

The Supply Line

Volume V, Issue 3

March 2003

President's Notes:

"An ounce of prevention is worth a pound of cure."

Societal standards have dramatically altered the perception of what is acceptable teacher conduct in dealing with student misbehaviour. No teacher is more vulnerable than the Occasional Teacher. Occasional Teachers must be continually alert to situations that may turn out not to be in their best interests and to not allow themselves to be placed in compromising situations. Comments and gestures by our members have been misinterpreted and led to unfounded allegations and investigations by the Children's Aid Society, the police and the board. Local experience has proven that retired teachers need to recognize that though the grade and curriculum are familiar, they are now "strangers" to the school, the students and the parents.

The Union will protect its members but urges you to:

- wherever possible, avoid physical contact with students (our board has a strict "no touch" policy)
 - communicate expectations to students
 - post rules in classroom
 - document all conversations, incidents and efforts to ensure a safe workplace and keep your own copy
 - try not to handle a dangerous situation on your own
 - be aware of board policies / procedures regarding discipline
 - teach with your classroom door open
 - avoid being alone with a student
 - familiarize yourself with school and classroom routines
 - supervise your students at all times
 - avoid confrontation; call for administrative support or send someone for help
 - document your difficulties
 - record the names of uncooperative students and leave a copy with the teacher
 - do not make "off the cuff" remarks
 - keep your reports in case a matter later emerges
- Please reflect upon your own practices!

Terry Card

PROFESSIONAL DEVELOPMENT -

The Local is proud to continue offering PLP-free Professional Development to our members. We have hosted fifty to seventy members at each of our P.D. opportunities this year. Check this newsletter for information regarding our April workshop.

2003 ONTARIO COLLEGE OF TEACHERS

Your \$139 annual membership fee is due by April 15, 2003.

The Board does not deduct these fees from LTOs or daily Occasional Teachers. It is up to you to pay:

By credit card online at: www.oct.on.ca

Or by cheque at: Ontario College of Teachers
121 Bloor Street East, 6th Floor
Toronto, Ontario M4W 3M5

Include your Social Insurance Number and College registration number. Mark as "2003 fees" for proper credit.

If you will not be teaching again, inform the College you are "retiring" to avoid being "suspended: non-payment of fees".

The College charges a penalty in addition to the annual fee for late payment.

PINK LISTED BOARDS

Before applying for a teaching position, check ETFO's website (www.etfo.ca) to ensure that the board is not currently involved in an unsettled labour dispute with ETFO. Any member who applies for, or accepts, any elementary teaching position with a board that has been "pink listed" by ETFO, will be subject to Disciplinary Procedures as set out in Article VII of the Constitution of the Elementary Teachers' Federation of Ontario. Where an application has been sent prior to a pink listing being put in place, the applicant has not contravened the pink listing. Individuals in this position, however, should not participate in job interviews as such an action would clearly undermine the intent of the pink listing and undermine the efforts of the ETFO bargaining unit.

RATES OF PAY - Effective March 8, 2003

Daily Occasional Teachers are now paid \$171.07 which includes 4% Statutory Holiday Pay and Vacation Pay. Your pay stub shows this as \$164.49 with the 4% Statutory Pay added back on the next line.

An Occasional Teacher becomes a Long-Term Occasional Teacher (LTO) after ten consecutive teaching days replacing the same Teacher and is paid, effective the tenth day and retroactive to the first day, a per diem rate in accordance with the applicable salary rate for the Elementary Teachers.

LTO per diem rates are calculated by dividing the applicable Elementary Teacher annual salary by the 194 days of the school year. The salary grid recognizes your teaching experience and your QECO rating.

You must submit a QECO rating to the Board to be eligible.

Chart A (With 4% Statutory Holiday Pay and Vacation Pay)

Yrs. Experience	Category A	Category A1	Category A2	Category A3	Category A4
0	159.74	171.07	178.64	191.97	204.52
1	167.53	181.23	191.06	205.72	218.98
2	178.18	193.18	204.01	219.29	233.42
3	188.93	205.61	216.83	233.43	248.54
4	200.45	217.80	229.78	248.37	265.10
5	210.36	230.12	242.49	263.32	281.68
6	220.95	242.31	255.38	278.24	298.27
7	238.65	254.69	268.20	293.19	314.83
8	250.04	266.95	281.04	308.13	331.39
9	262.15	279.32	293.93	323.08	347.98
10	274.26	298.47	306.75	348.34	368.82

Chart B (Without 4% Statutory Holiday Pay and Vacation Pay)

Yrs. Experience	Category A	Category A1	Category A2	Category A3	Category A4
0	153.59	164.49	171.77	184.59	196.65
1	161.08	174.26	183.71	197.81	210.56
2	171.32	185.71	196.16	210.86	224.44
3	181.67	197.70	208.49	224.45	238.98
4	192.74	209.43	220.94	238.81	254.91
5	202.27	221.27	233.16	253.19	270.84
6	212.45	232.99	245.56	267.54	286.80
7	229.48	244.89	257.89	281.91	302.72
8	240.42	256.69	270.23	296.28	318.65
9	252.07	268.58	282.62	310.65	334.60
10	263.71	286.99	294.95	334.94	354.64



The Occasion to Lead
ETFO's Occasional Teacher handbook, written by OTs for occasional teachers is now available at www.etfo.ca
Click - "Occasional Teacher"

The free Handbook provides you with hands-on knowledge about everything you need to know about occasional teaching.

Topics include classroom management, creating a positive environment, effective discipline, learning styles, In-A-Jiffy learning opportunities, emergency lesson plans/activities, media activities, Phys. Ed. activities, French activities, the power of music, primary/junior FSL activities, and French instruction Internet sites.



Ontario College of Teachers - Election

The Ontario Teachers' Federation / OTF endorses 12 teacher candidates for election. Voting is on-line until April 14th. Register now at: www.oct.on.ca and click on "Members' Area". You need your SIN and OCT number to register. You can vote for 1 candidate for the Southwest region (OTF endorses Suzanne De Froy) and 2 for English public (Hilda Watkins , *), 2 for English Catholic (Rosemary Fontaine, Harry Mulvale) and 3 French (Marilyn Laframboise, Pierette Nadeau, Bernard Adam). *OSSTF chose no candidate for English public secondary. Candidate biographies are posted on-line.

Employee Accident / Incident Reporting

The Workplace Safety and Insurance Act requires the Board to record all First Aid administered as a result of a work related incident. The Employee Accident / Incident Report documents minor treatments as well as incidents that result in pain (but not necessarily treatment) such as back strain; these may require treatment at a later date. The reports are also used to track and prevent accidents and thus provide a safe work environment.

Consider serving your Union by running for office. Find out more at 439-2508.



Your Frequently Asked Questions -

Dear Terry:

I am a retired teacher nearing my 95 day limit. Can I finish

the month? - Mellow Dear Mellow:

The Pension Board allows you to continue teaching until the end of the month in which your 95th day occurs, whether you teach day to day or on an LTO.

- Terry

Dear Terry:

I have received TVARRIS calls asking me to take a duty before the first class of an assignment. What do I do?

- Timorous

Dear Timorous:

The Board agrees with the Union that an OT needs time to prepare on the first day of an assignment, and confirms this with language in our Collective Agreement. Politely alert the Principal to the oversight so that the next OT will receive the same consideration.

-Terry

Send questions to:

tjcard@email.com / 439-2508

TVARRIS TIPS

from the BOARD:



- Please do not modify your profile to make yourself unavailable if you are in an assignment. Once the job has been entered into TVARRIS, the system will know that you are assigned and will not call you for other jobs.
- Be cautious about changing your callback number to a cell phone; staff have experienced difficulty entering their PIN to accept a job. Cell phones sometimes do not send clear signals and this can interfere with the acceptance process.
- Remember to turn your cell phone on during the call out period if you expect to be called for job opportunities. TVARRIS can't reach you if your cell phone is turned off.
- When you are "job shopping", the jobs you will see are:
 - schools for which you are on their priority lists;
 - jobs for which you are qualified;
 - jobs in schools in the area you have indicated you are willing to teach and jobs which have reached the General level list.
- If you are "job shopping" during a call-out period, TVARRIS may be trying to contact you for a job and will receive a "busy" signal and will, therefore, call other substitutes.
- When changing your callback number, do not put in the area code.
- If you have misplaced your PIN, you can get it from the system, by phone, anytime: - call the system (452-8970), press the "star" key, press 3, enter your employee ID (with leading zero's to equal 9 digits), press 1 and TVARRIS will provide you with your PIN.

2002 - 2003 Executive Contacts

President and	Terry Card, 439-2508
Chief Negotiator	tjcard@email.com
1st Vice President	Jacqueline Kobayashi, 451-7245
2nd Vice President	Irene Butler, 434-4719
Secretary	Pamela Coleman, 471-7935
Treasurer	Sharon Pinylo, 633-3998
Communications	Michelle Sharpe, 851-4082
Past President	Ken Beckett, 672-2414



ETFO's SUMMER PD COURSES

3-day curriculum courses held throughout the province (PLP Free)

Register by credit card/cheque at www.etfo.ca before May 15, 2003. Registration fee is \$50.

DEADLINES APPROACHING

Apr. 12 *Survive and Thrive* on-line conference begins

Apr. 13 Registration for *Mind Games* - Local P.D. due

Apr. 14 Deadline: College of Teacher / OCT on-line vote

Apr. 15 Ontario College of Teachers: \$139 fee due

Apr. 30 Evaluation Reports to complete *Interest in an Elementary Teaching Position* forms due.

Apr. 30 Nominations for ETFO Awards:

(O.T.s are eligible; contact Local for nomination forms)

- Aboriginal Women in Faculty of Education (bursary);

- Anti-Racist Scholarship;

- Doctoral Scholarship;

- ETFO Bursary for sons and daughters of members entering a Faculty of Education;

- ETFO Bursary for Persons with a Disability, Visible Minority or Aboriginal entering a Faculty of Education;

- Master's Scholarship in Education;

May 1 *Friendly School Survey* due

May 1 *Logo for the Local* due

May 15 Registration closes: ETFO Summer PD Courses

May 17 Deadline for receipt- Local Executive nominations

May 18 RSVP for Local Annual Meeting - Lamplighter Inn

May 22 Local Annual Meeting / Elections -Lamplighter Inn

Still time for:

A LOGO FOR THE LOCAL CONTEST

Please continue to submit your ideas for a new distinctive logo that the Local can use for signs, letterhead, pamphlets etc.

A prize will be awarded by the Local if a member's design is selected.

The deadline for submissions is May 1, 2003.

Send to: Terry Card, President
Thames Valley Occasional Teachers
31 Bracebridge Court
London, Ontario
N5X 3V2



ETFO POLITICAL ACTION CAMPAIGN

(look for the television ads)

Two Billion dollars in Conservative government cuts have taken a toll on our schools and on our children.

Under Ernie Eves, the government hasn't changed.

Isn't it time to change the government?
It's about our children's future.

When the time comes to cast your provincial ballot, please vote for public education!

Survive and Thrive 2003

launches April 2, 2003, and can be accessed from the websites of OTF, AEFO, ETFO and OEFTA.

As in previous years, *Survive and Thrive* is open to all Ontario teachers in their first five years of practice and to teacher candidates at Ontario faculties of education. Others are welcome to access the non-interactive sections of the site.

Topics include - Literacy, Working with Parents and Families, Professional Issues, Assessment and Reporting, Special Education and Classroom Mgmt.

For further information please contact:

Lindy Amato
Ontario Teachers'
Federation
Tel: (416) 966-3424 or
1-800-268-7061





LAST
CHANCE

\$ 25 Book Rebate -
A Terrific P.D. Opportunity



Purchase a professional book that relates to your professional needs and receive a rebate of up to \$25 / per member. Shop at your favourite bookstore or go online to ShopETFO - www.etfo.ca.

Send us the form below, the original bill and a stamped self-addressed envelope to:
Terry Card
ETFO Thames Valley Occasional Teachers' Local
31 Bracebridge Court,
London, Ontario N5X 3V2

Cheques will be mailed within 4 weeks.

We will list your current professional readings on our website - www.etfotvots.com.

NAME: _____

ADDRESS: _____

_____ TELEPHONE: _____

TITLE OF BOOK: _____

AUTHOR: _____

PUBLISHER: _____

How this publication will be helpful to Occasional Teachers: _____



ETFO THAMES VALLEY
OCCASIONAL TEACHERS' LOCAL

Professional Development Meeting -
Thursday, April 17, 2003

MIND GAMES - PART ONE:

Joanne Myers - OISE Instructor/ Teacher

An action packed workshop where participants will be introduced to a wide variety of exciting games which teach and reinforce specific skills from the Ontario curriculum. Games provide practice in critical thinking, listening, processing, sorting, patterning, drama and concentration. All games can be modified to suit classroom themes and different ages.

WHEN: Thursday, April 17, 2003- 4:30 -7:30 P.M.
(This is before the Easter weekend)

WHERE: Best Western Lamplighter Inn
591 Wellington Road South, London
(681-7151)

Registration due by Sunday, April 13, 2003 at 439-2508

Please bring a "Loonie or Toonie" for
The Rotholme Women's and Family Shelter.



Great Door Prizes to include: Gift certificates
ETFO publications
ETFO merchandise

THAMES VALLEY
OCCASIONAL TEACHERS' LOCAL

**ETFO THAMES VALLEY
OCCASIONAL TEACHERS' LOCAL**

☺ **FRIENDLY SCHOOLS SURVEY** ☺

We want to recognize those schools that welcome and support our members. Please complete the following survey and return to us by May 1, 2003. (See Address / Fax number on the bottom) The names of Excellent Schools will be published in our newsletter, on our Website and Info-Line. The five top-rated schools will receive recognition from the Local.

**Rate one school or more. Photocopy this page if more space is required.
WE LOOK FORWARD TO YOUR INPUT.**

Please rate school on a scale of 1 to 5 in each category. The best rating would be 5.

Name of School: _____

Office reception: (welcoming atmosphere, support)	1	2	3	4	5
Principal / Vice Principal: (support, discipline, feedback)	1	2	3	4	5
Staff: (friendliness and support)	1	2	3	4	5
Classroom materials: (lesson plan, routines, class list, special instructions etc.)	1	2	3	4	5
Timetable and assignment: (prep. time, no duty before first class etc.)1 if never, 5 if always	1	2	3	4	5

Please rate school on a scale of 1 to 5 in each category. The best rating would be 5.

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