

STANDING RULES

1. **13/01/81** - The Association pay Executive and Council members out of pocket expenses while on Association business, i.e. parking, meals, etc. These bills are to be turned in to the Treasurer for reimbursement.
2. **23/09/81** - The Grievance Committee be given the authority to disburse funds as required for the purpose of obtaining an arbitrator for resolving grievances.
3. **05/10/83** - Members of Council to be sent to Preliminary Parliamentary Procedures Course.
4. **01/02/84** - Only President and Collective Bargaining Committee Chairman may contact the Association lawyer. (Revised 02/05/09).
5. **19/09/84** - From September to June Executive and Council meetings to be the 2nd and 3rd Wednesday of each month with the exception of December and May meetings which would be one week earlier.
6. **19/09/84** - Retired members within the last year be invited by the Social Committee to the annual dinner as guests of the Association.
7. **16/01/85** - That Officers and Committee Chairmen be allowed Leave of Absence when required with the permission of the President.
8. **13/02/85** - That all requests for short Leave of Absence must be approved by the President, copy of form to be sent to the Treasurer.
9. **10/09/86** - The President be responsible for the choice of materials for submission to the Archives with the exception of grievance materials. The only material to be submitted from the Collective Bargaining Committee will be the original package and the final contract.
10. **21/01/87** - Council meetings start at 5:00 p.m.
11. **16/09/87** - Cut-off date to be August 31 for retirees to be honored.
12. **14/10/87** - Executive and Council members who cannot get compensatory time off from work for W.A.N.T.E. business should be paid for such time with approval of Executive.
13. **15/03/89** - That the President have Standing Rule-Policies manuals printed to include Revisions and that they be distributed at the June Council meeting.
14. **08/11/89** - That the Treasurer's monthly report be distributed to council. (Revised 19/05/10)

15. **12/12/90** - That W.A.N.T.E.'s contribution be increased from \$2000.00 to \$3000.00 per year re retirement seminars.
16. **16/01/91** - That the Annual Reports be deposited in the Manitoba Archives at the end of each year in lieu of the Historian's report.
17. **12/04/91** - That the newsletter be published in the following months: January/February, March/April, May/June, September/October, November/December.
18. **15/01/92** - That the Leadership Training Guidelines and application form be accepted.
19. **16/09/92** - That the Annual Meeting time be changed from 7:30 p.m. to 5:00 p.m.
20. **20/03/95** - Cost of annual dinner and gifts for retirees to come out of WANTE funds.
21. **20/09/95** - That a Pension Advisor be consulted when deemed necessary by the Association Pension Committee and not be retained on a regular basis.
22. **17/02/99** - Definition **of Retiree**

Section 6.01

A member may receive a pension by retiring from the Service of the School Division provided the Member has fulfilled one of the following age and service requirements. The amount of pension shall be equal to the pension determined in accordance with:

(a) **Section 7.01, Section 7.02** or **Section 7.05**, whichever is applicable if on the date of retirement, the Member has attained age:

- i) 65 years
- ii) 55 years and has completed at least 10 years of service, or
- iii) 50 years, and the Member's attained age plus years of service totals at least 80, or the date the Member would have fulfilled these requirements if the Member is entitled to a paid-up pension as described in Section 5.02 and the Member has attained age 50 years on the date the Member left the Service of the Winnipeg School Division.

23. **12/05/99** - That W.A.N.T.E. pay the Treasurer class 4 step 5 wage for 7 1/4 hours per day for 1 day per month with an optional second day as requested by the Treasurer and that any member elected to the position of Treasurer, who is in a higher classification than Class 4, Step 5 will be paid at their regular salary.

24. **18/04/01** - That the Executive/Council be aware of and monitor the investments of the Association held at the Cambrian Credit Union.
25. **20/02/02** - That any Executive and Council members that attend a WANTE approved workshop will be paid by WANTE for additional time up to 7 ¼ hours.
26. **13/03/02** - That WANTE pay the secretary for 1/2 day (7 1/4 hours) per month with an optional 1/2 day as requested by the secretary at their regular salary. The individual may take that above noted time in a short leave of absence from her regular assignment with reimbursement to the Division or in payment of salary from the Association.
27. **13/03/02** - That WANTE pay the newsletter editor one day (7 ¼ hours) bi-monthly with an optional one day as requested by the newsletter editor at their regular salary. The individual may take the above noted time in a short leave of absence from her regular assignment with reimbursement to the Division or in payment of salary from the Association.
28. **19/02/03** - That retired employees, as designated by the Division including the retiree's spouse and dependents, are eligible to enroll in the Extended Health Care Benefits Plan for Retirees provided the retired employee was previously enrolled in that plan for at least five (5) years prior to her/his retirement.
29. **19/03/03** - That flowers be sent to council members, not to exceed the cost of \$50.00, for the following reasons:
 - a) hospitalized
 - b) death of an immediate family member
 - c) death of someone living in the immediate household
30. **17/03/04** - That the President's classification be increased to a Class 7, Step 5 effective April 1st, 2004.
31. **17/03/04** - To amend the Standing Rule dated 17/11/99. That a WANTE Executive/Council member may claim mileage for any meeting that is called by a committee or chair other than the following: Annual meeting, General meeting or Ratification meeting. Mileage must be claimed prior to March 31st for meetings attended in that fiscal year. Mileage for the remainder of the term must be claimed prior to the end of June if your term is ending and you are not returning to executive/council.
32. **17/03/04** - That in the year of Collective Bargaining, the negotiating committee be awarded an Honorarium in the amount agreed upon by Executive and Council.
33. **05/05/04** - That the Council meetings beginning 2004-2005 be held at Prince Charles until further notice.

34. **19/01/05** - That the W.A.N.T.E. secretary be entitled to sick benefits based on our current Collective Agreement to commence January 1st, 2005.
35. **19/04/06** - That the Association purchase a Canon A430 Digital Camera for the WANTE office.
36. **18/10/06** - That as of November 1st, 2006 the dental plan for members of our Association become mandatory for all new employees who are employed in a weekly work schedule of 25 hours or more. All members who meet the weekly work schedule will be enrolled in the plan in September of each school year.
37. **18/10/06** - That the monthly financial statements be reviewed and initialed by two (2) Members-at-Large at the monthly Executive meetings for filing in the W.A.N.T.E. office.
38. **18/10/06** - That all disbursements and cheques to be written by the Association be presented for approval at the monthly Council and/or Executive meetings, with the exception of payment of monthly salary and taxes for the Association's office secretary which will be written at the end of the month and presented at the next monthly meeting.
39. **09/05/07** - That all reference to Teacher Assistant in the Standing Rule and Policy Manual and Association Correspondence be changed to Educational Assistant.
40. **19/03/08** - That the ticket price for the Annual Dinner 2008 be set at \$15.00 per person.
41. **07/05/08** - That we purchase 17 copies of "Roberts Rules for Dummies" and that they are the property of the Association. These will be given to the Council Members to be put in their binders.
42. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F, 1. d) after "Sign" insert "together with the Chairman of the Negotiating Committee".
43. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F 1. insert "g) Be chairman of the Grievance Committee"
44. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F, 2. b) after "with the treasurer" delete "when President is unavailable" and insert "and/or President as required".
45. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F, 2. insert "c) Attends meetings for the Association at the request of the President".
46. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F, 2. insert "d) Be a member of the Grievance Committee".

47. **21/05/08** - That the Constitution/Bylaws Article VI – Officers, Section F, 4. d) after “at the first meeting” substitute “by” for “in”.
48. **21/05/08** - That the Constitution/Bylaws Article IX – Association Council, Section A, after “Two Representatives” insert “comprised”.
49. **21/05/08** - That the Constitution/Bylaws Article X – Committees, Section A, after “The” where it occurs the first time, insert “Executive Officers”.
50. **21/05/08** - That the Constitution/Bylaws Article X – Committees, Section B, 2. after “consist of a Chairman and” substitute “six (6)” for “five (5)”.
51. **18/06/08** - That the Vice-President be compensated for additional hours worked when attending meetings outside of her/his work hours and that the time be approved by the President. The hours paid will be at the salary of the member serving as Vice-President and shall be approved at the Council Meetings.
52. **10/12/08** - That the ballots for the election of officers of the Executive and the appropriate ballots for individual classification for the election of Council members be sent by Division courier to all eligible voting members at their work location. Members will be provided with a self-addressed envelope for the return of ballots to the Association office. All ballots will be counted by the Tellers Committee and the election results will be presented at the Annual General Meeting.

Voting to decide issues other than the election of officers shall be conducted at a general meeting as stated in our constitution and By-laws.
53. **14/01/09** - That a petty cash float of \$100.00 be established for the office to use to purchase various articles, etc. To replenish this float receipts/monies totally \$100.00 must be accounted for before issuing another cheque. This monies to be kept in a secure place in the office.
54. **11/03/09** - That the Association pay \$25.00 per month to the President of WANTE for the cost of a cell phone.
55. **11/03/09** - That the secretary of WANTE be given half a day pay or time off in lieu for taking minutes at the special Executive meeting.
56. **18/03/09** - That the allowable amount for meals for any meetings will be \$13.00 per person, including taxes plus \$5.00 tip and the set delivery charge, if applicable.
57. **18/03/09** - To change the Travel Allowance budget line under President to read Mileage. The President for 2009-2010 will track mileage and be paid accordingly.
58. **18/03/09** - To create a Promotional Items budget line with a budge of \$2,000.00. All purchases of promotional items will be charged out to this line.

59. **18/03/09** - To split the budget line under Legal Fees – General/Grievance to be two separate budget lines, one for General Legal Fees and one for Grievance Legal Fees, each having a budget of \$10,000.00.
60. **27/05/09** - That \$50.00 be given to the Membership Committee for a gift basket to be raffled at the Annual General Meeting.
61. **27/05/09** - That the Collective Bargaining Committee representation be comprised of one representative from each group as listed below:
1. Educational Assistant A and B, Food Coordinator and Adult Crossing Guards
 2. Educational Assistant C, Home Learning Assistant
 3. Educational Assistant D, Vocational Trainer, Work Experience Coordinator and Clinician Assistant
 4. Non-School Sites Clerk
 5. Junior/Senior High Schools Clerk
 6. Elementary Schools Clerk
 7. Computer Technician/Library Technical Assistant
62. **09/09/09** - That we purchase a new Digital Camera no more than \$400.00.
63. **14/10/09** - That we enter into a lease agreement with Pitney Bowes for the office photocopier. The lease agreement is for a five year period; as per WSD agreement with Pitney Bowes. The lease will cost \$1517.70 annually with a service price per copy of \$.0075. All service, toner and drums are included in the price.
64. **21/10/09** - To purchase a copy of the 15th Annual Manitoba Labour Law Review binder for WANTE Office at a cost of \$204.75.
65. **25/11/09** - WANTE renew their contract with VuBiz, online training from November 2009 – October 30, 2010.
66. **13/01/10** - That the position of the secretary for WANTE be paid a starting rate of \$16.00 an hour. Performance reviews will be done yearly and the Executive will determine the annual rate of pay increase on their anniversary date.
67. **20/01/10** - That effective immediately the WANTE Office will stop sending letters with application for membership to any new term employees until after our Annual Meeting on May 26, 2010.
68. **17/02/10** - That five (5) Executive Members attend the Mel Myers 9th Annual Labour Conference, to be held at the Victoria Inn Conference Centre in Winnipeg, on March 4th and 5th, 2010 at a cost of \$315.00 per person.
69. **10/03/10** - That the WANTE Secretary be paid back pay of 2.75% of her current salary for the time period September 1, 2009 to February 28, 2010. The Secretary will be paid \$19.46 per hour effective March 1, 2010 to February 28, 2011.

- 70. 17/03/10** - To accept the 2010-2011 Budget.
- 71. 17/03/10** - To accept the proposed Honorariums to be given effective the 2010/2011 year:
- | | |
|---------------------------------|------------------------|
| Executive Members | \$15.00/meeting |
| Council Members | \$15.00/meeting |
| Chair a Committee | \$100.00 per committee |
| Chair a Committee (no meetings) | \$50.00 per committee |
| Committee Members | \$50.00 per committee |
- 72.** The President be given \$175.00 per month effective April 1, 2010 for car allowance.
- 73. 17/03/10** - The Retiree gifts be given as follows effective April 1, 2010:
- | | |
|---------------|----------|
| 10 – 15 years | \$200.00 |
| 16 – 20 years | \$300.00 |
| 21 – 25 years | \$400.00 |
| 26 – 29 years | \$500.00 |
| Over 30 years | \$600.00 |
- 74. 17/03/10** - That each member of the Collective Bargaining Committee be given \$350.00 honorarium.
- 75. 17/03/10** - That the Standing Rules be posted on the WANTE website.
- 76. 14/04/10** - That we give Marla Niekamp an honorarium of \$50.00 for her presentation at Council on March 17, 2010.
- 77. 22/04/10** - That we form an Ad-Hoc Committee for a Labour Relations Officer, and have Marla involved.
- 78. 19/05/10** - That the 2010-2011 WANTE calendar be accepted and approved.
- 79. 19/05/10** - That Carla Paul purchase up to 200 water bottles at \$5.75 per bottle for Liaison Representatives/and/or promotional purposes.
- 80. 19/05/10** - That the “Winnipeg School Division #1” be deleted and “Winnipeg School Division” be inserted where ever it appears in our Collective Agreement & Constitutional By-Laws, Policy Manual and Standing Rules.
- 81. 19/05/10** - To have 2 workshops for Council Members in one school year.
- 82. 19/05/10** - To have the minutes from the Executive meetings distributed to Council members and not to be shared.
- 83. 26/05/10** - The Association due increase to \$14.00 per month for 10 months effective September 2010.
- 84. 26/05/10** - That WANTE employ the services of a Labour Relations Representative.