



OSSTF Limestone District 27

Information for New Occasional Teachers

updated: November 2020

Who We Are

OSSTF/FEESO was founded in 1919. We have about 60,000 Members province-wide.

We are **public high school teachers** and...

- educational assistants
- psychologists
- speech-language pathologists
- social workers
- secretaries
- plant support personnel
- attendance counsellors
- and many other educational workers.
- continuing education instructors

Right to Representation

In any interview with the Board or administration regarding your job performance or any matter that could result in discipline, you have the right to have a representative of OSSTF appear with you on your behalf.

Call us if you think you may need representation.

Your Collective Agreement

- An agreement between OSSTF and the Limestone District School Board
- defines your entire working relationship with the LDSB
- a copy of the full collective agreement can be found on our website: osstf27.org
- Article 49 is the Occasional Teachers' Article

Your Collective Agreement

contains vital information regarding your

- pay
- benefits
- sick leave and other leave
- seniority
- posting procedures
- working conditions
- other matters that affect your day-to-day working life

Common Issues

- Hiring practices – getting a full-time job
- Competing for Long Term Occasional jobs
- SmartFind
- Member-to-Member conflict – What can you do?
- Health and safety – forms
- Pay discrepancies (0.33 or 0.25 chunks)

Regulation 274 – recently revoked

- Was legislation in Ontario that sets out the rules to progress to a regular teaching position
- Applied to all qualified Teachers who are seeking a job with a School Board.
- It has been replaced with an interim policy on hiring practices while Boards implement the new rules

Hiring Practices

- You must start on the “OT Roster” to begin your career
- Your start date determines your starting seniority
- If you get hired on the same day as others, seniority will be determined after the first year by how many days worked

Hiring Practices

- Must be employed for 10 months and work 20 days to apply for the Long-Term Occasional (LTO) List
- Once on the LTO List, you're ranked by seniority and qualifications
- If an absence is known to be over 20 days, it will be advertised as an LTO

Tips for getting more OT work

- Retired Teachers (on the OT Roster) are only allowed to work 50 days before it affects their pension
(this was changed to 95 for this school year because of COVID)
- Therefore, May and June are busier for other OTs
- OTs are especially needed Fridays and at Northern Schools

Getting a regular teaching position

- Once on the LTO List, you can apply for regular “entitlement” jobs.
- “Entitlement” refers to the number of regular classes you have been appointed to.
- Entitlement → given in $\frac{1}{6}$ increments for a maximum of $\frac{6}{6}$
- Exception: “School-to-Community” which is given in quarters

Getting a regular teaching position

- Once you have entitlement, the Board must place you to your full entitlement each year.
- Once you have 3/6 entitlement, the Board must appoint you, if qualified, before any one is hired with less entitlement.
- OSSTF works to help you get to full-time work in one school as fast as possible (if desired).
- The Collective Agreement lays out the staffing process.

Tips for the classroom

Seating plans / Class lists

- Have students create a seating plan for you if not left with one
- Remember to keep a class list if the only one you have is collected for attendance

Emergency procedures

- Know how to contact the Office or admin
- Know where to find emergency protocols
- Ask for a list of students with Behaviour Safety Plans and IEPs (Individual Education Plan)

Tips for the classroom

Back-up lesson plan

- In case you cannot find work left for you
- Could be a game, video, puzzle
- Don't be afraid to ask a colleague

Know the school culture/rules around

- Phones/devices
- Dress code

Tips for the classroom

You are not the students' friend

- Since you are often not known to the school (especially when new), students can be more brazen.

Communication with your colleagues

- Help with communication by writing a note to the Teacher you were in for.
- Let them know any issues that arose and leave a contact number, if comfortable.

Health and Safety

- We strive to make things better
- We want you to feel supported
- You may encounter classes unlike anything you witnessed in your life as a student
- Creating a culture of well-being
- Reporting incidents - online Incident Reporting form
<https://ldsb.ebasefm.com/ir>

Your Pay

- Daily rate = **\$236.08 + \$9** in lieu of benefits (as of Aug 31, 2019)
- This rate is 1/207 of the regular teachers' grid, Category 1, Step 0
- Pay should be in 1/3 chunks, for partial days (not quarters)
- Errors get made – check your paystubs!

Get involved!

OSSTF Committees:

- Collective Bargaining (CBC)
- Communications and Political Action (CPAC)
- Educational Services
- Status of Women

Other Union Services

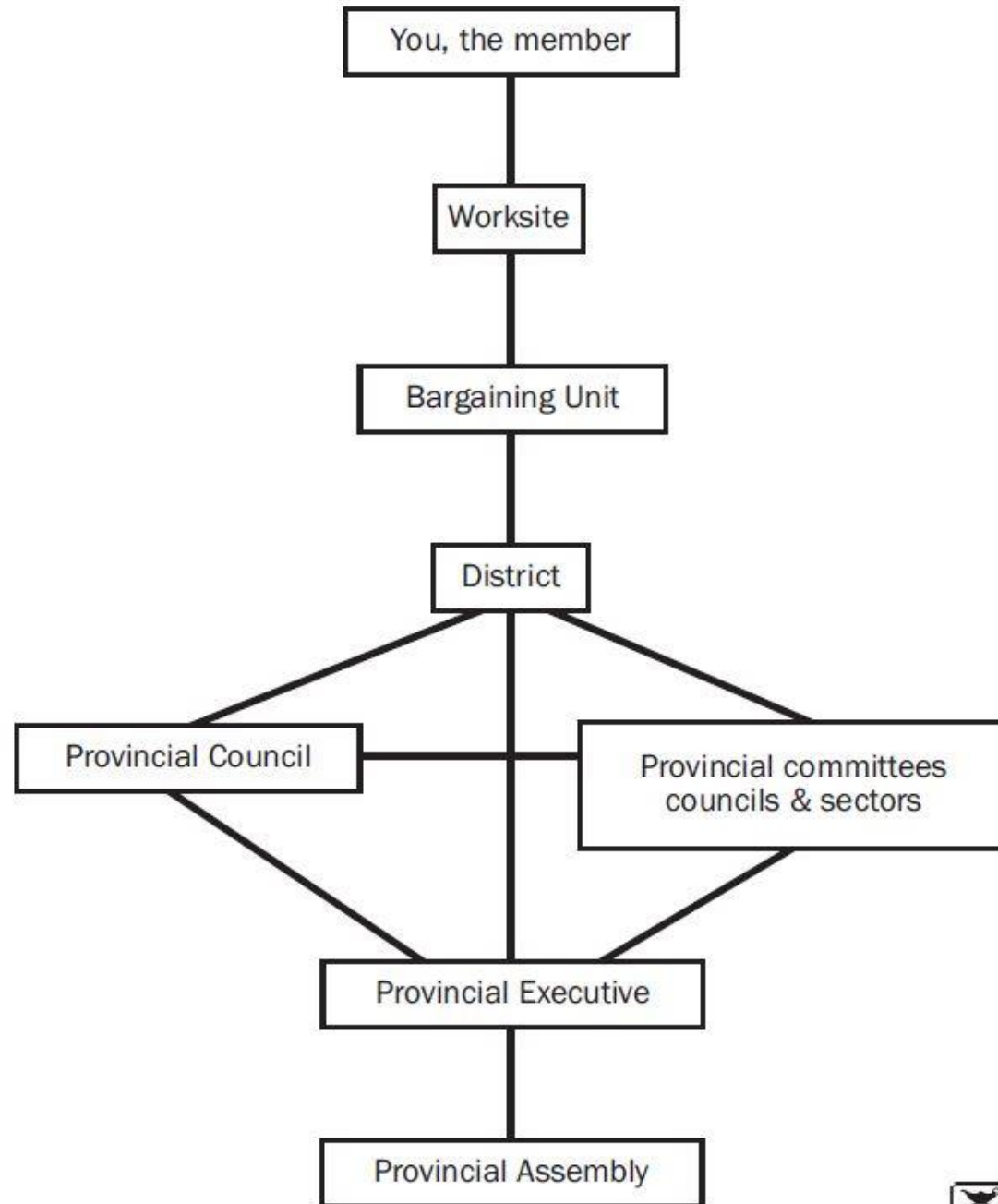
- Edvantage - discounts
- Ontario Teachers Insurance Plan (OTIP) Services
 - Posacation
 - Feeling Better Now
 - CAREpath
- Educators Financial Group (EFG)
- Employee Assistance Plan (EAP)

Connect with your union

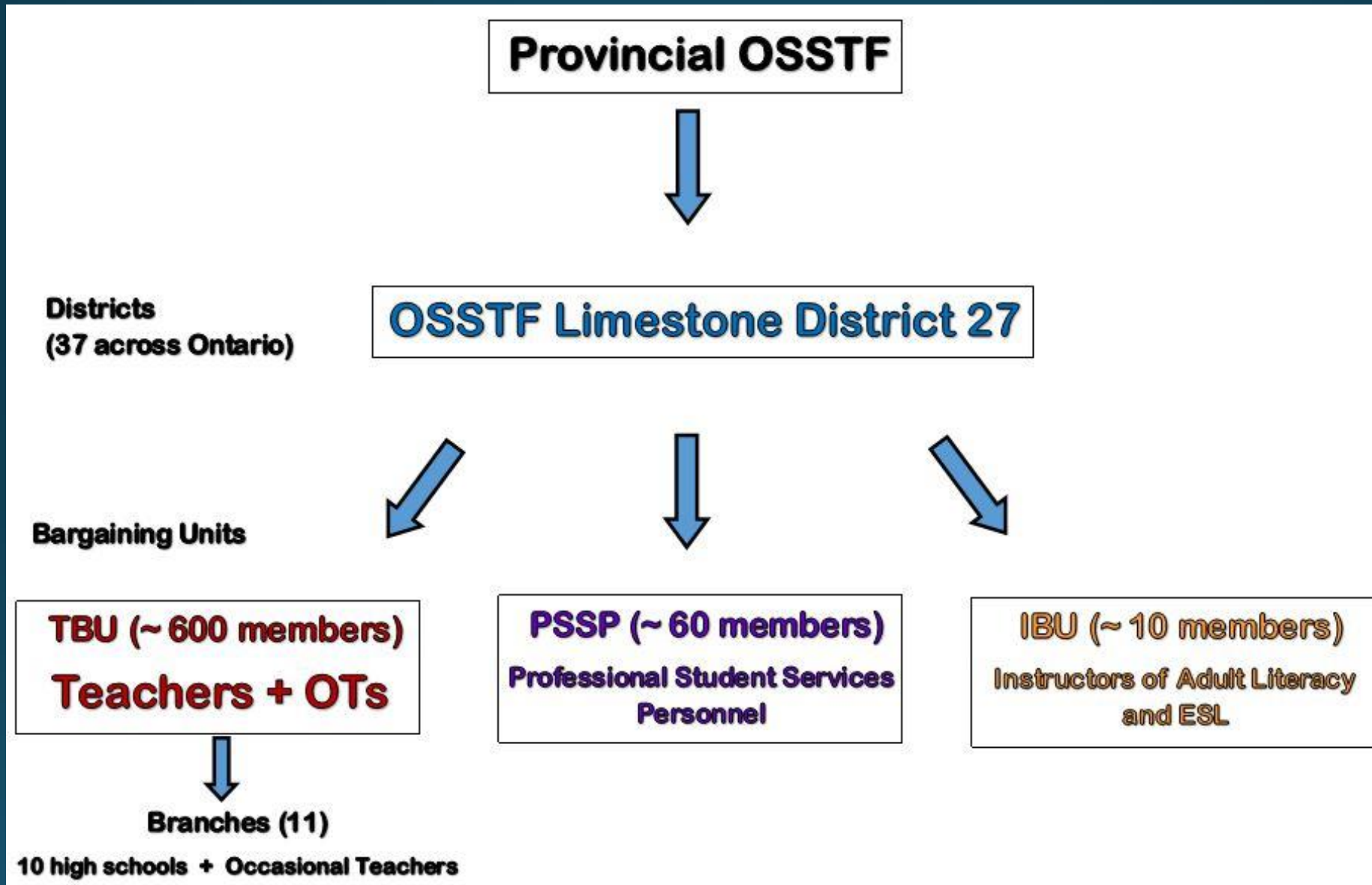
- Please hand in the information sheet
- We are here to help
- Let us know any issues that arise
- 'Who to Contact'
- Questions?

Structure of OSSTF

OSSTF/FEESO's organizational structure



Local Structure



What We Stand For

We are committed to *protecting and enhancing public education.*

- diversity and inclusion
- professionalism and academic freedom
- positive learning and working conditions
- health and safety

What We Do

Member Services – Provincial Office

Departments

1. Protective Services
2. Educational Services
3. Communications and Political Action

What We Do

Member Services – Provincial Office

- pensions – OTPP
- grievances and arbitrations
- professional colleges
- health and safety
- employment insurance
- pay equity
- workers' compensation (WSIB)
- human rights
- scholarships, grants and awards
- professional growth issues
- French language services
- educational finance
- curriculum resources

What We Do

Member Services – Provincial Office

Certification

- You need a QECO Statement of Evaluation to determine your placement on the salary grid in the Teacher Collective Agreement.
- The OSSTF Certification website gives more information about the application process.
<http://www.osstf.on.ca/services/certification.aspx>

What We Do

Member Services – Provincial Communications

Update (newsletter)



Update

2017-2018 • VOL. 45 NO. 3

LISTENING TO MEMBERS ACROSS THE PROVINCE

Provincial Executive visiting schools and worksites in most Districts during the winter

Members of the Provincial Executive, along with Provincial Office staff, have begun to fan out across the province to visit schools and worksites in most OSSTF/FEESO Districts. The focus of these site visits, which will continue through the winter, is to ask members what they see as priorities in the next round of bargaining, which could begin as early as June 2019. Contracts for members covered by the School Boards Collective Bargaining Act expire on August 31, 2019.

The worksite visits to discuss bargaining goals are among the priorities that have been set for 2017/2018 by the Provincial Executive. While it will be impossible for the seven elected officers to visit every one of the more than 2,000 individual schools and worksites where the Federation's 60,000 members work across the province, the Provincial Executive does want to see as many members as possible over a relatively short period of time. These visits will focus on members who are employed by school boards and covered by the School Boards Collective Bargaining Act.

1 UNION



60,000 MEMBERS

230 JOB CLASSES

151 BARGAINING UNITS

37 DISTRICTS

In his address to delegates at OSSTF/FEESO's annual Leadership Conference in August, President Harvey Blochof described the planned site visits as a way "to ensure that we gain a detailed picture of what our members hope for out of the next round of bargaining—not only what issues and priorities they feel need to be addressed, but also how far they are willing to go in support of those issues."

"Our hope," said Blochof, "is to gain a deeper understanding than we can achieve through surveys alone—a more detailed and more nuanced appreciation of what's working and what isn't working for our members in their workplaces."

The visits, which are being coordinated with local District and Bargaining Unit leaders, began in early November and will continue through to the end of February. Most visits will occur before the workday, during a common lunch period or after work.

For members who are not able to speak to Provincial Executive members during this tour, OSSTF/FEESO plans to launch local and provincial level bargaining surveys in the coming year to acquire additional feedback from the member-

ship in preparation for the next round of bargaining. Members can also send feedback through their worksite or branch representatives to their local Bargaining Unit executive, who can ensure that it reaches their Provincial Executive liaison.

OSSTF/FEESO by the numbers

- Over 60,000—Estimated number of members that are active and dues paying at any one time
- 2155—Total number of schools + worksites where OSSTF/FEESO members work in Ontario
- 230—Approximate number of OSSTF/FEESO job classes in public education from kindergarten to post-secondary
- 151—Total number of bargaining units in OSSTF/FEESO
- 37—Total number of districts in OSSTF/FEESO
- 7—Total number of elected Provincial Executive members.

HIGHLIGHTS



OCT
Member fee increase of up to 20 per cent
page 4



RESEARCHED CONFERENCE
Providing low-cost, research-based professional development
page 5



CHRONIC MENTAL STRESS
New policy discriminates against workers
page 6

ÉCOUTER LES MEMBRES PARTOUT EN PROVINCE

L'Exécutif provincial visite les écoles et lieux de travail dans la plupart des districts pendant l'hiver

Les membres de l'Exécutif provincial, ainsi que du personnel du Bureau provincial, ont commencé à sillonner la province pour visiter les écoles et les lieux de travail


dans la plupart des districts d'OSSTF/FEESO. Le but de ces visites, qui se poursuivront tout l'hiver, est de demander aux membres quelles seraient, selon eux, les priorités pour la prochaine ronde de négociation, qui pourrait débuter dès juin 2019. Les conventions collectives des membres régies par la Loi sur la négociation collective dans les conseils scolaires arriveront à échéance le 31 août 2019.

Les visites de lieux de travail pour discuter des objectifs de négociation sont parmi les priorités qui ont été établies pour 2017-2018 par l'Exécutif provincial. Bien qu'il soit impossible pour les sept membres élus de visiter chacun des plus de 2 000 écoles et lieux de travail individuels

SUITE À LA PAGE 2, ÉCOUTER


Education Forum (magazine)

education forum



A PIVOTAL VICTORY

A historical context of the Bill 115 Charter challenge, and what it means for the future



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