



POLICIES

BEAUTIFUL PLAINS TEACHERS' ASSOCIATION

Of the Manitoba Teachers' Society



Part 1 – BPTA Executive

Executive Positions

- 1.1 The official positions of the BPTA Executive are determined according to the BPTA By Laws
- 1.2 The BPTA Executive may add to the Executive additional members not included in the BPTA By Laws as the need arises for a set time period through a motion of the Executive.

Executive Meetings

- 1.3 BPTA Executive meetings will be held on the first Wednesday of each month from September until June unless prior notice is given by the President.
- 1.4 The meetings will alternate between Neepawa and Carberry, unless a motion is brought forward, voted on at an Executive meeting, and passed to change the location schedule.
- 1.5 The President will prepare and distribute an agenda prior to each meeting.
- 1.6 The approved minutes of the Executive meetings will be made available to all BPTA members via email. They will also be uploaded to the BPTA website.

Honorariums

- 1.7 For recognition of the service given to the Beautiful Plains Teachers' Association, Members of the Executive shall be given an honorarium determined by their position on the Executive as follows:

President	\$1100
Vice-President	\$300
Secretary	\$499
Treasurer	\$499
Collective Bargaining	\$499
Professional Development	\$300
Public Relations	\$200
Equity and Social Justice	\$200
Group Benefits	\$200

Workplace Safety and Health	\$200
Education Finance	\$200
Indigenous Voice and Action	\$200
Wellness	\$200

- 1.7.1 Payment of the honorarium will be made at the Executive meeting in May.
- 1.7.2 Members not fulfilling the entire year’s commitment may forfeit their honorarium. The Executive will have the power to make the final decision regarding the amount of that honorarium.
- 1.7.3 Members taking over portfolios during the school year will receive a pro-rated payment.

President’s Absence

- 1.8 The Vice-President shall assume the duties and responsibilities of the President in his or her absence, or when requested to do so by the President unless unable or unwilling to do so.

Association Release Time

- 1.9 Subject to Article 11.01 of the Collective Agreement, a maximum of 5 teaching days per member, to a maximum of 25 for the entire membership, are available for MTS business.

Attendance at Board Meetings

- 1.10 An Executive member will attend each Board Meeting whenever possible.
- 1.11 That member will have their travel expenses covered at the BPTA mileage rate.

MTS Meetings

- 1.12 BPTA recognizes that opportunities do exist that are not covered by provincial MTS and encourages its Executive members to attend these meetings where possible and applicable to an individual’s portfolio or to the benefit of the Association. Approval from the Executive must be granted prior to attending such meetings. BPTA will maintain a budget line to cover expenses incurred.

Part 2 – Financial (Executive)

Mileage

2.1 The BPTA mileage rate will be equal to the MTS mileage rate.

Hotel Rooms

2.2 Executive members while conducting BPTA or MTS business shall have the option of an individual hotel room as the need arises. BPTA shall cover any room costs up to the amount equal to the provincial MTS per diem rate. Receipts must be provided.

Committee Meals

2.3 Meal costs for the Association Committee meetings will be left to the discretion of the Committee chair. Committee chairs should keep per diem rates in mind when purchasing meals. Per diem rates will be equal to MTS rates.

2.4 Non-alcoholic beverages and desserts may be included in the cost of the meal.

2.5 Where appropriate, tips shall be covered as a part of the expense for the meal.

Part 3 – Financial (Budget)

MTS Sporting Events

3.1 BPTA shall encourage participation in the established sporting events: curling, hockey, and golf.

3.2 Each BPTA member wishing to enter an MTS sporting event shall receive his/her portion of the registration fee up to \$50.

Hosting Provincial Tournaments

3.3 BPTA will provide up to \$200 to help with costs associated with BPSD schools hosting MHSAA sanctioned Provincials.

3.4 Requests must be made to the Executive in writing within a month of event and must include a summary of expenses.

Leaving Service Recognition

3.5 BPTA will recognize members who have worked for a minimum of 5 years in BPSD and who are leaving service. Gifts will be bought for the following amounts:

5-10 years: \$100

11-15 years: \$150

16 or more years: \$250

3.6 BPTA will also cover the cost of a card and gift wrap, over and above the amount specified as needed.

3.7 This gift will be recognized as separate from gifts provided by the division or the individual school.

Student Bursaries

3.8 BPTA will provide bursaries to help defray the costs for students participating in special activities including, but not limited to: Encounters with Canada, Me to We Trips, etc.

3.9 These bursaries will be distributed on a first come, first served basis.

3.10 Receipts must be provided. Bursaries will be paid out after the student has attended the activity.

3.11 \$100 will be the standard bursary amount, with the possibility of more if there are funds from this budget line left over at the end of the year.

Teacher Bursaries

- 3.12 The Association budgets \$1200 each year to provide education bursaries for teachers who participate in professional development activities to improve classroom skills and knowledge or lead to improved performance of school duties.
- 3.13 These bursaries shall be awarded to teachers who have had to pay part or all of the costs of attending the activity.
- 3.14 The bursary may only be provided for those endeavors not leading to financial gain or an increase in salary classification.
- 3.15 The maximum allowable bursary is \$400 per applicant.
- 3.16 Priority for distribution of bursary funds will be given to teachers who have not yet received a bursary in the past.
- 3.17 The deadline for application will be May 1 of each year.
- 3.18 The application form will be available on the BPTA website and will include an explanation of the process.

Grad Scholarships

- 3.19 Each year, BPTA will award two \$1000 grad scholarships to Neepawa Area Collegiate and two \$1000 grad scholarships to Carberry Collegiate.
- 3.20 One scholarship will be given at each named high school to a graduating student who is enrolled in a post-secondary program with the intent to complete a Bachelor of Education.
- 3.21 One scholarship will be given at each named high school to a graduating student who is enrolled in any post-secondary institution.
- 3.22 Funds will be distributed upon notification of the deserving student(s)' proof of admittance.

Reallocation of funds

- 3.23 In the event that student and/or teacher bursaries exceed the allotted amounts or in the case of a special donation request, funds may be reallocated from an unused budget line to cover that expense at the discretion of the Executive.