

1. Article 7.01(d) NEW

7.01 d) If an Occasional teacher is reassigned by the Board into a new assignment from an assignment that lasts ten (10) consecutive days, the Occasional teacher shall be paid in accordance with ARTICLE 7.01 b) on the tenth consecutive day, retroactive to the first day of the original assignment and shall continue to be paid until the expiration of the reassignment.

2. Article 9.01

Amended to read:

The Occasional Teacher Roster shall be broken down by elementary school and shall provide the following information for each Occasional Teacher: i) name, ii) permanent address, iii) e-mail address, vi) telephone number, v) subjects/divisions that the Occasional Teacher is qualified to teach, vi) preferred grade levels, and vi) availability.

3. Article 9.03

Amended to read:

The Board shall publish and provide the current Occasional Teacher Roster including names, permanent addresses, e-mail addresses where available and schools requested to the Union Local President upon request.

4. Article 9.04

Amended to read:

Occasional Teachers shall notify the Human Resources Department of the Board as soon as is practicable, in writing, of any changes of permanent address, e-mail address and/or telephone number required by the Board to contact the Occasional Teacher regarding teaching assignments.

5. Article 9.05

Incumbents on the Occasional Teacher Roster shall advise the Manager of Human Resources if they wish to be excluded from the Occasional Teacher Roster or of any changes to the schools in which they are available to teach.

6. Article 9.09

Amended to read:

The Board will endeavor to assign daily occasional teaching assignments within each school on a rotational basis subject to the occasional teacher's qualifications, availability and preferences, and the operational requirements of the school.

A logbook recording such assignments and all calls made to fill the assignments shall be kept by the principal or designate of the school. This logbook shall be open to inspection by the local President and/or sent to him/her upon request.

7. Article 9.10 NEW

When the Board has completed the requirements as described in ARTICLES 9.08 and 9.09 and no qualified occasional teacher currently on the Occasional Teacher Roster is available, the Board may assign an unqualified occasional instructor.

When filling a Long Term Occasional assignment, the Board shall forward to the Union President a copy of the Letter of Permission along with a copy of the LTO contract.

8. Article 10.07 NEW

Occasional Teachers shall not be required to communicate with students and/or parents via e-mail.

9. Article 10.08 NEW

No Daily Occasional Teacher shall perform the duty of Teacher-in-Charge. Daily Occasional Teachers whose names also appear on the Admin Relief List may be called to perform the role of Acting Principal. If in exceptional circumstances, a Daily Occasional Teacher who is also on the Admin Relief List is re-assigned into the role of Acting Principal, a new Daily Occasional Teacher will be assigned.

10. Article 12.07

Amend to read:

12.07 (a) Under adverse weather conditions a Long Term Occasional Teacher shall make an individual decision on the matter of whether it is safe to travel to work. A Long Term Occasional Teacher who is unable to reach his/her school, may, instead, travel to the nearest elementary school and perform the duties assigned by the Principal of that school.

12.07 (b) If a daily Occasional Teacher makes an individual decision to travel to work and they are unable to make it to any school, the occasional teacher absence shall not be considered a break in consecutive days as outlined in 2.06.

12.07 (c) Where a personal decision is made to remain at home, the Occasional Teacher shall report this decision to his/her Principal immediately and provide reason(s) thereof. In this case, the Occasional Teacher shall be granted a leave of absence without pay or may use his/her Personal Leave Day if it is available. Such leave shall not be considered a break in experience or consecutive days as outlined in 2.06.

11. Article 12.08 Road Closure - NEW

- a) Where a long term occasional teacher is prevented from travelling from his/her principal residence to his/her school by any road closure, the teacher shall suffer no loss of salary, benefits, experience, or sick leave and may be re-assigned at the Board's discretion for the duration of the road closure. For further clarification, this clause does not preclude an occasional teacher from exercising their entitlements outlined in Articles 12.07 a) and c).
- b) Where a Daily Occasional Teacher is prevented from travelling from his/her principal residence to his/her school by any road closure, such absence shall not be considered a break in consecutive days as outlined in 2.06 for the duration of the road closure.

12. Article 12.12 NEW

12.12 Approved Business

Absence without loss of salary, sick leave credits, benefits, seniority, teaching experience, or any other entitlements under this collective agreement shall be granted to a Long term Occasional Teacher while on approved school or Board business.

13. Article 14

Amend to read:

14.01 The Board shall provide information to the Union President about the professional development activities provided by the Board.

14.02 A Professional Activity Day shall not interrupt the continuity of an occasional teaching assignment.

14.03 A long Term Occasional Teacher will be paid for a Professional Activity Day that falls within that assignment and will be required to participate in the scheduled professional activity sessions.

14.04 A Daily Occasional Teacher may attend on a voluntary basis and without pay, scheduled Professional Activity Days arranged by the Board. Request to attend shall be in writing or e-mailed to the Principal at least (5) teaching days before the scheduled Professional Activity Day and shall be granted subject to the availability of space.

14.05 All Occasional Teachers on the Occasional Teacher Roster shall have the right to attend one (1) paid Professional Activity Day per year on such day as identified by the Board.

14.06 In the event that a Long Term Occasional Teacher's assignment terminated within five (5) school days before a scheduled Professional Activity Day, he or she shall be entitled to attend and be paid for the Professional Activity Day.

14.07 An Occasional Teacher shall, upon request, have access to the Board's in-service programs on a voluntary basis without pay and the request shall be granted, subject to the availability of space.

14.08 (a) Each Long Term Occasional Teacher shall receive a minimum of 0.5 release from their instructional day to travel to professional development activities that require travel in excess of 400 kms round trip. Overnight accommodations and meal expenses will be provided by the Board for Long Term Occasional Teachers who are required to travel in excess of 400 kms round trip for professional development.

(b) Between November 1st and March 31st, each Long Term Occasional Teacher shall receive a minimum of 0.5 release from their instructional day to travel to professional development activities that require travel in excess of 300 kms round trip. Overnight accommodations and meal expenses will be provided by the Board for Long Term Occasional Teachers who are required to travel in excess of 300 kms round trip for professional development.

14.09 For the purpose of professional development or any other travel a long term occasional teacher shall receive reimbursement for travel expenses as per Board Policy 307.

14.10 Long Term Occasional Teachers may make a request to their principal/vice-principal for permission to report to any elementary school on those PD days assigned for the writing of report cards. All such requests must be made 30 days prior to the PD days. Once approved by the principal/vice-principal, it is the Long Term Occasional Teacher's responsibility to make all of the necessary arrangements to ensure that he/she is able to work from the alternate location. All costs incurred as a result of working from the alternate location will be borne by the Long Term Occasional Teacher.

14. Article 18.01

Amend as follows:

All evaluations as defined in this Agreement shall be conducted in accordance with the Board's Long Term Occasional Teacher Evaluation Process.

15. Article 18.02

Amend as follows:

The Board shall provide, upon request, an Evaluation to a Long Term Occasional Teacher who is not on the Long Term Occasional List, and whose Long Term Occasional assignment is known in advance to be one (1) year in duration.

16. Article 18.03

Amend as follows:

The Board will endeavour to provide an evaluation under the Board's Long term Occasional Teacher Evaluation Process when requested by a Long Term Occasional Teacher who is not on the Board's Long Term Occasional List.

17. Article 18.04

Amend as follows:

Should a performance appraisal result in an unsatisfactory rating, the Principal or designate shall discuss the rating with the affected Occasional Teacher in the presence of the Union President or designate.

18. Article 18.04 (b) NEW

18.04 b) Where any teacher evaluation has resulted in an unsatisfactory rating, the principal will meet with the teacher as soon as is reasonably practicable to develop the improvement plan. The teacher shall be advised of their entitlement to the attendance of the Local President or designate prior to the meeting.

19. Article 18.05

Delete current wording.

20. Article 18.06

Delete current wording.

21. Article 18.07

Delete current wording.

22. Article 18.08

Delete current wording.

23. Article 19.05 NEW

The Board shall ensure that all medical information is stored in a secure location and in a confidential manner. The Occasional Teacher shall have access to their file upon request.

24. Article 20.02 NEW

20.02 a) Occasional teachers who may be subject to discipline or discharge will be notified of the incident which may give rise to the discipline or discharge within 5 working days of the incident coming to the attention of the Board.

20.02 b) If a teacher is subject to discipline or discharge within the timelines specified in 20.02 a), the Board shall meet with the teacher as soon as is practical in the circumstances to provide the teacher with an opportunity to address the incident. The teacher shall be entitled to have union representation at any meeting with the principal and shall be advised of their entitlement prior to the meeting.

25. Article 21.05 NEW

No Occasional Teacher shall be required to pay a fee to the Board in order to apply for an assignment.

26. Article 25 New

For the purpose of reporting hours worked for Employment Insurance, the employer shall record each full work day as 8 hours worked.

27. Letter of Understanding re: Video Surveillance and Electronic Recordings

By October 31st, 2016, the Board undertakes to begin the process of implementing or modifying its policy regarding electronic recordings and video surveillance in the workplace. The Board agrees that ETFO Occasional will be consulted as part of the policy development/amendment.