



President's Memo

Lamia Sabbagh, President

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April 10th, 2018

1. **Remedy Payout for Grid Freeze** – As part of OSSTF/FEESO's Bill 115 Charter Challenge Remedy, members will be paid for half of their losses due to the grid freeze in 2012/13 and 2013/14. This payment must be made by June 30th, 2018. The Board will need to calculate each payout individually.
2. **Count your Supervision Minutes!** – There is a maximum of 27 half-period on-calls in a school year and a maximum of 1520 mins of supervision for **lunch duties and on-calls combined**. Be sure to track your minutes. This can be done easily with the assigned duties summary PDF sheet which can be found on the front page of our District website. There are also 25 minutes per week for bus duty, hall duty, homeroom or student or teacher mentoring but this time must be used each week and cannot be used for lunch duty or on-calls. Alert Administration when you are within two or three on-calls. The worksheet on the District website is a PDF page that needs to be downloaded and opened in Adobe reader or acrobat. It will not function properly if simply accessed through a browser such as Chrome. There is a provision for an "emergency on-call" which could cause someone to do up to two extra half period on-calls above their max but this is only in the case of a true emergency of a 911 nature.
3. **Exam Supervision** – The schedule of supervision for any exam day, including OSSLT, must be communicated three days before the exam day. Supervision should be equitably assigned (within half an hour).
4. **Annual Family Day Skate and Food Drive** – Our annual Family Day skate at McKinney Arena was, once again, a great success. District 13 Families came through with a generous donation of food items which were delivered to a local food bank. Thank you to all of the members and their families for coming out, lacing up and having a good time in the name of charity.
5. **Retirement Workshop date change** – 4:30 pm on **April 23rd** at the District Office. Call the District Office to reserve a seat. There is no cost to attend this workshop but there is limited space. If you are considering retiring this year please go to our District website (www.d13.osstf.ca) where, under the useful information tab, you will find a retirement package.
6. **Safe School Forms** - Teachers are reminded that it is their legal obligation to complete a safe schools form for any incident that could lead to a suspension or expulsion. The receipt portion of that form should be forwarded to your Health and Safety Rep. Our Health and Safety committee will collect the forms and gather statistics. Further information regarding when to complete a Safe Schools Form or a Violent Incident Reporting form can be found on our website at d13.osstf.ca. Choose Flip Chart from the menu at the top followed by Incident Reporting. You can also print a form from the front page of our website under "Items of Interest". An administrator is obligated to respond within a reasonable time (two weeks) with a receipt and a follow up conversation. Call us if you are not getting a response.
7. **The Student Brief** – a student brief was developed by the Board in consultation with the Joint Health and Safety Committee which indicates, in the most general of terms, the triggers for a student with a history of violent behavior. These briefs are still being compiled but will be available to all permanent staff in the building (permanent teachers, LTO's, custodians, EA's and clerical) as soon as possible. A binder housing these student briefs will be kept in the main office for all permanent staff to access. At this time, daily occasional teachers will only be directed to check the binder if they are going to be in direct contact with the student.

8. **DAM** – Our District Annual Meeting will take place on Thursday May 3rd at Trillium Trails. At this meeting, we elect our District Executive for the following year, celebrate our retiring members and make changes to our constitution and by-laws. Information on candidates, copies of proposed motions as well as the agenda for the evening was printed in the April edition of Inprint13. Some copies were delivered to each school and electronic copies were sent out through the mass email system as well as being available for download on-line at www.d13.osstf.ca under “Publications”. Tickets are \$10 and include dinner. Tickets for retiring members or new permanent members are free. The social starts at 4 pm with the call to order at 4:30 pm. **It is free for all members to attend the 7 pm business portion of the meeting after dinner.** Please see your Branch President for tickets and come out to exercise your democratic rights.
9. **District 13 OSSTF Student Award Night** – Since 2000, each Branch in District 13 nominates a graduating student based on the criteria set out by the branch to be that year’s recipient of the District 13 Student Award. The awards are presented at a special ceremony at the District Office with the students and their families in May. This year, a new award honouring Adam Wood, a former Uxbridge student who was one of the teachers who lost their lives in the La Loche School shooting was also introduced. Please assist your Branch President with nominations for students from your school.
10. **E-Learning** – The Board has started a pilot project for September which will see a centralized model of e-learning which is staffed above complement. Members can apply through the composite rounds to teach courses of e-learning. We are working on language to define the working conditions of these new centralized e-learning classes. Class size caps apply. These centralized courses are above and beyond the regular e-learning course that each school has traditionally offered.
11. **Timetables** – At this time, schools are already starting to gather teacher requests in order to build a timetable for next year. Department Heads are reminded that their role is limited to making recommendations to the principal on matters of department needs.
12. **Oversized music classes** - Music teachers are now able to request a class size exception in advance to accommodate a large ensemble. This is arranged by completing a Class Size Exception Pre-Approval Form which is available from your Branch President or by emailing shane.stagg@d13.osstf.ca. This form must be filled out by June for classes that will start in September. This form protects contract language ensuring that only applicable music classes are oversized and are at the request of the teacher.
13. **Staffing** - On March 21st, members of the Joint DDSB/OSSTF Staffing Review Committee met to determine teachers to be declared surplus to their schools for the 2018-2019 school year. This year saw a turning point in staffing where we only had 10.5 FTE declared surplus and 39 permanent jobs to post either due to retirements or system growth. This means that there are significantly more jobs available than permanent teachers working in the 2018-2019 school year and so there will be a number of permanent external jobs available after the composite rounds are done on June 11. Teachers declared surplus to their school were notified by their Branch President and Principal on March 28th. Before any new permanent staff can be hired to the Board, we must first go through the internal rounds of postings and the “3.1” round in which Con Ed Day school teachers and Permanent 0.5 FTE teachers can apply for positions. Any teacher looking to transfer schools by application through this round of postings will need to set up their profile in ApplytoEducation.com AND be verified by the Board as an internal candidate. ALL hiring will be through ApplytoEducation.com. Instructions on how to set up your profile were most recently emailed to your @ddsb.ca email address on March 26th, 2018 and include support contact information. If you have any questions or concerns during the staffing process, you are encouraged to contact the District 13 Office immediately. Half time teachers (0.5 FTE) are reminded that they may use the composite rounds to apply for a 0.5FTE job in order to transfer to another school if they wish but they cannot add a 0.5 FTE to build to full time status until the 3.1 round on June 1st. A half time teacher is also not eligible to apply for a 1.0 posting until the 3.1 round.