

LIGHT OF CHRIST RCSSD #16



LOCAL COLLECTIVE BARGAINING
AGREEMENT FOR TEACHERS

July 1, 2025 – June 30, 2028

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LOCAL COLLECTIVE BARGAINING AGREEMENT FOR TEACHERS, HEREINAFTER REFERRED TO AS THE AGREEMENT

This Agreement made at North Battleford in the Province of Saskatchewan on June 16, 2026.

BETWEEN:

The Board of Education of the Light of Christ RCSSD #16, hereinafter called "the Board."

AND

The Bargaining Committee appointed by the Teachers of the Light of Christ RCSSD #16, hereinafter called "the Teachers" negotiated in accordance with *The Education Act, 1995*, Section 237(2) shall be effective from July 1, 2025 and shall continue in effect until June 30, 2028. Thereafter this Agreement shall continue in effect until either party requests revision of one or all sections contained in this Agreement, giving 30 days' notice to the other party. The notice shall be in writing naming the section or sections to be negotiated.

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*, and *The Legislation Act*.

The terms and conditions herein reduced to writing represent the whole Agreement negotiated by the parties and are not subject to any additional terms and conditions other than those, if any, required by law.

Land Acknowledgment

Light of Christ Catholic Schools acknowledges that we are located on traditional lands, referred to as Treaty 6 Territory, the original homeland of the First Nations and Métis people. We thank all the generations of people who have taken care of this land for thousands of years.

We respect and honour the Treaties that were made on all territories, we acknowledge the harms and mistakes made, and in the spirit of reconciliation and collaboration, we are committed to move forward in partnership as we reaffirm our relationship with the Indigenous peoples of Saskatchewan.

1 Bursaries

1.1 Eligibility

The Board may grant a bursary to a Teacher on a continuous contract to take a university class, community college class, correspondence school class, or other non-credit courses or classes, which are determined to be beneficial to the Teacher's professional growth, as approved by the Director or designate. The Board, at its discretion, may grant or assign special bursaries.

1.2 Deadlines

Program or course of study applications must be submitted in writing to the Director or designate. Applications must be received by February 15 for the spring and summer session; September 15 for the fall and winter session.

1.3 Amount and Reimbursement

The above-mentioned bursary shall be up to a maximum of \$850.00 per school year. Reimbursement shall be made to the applicant upon the submittal of a paid tuition receipt and proof of successful completion of class.

2 Substitute Teachers

2.1 Pay

2.1.1 Substitute Teachers shall be paid the daily rate (1/197) equal to the minimum annual salary, based on the teacher's class, under the Provincial Collective Bargaining Agreement and shall be effective the month of ratification for that Agreement.

2.1.2 Retroactive pay resulting from the Provincial Collective Bargaining Agreement negotiations shall not be calculated on substitute teacher pay.

2.2 Uninterrupted Service

In any period of uninterrupted teaching service in one teaching position in excess of 5 days, commencing on the 6th consecutive student day, a Teacher shall be paid on the basis of qualifications and experience or at the current substitute teacher rate, whichever is greater.

2.3 Hiring of Substitute Teachers

All new Substitute Teachers must complete an application form to be approved by the Director or designate. Substitute Teachers requesting to be placed on the substitute list shall be informed of the rate of pay upon request.

3 Optional In-School Classroom Coverage Program

3.1 Participation

- 3.1.1 All Teachers are invited to take part in the in-school classroom coverage program. This is a voluntary program and any Teacher interested in becoming involved is asked to inform the Principal or School-based Administration by September 1, of each school year.
- 3.1.2 In the event that classroom coverage is required upon short notice, it is strongly recommended that the Principal or School-based Administration contact a Substitute Teacher from the substitute list.
- 3.1.3 Whenever this program is used to fill a Teacher vacancy, the School Principal or School-based Administration shall ask Teachers who have volunteered to participate in this program first, whenever possible.
- 3.1.4 In the case of an emergency, Teachers who have not volunteered may also be requested to take part when last minute coverage is required.

3.2 Accumulation

- 3.2.1 When a Teacher or an Administrator substitutes for another Teacher during her/his preparation time or administration time, this time shall be accumulated and recorded by School-based Administration.
- 3.2.2 Teachers shall accumulate equivalent substitute time (one period earned for one period substituted) to a maximum number of days identified in 3.2.3.
- 3.2.3 The maximum number of days off that can be accumulated through the in-school classroom coverage program is 3 days per school year. Earned days that are accumulated to one (1) day or less in total may be carried over to the following year.

3.3 Coordination

School-based Administration are expected to coordinate this program in each school in a fair and equitable manner. Efforts should be made by School-based Administration to ensure that Teachers who volunteer to participate in this program get opportunities to participate and earn time in lieu. When a Teacher uses additional time off through this program, it must be entered using the current absence management program.

4 Pay Periods

4.1 Pay Periods

- 4.1.1 A Teacher may elect to be paid his/her annual salary in 12 or 10 monthly payments provided the request is submitted using the form prescribed for this purpose on or before September 7th of the academic year for which the salary is to be paid.
- 4.1.2 Teachers shall be paid on the 25th of each month or on the Friday preceding the 25th if the 25th falls on a weekend. The December payday shall fall on the last school day.
- 4.1.3 Teachers who have elected to be paid one-tenth (1/10) of their annual salary (on a monthly basis during the school year) shall, on the 25th or closest business day of June, be paid the sum that completes the payment of their salary as determined in accordance with the Provincial Collective Bargaining Agreement.
- 4.1.4 Teachers who have elected to be paid one-twelfth (1/12) of their annual salary (on a monthly basis) shall be paid on the 25th of each month, including the months of July and August.
- 4.1.5 Retroactive pay shall be paid in full on or before the second pay period after the signing of a new Collective Bargaining Agreement or in accordance with any directives through the bargaining process.

4.2 Payroll Advances

Upon written request, Teachers on a continuous contract who are new to the profession shall be given a payroll advance up to a maximum of \$1200.00 to be paid no earlier than September 1. The advance shall be repaid as a deduction from the first payroll cheque.

5 Deferred Salary Plan

5.1 Purpose

The purpose of the Deferred Salary Plan is to provide a Teacher with one-year leave of absence in conjunction with a period of continuous employment by the Board.

5.2 Terms

The terms of the Deferred Salary Plan, inclusive of service and leave are five (5) or six (6) years.

5.3 Eligibility

To qualify for a Deferred Salary Plan, the Teacher must have a continuous contract with the Board for a period of at least two (2) years prior to entering the Plan. The Teacher would become eligible to apply during their third (3rd) year of teaching.

5.4 Application

The Teacher shall make application to the Director or designate, in writing, no later than May 31 to enter the Plan at the start of the next school year.

5.5 Criteria

- 5.5.1 Upon the acceptance to the Plan by the Director or designate, the Teacher shall arrange to have the deferred salary held in trust, a savings account, or invested in an account specified to the School Division Chief Financial Officer and deposited in the designated account. The interest gained shall be dependent upon the terms of the account the Teacher arranges.
- 5.5.2 Upon entering the Plan, the Teacher shall defer the respective percentage of net annual professional salary to the Deferred Salary Plan for each of the years that the salary is deferrable. These percentages are twenty-five (25) or twenty (20), for four-(4) or five-(5) year terms respectively.
- 5.5.3 The Teacher shall notify the Director of Education of the intention to take a Deferred Salary Plan leave of absence by March 31 of the calendar year in which the said leave is to begin.
- 5.5.4 Deferred Salary Plan leave of absence shall be granted for the last school year of the respective term of the Plan.

- 5.5.5 In the event of unforeseen circumstances which would prevent the Teacher from taking the Deferred Salary Plan leave of absence during the term of the Plan, the said leave may be postponed to a later year by mutual written agreement between the Teacher and the said Board.
- 5.5.6 The Teacher entering the Plan shall be free to pursue any activity during the Deferred Salary Plan while recognizing they are still under employ of the Board and all policies and procedures apply to conduct during this leave.
- 5.5.7 Upon returning to the School Division, the Teacher shall be reinstated to a similar position held prior to the Deferred Salary Plan leave of absence, or such other position as was mutually agreed to, in writing, prior to the commencement of the said leave, or a position as similar as possible to the position held prior to the commencement of the Deferred Salary Plan upon discussion with the Director and the Teacher.
- 5.5.8 The pay periods shall be arranged with the Chief Financial Officer or designate before the leave takes place.

5.6 Options to Cancellation

- 5.6.1 Changes to the Deferred Salary Plan may be made effective on any annual anniversary date of entrance into the Plan.
- 5.6.2 If a Teacher is required to temporarily discontinue teaching but remains in the employ of the Board, the Teacher may request in writing that the Deferred Salary Plan be suspended for the period of absence and the Board shall grant such an extension.
- 5.6.3 The Teacher may, due to unforeseen circumstances, find it necessary to opt out of the Plan prior to completion. Such an arrangement shall transpire on the subsequent anniversary date.
- 5.6.4 In the event that employment of the Teacher by the Board is terminated while the Teacher is in the Deferred Salary Plan, the statutory requirements shall prevail, and any deferred fund shall be paid out within sixty (60) days of termination of contract.

6 Special Allowance

6.1 Definitions

- 6.1.1 Coordinator: A Teacher appointed as Coordinator will have responsibilities for the planning, development, implementation and evaluation of strategic initiatives in the assigned area(s) as assigned by the Director.
- 6.1.2 Consultant: A Teacher appointed as Consultant will provide specialized service to school division staff in an advisory capacity.
- 6.1.3 All positions defined within Section 6 shall be assigned on a three (3) year term basis. At the end of the term the Director or designate shall decide if this position will be renewed, reposted or terminated.

6.2 Compensation

- 6.2.1 Coordinators shall be compensated according to the following:
 - a. At the Commencement of Year 1: 12% of annual basic salary
 - b. At the Commencement of Year 3: 15% of annual basic salary
 - c. At the Commencement of Year 5: 18% of annual basic salary
 - d. A part-time Coordinator shall receive proportionate allowance.
- 6.2.2 Consultants shall be compensated according to the following:
 - a. 12% of annual basic salary
 - b. A part-time Consultant shall receive a proportionate allowance.
- 6.2.3 A Teacher appointed as an Educational Psychologist shall be compensated according to the following:
 - a. 12% of annual basic salary
 - b. A part-time Educational Psychologist shall receive a proportionate allowance.
- 6.2.4 For the purposes of this section, time as a Coordinator/Consultant/Educational Psychologist shall be combined and given one full year of service and given full recognition for increment purposes on the basis of 190 days on the position equaling one year service as a Coordinator/Consultant/Educational Psychologist.
- 6.2.5 Coordinators, Consultants, Educational Psychologists and any other Teacher assigned to the Division Office shall be entitled to three (3) days off, with pay, per school year in lieu of working prescribed office hours. A part-time Coordinator, Consultant or Educational Psychologist shall receive proportionate allowance, pro-rated based on their contract.

- 6.2.6 Any Coordinators, Consultants, Educational Psychologists and other Teachers assigned to the Division Office who choose not to take time off for the three days granted may request to exercise one of the following options:
- a. The Coordinator/Consultant/Educational Psychologist may receive, in addition to his/her regular salary, one one hundredth and ninety seventh (1/197) of minimum of Class IV for each day not taken based on the present year's grid and to be paid by the end of June.
 - b. A maximum of two (2) days per Coordinator/Consultant/Educational Psychologist may be paid by the end of June.
 - c. A maximum of four (4) days may be carried over from one school year to the next.

6.3 In-School Administrator Time in Lieu

Equivalent time shall be granted to Administrators who are required to work time outside of the approved school division calendar as assigned by the Director or designate. This time in lieu cannot be carried forward and must be used on or before June 30 in the school year in which it was granted.

7 Preparation Time

7.1 Background

The Board supports the principle of preparation time for each Teacher.

7.2 Allotment

- 7.2.1 Teachers in each elementary school shall be assigned 10% of their teaching responsibility for preparation time.
- 7.2.2 Teachers in elementary school shall be assigned four and one half (4.5) days per year for planning time.
- a. On two of these days, the school will be closed to students. The dates for these two days will be set in consultation with Elementary Teachers through the Tri-West Teachers' Association.
 - b. It will be the Board's decision whether to close schools for the two additional instructional planning days or whether to have Substitute Teachers fill in for Teachers.
 - c. The additional one half (1/2) day shall be provided the week before the student school year begins.

- 7.2.3 For those Elementary Teachers that are assigned combined homeroom classes one (1) additional instructional planning day shall be provided during the school year.
- 7.2.4 Utilization of these instructional planning days shall be organized in consultation with School-based Administrators.
- 7.2.5 High school Teachers shall be assigned 16.66 % of their teaching responsibility for preparation time.

8 Supervision and Extra-Curricular Recognition

Teachers who work less than 190 days per year shall have supervision and extra-curricular recognition pro-rated in accordance with their contract. For the purpose of this section, teachers may accumulate Earned Days Off (EDO's) for noon supervision and extra-curricular supervision.

8.1 Definitions

- 8.1.1 Noon Supervision: Noon supervision shall mean approved supervision during the lunch period.
- 8.1.2 Extra-curricular: Extra-curricular shall be defined as the voluntary time spent coordinating and leading a Principal-approved, student oriented extra-curricular activity outside of regular school hours.

8.2 Recognition

The Teacher must declare their intent to participate in one or both of noon hour supervision and extra-curricular. This declaration must take place by June 10th of the preceding school year. In the case of a new Teacher hired after June 10th, the Teacher shall declare their intent with respect to the above on the first day of their employment. If the Teacher decides to participate in one of the two, they shall be awarded one (1) EDO in recognition. If the Teacher participates in both, they shall receive three (3) EDO's in recognition.

8.3 Entitlement

- 8.3.1 All days off taken by Teachers under this section of the Agreement must have prior approval of the school Principal and shall be subject to the operational feasibility of the school.

- 8.3.2 A Teacher employed under a part-time contract shall be entitled to earn the equivalent percentage of earned days off with pay as the percentage of teaching time indicated in their teaching contract.
- 8.3.3 Any Teacher who chooses not to take time off for the days granted may request to exercise one of the following options:
- The Teacher may receive, in addition to their regular salary, a payment equal to, one one hundred and ninety seventh (1/197) of minimum Class IV for each day not taken based on the present year's grid.
 - A maximum of two (2) days per teacher may be paid at the end of June. Retroactive pay resulting from the Provincial Collective Bargaining Agreement negotiations shall not be calculated on EDO payouts.
 - A maximum of four (4) days may be carried over from one school year to the next.

9 Employment Insurance Rebate

9.1 Disbursement

Pursuant to the provisions of The Employment Insurance Act, 1996, the Board shall submit to the Tri West Teachers' Association as soon as possible after January 31st, an amount equal to five twelfths (5/12) of the premium reduction it obtained on behalf of the Teachers in its employ.

10 Leaves

10.1 Leave Related to Births

- 10.1.1 Maternity leave and paternity leave, without pay, shall be granted in accordance with The Saskatchewan Employment Act and Provincial Collective Bargaining Agreement upon receipt of written formal request (letter or email).
- 10.1.2 Paternity leave of up to 2 days, with pay, shall be granted when a Teacher's spouse gives birth.
- 10.1.3 Upon request, the Board may extend maternity or paternity leave without pay to a maximum of one (1) year.

10.2 Adoption Leave

- 10.2.1 Adoption leave without pay shall be granted as per The Saskatchewan Employment Act upon application. Provided that the Teacher has notified the Board of this intent at the time adoption proceedings are started and provided that the Board is kept informed of the likely dates for which leave may be required. A formal letter of request is required once the dates are known.
- 10.2.2 A Teacher shall be granted one day with pay for the purpose of adoption. The Board, at its discretion, may extend the period of leave with pay where the adoption process requires more than one day.
- 10.2.3 Upon formal written request, the Board may extend adoption leave without pay to a maximum of one (1) year.

10.3 Compassionate Leave Family

- 10.3.1 A Teacher shall be granted compassionate leave with pay and this leave may be up to five (5) days depending on the circumstances.
- 10.3.2 Compassionate leave applies in the case of death or serious illness of the Teacher's spouse, parent, sibling, child, step-parent, step-child, parent-in-law, sibling-in-law, child-in-law, grandparent, grandchild, aunt, uncle, niece and nephew.
- 10.3.3 The Board, at its discretion, may grant compassionate leave other than that provided for in this Section.

10.4 Compassionate Leave Other

- 10.4.1 A Teacher may be granted up to one day leave with pay to act as pallbearer or for any other bereavement responsibility.
- 10.4.2 Application for such leave should be in writing (letter or email) to Human Resources, even though it is understood that written request for such a leave may have to be made after the leave is taken.
- 10.4.3 The Board, at its discretion, may grant any compassionate leave other than that provided for in this Section.

10.5 Special Leaves

Part-time Teachers on a permanent contract and Teachers on a temporary contract shall have special leaves pro-rated in accordance with their contract. Special leaves do

not accumulate from year to year.

The Board may grant Teachers two days (2) leave with pay for absence from work for the following:

- a. Events considered Acts of God
- b. Absence from work to attend cultural, religious, athletic, and volunteer community service activities at which the Teacher's presence is required. When remuneration is given to a Teacher by the sponsoring community group or association to attend such activities, it is expected that the Teacher shall reimburse the Board any remuneration in excess of actual expenses.
- c. To attend high school and post-secondary graduation ceremonies involving self, spouse, or their child.

10.6 Unpaid Leave

Teachers may be granted a leave of absence without pay for up to five (5) days (pro-rated in accordance with their contract) upon submitting a formal written request (letter or email) to Human Resources.

10.7 Personal Leave at Half Pay

Each teacher shall be granted a maximum of three (3) days (pro-rated in accordance with their contract) of personal leave per year at 50% of one, one hundred and ninety seventh (1/197) of his/her salary for each day of leave. Personal leave cannot be accumulated from year to year.

10.8 Other Leaves

The Board, at its discretion, may grant leave (paid or unpaid) in instances other than those mentioned in this Agreement, upon receiving a formal, written request (letter or email) submitted to the Director or designate outlining the details of the situation.

10.9 Consecutive Days Leave

Any combination of EDOs and/or leaves in clauses 10.5 to 10.7 and Section 3 may not exceed six (6) consecutive days away from school. Upon formal written request (letter or email), one (1) exception to this shall be granted every five (5) years of employ with the Board.

10.10 Negotiation Leave

One Teacher representative from Central Office and each school shall comprise the LINC Committee. Teachers on this committee and participating in negotiations, may be granted one half day paid leave (1/2) for preparations within the one hundred (100) days prior to the commencement of negotiations.

11 Communication

It is recognized that communication of the contents of the LINC Agreement is absolutely essential. It is further recognized that ongoing communication between the Teacher's LINC Committee and the Board's LINC Committee is also absolutely essential. With this in mind the following communication plan shall be put in place:

11.1 Procedure

11.1.1 Each staff representative shall present the revised contract to their respective staff.

11.1.2 The Teacher's LINC Committee assumes the responsibility to ensure that all current and new staff shall receive a copy of the contract.

11.1.3 The Teacher LINC Group and the Board LINC Committee shall meet annually, or at the mutual agreement of the LINC Chair and the Director or designate. The purpose of this meeting (these meetings) will be to discuss issues/concerns related to the administration of the LINC Agreement.

12 Meal Reimbursement

Teachers travelling from rural areas to North Battleford shall be reimbursed for supper at Board approved rates when attending School Division meetings which extend beyond 5:30 p.m.

13 Vacancies in the System

Every reasonable effort shall be made to inform Teachers of advertised vacancies in teaching positions within the system before they are filled.

14 Local Teachers' Association

14.1 Payroll Deduction

14.1.1 Association fees for members of the Tri-West Teachers' Association shall be deducted from each Teacher's pay on an equal basis, for the months of September to June of each school year. This amount shall be pro-rated for part time staff based on FTE equivalency as follows:

- a. Less than 10% - number of days worked/197 x annual fee.
- b. 10% or more, but less than 45%, half of the annual fee.
- c. 45% or more, full annual fee

14.1.2 The annual levy amount shall be submitted in writing by the Tri-West Teachers' Association President to the Chief Financial Officer by September 15.

14.2 President Release Time

The Teacher shall notify the Director or designate of their intent to stand as a candidate for President of the Tri-West Teachers' Association. If elected President, the Teacher shall apply, in writing, to the Director or designate, on a term basis immediately following the Tri-West Teachers' Association election. When the President of the Tri-West Teachers' Association is a Teacher employed by the Light of Christ RCSSD #16, the Teacher shall be granted 50% release time for a two (2) year term to conduct business of the Tri-West Teachers' Association. The Tri-West Teachers' Association shall reimburse the Board the salary and benefits for the President's release time.

15 Grievances

15.1 Definitions

A grievance shall be defined as any difference or dispute between the Board and the Teachers with respect to the interpretation, application, effect or scope of the provisions in this Agreement.

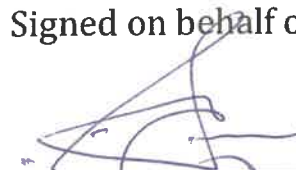
15.2 Timelines and Procedures

- 15.2.1 A Teacher (grievor) may refer any grievance to the LINC Chair, after advising the Principal and the Director of Education, within seven (7) calendar days of discovery of the cause of the grievance.
- 15.2.2 The LINC Chair shall discuss the grievance with the grievor and provide a response to the grievor within seven (7) calendar days from the date upon which the Chair was informed by the grievor.
- 15.2.3 If the grievance remains unresolved, the grievor shall inform the Director of the nature of the grievance within seven (7) calendar days of receiving the response from the LINC Chair.
- 15.2.4 The Director or designate shall gather information and provide a response/decision to the grievor verbally within seven (7) days of being informed by the grievor of the nature of the grievance.
- 15.2.5 If the response/decision from the Director or designate is unsatisfactory, the grievor shall submit the nature of the grievance in writing and signed by the grievor to the Board within seven (7) calendar days of the next Board meeting or within seven (7) calendar days of receipt from the Director or designate, whichever date is later.

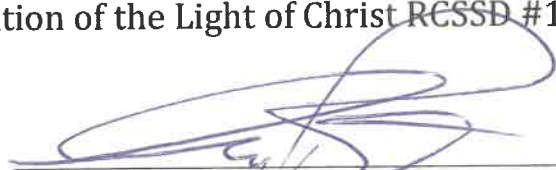
- 15.2.6 The Board shall discuss the grievance and reply within seven days of the Board meeting. In the interest of transparency and upon request, the Director or designate may provide to the grievor a copy of the written report submitted to the Board.
- 15.2.7 If the response/decision from the Board is unsatisfactory, an arbitration panel in accordance with *The Education Act, 1995*, will be formed to resolve the grievance within sixty (60) calendar days from receiving the response from the Board.
- 15.2.8 Either party to the grievance has the option to give written notice of requiring an additional seven (7) days due to extenuating circumstances. Such notice must be given before the expiration of the required period of time and will only be granted once during the entire grievance process.
- 15.2.9 If a grievance has not been advanced to the next step by the grievor within the specified time limit in each step set out above, it shall be deemed to be abandoned or settled on the basis of the decision given at the previous step.

In witness whereof the duly authorized representatives of the Board of Education have offered their signature on the June 16, 2026.

Signed on behalf of the Board of Education of the Light of Christ RCSSD #16



Glen Gantefoer
Board Chair



Cory Rideout
Director of Education



Jordan Kist
Chief Financial Officer

In witness whereof the duly authorized representatives of the Teachers' LINC have offered their signature on the June 16, 2026.

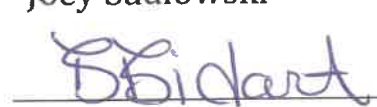
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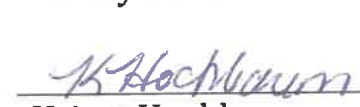
Joey Sadlowski



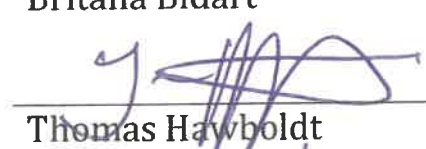
Linsey Koch



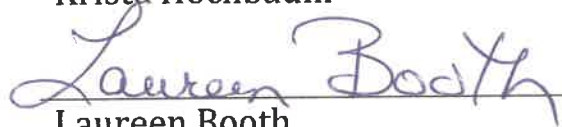
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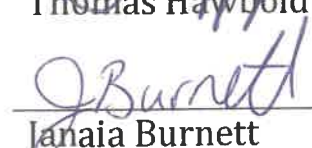
Krista Hochbaum



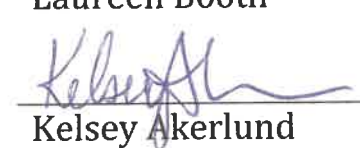
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Lauren Booth



Janaia Burnett



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