



The Supply Line

THE SUPPLY LINE

DECEMBER 2007

President's Remarks -

Of Note:

- February 2008, your daily rate becomes \$201.02
- Maintain your Professional Portfolio—our next PD Opportunity is January 16
- Look for our "Boutique PD" sessions in February
- "Map it Out" February 27
- Have a say as part of our New Teacher Focus Group
- Still time for input - send in your Collective Bargaining Survey

Each September, the Local examines the demographics of our membership to ensure that we are meeting your needs. There has been little change over the years, but this fall we found that more than 50% of our elementary Occasional Teachers are in their first five years of teaching. This composition parallels what has been reported across the province and we know from the Ontario College of Teachers' study, *Transition To Teaching 2007* that most new graduates will begin their careers in our ranks. (Professionally Speaking, December 2007)

OCT calls it the "Emerging Employment Crisis for New English Language Teachers". It is verified locally by the intensity of competition to get on the List, and for both long-term assignments and permanent positions. It means that members will stay in our ranks for longer periods of time so look for this information to shape services provided by the Local and be a factor in upcoming negotiations. However, I do not see occasional teaching as cause for dismay but instead as a great way to enter the profession and hone your skills. On that note, allow me to

wish you the very best for 2008 and a very Merry Christmas.

Terry Card

Your Local Executive

- Terry Card, President
- Nancy Miller, First VP
- Nancy Springer, Second VP
- Lorna Wilson, Treasurer
- Donna Daugavietis, Secretary
- Terry Card, Chief Negotiator
- Sharron Colter, Executive
- David Griffith, Executive
- Carrie Heiter, Executive
- Michelle Sharpe, Executive

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Designated PA Day #2 for ETFO Occasional Teachers

As a result of bargaining, the Board is to provide 2 full Professional Activity Days for ETFO Occasional Teachers this year. All elementary OTs who attended any Learning Conference workshop on October 19th, were paid for the day and participation counted as time worked. This represents the largest investment in Occasional Teachers by any Board in the province.

On April 18, 2008, we will have another such opportunity to "Earn While You Learn" as the Board hosts the second designated PA Day for members at London's Hellenic Centre. Look for registration via the Employee Portal > Registration Access, in the new year. The Keynote address will be provided by the new Director of Education, Bill Tucker.

WHMIS Review - OTs are required to review WHMIS annually. It is the Union's position that this is to occur during the work day and so we have agreed with the Board that the review will take place during the April 18, 2008 Designated PA Day for ETFO OTs.

VIOLENCE AWARENESS Training - This Ministry of Labour mandated training for all TVDSB employees will take place as well on April 18, 2008.

PHOTO ID BADGES - April 18th will be the only opportunity of the year to get your photo taken for the OT Photo ID badges.

Professional Development for All Members



ETFO Thames Valley Occasional Teachers' Local is proud to present:

Tried and True - Strategies for Successful Occasional Teaching

Minimize and prevent inappropriate behaviours with logical, positive strategies and best practices. - Connie Zoet, presenter

January 16, 2008 4:30—7:30 p.m.

Best Western Lamplighter Inn, 591 Wellington Rd. London, Ontario

Dinner and Door Prizes Included!

RSVP by January 13, 2008 to effotvot@gmail.com or 519-641-3936

Re: TVARRIS /First Class

△ Did you know you can still access TVARRIS and First Class when the TVDSB website is unavailable? Simply "bookmark" TVARRIS and First Class on your computer so that you will have access even if the website is "down".

△ Did you know that First Class belongs to the Board exclusively "to facilitate exchange of information that will enhance learning and promote excellence in teaching practice, student learning and administration". "The Board may monitor... the contents of of electronic messages..." Do not use First Class for personal emails.

△ It is against Board policy to advertise your OT services on First Class.

△ Keep TVARRIS effective - book off when you are unavailable.



Annual Stuff Reminders

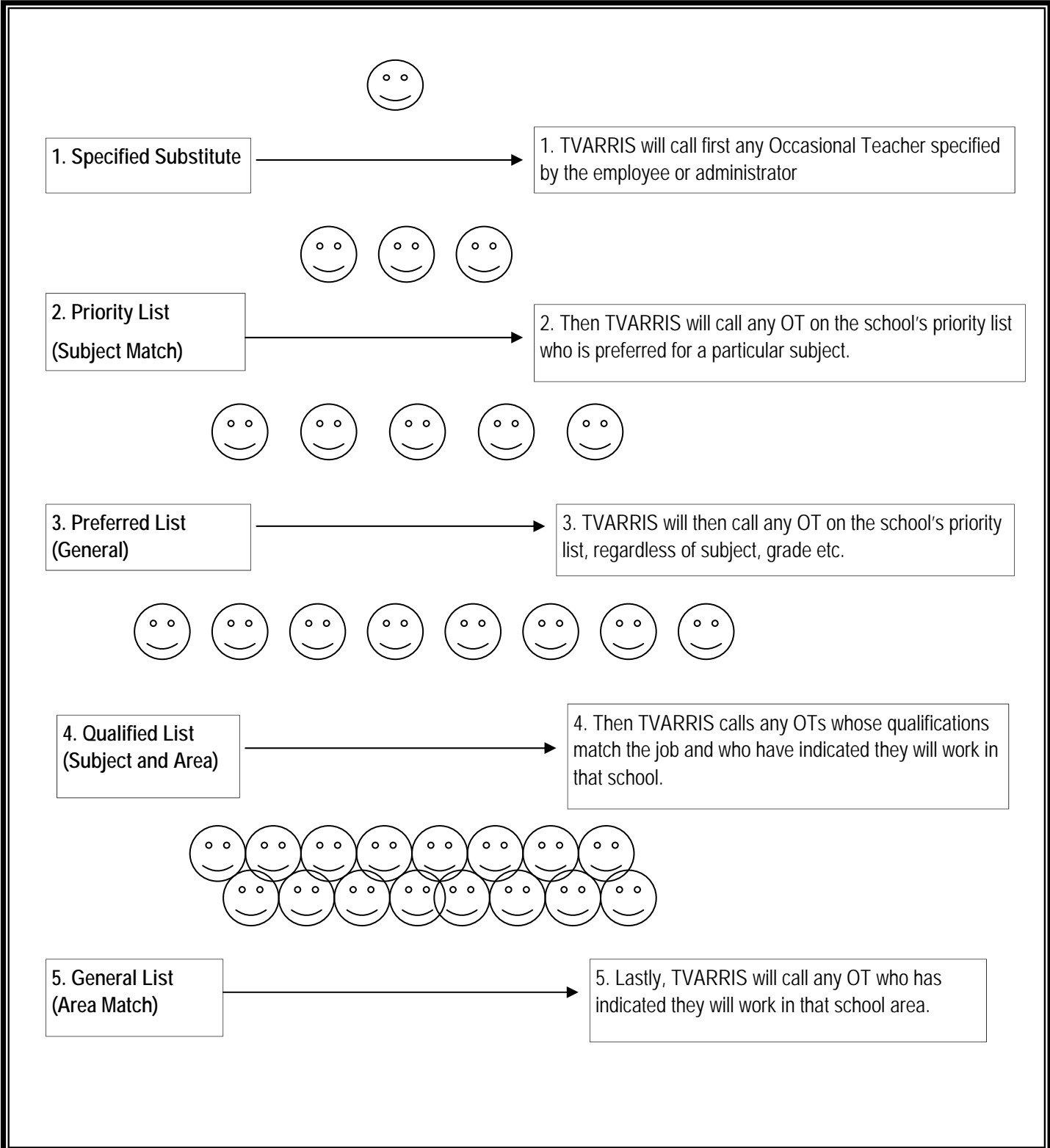
- 1) **Ontario College of Teachers' fees** are due by January 1, 2008 but payable until April 15, 2008. If you do not renew your license to teach, you will be removed from the Occasional Teaching list. The late payment penalty adds \$79. LTOs will have fee deducted by Board on January 25th pay.
- 2) **WHMIS**—Occasional Teachers will participate in WHMIS review at the April 18, 2008 paid Occasional Teacher Designated Professional Development Day. Watch this newsletter for further information and make sure you register and attend.
- 3) **Violence Awareness Training**—Occasional Teachers will receive training in Violence Awareness at the April 18, 2008 paid Occasional Teacher Designated Professional Development Day. Watch for further updates and make sure you register before the deadline.
- 4) You must **teach one day** to remain on the List.
- 5) The mandatory Statement of Intent to Remain on the List / Online Canvass Letter will be online in April and due by April 30, 2008.
- 6) Annual Offence Declaration due June, 2008.



TVARRIS Priority Calling Procedures



REMEMBER THAT THE O.T. WITH THE JOB NUMBER, GETS PAID



ETFO Thames Valley Occasional Teachers' Local is proud to present:

Professional Development — Boutique style



The percentage of our membership in their first five years of teaching is on the rise. With fewer and fewer permanent positions available, more new teachers are finding themselves in the ranks of occasional teaching for longer periods of time. *Professionally Speaking*, December 2007.

In response, the ETFO Thames Valley Occasional Teachers' Local is proud to present a series of professional development workshops developed with those new members in mind.

This boutique series of after school workshops will be limited to 15 participants each and will be held at our Thames Valley OT offices at 521 Nottinghill Rd. Suite 8 London, Ontario.

Supper will be provided

Registration by email only - www.ETFOTVOT@gmail.com

Participants will be selected by lot on Jan. 25, 2008.

What's up with DRA?

February 5, 2008

Let's learn the lingo and strategies of Developmental Reading Assessments.

How to Overcome Mathphobia in the J/ I Grades

February 12, 2008

- To provide an overview of the math curriculum of Grades 4– 8 and offer proven strategies for meeting the challenge.

Your First LTO—Now What?

February 19, 2008

- To empower new Occasional Teachers to take on the specific challenges of that first long-term assignment.

No Need to Fear EQAO

February 20, 2008

- To provide an overview on how to prepare and administer the annual EQAO tests for Grades 3 and 6.

The LTO as LST in TVDSB

February 21, 2008

- To provide an overview of the responsibilities of the learning support teacher, identify resources and Board support, address timetabling, assessments and terminology.

Calling all New Occasional Teachers!



Would you like to have a chance to let us know what your needs as a new Occasional Teacher in your first five years are?



We are gathering names for a focus group of new Occasional Teachers in their first five years of teaching. We need to know what the challenges are for new OTs so that we may advocate on your behalf with the board, the provincial federation, and your colleagues.

If you would like to be a part of this project, please send an email with your name and phone number to: etfotvot@gmail.com

We ask that you also indicate how many years you have been teaching and if you are seeking a permanent teaching position.

This meeting will be scheduled after school at the ETFO Thames Valley Occasional Teachers' Local office at 521 Nottinghill Road Suite 8 in south London. We will select a date agreeable to those interested and a light supper will be provided.

For Our Retirees...

RESTRICTIONS NOW APPLY TO HOW MANY DAYS YOU MAY DO OCCASIONAL TEACHING UNTIL AGE 71

Recent changes to the Federal Income Tax Act have an impact on retirees doing occasional teaching.

Since Teachers can now contribute to the Ontario Teachers' Pension Plan until age 71, re-employment rules also apply until age 71. That is, you are now restricted on how many days of occasional teaching you may do up to age 71, rather than age 69 as before. For more information, see www.otpp.com > Working after Retirement.

Retirees should also note that all paid work you do for any Ontario School Board will count as teaching days whether or not it is occasional teaching. For example, if you also work as an Educational Assistant, that day of work counts toward your total teaching days for the school year.

You may not be aware ...

PROFESSIONAL BEHAVIOUR

Please contact the Local before taking staff conflicts to the Principal.

It is in the best interest of all parties to resolve staff conflicts quickly and quietly.



ALLERGY ALERT

Avoid potential problems

Leave peanut products at home and don't wear heavily scented products!



**Effective February 1, 2008—\$201.02 Daily Pay
(LTOs Refer to Grid Below)**

Years of Experience	Category A	Category A1	Category A2	Category A3	Category A4
0	\$187.70	\$201.02	\$209.93	\$225.60	\$240.34
1	\$196.86	\$212.96	\$224.52	\$241.76	\$257.33
2	\$209.38	\$227.01	\$239.74	\$257.71	\$274.30
3	\$222.02	\$241.62	\$254.82	\$274.31	\$292.06
4	\$235.56	\$255.96	\$270.02	\$291.87	\$311.54
5	\$247.20	\$270.42	\$284.95	\$309.44	\$331.02
6	\$259.65	\$284.76	\$300.10	\$326.98	\$350.51
7	\$280.46	\$299.30	\$315.17	\$344.54	\$369.96
8	\$293.82	\$313.70	\$330.26	\$362.10	\$389.43
9	\$308.05	\$328.24	\$345.40	\$379.65	\$408.92
10	\$322.29	\$350.75	\$360.47	\$409.36	\$433.45

Pay grid is applicable to **Long Term Occasional** positions only. All **daily occasional teaching** is paid at **A1-0** which will be **\$201.02** effective February 1, 2008. Please note that this amount is shown on two separate lines on your pay statement. **The 4% vacation pay is shown as a separate line.**



ETFO Thames Valley Occasional Teachers' Local is proud to present:

Map it Out -

Enable students to make strong connections in their learning through the use of concept maps and mind maps—strategies that can accommodate a wide variety of learning styles and intelligences.

Cathy Marks-Krpan, OISE presenter

February 27, 2008 4:30—7:30 p.m.

Best Western Lamplighter Inn, 591 Wellington Rd. London, Ontario

Dinner and Door Prizes Included!

RSVP by February 24, 2008 to etfotvot@gmail.com or 519-641-3936

TVARRIS - INCLEMENT WEATHER SCHOOL CLOSURES (Excerpted from Occasional Teacher Folder on First Class)



According to the Elementary Occasional Teacher Collective Agreement:

16.05 (b) In the event of inclement weather, Occasional Teachers will receive information on the status of school closures or delays in openings by the normal Board communication process. Notice of closure due to inclement weather will be deemed to meet the minimum notice requirement of Article 16.05 (a). (That is to say, minimum 2 hours notice of cancellation.)

Radio stations will indicate:

- 1.0 School buses are delayed and the length of time that they are delayed (*if buses are delayed in excess of 3 hours, buses will be cancelled for that day*).
- 2.0 School buses are cancelled and the school is open (*when transportation service is initially delayed and then cancelled for the day, ALL schools will remain open*)
- 3.0 School buses are cancelled and the school is closed (*when transportation service is cancelled prior to the start of the school day and where there has been no previous delay in transportation, only those schools that have ALL students transported will be closed to students and staff, all other schools will remain open*).

Occasional Teachers assigned to the school follow the same guidelines as permanent staff. If the school is open, Occasional Teachers will report to the school. (#1.0 and 2.0)

If the school is closed, Human Resource Services staff will review jobs in TVARRIS and check which jobs are active or open for the day and modify or cancel jobs as appropriate. Occasional Teachers who have accepted a job on TVARRIS will receive notice of the closure via the normal Board communication process.

By cancelling the assignment in TVARRIS, the OT can get calls for other jobs in the system. It also prevents TVARRIS from calling another OT if a pre-arranged substitute cancels themselves after a school is closed.

Human Resource Services only does this when schools are closed from the start of the day.

At other times if you need to modify the Job to cancel your assignment:

- remove your phone number, then click "Update"
- click "Return to List"
- modify the Job again and click "Stop Call out," then "Update"

If you do not have access to a computer and the WebCentre, you are able to use the phone system (519- 452-8970) to complete any of the above tasks.

Questions regarding this process may be directed to the TVARRIS Help Line 519-452-8933.

FYI - LIST OF FULLY BUSED SCHOOLS

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<u>SCHOOL</u>	<u>FAMILY OF SCHOOLS</u>
Adelaide - W. G. MacDonald	Strathroy
Biddulph Central	Medway
Caradoc North	Strathroy
Centennial Central	Medway
Leesboro Central	Lord Dorchester
McGillivray Central	North Middlesex
Medway High	Medway
Metcalfe	Strathroy
Mosa Central	Glencoe
Oxbow	Medway
Plover Mills	Medway
Prince Andrew	Medway
Valleyview	Strathroy

<u>SCHOOL</u>	<u>FAMILY OF SCHOOLS</u>
East Oxford	College Avenue
Tollgate Central	Woodstock
Zorra Highland	Ingersoll

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<u>SCHOOL</u>	<u>FAMILY OF SCHOOLS</u>
Aldborough	West Elgin
New Sarum	Parkside
Port Stanley	Parkside
Southwold	Parkside
Sparta	Parkside
South Dorchester	East Elgin
Summers' Corners	East Elgin

<u>SCHOOL</u>	<u>FAMILY OF SCHOOLS</u>
Westminster Central	Lord Dorchester

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ETFO Thames Valley Occasional Teachers' Local

Occasional Teacher Service Recognition 2007 - 2008

The ETFO Thames Valley Occasional Teachers' Local is pleased to recognize members with 10 / 15 / 20 / 25 years of service as an elementary Occasional Teacher with TVDSB.

We invite OTs to identify themselves so that your peers may recognize your achievement at our Awards Banquet on June 12, 2008.

Forward completed form by May 15 to:

ETFO Thames Valley OT Local
521 Nottinghill Road, Suite 8
London, ON
N6K 4L4

You must have been an elementary Occasional Teacher with TVDSB or its predecessor Boards for at least 10 / 15 / 20 / 25 years

Both short-term and long-term assignments qualify toward experience

You must be a member in good standing of ETFO, The Ontario College of Teachers and are currently employed with TVDSB

Experience as a permanent Teacher, in the secondary panel, with other Boards or in private schools will not be recognized for this purpose

NAME _____

TVDSB EMPLOYEE NUMBER _____

PHONE NUMBER _____

I verify I have at least _____ years of service with TVDSB as an elementary Occasional Teacher. _____

Depression— It's More Common Than You Think

Reprinted—ETFO Publication, 2005

Depression affects men and women of any age, occupation, or social status - often in their prime working years. Nearly eight per cent of all Canadians will experience depression at some point in their lives.

The Canadian Mental Health Association suggests if you are:

- feeling unhappy most of the time?
- losing interest in the things you used to enjoy?
- waking up exhausted and struggling to make it through each day?
- having difficulty concentrating or making decisions?
- feeling overwhelmed and hopeless?

Like three million Canadian adults, you may be suffering from depression.

It's normal to feel "blue" or down in the dumps every now and then. Misfortune or personal problems can leave us all struggling with feelings of loss, sadness, frustration, or disappointment. But when these emotions persist for more than a few weeks and intensify as time goes by, it may be a sign of depression.

Depression is a serious medical illness that can interfere with your ability to carry out the normal functions of every-day life. It can change the way you think and behave, and undermine your sense of personal well-being.

The effects of depression can also affect everyone around you - friends and family, colleagues and co-workers.

Depression may begin suddenly, or develop slowly over a period of weeks or months. While everyone experiences depression in his or her own way, there are some common warning signs.

Personal changes to look for:

- uninterested in work, hobbies, people, sex?
- withdrawing from family / friends?
- feeling useless, hopeless, excessively guilty?
- feeling agitated, restless, irritable?
- overwhelmingly sad; crying easily?
- lacking in self-esteem; unconfident?
- chronically tired; no energy?



If you feel desperate and need help immediately, go directly to the hospital emergency department.

- sleeping / eating more than usual?
- abusing drugs, alcohol?

Workplace changes to look for:

- unable to concentrate, plan, make decisions?
- less productive? often tired?
- frequently late;
- more irritable and impatient with students?
- unenthusiastic about work?
- uncooperative, less dependable?
- making noticeably more errors at work than usual?
- taking safety risks; having accidents?

Depression can be triggered by:

- major life events - death of a loved one, miscarriage, divorce, job loss;
- genetic factors - people with a family history of depression are more susceptible;
- chronic illnesses - e.g. arthritis, heart disease, cancer—possibly as a side effect of medications and/or loss of quality of life.

Women are twice as likely as men to suffer from depression, particularly during menstrual cycle changes, pregnancy, the postpartum period, and menopause.

Stress is one of the major risk factors for depression. Workplace stress has many causes and is commonly associated with excessive time and workload pressures. ... Workplace exposure to high levels of chronic stress puts teachers at particular risk of depression.

Dealing with Stress

Prolonged exposure to stress can cause serious health issues. Making a few, simple, lifestyle changes can reduce your stress level and lower your risk of depression. Protect yourself by:

- taking control of your life; set achievable goals at work and at home, and be realistic about what you can accomplish.
- improving your time management skills and managing your workload by prioritizing responsibilities and working to a planned schedule. Job satisfaction improves when you focus on personally and professionally meaningful tasks
- making time for relationships and taking time to connect with family and friends. A strong support network

makes stress easier to manage.

- eating a healthy, balanced diet to maintain mental and physical health.
- exercising regularly. Even a 10-minute walk, three times a day, reduces stress and relieves symptoms of depression.

Sometimes, people suffer needlessly with depression because they are embarrassed, or worried about gossip and work consequences. If you suspect someone is depressed, be supportive and understanding.

Lend a sympathetic ear and try to get them to talk openly about their thoughts and feelings. Remember that they may react strongly to the things you say or do. Be patient, caring, and respectful, even if your support is not immediately appreciated.

Encourage them to seek professional help. The sooner she or he gets help, the sooner life will return to normal.

Get Help for Your Own Depression

If you are experiencing symptoms of depression, get professional help as soon as possible. Most people with depression can be successfully treated with counselling, medication and lifestyle changes.

For health-related concerns, contact your physician. Your doctor may refer you to a psychiatrist, psychologist or specially trained social worker.

For work-related concerns, contact your ETFO local or provincial office. They can answer your questions regarding access to sick leave and workplace accommodations.

For personal support, rely on a trusted family member, friend or faith leader. Self-help groups and other local community services may also offer practical advice and guidance to help you manage

ETFO Thames Valley OT Local
521 Nottingham Road, Suite 8
London, ON N6K 4L4

Phone: 519-641-3936

Fax: 519-641-6838

etfotvot@gmail.com

The Supply Line
Nancy Miller, Editor