

# The Supply Line

Volume IV, Issue 4

Spring, 2002

## President's Notes:

It has been a very challenging year thus far as teachers find themselves under intense scrutiny. A College of Teachers that does not reflect the profession, the dichotomy of increased parental involvement, criminal reference checks, curriculum reform, standardized evaluation of teaching performance and a provincial government dedicated to finding fault with teachers, all makes teachers more vulnerable. However, no teacher is more vulnerable than the Occasional Teacher.

Daily O.T.'s are often "strangers" to the school with little opportunity to develop the trust and confidence of students, administrators, staff and parents. As a result we must be extremely careful. A pat on the back, a tap on the head or a comment made in jest can be, and have been, interpreted as physical or sexual assault. Retired teachers can find that the teaching and classroom management techniques that they used in their own classrooms, are considered unacceptable as an Occasional Teacher. There is a double standard and students and parents are increasingly aware of their power. Occasional Teachers seem to be fair game.

A union is there to protect its members, but please teach defensively. It's much easier to prevent a problem than to live with the consequences.

- Avoid being alone with one or two students.
- Teach with an open door .
- Familiarize yourself with the school and classroom routines.
- Supervise your students at all times.
- Avoid confrontation. Call for administrative back-up or send someone for help. No issue is worth sacrificing your career.
- Document your difficulties with the class. Record the names

## ABOUT THE POOL HIRE:

Many members have contacted me to discuss the Board's decision to pool hire. Dejected and incensed members who did not receive an interview called on both the Union and the Board for an explanation.

The Board tells us that more than 900 people applied to the ATTN posting for pool hire. Twelve teams of two Principals reviewed the applications and were directed to select a dozen candidates per team (new grads; applicants from other Boards; OTs and LTOs; and as provided by our Collective Agreement, at least 15 of those who submitted an Interested in an Elementary Teaching Position form). Given these odds, many worthy applicants did not receive an interview. The interviews were ranked and approximately 50 people were reference checked. In the interim, the Board was forced to develop a balanced budget using the figures from last year's provincial funding. To avoid a deficit, the Board announced a reduction in staffing levels for both the elementary and secondary teaching panels. The Board remains uncertain of how many people it will eventually pool hire.

We are told by the Board to expect lower retirement numbers than in previous years. This means fewer ATTN postings for permanent positions at year's end. Please note that once you are registered on the ATTN, you must click on each individual posting to apply for the position. Ensure that your application is free of spelling and grammatical errors and use the final page to succinctly promote yourself. Good luck!

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## **KNOW YOUR COLLECTIVE AGREEMENT -**

**The onus is on the member to know the terms and time-lines negotiated in the Collective Agreement**

Find out more about your rights and responsibilities by logging on to [www.etfotvots.com](http://www.etfotvots.com) and clicking on "Collective Agreement".

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**Note Revised Chart B** Salary Grid for Long-Term Occasional Teachers -(Effective March 8, 2002)

Daily rate for Occasional Teaching is \$ 165.38. (Includes 4% vac./stat. holiday pay)

**Chart A** (Inclusive of 4% Statutory Holiday Pay and Vacation Pay)

Years Ex-perience	Category A	Category A1	Category A2	Category A3	Category A4
0	154.43	165.38	172.21	185.59	197.72
1	161.95	175.21	184.71	198.89	211.70
2	172.25	186.76	197.22	212.01	225.66
3	182.65	198.77	209.63	225.67	240.27
4	193.79	210.57	222.14	240.11	256.29
5	203.37	222.47	234.43	254.57	272.31
6	213.61	234.26	246.89	268.99	288.36
7	230.72	246.23	259.29	283.44	304.36
8	241.72	258.08	271.70	297.89	320.38
9	253.43	270.04	284.15	312.34	336.41
10	265.14	288.55	296.56	336.76	356.57

**Chart B** (Less 4% Statutory Holiday Pay and Vacation Pay)

Years Ex-perience	Category A	Category A1	Category A2	Category A3	Category A4
0	148.49	159.02	166.07	178.45	190.12
1	155.72	168.47	177.61	191.24	203.56
2	165.63	179.58	189.63	203.86	216.98
3	175.63	191.13	201.57	216.99	231.03
4	186.34	202.47	213.60	230.88	246.43
5	195.55	213.91	225.41	244.78	261.84
6	205.39	225.25	237.39	258.64	277.27
7	221.85	236.76	249.32	272.54	292.65
8	232.42	248.15	261.25	286.43	308.06
9	243.68	259.65	273.22	300.33	323.47
10	254.94	277.45	285.15	323.81	342.86



**Your Frequently Questions**

Dear Terry:

What schools were chosen this year in our Friendly School Survey?-A Voter

Dear Voter:

Only 30 ballots were received this year compared to 149 ballots last year. This was not adequate to make an informed selection, but we do thank you for your interest. - Terry

Dear Terry:

I am a retired teacher nearing 95 days of Occasional Teaching but I hear there's a loophole .... - Finite

Dear Finite:

The pension board allows you to teach to the end of the month following your 96<sup>th</sup> day. This could give you 19 more days without pension penalty - Terry

Dear Terry:

Some teachers seem to expect a report of my teaching

day. What do you think of this? - Curious

Dear Curious:

A Letter of Intent in our Collective Agreement requires the School Administration to provide a timetable, class list, daybook, list of students with special needs etc. In return, the O.T. endeavours to provide written feedback ...including comments on the progress of lessons taught, problems encountered...successes achieved and marks for work completed by students within the assignment. These are negotiated rights and responsibilities.

- Terry

**ETFO Television Commercials**

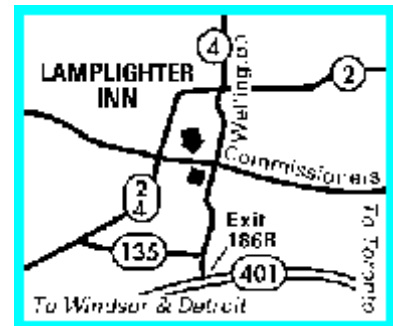
Watch for ETFO's "Still Time to Invest in Public Education" ads airing until May 12 during the news in the mid-day, early morning and late night time slots on CFPL, CKCO, CFTO, CHCH, CITY

# Annual General Meeting and Elections

Thursday, May 30, 2002  
4:30 - 7:30 p.m.



Light Buffet: 4:30 p.m.  
(R.S.V.P. by May 25, 439-2508)  
Best Western Lamplighter Inn  
591 Wellington Road South  
London, Ontario



## NO O.T.F. SUMMER INSTITUTES in 2002

The Ontario Teachers' Federation will not be offering Curriculum Summer Institutes this summer. From 1999 to 2001, almost 14,000 teachers attended these free courses.



In January, OTF notified the Government that OTF was prepared to manage the program on the same basis as in previous years. The amount allocated by the Ministry of Education for curriculum implementation courses is \$ 1.75 million this year.

The Government responded that it wanted to "ensure that the courses offered can be recognized by the Ontario College of Teachers as part of the requirements for professional learning." On April 11, 2002 the Assistant Deputy Minister wrote that,

*"...the priority for the allocation of resources for professional development is to providers and courses which meet the requirements for professional learning as set out in the Ontario College of Teachers' Act."* This link to teacher

recertification / PLP was unacceptable to the O.T.F. affiliates.



ETFO THAMES VALLEY  
OCCASIONAL TEACHERS' LOCAL

LEARN ABOUT THE UNION  
AND THE ISSUES

Run for  
DELEGATE / ALTERNATE  
to the  
ETFO Annual Meeting

August 12 - 15, 2002

Westin Harbour Castle, Toronto  
(Expenses Paid)



Use nomination form enclosed

Collection of Personal Information  
Ontario Regulation 521/01

School Boards must collect by July 31, 2003, a criminal background check from all existing employees who became members of the College of Teachers before December 31, 1998.

If you have a criminal conviction under the *Criminal Code* that is not a sexual offence, you may apply for a pardon, particularly if the conviction occurred some time ago. This pardon is a recognition of good conduct and means that information about the conviction will be taken out of the Canadian Police Information Centre and cannot be divulged without the approval of the Solicitor General.

This lengthy process must be completed by July 31, 2003. CONTACT: Susan Thede, ETFO  
1-888-838-3836

**EMPLOYMENT INSURANCE**

The Record of Employment Certificate will be issued by the Board on request after the final pay, July 26. For more information visit - [www.hrhc-drhc.gc.ca/ae-ei/loi-law/guide-digest/main.shtml](http://www.hrhc-drhc.gc.ca/ae-ei/loi-law/guide-digest/main.shtml) or contact your local office. You need at least 600 hours to be eligible.

**LOCAL EXECUTIVE - 2001 - 2002**

President	Terry Card	439-2508
1st V.P.	Richard Thompson	439-7810
2nd V.P.	Jacqueline Kobayashi	451-7245
Secretary	Sarah Mackenzie	438-1741
Treasurer	Judy Burford	637-1006
Comm.	Donna Daugavietis	474-4075
Past Pres.	Ken Beckett	672-2414



## LOCAL EXECUTIVE POSITION DESCRIPTIONS

**President** - compensation is 130 days this year

(Candidate should have prior Local Executive experience)

- ' Official spokesperson of the Local; Counsel and advocate for members
- ' Liaison with the Board, the Teacher Local, other Federation Locals, the membership and Provincial ETFO
- ' Chair of all Local Executive and Local General Membership Meetings
- ' Sit on all Local committees and represents the Local on Board and Provincial ETFO committees
- ' Represent Local at ETFO Representative Council Meetings three weekends a year and at ETFO Annual Meeting in August

**First / Second Vice-Presidents** - compensation \$25 per meeting

(Excellent learning positions)

- ' Assume role of President as necessary
- ' Assist in the duties of the Local and attend Executive Local meetings
- ' May attend ETFO Representative Councils

**Secretary** - compensation 3 release days or equivalent monies; \$25 per meeting

- ' Record and prepare for circulation the Minutes of all Local meetings
- ' Maintain records for the Local and forwards annual report to ETFO

**Treasurer** - compensation 5 release days or equivalent monies; \$25 per meeting

(Several days free computer/bookkeeping training provided by ETFO, Toronto)

- ' Maintain financial records of Local and pays Local's bills
- ' Arrange annual audit
- ' Prepare, oversee and present the Local annual budget to members

**Communications Officer** - compensation \$25 per meeting

(Computer literacy an asset)

- ' Assist in preparing/distributing Local communications via newsletter, web etc.

**Chief Negotiator** -

(Background in bargaining is an asset)

- ' Oversee bargaining issues and negotiations
- ' Liaison between ETFO, Local Executive and Collective Bargaining Committee



**Local Elections for 2002 - 2003**

Elections for the following positions will be held Thursday, May 30, 2002:

<u>Local Executive</u> -	President	Chief Negotiator
	First Vice-President	Second Vice-President
	Treasurer	Secretary
	Communications Officer	

<u>Collective Bargaining Committee</u> - (Six Members)	Four members to be elected (Plus the President and Chief Negotiator)
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<u>Annual Meeting Representatives</u> - (Three delegates, three alternates)	Two delegates to be elected (Plus the President) Up to three Alternates to be elected
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**NOMINATION FORM FOR LOCAL ELECTIONS**

(Submit a separate form for each position)

\_\_\_\_\_ is nominated by \_\_\_\_\_  
 (Candidate) (Nominator)

for the position of \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Candidate's phone number)

\_\_\_\_\_  
(Signature of Nominator)

\_\_\_\_\_  
(Nominator's phone number)

Dated \_\_\_\_\_

**Mail to:** Ken Beckett, Elections Committee  
493 Baker Street, London, Ontario N6C 1Y1

**Or fax to:**  
(519) 672-2414

**Nominations must be received by May 24, 2002.**

The slate of candidates will be posted on Local's Info-line (637-9625) May, 26<sup>th</sup>.

Nominations duly moved and seconded shall be accepted from the Annual Meeting floor.

### Proposed Amendments to the Local Constitution

*According to our Local Constitution, proposed Amendments to the Local Constitution shall be submitted to the Executive at least thirty days prior to the General Membership Meeting. These will be published and given to the general membership for consideration at least fourteen days prior to the General Membership Meeting where those in attendance will have an opportunity to debate and vote on the proposals. The Constitution shall be amended if 60% of the membership present votes in favour of the proposed amendment.*

#### Proposal 1)

To Article VII, Section 2, subsection 7.2.6, the proposed amendment would add to the duties of the Chief Negotiator:

e) to be responsible for preparing the agenda in consultation with the Chairperson for each CBC meeting

f) to send a copy of the preliminary submission to the Provincial office for approval prior to its presentation to the membership and to the Board

g) to prepare a letter of intent to negotiate to be forwarded to the Board in the appropriate time frame as set out in the collective agreement

h) to conduct negotiations based on the priorities of the general membership and the Provincial office directives

i) to work closely with the local president in all matters

*RATIONALE - to set out the duties to conform with the procedures set out by Provincial ETFO in "Negotiation Procedures for Occasional Teacher Bargaining Units of the ETFO 2001".*

Proposals 2, 3, 4 and 5 all deal with the Collective Bargaining Committee / CBC under Section 3 of Article VII, subsection 7.3.4 - The Collective Bargaining Committee shall:

#### Proposal 2)

- be composed of **(not more than)** six members: the Chief Negotiator, the President ex-officio and **(up to)** four others

*RATIONALE: difficult to keep 6 members on the CBC*

#### Proposal 3)

- ensure that the **(Chief Negotiator)** shall be recognized as the official liaison with the Board

*RATIONALE - The Chief Negotiator is should have the skills to do this and is accountable by virtue of being elected to do the job; the Chairperson should run the meetings*

#### Proposal 4)

- be governed by the (Negotiation Procedures for Occasional Teacher Bargaining Units of the Elementary Teachers' Federation of Ontario 2001)

*RATIONALE: replaces 1999 guideline with current ETFO policy guide*

#### Proposal 5)

- collect information from and distribute information to the membership of the Local by means of membership surveys, and/or membership meetings, and/or mail or courier, and/or email, and/or fax and/or telephone.

*RATIONALE: set out methods of communication; a guide for the CBC*

## PUBLICATIONS FOR PROFESSIONAL DEVELOPMENT

### **The First Days of School: How to Be an Effective Teacher** - By Harry K. Wong

Send cheque with your name, address and phone number to:

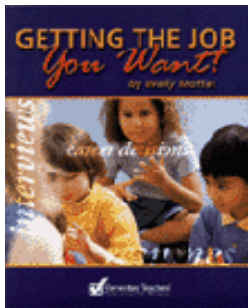
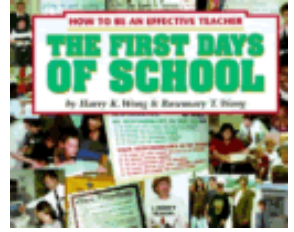
B. Leering, System Staff Development

Thames Valley District School Board, 1250 Dundas Street, P.O. Box 5888

London, Ontario N6A 5L1

(TVDSB will not assume postage costs at this price, so indicate if you will be picking the book up at an Ed. Centre or if you want it sent to a school by Board courier.)

(Regular cost -\$46.50) **Through TVDSB - \$ 25.00** [www.etfo.on.ca](http://www.etfo.on.ca)



### **Getting The Job You Want** - By Wally Moffat, 2000 (for ETFO)

Pursuing a particular teaching position requires a number of strategies that are proven effective. Every teacher, whether seeking a first position or looking for a transfer, will find this resource invaluable. Sections on the application, interview and recruitment processes provide easy to read, practical advice on GETTING THE JOB You Want!

**\$ 14.00 - Includes shipping**

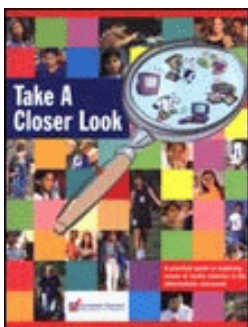
@ [www.etfo.on.ca](http://www.etfo.on.ca)

### **Arresting Violence - A Resource Guide for Schools and Their Communities**

By Peter N. Ross, 1998 (for ETFO)

Peter Ross explores why young people are violent and how their behaviour as bullies or in gangs, affects school life in general and victims in particular. Optimistic about our ability to arrest violence, he works from the premise that all behaviour is learned and considers the role of the four 'worlds' young people inhabit ..... their families, peers, schools and communities, in supporting or preventing violence. This book will provide schools and their communities with the knowledge and strategies they can use to arrest violence in their schools. **Includes a CD ROM** with over 150 overheads ready to print and use for workshops and presentations.

**\$ 24.00 - Includes shipping @ [www.etfo.on.ca](http://www.etfo.on.ca)**



### **The Class That Reads: Best Practices for Teaching Primary Reading** 152 pages

By E. Kaner, C.M. Davis, J. Moxey and J. Taylor (for ETFO)

Includes a practical guide for teaching reading in the primary classroom, information about the factors that affect reading, components of a balanced reading program, strategies for ESL and special education students, a daily reading planner, and more.

**\$ 20.00 - Includes shipping**

@ [www.etfo.on.ca](http://www.etfo.on.ca)

### **Classroom Beginnings** 97 pages

By ETFO Staff, 2000

Includes sections on setting up your classroom, getting to know your students, newsletters to parents/guardians, creating a positive classroom environment, planning for student success, parents/guardians as partners, professional relationships, student worksheets.

**\$ 15.00 - Includes shipping**

@ [www.etfo.on.ca](http://www.etfo.on.ca)

