

Feb. 2012

No.351



*RTU-SER*

*Newsletter*

## SCHOOL CLOSURES

February hasn't seen a lot of snow, but we have had our fill of ice. Please be careful and if you do have an accident, be sure to fill in the CSST book located at the office of your school. Absences caused by work accidents are covered by CSST. Be safe!

### SCHOOL CLOSURES

When the School Board decides to close a school, because of a storm or other reasons preventing its normal use, teachers do not have to be present either. (article 5-11.11). However, if a closure occurs while students are at school, teachers must remain on duty until all the students have left.

## REQUEST FOR LEAVE

### REQUEST FOR LEAVE

The March 1<sup>st</sup> deadline is fast approaching for requesting a leave of absence without pay, as well as a leave of absence with deferred pay.

## TRANSFERS

### TRANSFERS – Can a teacher change schools?

1. By submitting a voluntary request to the Director of Human resources, to be transferred to the desired school. Requests can be submitted at anytime, but preferably before April 30<sup>th</sup>.
2. By temporarily trading assignments with another teacher, provided consent has been obtained from the respective school administrators and Human Resources two teachers can trade places for a period of one year, after which they return to their own schools and positions. These requests should be submitted after June 1<sup>st</sup>.

## PIC

- : Exchange of Posts – We have had inquiries from teachers from other schools boards, working on the Island of Montreal and the West Island, wishing to work on the South Shore. Please inquire at our offices for more information.

### PIC Professional Improvement Committee

Again this year we are getting close to spending our entire PIC funds. We are always happy to see teachers using their money for professional development. It is also very important to get all your documents in after your PD sessions. Failure to submit expenses will result in funds, remaining reserved and unavailable. As mentioned, we are getting to the end of our funds, and would not want to refuse a teacher, due to someone else not claiming or not attending a PD session.

## SPLIT CLASSES

### SPLIT CLASSES

Again, this year, there is money for all split classes. \$700.00 has been allocated for your class. Just be sure to respect the guidelines and spend your money!

**OVERSIZE  
COMPENSATION**

**OVERSIZE COMPENSATION**

Oversize compensation should be paid where payment is due. If you are not sure about your class, speak to your administrator. The School Board has until February 15<sup>th</sup> to do so. You should receive a document outlining your compensation.

**INSURANCE  
ISSUES**

**INSURANCE ISSUES**

We have invited Mr. Paul Barnes from QPAT to our next delegates meeting to discuss insurance issues. If you have any questions, pass them on to your delegate and we will ask Paul. Delegates, don't miss Insurance 101!

**TOO MANY  
MEETINGS**

**TOO MANY MEETINGS**

There are rules that limit the number of meetings and length of meetings. According to the collection agreement:

<b>Type of meeting</b>	<b>Frequency</b>	<b>Time</b>	<b>Advance Notice</b>
Meetings held OUTSIDE of the 27 hours of attendance time	10 per school year	90 minutes maximum	The administrators MUST issue a written notice and distribute the agenda at least 3 days prior to the meeting
Meetings held WITHIN the 27 hours of attendance time	According to the schedule set by the administration	Complies with the prescribed weekly attendance time	The administration must issue a written notice and distribute the agenda at least 3 days prior to the meeting
Parent teacher meeting held in the evening	3 per year*	2 hours*	The administration must issue a written notice at least 5 working days prior to meeting.

\*If more than three meetings are held, or meetings exceed two hours, teachers are entitled to compensation (8-8.05 Section 3), which is established either by School Council or directly with the school administration. All school administrators are aware or should be aware of this issue and are flexible in their dealings with teachers.

Don't forget, you can always find additional information on our website. Please visit [www.rtu-ser.ca](http://www.rtu-ser.ca)

Steven LeSueur  
**President**  
**Riverside Teachers Union**

