

OSSTF DISTRICT 11 OCCASIONAL TEACHERS' BARGAINING UNIT NEWSLETTER, OCTOBER 2008

TVARRIS

TVARRIS was updated on Thanksgiving Weekend. Details can be found in the **OT Conferences folder** on First Class. Below is a summary of what you need to know to access the system.

It looks different, but the way it works and how it is used remains the same. When accessing TVARRIS by phone, all users are now required to enter two Identifiers: Access ID and PIN. **You will be asked to enter your Access ID, which is now your Employee ID number, followed by the star (*) key, then enter your PIN, which remains the same, followed by the star (*) key.** Your employee number will also be used in place of your phone number to access TVARRIS on the web. Teachers who want to book you on TVARRIS will need this number also. Your existing Employee PIN has been saved with your new profile.

Note: If you are both an "Employee" (a part time contract teacher or on an LTO assignment) and a "Substitute", you will now have only one profile in TVARRIS, therefore, you will access TVARRIS with the same Access ID and PIN .

There are many new features in TVARRIS which can be viewed at
<https://apps.tvdsb.on.ca/employees/ddptvarris/Substitutes.htm>.

DISTRICT WEBSITE

The District website has been updated and improved. It has links to the Provincial Office of OSSTF and other Education sites. The site is updated weekly. Please check it for Occasional Teacher Information. It can be found at: www.osstf11.com All of the District and bargaining unit newsletters that are distributed to contract teachers at their schools are also posted on our website as is our electronic magazine *Education Matters Online*. As new information is added to the website, there will be a link to it from our home page. We have also posted an extensive list of professional growth links at <http://www.osstf11.com/TPA-PD.htm>.

YOUR BARGAINING UNIT

I, Don Rowdon, am President of the Unit and work in the District Office a half day each week. The day varies based on the work required. Geoff Shiletto is our Chief Negotiator, Sheila Brown is the Vice-President, and Terri Weber is the Secretary Treasurer. These are voluntary positions which the membership elects every two years. When calling the office (519-659-6588), if I am not there, please ask for Tony Stokes, the Federation Services Officer, assigned to our Unit.

HOW YOU ARE PAID

For short term assignments your Salary for a day of work is determined by the number of periods you teach. A full days pay is 1/194 of the salary of a Category 1, year 0 Contract Teacher. Currently that amount is \$38 955. If you teach 1 period you will be paid 0.32 of this amount. 2 periods is 0.65, 3 periods is 0.98 and 4 periods is 1.3. A half period on-call is 0.15. This pay scale includes vacation pay and statutory holiday pay. Also, you are expected to do any **regularly scheduled** supervision duties of the teacher you are replacing. Should the job extend to 10 consecutive days you will then be paid retroactively as an LTO. (See agreement)

For long term assignments you will be paid according to your placement on the grid. You will receive 1/194 of this amount.

LTO jobs are posted on the Board's website under employment opportunities. Contract jobs are posted on the Apply to Education website.

Remember that your pay is on a 2 week delay. Visit your employee portal to view the pay schedules and pay history.

NEGOTIATIONS

As is the case with all teacher bargaining units across the province, our collective agreement expired August 31, 2008. We are currently in negotiations. Updates will be available through Teacher Bargaining Unit Branch Presidents. Seek out the Branch President when in the schools.

Members are reminded that they can view their current Collective Agreements through their employee portal. If you have any questions or concerns do not hesitate to contact the OSSTF District 11 Office.

YOUR OSSTF-DISTRICT 11 Office:

Our office is located at 680 Industrial Rd. In London. The following personnel will be available at the District Office to address any concerns you may have:
OTBU President:

DonRowdon.....DonRowdon@osstf11.com

District President: David Russell

DaveRussell@osstf11.com

Federation Services Officers:

Mary Lou Cunningham

MaryLouCunningham@osstf11.com

Nancy McDougall . . . NancyMcDougall@osstf11.com

ColleenCanon ColleenCanon@osstf11.com

*Tony Stokes TonyStokes@osstf11.com

Administrative Assistant: Laurie Lafraniere

LaurieLafraniere@osstf11.com

*Tony is chair of our Collective Bargaining Committee, and is assigned to assist with our Bargaining Unit.

DISTRICT COMMITTEES

OSSTF District 11 has an extensive list of committees, both at the District level and at the Bargaining Unit level that may be of interest to you. Information about District Committees (which include Educational Services, Communications/Excellence in Education, Political Action and Human Rights / Status of Women) can be found on the website. The greater the level of representation on these committees, the more effective they will become. If you are interested in serving on any of these committees contact the Federation Services Officer liaison to the committee you are interested in.

DUTIES OF OCCASIONAL TEACHERS

Finally, as clearly defined in Article 18 of the collective agreement, Occasional Teachers are expected to fulfill the teaching duties of the teacher being replaced. This means that it is your responsibility to deliver the lessons as prepared by the regular teacher. This includes following school procedures including not dismissing students early. Failure to do so could result in disciplinary actions by the Board. If there is insufficient work it is always helpful to have activities prepared that the students can do that are appropriate for that particular class and subject. You should be very careful showing movies that were not provided by the replaced teacher as part of the lesson plan. If you use your own movie, make sure it is rated appropriately and that the Board has licensing rights with the publisher. Also you could ask the department head for assistance. Help is also available in these situations from the OSSTF Branch President in the school. The names of Branch Presidents can easily be obtained from any staff member. Failing that, call the District Office for assistance.

In short term assignments, OT's are expected to do regularly scheduled supervisions such as hall duty or cafeteria duty, only if the absent teacher was scheduled in advance. As well if a short term OT is given an "on-call" this should be recorded in the sign in book under periods worked and you will be paid for the on-call.

If you get asked to attend a meeting with an administrator, ask the purpose of the meeting. If it is to discuss your classroom performance, an incident in your classroom, classroom management, or anything that may lead to discipline, contact the District Office immediately and ask that the meeting be re-scheduled to a time that will allow you to bring an OSSTF Officer with you. The Administration must grant this request.

Good luck to all of you and I hope you have a successful and enjoyable semester.

Don Rowdon