

LETTER OF AGREEMENT

between

BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)

and

CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL NO. 382

Re: Spring Break Accrual for the 2026/27 School Year

Provided there is a two-week Spring Break, the following shall apply on a without prejudice and without precedent basis:

1. The Facilities Trades Department will not be closed during the two weeks of the School District Spring Break closure, however, the Custodial Department will have a mandatory one week closure during the first week of Spring Break, March 15-19.

CUSTODIANS

2. Each regular custodial employee may,
 - a) Bank an amount of time equal to a maximum of five day's pay by extending their normal work shift by thirty (30) minutes per day, commencing Thursday October 1, 2026, and concluding when sufficient time has been banked, or by the last day of school prior to spring break, whichever is first. Each employee's spring break minutes will be tracked by the Payroll Department.
 - b) The scheduling of the additional time for custodians will be determined as follows,
 - a. Day Custodians will work their normal shift and accrual time will be banked at the end of their shift.
 - b. Afternoon Custodians will work their normal shift and will accrue time at the beginning of their shift.
 - c) If an employee has insufficient banked spring break hours to cover the closure, the use of vacation entitlement as provided under Article 21.01 of the Collective Agreement, banked overtime, or a leave without pay can be used.
 - d) Wages paid for the five days of the Spring Break Closure shall derive solely from the Spring Break closure Bank, or upon the election of the employee, by other options per 2 (c) above if they are short the necessary hours.

TRADES (Excluding electricians, plumbers and carpenters)

3. Each regular trade employee, excluding electricians, plumbers and carpenters, who are not entitled to be on the on-call list employee may,

- a) Bank an amount of time equal to a maximum of five day's pay by extending their normal work shift by thirty (30) minutes per day, commencing Wednesday July 1, 2026, and concluding Monday November 30, 2026. Accrual time is to be banked for these employees from 3-3:30pm each day.
- b) Those spring break accrual hours can be used any time from Tuesday September 1 2026 – Friday June 11, 2027 during the fiscal year once they are accrued and subject to operational requirements.
- c) Each employee's spring break minutes will be tracked by the Payroll Department.

TRADES (Electricians, Plumbers and Carpenters)

- 4. Each regular electrical, plumbing, or carpentry employee may,
 - a) Bank an amount of time equal to a maximum of five day's pay by extending their normal work shift by thirty (30) minutes per day, commencing Wednesday July 1, 2026, and concluding Monday November 30, 2026. Accrual time is to be banked for workers from 3-3:30pm each day.
 - b) Trades that are on the on call list, can elect to use their over time hours towards their spring break accrual hours.
 - c) Those spring break accrual hours can be used any time from Tuesday September 1, 2026 – Friday June 11, 2027 during the fiscal year once they are accrued and subject to operational requirements.
 - d) Each employee's spring break minutes will be tracked by the Payroll Department.

ALL EMPLOYEES

All employees:

- 5. Must accumulate their accrual hours on each day of the week, they cannot select certain days of the week for accrual purposes.
- 6. Employees who require approved time off during the workday cannot accrue time for that day.
- 7. The rate of pay for the Spring Break Closure will be the regular rate of pay in effect at the time of the closure. For the purpose of earning spring break time the overtime provisions of the Collective Agreement will not apply.
- 8. Any paid or unpaid leaves of absences, vacation and WorkSafe BC periods of wage protection shall not count towards the Spring Break Closure Bank.
- 9. If a custodian is called out to work during the Spring Break closure week, they shall be paid as provided under Article 19.03 of the Collective Agreement.
- 10. The district commits to meeting with the union no later than May 30th, 2027, to review the details of the next year's Spring Break closure and to renew the agreement.
- 11. This agreement expires June 30, 2027.

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Signed:

CUPE 382:

Signature:

Name:



Brian Whin-Yates

Date: June 30, 2026

Greater Victoria Board of Education:

Signature:

Name:



Tim Osborne

Date: June 30/26