02 **Cost of Sub Leave**

a) Teachers may, upon request, be granted leave, at a deduction from gross pay equal to the average cost of a substitute teacher (including Board-paid benefits) for each day absent.

b) The average cost of a substitute teacher shall be based on the weighted averagesalary classification of substitute teachers on the active list, along with Board paid share of benefits such as CPP and EI.

c) The average cost of a substitute teacher shall be recalculated each July to reflect changes in the active substitute list, with any change to take effect September 1. The average cost of a substitute teacher shall also be recalculated upon any change to the Provincial Salary Grid, and/or the employer contribution rates for CPP, EI or any employee benefit for which an employer contribution may be required in the future. The amount to be deducted from a teacher's salary shall be based on the average cost in effect on the date of the leave.

6.02.03 **Extracurricular Activity Recognition Leave**

a) Extracurricular activities are defined as those authorized student activities that take place beyond the instructional time set out in *The Education Act, 1995*. The importance of extracurricular activities is recognized as part of the educational offerings provided to students.

b) The interests, abilities and personal circumstances of staff shall be taken into consideration when developing extracurricular offerings. Prior to the undertaking of an extracurricular activity, expectations regarding the purpose and philosophy of the activity shall be clearly stated. Each school staff shall review annually their extracurricular activities to determine what extracurricular programming will be offered for the following year.

c) Extracurricular **Activity Recognition Leave** hours must be approved and tracked prior to the leave being granted.

d) A maximum of one (1) day of Extracurricular Activity Recognition Leave may be carried forward to the next school year.

e) **Accrual of Extracurricular Activity Recognition Extracurricular Activity Recognition Leave:**

i) In recognition of the time and energy teachers contribute to their school communities in Regina, High School teachers who have accumulated one hundred and twenty five (125) hours of Board approved extracurricular activities in a school year shall receive one (1) day of paid leave in recognition. A minimum of seventy-five hours (75) must be student contact hours. **Teachers may accumulate up to one (1) day of leave per year.**

ii) In recognition of the time and energy teachers contribute to their school communities in Regina, Elementary teachers who have accumulated fifty (50) hours of Board-approved extracurricular activities in a school year shall receive one (1) day of paid leave in recognition. A minimum of thirty (30) hours must be student contact hours. Teachers may accumulate up to two (2) days of leave per year.

6.02.04 Unpaid Leave of Absence

a) After any seven consecutive years of service in the employ of the Board, a teacher may be granted, on request, one academic year of unpaid leave of absence for any reason.

b) Such request for unpaid leave of absence would be filed by May 1st of the year preceding the school year for which the leave is requested. It would be the teacher's responsibility to contact the Board of Education by March 1st of the following year, regarding his or her intention to return.

c) Notwithstanding the above, the Board may grant, on request, unpaid leave of absence for any period regardless of years of service.

d) The teacher, upon return to the employ of the Board, shall be placed in a position as shall be agreed upon in writing prior to the commencement of the leave.

6.03 Administration Recognition Leave

In recognition of the time necessary for some high school vice principals to register students, time table, and carry out other duties associated with school year opening, high school vice principals who are required to be present at the school for meetings and other responsibilities that must be carried out at the school for twenty five (25) hours or more prior to school opening may apply for one day of time in lieu during the school year

6.04 Delegate or Official Leave

Without restricting the reasons for which leaves may be granted, a teacher may, in accordance with past practice, be granted leave with full salary to act as a delegate or other official at conventions or meetings of educational organizations.

6.05 Interpersonal Violence and Sexual Assault Leave

The parties recognize that teachers sometimes face situations of interpersonal violence in their personal life. Upon notification to the Board, teachers shall be entitled to a paid leave for a maximum of five (5) days and an unpaid leave for a maximum of a further five (5) days for interpersonal violence leave as provided for in *The Saskatchewan Employment Act*.

6.06 Maternity Leave

6.06.01 Maternity Leave shall be granted in accordance with the provisions of *The Saskatchewan Employment Act*.

6.06.02 Except as provided for under the provisions of the Supplemental Employment Benefits Plan established in accordance with the provisions contained in the Provincial Collective Bargaining Agreement, Maternity Leave shall be leave without pay.

6.06.03 **The Board may grant additional Unpaid Leave under Article 6.02.04 c).**

6.07 Adoption Leave

6.07.01 Adoption Leave shall be granted in accordance with the provisions of *The Saskatchewan Employment Act*.

6.07.02 **The Board may grant additional Unpaid Leave under Article 6.02.04 c).**

6.08 Parental Leave

6.08.01 Parental Leave shall be granted in accordance with the provisions of *The Saskatchewan Employment Act.*

6.08.02 The Board may grant additional Unpaid Leave under Article 6.02.04 c).

6.09 Compassionate Leave

6.09.01 Definition

For the purpose of Article 6.09, immediate family shall include spouse/partner or fiancé(e), father, mother, parent surrogate, brother, sister, child, surrogate child, parent-in-law, sister-in-law, brother-in-law, grandchild, grandparent, son-in-law, daughter-in-law, including step-family relationships.

6.09.02 Leave in the Event of Death

A teacher shall be granted leave with pay for a period of up to and including five teaching days in the event of a death in the immediate family; such total number of days to include attendance at any funeral, wake, memorial service and/or other culturally appropriate ceremony. Where the period between the death and the funeral, wake, memorial service and/or other culturally appropriate ceremony is expected to be delayed, the employee shall be entitled to defer any or all of their eligible compassionate leave to a later date no more than twelve (12) months following the death.

6.09.03 Leave in the Event of Serious Illness

A teacher shall be granted leave with pay for a period of up to and including five teaching days at the time of serious illness (i.e. life threatening situation) of an immediate family member. Serious illness shall include all surgery under general anesthetic or any situation in which a physician recommends your presence or indicated the situation is potentially life threatening. Unless the illness falls within the definition of 'serious illness', requests for leave to visit immediate family members with chronic conditions such as diabetes, multiple sclerosis, heart disease or cancer would be granted without pay. Serious illness which is then followed by the death of the immediate family member would be considered as two separate leave situations.

6.09.04 Travel

If travel is required, the most efficient means of transportation should be used. In extenuating circumstances such as extensive travel, a teacher may be granted compassionate leave for a period in excess of five (5) days or for instances other than the immediate family. In order for such a request to be considered, the teacher shall supply the details of the request to a superintendent.

6.09.05 Up to a full day shall be granted with pay to attend the funeral of a colleague, extended family member, friend or student, provided that in situations where a number of teachers request permission to attend the same funeral it may be necessary for the Board to limit the number who may be granted leave.

6.10 RPSTA/Negotiation Leaves

6.10.01 Secondment Leave

The Board shall provide for the full time secondment of the President of the RPSTA. The RPSTA shall reimburse to the Board the full cost of all salary, allowances and benefits paid by the Board.

6.10.02 RPSTA Executive Leave

In addition to 5.01 6.10.01, the RPSTA shall be granted four (4) days paid leave per year for Executive members to carry out the business pertaining to the RPSTA. The RPSTA will reimburse the Board based on the substitute teacher salary rate for any time a teacher is away from work.

6.10.03 Negotiation & Representation Leave

a) In matters which involve both the RPSTA and the Board, teacher representatives for the Local Bargaining Committee of the RPSTA, not

exceeding seven in number, shall suffer no loss in salary for time necessarily absent from regular duties for purposes of participating in negotiations, mediation, conciliation, or arbitration procedures, or for attendance required by a mediator, conciliation officer or arbitration board without trustee representatives in attendance. If a member of the RPSTA Local Bargaining Committee Is on a part-time contract, that teacher shall be paid at his or her contract rate for any joint bargaining meetings held on school days which are outside of that teacher's scheduled working days.

b) In matters that involve both the RPSTA and the Board, teacher representatives shall suffer no loss in salary for time for preparations required for presentations for mediation, conciliation or arbitration. The RPSTA shall reimburse the Board for the cost of substitutes.

6.11 Informal Leaves

Informal Leaves are leaves less than one half-day and do not require formal recording or entry of the leave. Principals or direct supervisors **must be aware** and may approve requests by teachers to attend important family events and other commitments occurring during the school day. The following considerations will be taken when considering a request:

a) The knowledge and agreement of the principal.

b) The appropriate supervision of the teacher's class.

c) The active participation by the teacher in arranging coverage (if necessary).

d) The length of the absence (which much be less than a half a day).

e) The frequency of the requests.

f) The perception of the public.

ARTICLE 7 - SUBSTITUTE TEACHERS

7.01 Definition

A 'substitute teacher' means a teacher employed on a day-to-day basis as required to replace a teacher who is temporarily absent from his or her regular duties.

7.02 Daily Rate

The daily salary rate for a substitute teacher shall be 1/number of school days in the school year of the minimum of the teacher's class as per the provincial salary schedule**.**

7.03 Placement on Grid

7.03.01 After substituting for the same teacher for eight (8) consecutive days of 0.5 or greater, the substitute teacher shall be entitled to full placement on the salary grid, retroactive to the first day.

7.03.02 In the calculation of eight consecutive days for the purposes of Article 7.03.01, in cases where the substitute is not required due to inservice, professional development days, or convention occurring during what would otherwise be consecutive days it shall be deemed that no break in service has occurred.

7.04 Service on Staff Development days

If a substitute teacher has substitute taught for the same teacher for eight consecutive days immediately preceding a Staff Development Day, the Principal may request permission of the Superintendent of the school to have the substitute teacher attend all or part of the Staff Development Day with pay. Approval will be dependent on circumstances and must be obtained in advance of the Staff Development Day.

7.05 Supervision Pay

Substitutes who provide noon-hour supervision or playground supervision shall be paid in accordance with Article 9.

7.06 Substitute Joint Committee

A Substitute Joint Committee consisting of up to three representatives of the Board and up to five representatives of the RPSTA shall meet to discuss the following in relation to substitute teachers:

a) Monitor implementation of recommendations from committee;

b) Continue to monitor the effects of changes to the automated scheduling system;

c) Continue to explore ways to involve Subs in professional development;

d) Other matters as they arise.

ARTICLE 8 - PAY PERIODS FOR TEACHERS

8.01 The salary of each teacher shall be determined and paid monthly on a ten-month school year basis.

8.02 Payments shall begin with the month of September and continue consecutively through the month of June of each school year.

8.03 All salaries shall be paid by direct deposit.

8.04 Teachers have the option of establishing a second direct deposit account into which the Board will deposit 1/6th of their monthly net pay.

ARTICLE 9 - SPECIAL SERVICES

9.01 **Special Allowances**

a) Special allowances are allowances paid in addition to a teacher's basic **salary in accordance with Appendix A for the following**:

i) Coordinator

ii) Consultant

iii) Psychologist

iv) Learning Leader

b) When an occasion arises for the payment of allowances not provided for in this agreement, such allowances shall be negotiated by the parties hereto and included in an addendum to this agreement.

9.02 Acting Capacity

A teacher designated by the Board to provide 'special services' in an acting capacity shall receive the regular allowance provided for the position in proportion to the length of time the services are performed.

9.03 Special Allowance Adjustments

9.03.01 In the event that a settlement of the Provincial Collective Bargaining Agreement results in an increase in salary for teachers for any part of the time period of this agreement, all rates referenced in Article 9 – Special Services, except as provided in Article 9.01 a) i), ii), iii), shall be increased by the same percentage as the maximum of Class IV for the same time periods as said increases are applicable to salary.

9.03.02 All allowance increases (except as provided in 9.01.01) shall be effective the first day of the month immediately following the date of the signing of the Provincial Collective Bargaining Agreement.

9.04 **Noon and Playground Supervision**

9.04.01 **Playground Supervision**

a) **Before or after school supervision shall be paid at the supervision rate in accordance with Appendix 1 pro-rated for the amount of time assigned supervising.**

b) **Principals, in consultation with school staff and the Board, shall determine a reasonable level of playground supervision during recess periods in a manner that ensures the safety needs of students at the**

school and may include a rotational schedule. Recess periods are exempt from supervision pay.

9.04.02 **Noon Supervision**

Noon Supervision is payment for supervision service provided by a teacher during the school lunch period. **The teacher shall be paid at the supervision rate in accordance with Appendix A pro-rated for the amount of time spent supervising. The teacher shall be paid under Article 9.04.01 a) for the playground period during the school lunch period.**

ARTICLE 10 - ACCIDENT INSURANCE

10.01 Teachers shall be provided with coverage under the terms of the student basic accident insurance program purchased by the Board.

ARTICLE 11 - TRAVEL EXPENSES

11.01 Eligibility for Reimbursement

11.01.01 Travel expenses shall be reimbursed at a kilometre rate, to all teachers who use their cars for travel in curricular and extracurricular activities or other school business, when so authorized by the Board or its authorized delegate.

11.01.02 Payment for travel from home to a designated place of employment and return shall only be made where extra trips are made for authorized extracurricular activities involving student participation. No payment in this case shall be made for travel beyond the city limits.

11.01.03 In order to qualify for payment, claims must be received by December 31 for travel in the fall term, and by June 30 for travel in the spring term. Teachers are encouraged to submit claims on a monthly basis.

11.01.04 Itinerant teachers, including learning assistance teachers, may apply in the month of November, to have an average monthly distance travelled established, which may be used to calculate their travel expenses for the balance of the school year. Any subsequent change in the teacher's assigned schools or travel schedule may result in a modification of the established monthly allowance.

11.02 Rate of Reimbursement

11.02.01 **The current kilometer rate shall be published regularly by the Board.**

11.02.02 The base kilometre rate **was** $0.413 as of July 1, 2012.

11.02.03 The **base** kilometre rate shall be adjusted by the same percentage as the

percentage change in the Saskatchewan Private Transportation Index published by Statistics Canada for the review period. The adjustment shall be rounded to the nearest one tenth (1/10) of a cent. Review periods and adjustment dates shall be as follows:

Annual Review Date	Effective Date of Adjustment
October	January 1
April	July 1

ARTICLE 12 - PREPARATION TIME

12.01 Definition

Preparation time is time within the school day, as defined by *The Education Act*, 1995*,* when the teacher is not performing instructional tasks involving direct interaction with students. There is recognition of the need to support teachers as they continue to improve the quality of education for all students. Teachers will exercise professional responsibility regarding their choices for the use of this time in a manner that is consistent with the duties of teachers as described in Section 231 of *The Education Act, 1995*. Teachers shall be accountable to the principal for the appropriate use of preparation time.

12.02 Elementary Schools

12.02.01 Each elementary school shall be allocated sufficient staff to provide every teacher responsible for the instruction of a class or classes a total of 240 minutes of preparation time per 5-day cycle in blocks of no less than thirty (30) minutes for teachers on full-time contracts. Every effort will be made to provide blocks of no less than 30 minutes for teachers on part-time contracts. Where the school timetable cycle is not five days in length, or where there are differences between terms, the allocation of preparation time shall be such as to average 240 minutes per 5-day cycle unless otherwise agreed upon in writing by the teacher(s) and approved by RPSTA LINC and the Board.

12.02.02 Preparation time allocated to each school shall be calculated on the basis of the number of full time teachers (or equivalents) responsible for the instruction of a class or classes as of September 30 of each school year.

12.02.03 Elementary Staff Development Days

In addition to the preparation time provided in subsection 12.02.01, each elementary school teacher shall be provided with 1380 minutes of preparation time. In order to implement this amount of preparation time, and at the same time provide parents with a schedule of the times when students are dismissed for staff meetings and in-service, the following shall be implemented:

a) Students shall be dismissed from the elementary schools on nine days throughout the school year. These days shall be used for staff meetings, system and school-based in-service, and teacher preparation time and will be referred to as Staff Development Days (SDD).

b) The nine Staff Development Days shall be common to all elementary schools, and shall be identified on the school year calendar distributed to all staff and parents.

c) The day allocated for Convention is not included in the nine Staff Development Days.

d) Within the nine Staff Development Days, **1500** minutes shall be allocated for system in-service, school-based in-service and staff meetings; 1380 minutes shall be allocated for teacher preparation time.

e) In scheduling the nine Staff Development Days, consideration shall be given to: an even distribution across the school year, time allocated for student assessment and evaluation, and a cycle which would enable those parents whose workplace provides designated Fridays off work to coordinate their schedules as closely as possible with the school schedule.

12.02.04 Elementary Preparation Time Before and After Student Days

Elementary teachers shall be provided with an additional 450 minutes of preparation time to be allocated at the beginning of the school year prior to the first day of school for students, and an additional 150 minutes of preparation time to be allocated at the end of the school year after the last day of school for students.

12.03 High Schools

12.03.01 High school teachers shall receive on average, 57 continuous minutes of preparation time per teaching day averaging 285 minutes of preparation time per five-day teaching day cycle unless otherwise agreed upon in writing by the teacher(s) and approved by RPSTA LINC and the Board.

12.03.02 Preparation time shall be prorated on staff meeting days.

12.03.03 High School Preparation Time Before and After Student Days

High school teachers shall be provided with 300 minutes of preparation time prior to the first day of school for students and 300 minutes of preparation time at the end of Semester 1 in addition to turnaround day.

12.04 Prorating

Teachers employed on a part time basis or assigned part time instructional duties shall have their preparation time prorated accordingly.

12.05 Calculation

Teachers assigned to duties, which do not involve regular instruction of classes, shall be excluded from the formula for calculating the staff component required to provide preparation time. Such assignments include learning assistance teacher, teacher/librarian, and counsellor. Teachers within these groups shall be responsible for establishing a schedule, which accommodates their preparation time in accordance with the terms of this article.

12.06 Emergent Situations

The Principal may, when the need arises, temporarily assign a teacher instructional duties during preparation time in order to deal with short-term teacher absences due to an emergent situation, or pre arranged approved absence of one half day or less. In this event, the Principal will, in consultation with the teacher, arrange to provide the equivalent preparation time at a later date in the school year.

ARTICLE 13 - VACANCIES AND TRANSFERS

13.01 Principal or Vice Principal Vacancies

a) When **Principal or Vice Principal** vacancies and/or potential vacancies occur within the system, the Board shall post all vacancies, and invite applications. **The posting will include the required qualifications for the position.**

b) **An acting Principal and Vice Principal may be appointed for a temporary period of up to one Academic Year in the event of an absence due to illness, approved leave of absence, or resignation during the Summer Vacation and/or Academic Year.**

13.02 Teaching Vacancies - **New Schools**

When new schools are to be opened, the Board shall provide opportunities for transfer through the teacher transfer processes

13.03 **Teacher** Placements

In so far as it is possible, teachers shall be notified of their tentative placements for the following school year on or before June 16th, unless that date falls on a weekend, in which case on or before the following Monday.

ARTICLE 14 - MEAL PERIODS

14.01 Meal Period

Every teacher shall be allowed a meal period of a minimum of one hour between 11:00 a.m. and 2:00 p.m. **Shortened meal periods may be considered in accordance with Article 14.04**.

14.02 Limitations

The provision of 14.01 shall not apply to:

14.02.01 Paid noon-hour supervisors and paid playground supervisors; and

14.02.02 Teachers who agree **to a shorter meal period in accordance with Article 14.04.**

14.03 Accommodating Travel

14.03.01 Where the schedule of a teacher requires travel from one school to another between the morning and afternoon class periods, a 15-minute travel period shall be added to the meal period for that teacher on that day.

14.03.02 The provision of 14.03 shall not apply in cases where the travel occurs as a result of accommodating a specific scheduling request initiated by, and/or agreed to by, the teacher. Such agreement shall be in writing and approved by RPSTA LINC Committee and the Board.

14.04 Shorter Meal Period

A shorter meal period may be considered to accommodate the needs of students or the school community. If the Board, the school, a program and/or a teacher wishes to initiate a shorter meal period within a school, the following shall apply:

14.04.01 RPSTA LINC Chairperson or designate will be invited in advance and be given an opportunity to present at a meeting scheduled in advance of the vote described in 14.04.02.

14.04.02 A secret-ballot vote will be conducted of the teachers, monitored by the RPSTA LINC Chairperson or designate, whose result shows at least 70% approval for the change (unrounded).

14.04.03 Decisions to implement including communication of a shorter meal period must be finalized in advance of the Teacher Transfer Application deadline.

14.04.04 Meal periods may be no shorter than forty-five (45) minutes.

14.04.05 Once the meal period is shortened, the arrangement will remain in effect until the end of the current term of the LINC. Upon renewal of LINC, a new vote pursuant to Article 14.04.02 shall be conducted.

14.04.06 A shortened meal period will not result in an increase in instructional minutes.

14.04.07 Implementation of a shortened meal period will be effective the following school year; exceptions may be agreed upon by the parties.

ARTICLE 15 - PART-TIME EMPLOYMENT

15.01 Teachers may apply for a change in percentage time employed by following the same procedures used in applying for transfer.

15.02 Where a teacher requires only one day of service in order to become eligible to superannuate provision shall be made, by mutual agreement between the teacher and the Board, to provide one day of employment for the teacher to satisfy the eligibility requirements. In order to facilitate the staffing process, the teacher shall provide, no later than May 31, written notice of his or her intention to resign immediately following said day of service.

ARTICLE 16 - SCHOOL YEAR CALENDAR

16.01 School Year Calendar Advisory Committee

A committee shall be established to make recommendations to the Director with respect to the options to be considered by the Board concerning the calendar for each coming school year. The RPSTA shall appoint teacher representatives to this committee. The committee shall make recommendations regarding the placement of the elementary staff development days, school and system administrative days, as well as convention.

ARTICLE 17 - WORKLOAD REVIEW

17.01 Workload Review Committee

A committee shall be established consisting of three members appointed by the RPSTA and three members appointed by the Board, to undertake a collaborative problem-solving process to engage teachers at the school level to identify and address issues that result in school division and school improvements with respect to teacher workload. The committee shall review procedures, best practices, school and division programming, and examine factors that contribute to intensification.

APPENDIX 1 – ALLOWANCE RATES

The following rates of pay shall be updated from time to time in accordance with Article 9.03 – Special Allowance Adjustments & 11.02.03 – Rates of Reimbursement.

The following table is current as of May 1, 2025.

Article	Title/Description	Rate
9.01	Coordinator Allowance	15% of Salary
9.01	Consultant Allowance	10% of Salary
9.01	Psychologist Allowance	10% of Salary
9.01	Learning Leader Allowance	$6762.50 annually
9.04	Playground Supervisor Allowance Noon Supervisor Allowance	$26.28 per hour
11.01	Kilometer Rate	$0.549/km

In witness whereof the signing officers of the respective parties have set their hands at Regina, Saskatchewan this_____ day of _____, 2025

Signed on behalf of the teachers of the Regina School Division No. 4

Melissa Gerlach

President, RPSTA

Signed on behalf of the Board of Education of Regina School Division No. 4 of Saskatchewan

Mark Haarman

Director of Education

Devon Peters

LINC Chairperson

Rick Steciuk

Deputy Director, Student Achievement

Tara Dryburgh

RPSTA

Reagan Lowe

Superintendent, Human Resources

Orie Olynyk

RPSTA

Kelsey Panko

RPSTA

Cyndi Rogers

RPSTA

Janessa Weir

RPSTA

LETTER OF UNDERSTANDING 1

Part-Time Secondment of the Vice President of the RPSTA

The Board of Education of the Regina School Division No. 4 of Saskatchewan (hereinafter referred to as "the Board") and the teachers employed by the Regina School Division No. 4 agree:

For the 2025-2026 school year, the Board shall provide for the half-time (50%) secondment of the Vice President of the RPSTA. The RPSTA shall reimburse to the Board the full cost of all salary, allowances and benefits paid by the Board to the maximum of the 50% secondment.

The Parties agree to discuss the renewal annually, prior to the opening of the Teacher Transfer process.

In witness whereof the signing officers of the respective parties have set their hands at Regina, Saskatchewan this_____ day of _____, 2025

Signed on behalf of the teachers of the
Regina School Division No. 4

Signed on behalf of the Board of Education of
Regina School Division No. 4 of Saskatchewan

_____

Melissa Gerlach
President, RPSTA

_____

Mark Haarman
Director of Education

_____

Devon Peters
LINC Chairperson

_____

Rick Steciuk
Deputy Director, Student Achievement

_____

Tara Dryburgh
RPSTA

_____

Reagan Lowe
Superintendent, Human Resources

_____

Orie Olynyk
RPSTA

Kelsey Panko

RPSTA

Cyndi Rogers

RPSTA

Janessa Weir

RPSTA