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No. 327

RTU-SER Newsletter

• REMINDER: TEACHER WORKLOADS

WELCOME BACK!

A brand new school year is upon us. Here's wishing you all a successful year!

REMINDER: TEACHER WORKLOADS

The workload includes time spent teaching classes and duties, as well as remediation.

LEVEL	MAXIMUM	9-DAY CYCLE	10-DAY CYCLE
Elementary	1,380 minutes		
High school	1,200 minutes	2,160 minutes	2,400 minutes

In addition, teachers are required to do 5 hours of personal work per week. It is up to each **teacher to decide on the work to be done and when to do it**. A teacher's personal work schedule can be changed provided that the school administration is notified 24 hours in advance. **Note that time spent attending teachers' meetings and parent-teacher meetings is to be considered personal work**, and deducted from the weekly personal work schedule

• SCHOOL COUNCIL

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As usual this year, the **School Council must be formed by September 15**. Teachers elect the Council members; however, the union delegate automatically has a seat on the Council.

REMINDER: *The School Council is the teacher consultative body par excellence; the school administration is required to consult the Council on all issues related to the school's pedagogical organization. In schools with an effective Council, these meetings provide opportunities for exchange, discussion and dialogue between the teachers and the administrators. Note that, where the school council works well, **the teachers are consulted regularly and eventually build effective working relations with the administration, thereby avoiding having arbitrary work methods imposed on them**. The claim that these new methods "come from the school board and are mandatory" does not apply, because pursuant to the **Education Act**, school boards mainly have the authority to impose end of cycle exams, but not much else*

• SPECIAL NEEDS COMMITTEE

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This Committee, mainly composed of teachers, **must be formed by September 15**. The Union representative is automatically part of this committee.

REMINDER: *This Committee plays a decision-making role in the allocation of resources to support teachers with special needs students. Each decision is subject to a vote during meetings; the minutes of each meeting are sent to the Union. These minutes can be very useful, since they are used to follow up with the School Board.*

• RECALL LIST

RECALL LIST The school board was able to offer contracts to all 109 part-time teachers on the recall list, on August 19, which is quite good, considering the decrease in the number of students. In order to get on this list, teachers need 2 part-time contracts in the course of three school years.

• NUMBER OF STUDENTS PER CLASS

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The number of students per class has decreased slightly for certain groups at the elementary level. The numbers below apply to so-called "regular" classes; they are lower for groups that include special needs students. If you have questions, call us at 450 465-2523.

Level	Average	Maximum	Underprivileged areas
Preschool (age 4)	15	18	
Preschool (age 5)	18	20	18/20
Elementary – grade 1	20	22	18/20
Elementary – grade 2	22	24	18/20
Elementary – grade 3	24	26	22/24
Elementary – grade 4	27	29	22/24
Elementary – grades 5 and 6	27	29	27/29
High school	30	32	

• PARENTAL LEAVE AND SUMMER PAY

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If you are planning to take maternity or parental leave during the school year, it is possible that your summer pay will be affected. As you know, teachers receive their salary only for the 200 working days during the school year; consequently, our summer pay is actually deferred payment of the amounts held back by the school board during the school year. However, any time during the year that you don't receive a salary, the school board does not hold back an amount for deferred payment during the summer. For example, if you take 20 weeks of parental leave (100 working days) and you return to work the other 20 weeks, the school board will have accumulated only 50% of the usual amount of your summer pay. This also applies to other types of absences, such as extended sick leave, etc.

• ACCUSATIONS FROM STUDENTS

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At this time of year, we are reminded that, unfortunately, teachers can be the subject of unfounded accusations from students. This can be an extremely unpleasant situation. If this should happen to you, we suggest informing the Union as soon as possible taking the following measures:

- **Maintain** a written account of all conflicts (both minor and major) involving students;
- **Record** the date and time of each incident;
- **Inform** the school administration **and the Union** if you are assaulted;
- **Log** any violent assault in the **Work Accident Book**, usually found in the secretarial offices;
- **Immediately notify** the Union if you are accused of assaulting a student.
- If the administration summons you to a meeting regarding such an incident, **make sure you are accompanied** by a Union representative;
- **Keep** all correspondence (memos, letters, etc.) from the administration or from parents;
- **Notify** the Union immediately.

• SEEKING UNION DELEGATES

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We need delegates! Delegates play an important role in schools, specifically that of representing teachers at union meetings and passing on information to fellow teachers. Delegates also get to take part in the October Delegates Workshop in Magog.

Michel Gagnon
President