

To: ETFO Thames Valley Teacher Local Members
From: Craig Smith, President, ETFO Thames Valley Teacher Local (ETFO TVTL)
Date: September 4, 2020
Regarding: Reopening Update (5)

On August 20 the Ontario government announced that current orders issued under the *Reopening Ontario Act (ROA)* would be extended until September 22 due to the [coronavirus pandemic](#).

At this point staggered entry for students commences Monday, September 14. Teachers will use the week of September 8-11 to prepare and plan. The terms and conditions of the Collective Agreement apply during these workdays.

ETFO Thames Valley Teacher Local has a duty under the Ontario Labour Relations Act to engage with the Thames Valley District School Board as employer in all matters affecting the health, safety, and working conditions of Elementary Teachers in this district. The Local continues to work closely with the Board in matters related to school reopening. That said, **ETFO Thames Valley Teacher Local cannot, and does not, endorse the school reopening plan.**

Reorganization Staffing

Class Size - The board hired 60 additional teachers with the funding provided by the federal government. This has been applied to lower class sizes in Kindergarten and Grade 1 in some schools. In multiple school sites, class sizes have increased as a result of reorganization. Whether in full remote learning or in-school classes, the class size caps outlined in the Collective Agreement remain and any violations should be reported to the local.

Full Remote Learning – The board has set up 6 elementary Full Remote Learning (FRL) schools. The process of meeting the staffing demands FRL schools continues.

Reorganization – Reorganization occurred in most TVDSB elementary schools. Teachers declared surplus are being placed into FRL assignments for the year.

Surplus Teachers – If a teacher with an FTE less than 1.0 is placed into a remote position their FTE will be increased to 1.0 FTE. The increase in FTE is permanent.

Return to Previous Assignment – All teachers affected by reorganization this September will return to the position held after last spring's staffing was complete for staffing of the 2021/2022 school year.

Timetable and Duty Schedule

- Student supervision is capped at 80 minutes within 5 instructional days. Supervision time shall be defined as the time a teacher is assigned to supervise students outside of the 300 minute instructional day.
- Each teacher shall be assigned a minimum of 240 minutes of preparation time per cycle of five (5) instructional day.

- Both supervision and preparation time are pro-rated to FTE.
- Each Teacher shall have a lunch break of not less than forty (40) consecutive minutes.
- The instructional day shall not be more than 300 minutes.

Teaching positions of Teachers on medical and maternity leaves must not be impacted by school reorganization.

In-school Staffing Committees (ETFO Workplace Steward and divisional reps. selected by ETFO staff) should be active and providing input to Principals as per the Collective Agreement.

ETFO Thames Valley Teacher Local (ETFO TVTL) and HR Staffing continues to meet weekly through the period of reorganization staffing.

Sick Days and Quarantine

All members are encouraged to look after their personal health and the health of their families. This is especially true while the world deals with the COVID-19 pandemic. ETFO members should know that access to sick leave remains status quo. Each full-time (1.0 FTE teacher) has access to 11 sick days at 100% pay, followed by 120 short term disability (STD) days at 90% pay. Any of those STD days are subject to a top up to 100% pay, at a rate of 10 days topped up per sick day left over from the previous school year. Teachers who are sick should stay home and enter the absence in TVARRIS. This applies to Teachers in IPL and FRL schools. If a Teachers tests positive for COVID-19 they would remain off work under quarantine, receiving full pay with no deduction of sick days. Teachers are encouraged to follow public health guidelines at all times.

Health and Safety

ETFO has been working with the Board throughout the summer to ensure that COVID Protocols and Procedures have been developed. Teachers are reminded to adhere to the COVID Protocols, including hand washing, sanitizing, and the wearing of the assigned PPE. All teachers should have received a 2-month supply of surgical masks this week, and are required to wear masks at any time when social distancing isn't possible.

Under the Occupational Health and Safety Act, workers must follow the established protocols, and all responsibilities under the act. These include notifying their direct supervisor if there are hazards and dangers associated with the workplace, or if there are any missing or defective equipment or protective device that may be dangerous. Relating to COVID, members should notify their administration immediately if elements of the COVID procedure haven't been adhered to, including no water and soap, soap dispensers, paper towels, defective face shields, uncleaned high frequency surfaces, etc. If your concerns haven't been promptly addressed by the Principal, contact the ETFO Local office immediately.

Teacher Performance Appraisal and New Teacher Induction

- TPAs will resume this year for all in person and full remote learning Teachers.
- All Teachers will receive notification by October 10th
- Full remote Learning Teachers will have the TPAs done by the FRL Principal

Principals have been directed to prioritize TPAs as follows:

- NTIP 2019/2020 Teachers
- NTIP 2020/2021 Teachers – first one before Christmas Break, second one before May
- Last year's TPAs that were not completed
- This year's TPAs

If TPA was completed last year but the Summative was not done it can be signed now.

Two options are available for NTIP – AQ course or 3 day Professional Development

All NTIP Teachers will participate in an Orientation Session and Mentoring

At this time the dates for the 3 day PD are the last week in Oct, last week in November and the 2nd week in January.

The delivery model for the PD sessions will depend on the fluid situation due to Covid.

Mentoring can be done virtually or in person

Collective Agreement Terms and Conditions

The Local Tentative Agreement was ratified in June 2020. The Collective Agreement outlines the terms of your employment with the Thames Valley District School Board. While all articles found within the Collective Agreement are important, specific attention needs to be given to the following articles:

The following salary increases are in effect: September 1, 2020 – 1%, September 1, 2021 – 1%

ARTICLE L17.00 - WORKING CONDITIONS

Instructional Time (L17.03) - Effective September 1, 2005, the instructional day shall be no more than three hundred (300) minutes. The instructional day shall be deemed to commence with the start of opening exercises or the start of instruction, whichever comes first, and to end with the students' dismissal from school for the day exclusive of lunch/nutrition breaks and recess break(s)

Preparation Time (L17.04) - shall be used for professional activities, as determined by the teacher, and shall be assigned only during the instructional day.

- 240 minutes per five-day cycle. .
- Scheduled in blocks of at least 20 minutes with every reasonable effort made to provide preparation time in blocks of 30 minutes.
- Supervision time is teacher-owned and must be free from supervisory, teaching and other assigned duties.

Lunch Break (L17.05) - Each Teacher shall be entitled to a scheduled interval between classes for the lunch break of not less than forty (40) consecutive minutes. A minimum of forty (40) consecutive minutes of the scheduled lunch break will be free of supervision, teaching or other assigned duties.

Supervision (L17.06) - The Board shall implement the following provisions respecting supervision schedules: Effective on the date of ratification, the maxima of supervision minutes for elementary teachers will be 80 minutes within each period of five instructional days.

Regular Staff Meetings (L17.07) - shall be scheduled by the Principal in consultation with the teaching staff.

- One staff meeting per month.
- Each meeting shall be no more than 75 minutes in length.
- Teachers are expected to attend regularly scheduled staff meetings. Expected is not mandatory.
- Teachers may submit agenda items for inclusion.

ARTICLE L18.00 - MEDICAL PROCEDURES - PUPILS

L18.01 - The Board shall not require any Teacher to administer medication or perform any medical or physical procedure on any pupil that might in any way endanger the safety of the pupil or subject the Teacher to the risk of injury or liability for negligence.

L18.02 - It shall not be part of the duties and responsibilities of a Teacher to examine pupils for communicable conditions or diseases or to diagnose such conditions or diseases.

Personal Protective Equipment (PPE)

The Government of Ontario has mandated that all Teachers will wear masks in schools. TVDSB will provide Teachers with two-month's supply of surgical masks (2 per day) which must be worn in schools and is a condition of employment. Face shields will be provided to Teachers in Special Education classes and for other Teachers if they are requested.

Teachers are only to use PPE provided by the employer.

It is now mandatory for all TVDSB students K-12 to wear masks.

Reminders

- The challenging situation we all face is evolving and things can change quickly.
- The terms and conditions of the Collective Agreement are in full effect. Violations of the Collective Agreement must be reported to the ETFO TVTL office immediately.
- The Provincial Government is directing the reopening of schools. Their plan is deeply flawed.
- ETFO TVTL and TVDSB continue to work to make sense of the reopening plan.
- Teacher health and student safety are the local priority.

These are frustrating, confusing, concerning, and anxious times for all Teachers. ETFO Local will continue to fight the good fight on behalf of Teachers and will share all relevant information as soon as it is available

For more information regarding this *Communiqué* please contact the Local office by phone at 519-474-3150, or by email at etfotvtl@etfothamesvalley.com.