

WELCOME

BENEFITS FOR TEACHERS IN NUNAVIK



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Kativik Ilisarniliriniq



BENEFITS FOR TEACHERS	By-the-Lesson (less than 33% workload)	Part-Time (33.3% to 85% workload)	Full-Time (more than 85% workload)
1. Teacher Training Program	YES	YES	YES
2. Sick days	YES	YES	YES
3. Parental responsibility days	YES	YES	YES
4. Northern allowance	YES	YES	YES
5. Retention premium	YES*	YES*	YES*
6. Access to Employee Assistance Plan	YES	YES	YES
7. Special leaves of absence	YES	YES	YES
8. Leave of absence without pay	YES	YES	YES
9. Compassionate leave	YES	YES	YES
10. Insurance and pension plan	NO	YES	YES
11. Parental leave	YES	YES	YES
12. Food cargo	NO	YES	YES
13. Improvement Fund	NO	YES	YES
14. Probation	NO	YES	YES
15. Vacation days	NO	NO	NO
16. Overtime	NO	NO	NO

Please note that if you are absent from your job for more than 10 days without a valid reason, you will lose your job. Please see 5-9.10 of the Collective Agreement for more information.

1.

Teacher Training Program

- a. All Inuit beneficiaries who do not hold a teaching certification from the Quebec Ministry of Education should be enrolled in the Teacher Training Program administered through KI and its partner universities.
- b. Please contact the Assistant Director of Teacher Training for more information.

2.

Sick days

(5-10.36 of the Collective Agreement)

- a. During each full school year, teachers are entitled to seven payable sick days.
- b. Teachers hired after the beginning of the school year will be given an amount of sick days prorated to the number of days worked for that year.
- c. The balance of unused sick days (up to six) will be paid out according to clause 5-10.36 of the Collective Agreement.
- d. The number of sick days is proportional to the workload (full-time, part-time and by-the-lesson).

3.

Parental responsibility days

(5-14.07 of the Collective Agreement)

- a. Upon request, the Board can approve a teacher's absence from work, with or without salary (depending on what is left in their bank of sick days), for a maximum of 10 days each year for reasons that relate to the care, health, and education of a child, spouse, parent, sibling, or grandparent.
- b. If the teacher has sick days remaining, the first six days used for parental responsibility will come out of their sick-day bank; if they do not have any sick days remaining, their absence will be authorized without pay.



4.

Northern allowance

(12-2.01 of the Collective Agreement)

- a. Teachers working in either of the sectors listed below will receive an annual isolation premium according to the indicated rates:

ISOLATION SECTORS	Without Dependents*	With Dependents*
Sector II: Kuujjuaq, Kujjuaraapik, Inukjuak, Puvirnituk, Umiujaq	\$10,015	\$17,652
Sector III: All other Nunavik villages	\$11,813	\$20,825

- b. Dependents are defined as follows:
- i. Spouse, child, or another relative that is recognized by law as a dependent (exceptions apply—see clause **12-1.01 of the Collective Agreement**).

5.

*Retention premium

- a. Retention premiums are only given to teachers who are legally qualified to teach in the province of Quebec.



- b. The premium varies according to the sector and year of contract – see table below:

RETENTION PREMIUM	1st and 2nd year at KI	3rd+ year at KI
Sector I: Kuujjuaq, Kujjuaraapik, Inukjuak, Puvirnituk, Umiujaq	\$5,500	\$7,000
Sector II: All other Nunavik villages	\$7,000	\$9,000

6.

Access to Employee and Family Assistance Plan

1-800-663-1142

www.homeweb.ca

- a.** The Employee and Family Assistance Plan is a service that the Board offers to all employees and their immediate family.
- b.** It is a confidential support tool for employees to use at their convenience (available in English and French).
- c.** For services in Inuktitut, please call the First Nations and Inuit Hope for Wellness Help Line at **1-855-242-3310**.
- d.** The services provided include career planning, financial planning, family/marriage counselling, addiction counselling, depression counselling, and health coaching.

7.

Special leaves of absence (5-14.01 of the Collective Agreement)

- a.** The Board will allow teachers to take special leaves without loss of salary in the following cases:
 - i.** Marriage – seven consecutive calendar days
 - ii.** Marriage of parent, sibling, or child – the day of the event only
 - iii.** Death of spouse or child – seven consecutive calendar days
 - iv.** Death of parent or sibling – five consecutive calendar days
 - v.** Death of in-law, grandparent, or grandchild – three consecutive calendar days (if, at the time of death, the grandparent was living with the employee, the Board will grant a leave of five consecutive calendar days)
 - vi.** Move – the day of the move only (maximum once a year)
 - vii.** Flood, fire, disaster, or any similar event – maximum of three working days

8.

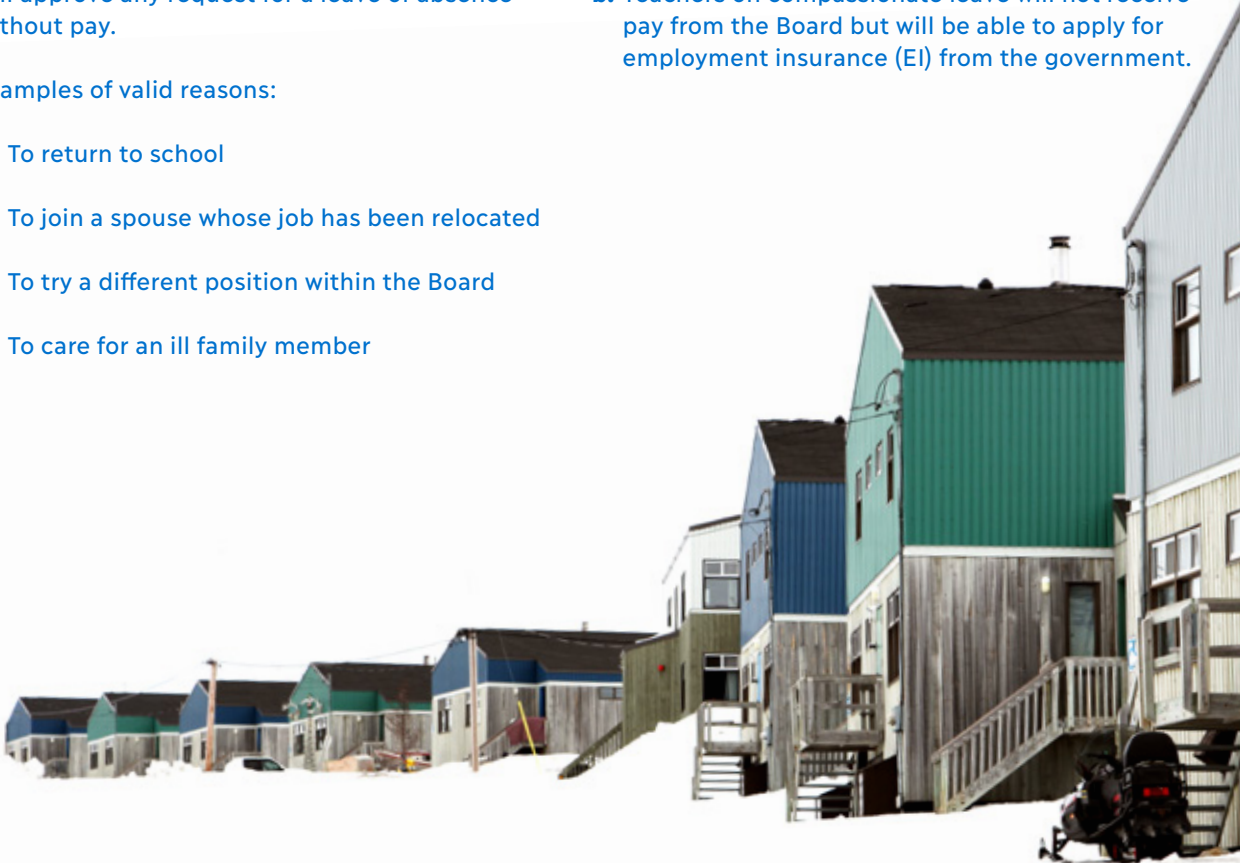
Leave of absence without pay (5-15.03 of the Collective Agreement)

- a. Upon request, the Board may allow teachers to take a leave of absence without salary on a full-time or part-time basis for valid reasons. The leave granted may last until the end of the school year.
- b. Once you have five years of seniority, the Board will approve any request for a leave of absence without pay.
- c. Examples of valid reasons:
 - i. To return to school
 - ii. To join a spouse whose job has been relocated
 - iii. To try a different position within the Board
 - iv. To care for an ill family member

9.

Compassionate leave (5-15.12 of the Collective Agreement)

- a. When possible, submit a request to an HR Counsellor **ahead of time** (make sure to provide all proper documentation) if you are planning to take a leave of absence of up to 12 weeks to care for a seriously ill family member (spouse, child, parent, sibling, or grandparent).
- b. Teachers on compassionate leave will not receive pay from the Board but will be able to apply for employment insurance (EI) from the government.



10.

Insurance and pension plan

(5-10.01 of the Collective Agreement)

- a.** All regular full-time and part-time teachers are eligible for life, health, and disability insurance plans.
- b.** Health insurance is mandatory for all employees, except Inuit beneficiaries who are able to opt-out if they wish.
- c.** Life insurance is mandatory for all employees, except Inuit beneficiaries who are able to opt-out if they wish.
 - i.** Life insurance is given to all new employees. However, it can be waived upon completion of a form to be submitted to the Payroll department (PaieKSB@kativik.qc.ca).
 - ii.** Teachers also have the option to increase their life insurance premiums, but another form must be filled out.
- d.** Disability insurance is mandatory for all teachers.
- e.** All teachers are obligated to pay into a government pension plan that cannot be touched until retirement (these are not RRSPs).



11.

Parental rights

(5-13.01 of the Collective Agreement)

- a. Types of leave: maternity, paternity, and adoption.
- b. Forms must be filled out and sent to an HR technician as soon as the due date/adoption date is known.
- c. Allowances for maternity, paternity, and adoption leave shall be paid only as supplements to the Quebec Parental Insurance Plan (QPIP).
- d. Before the end of your leave, you may request an extension (unpaid). Please contact the Human Resources department for more information.

12.

Food cargo

(12-8.01 of the Collective Agreement)

- a. All regular full-time and part-time teachers are entitled to the following taxable benefits, in the form of an annual allowance. The amounts are adjusted according to the number of working days in a year.
 - i. 727 kilograms per year/adult
 - ii. 727 kilograms per year/child (12 years and older)
 - iii. 364 kilograms per year/child (under 12 years old)
- b. On March 1 of every year, employees will be given back 66% of what they have used, to help offset the costs at tax time.



13.

Improvement Fund

(7-1.01 of the Collective Agreement – Directive HR-14)

- a. The Improvement Fund is used to support teachers through professional improvement activities that increase knowledge, skills, and schooling in order to help them gain access to more specialized positions.
- b. Teachers must apply to the Improvement Committee (with the approval of their immediate supervisor).

14.

Probation

(Annex 30 of the Collective Agreement)

- a. Teachers will have a probation period of up to 12 months.

15.

Vacation

(8-3.00 of the Collective Agreement)

- a. Teachers are not entitled to vacation days during the school year.
- b. Since a teacher's work year normally consists of 200 work days, their vacation should be taken when the schools are closed.

16.

Overtime

- a. Teachers are not entitled to overtime.



Important employee information

- If you reside in a different community than the one you were hired in, please inform HR and provide proof of residency in your home community.

- You must provide HR with your criminal background check when you are hired and any subsequent updates if you have been re-charged.

- Employee pay stubs are mailed to the address given to HR at the time of hiring, however employees can opt to receive them online instead via the link below.

kps.kativik.qc.ca/ServicePaie

- Your declaration of dependents must be updated every school year OR as soon as there is a change in your family situation. Please send this form to the HR technician:

kativik.qc.ca

- To access the document, go to the Kativik website and click *Employees > Documents > Human Resources and Payroll > Hiring > Declaration of dependents & annexes > Declaration of Dependents*

- Collective Agreement

cpn.gouv.qc.ca

- To access this document, follow the link above and click on the KSB logo (CPNCSK) > *Collective Agreement > Teachers 2015–2020 > download.*

- Salary information

- In order for HR to determine your salary, you must provide proof of any teaching-related experience, as well as any school diplomas or diplomas related to the Teacher Training Program.
- For details on how teacher salaries are determined, please read clause 6-0.00 in the Collective Agreement.
- Culture teacher salaries are evaluated differently; please contact your HR Counsellor for more information.

- Student ratio

- Teachers may be entitled to compensation, depending on how student attendance compares to the ratio prescribed in the Collective Agreement.
- Contact your HR Counsellor for more information.

- If hired 50 km outside of your community, you are entitled to the following:
 - Lodging (12-7.00 of the collective agreement)
 - Rent deducted from each payment of salary:
 - One bedroom: \$60.00
 - Two bedrooms: \$77.50
 - Three bedrooms: \$96.00
 - Four bedrooms: \$114.00
 - Outings (12-4.01 of the collective agreement)
 - Based on the duration of the employment, the employee will have up to 3 outings per year.
- Transportation of personal belongings (12-3.01 of the collective agreement)
 - Maximum 228 kg for each adult/child 12 years old and over, for the first contract.
 - Maximum 137 kg for each child under 12 years old, for the first contract.
 - After the first contract, teachers are entitled to 90 kilograms per year for themselves, and to 90 kilograms per year for each of their dependents, during outings to destinations within or outside Nunavik, as excess baggage.



A photograph of a snowy mountain landscape. In the foreground, a small village with several buildings is visible. The middle ground shows a steep, snow-covered slope. The background features a large, snow-capped mountain peak under a cloudy sky. The text is centered in the middle of the image.

Please send any questions or comments to HRagent@kativik.qc.ca
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