



JURISDICTIONAL EXEMPTIONS FOR WORK NORMALLY PERFORMED BY OPERATIONS SUPPORT STAFF

Context

In order to comply with the CUPE Local 3523 Collective Agreement, Article 11, all work items typically claimed as union member work, that schools wish to have done by non CUPE members, must be documented through a jurisdictional request to CUPE Local 3523. Examples of this can include “Student Gardens”, “Mural painting”, that impact the physical plant of the School District.

Procedures

All jurisdictional requests for work normally done by Operations Support Staff should pursue the following steps:

1. The Principal is to submit a complete rationale of the project and the clear scope of work to the Director of Operations, or designate, detailing location, description, budget, time frames, and indicate who is expected to be performing which tasks.
2. The Director of Operations, or designate, will review for sustainability and District appropriateness. If the Director of Operations, or designate, cannot support the work, the Principal will be contacted and/or the item referred to Admin Council for discussion.
3. If the work outlined meets the criteria for a supported project, the Director of Operations, or designate, would forward a jurisdictional exemption to CUPE 3523 for their approval.
4. Should CUPE Local 3523 “sign off” on the jurisdictional request, the Director of Operations, or designate, will provide the Principal with approval to proceed subject to agreed conditions.

Relevant Board Policy: 625 - Sites, Facility and Equipment Enhancements

Developed by: Director of Operations

Date Agreed: June 1, 2008

Date Amended: Feb 5, 2021

Related Documents: N/A