



# The Advocate

www.surreyteachers.org

## Letter from the President Gioia Breda

Today I experienced what will surely be a highlight in my career: the victory for BC teachers that came from a rare ruling issued from the bench of the Supreme Court of Canada. This is a ruling that upholds our collective bargaining rights, a ruling that acknowledges the illegal stripping of our contracts 15 year ago, and a ruling that is not only historic for everyone but has particular resonance for me.



I began my career as a student teacher on January 28<sup>th</sup>, 2002. This was an important day for me, but it was also another significant day in our collective history. On that day in 2002, teachers across the province walked out together in protest against the stripping of our collective agreement. The government, through legislation, stripped the provisions that protected limits for class size and composition; it stripped case-load ratios from non-enrolling teachers and members that serve our most vulnerable learners.

As a student teacher, I was cautioned by my university from participating in any collective action. I, however, was fueled by a spirit of solidarity, by a desire to protest with my soon-to-be colleagues against the illegal actions of our government and the erosion I foresaw to public education. I didn't want to be silenced, I wanted to speak up and out about the need to protect our Public Education system!

That day, I joined over 3,500 Surrey teachers gathering at the Cloverdale Fairgrounds. The morning was cold, but my heart was warmed by the sight of this collective action. I arrived with my parents—both Surrey teachers at the time—with my homemade sign in hand. I can remember my mother telling me to put it up over my face as we passed by the media. "Remember," she cautioned, "you haven't been hired yet." But my outrage outweighed any fear. Our collective anger was palpable and our songs of solidarity gave comfort. This day marked the beginning of both my career and the 15-year fight to uphold our rights as workers and the rights of our students to the supports they deserved. Like many of you, my entire career has been filled with demonstrations, court-cases, strikes and a continued underfunding to the public education system.

On the morning of November 10, as local President of the Surrey Teachers' Association, I texted our BCTF President Glen Hansman and wished him and our legal team well as they presented our appeal to the Supreme Court of Canada. I wondered how many months it would be before a ruling would be issued. Then I took my seat as a participant in our "To Shine A Light On It" professional development event. Part way through the morning, I got a "WE WON!" text from one of our STA Executive members. I didn't want to get my hopes up. "Don't tease," I texted back and then quickly thumbed my way through Twitter. Reading the BCTF's confirming tweet, my heart exploded and tears streamed down my face. The elation and relief could not have been more welcomed. When the speaker had completed her presentation, I was invited to give the news to the crowd of participating colleagues.

## November 2016

### STA Full-time Table Officers

President - Gioia Breda  
pres@surreyteachers.org

First Vice President - Laura Barker  
1-vp@surreyteachers.org

Second Vice President - Matt Westphal  
2-vp@surreyteachers.org

Health & Safety Officer -  
Kristine Olsen  
grv-hs@surreyteachers.org

Grievance Officer - Sue Heuman  
grieve@surreyteachers.org

Grievance Officer - Joanna Cerazy  
grv-spt@surreyteachers.org

Pro-D Issues Officer -  
Anne McNamee  
pro-d@surreyteachers.org

General Inquiries  
sta@surreyteachers.org  
604-594-5353

### Other Executive Members:

#### Local Representatives to the BCTF:

Jatinder Bir  
Devinder Kaila  
Julia MacRae  
Bhupinder Mattoo  
Andy Nesdoly  
Kelli O'Malley

Secretary-Treasurer: Karen Moon

#### Members at Large:

Helen Kelsey  
Erin Coleman  
Gavin Hainsworth

Teachers Teaching on Call  
Representative: Nicole Jarvis

## COMMITTEE VACANCIES

### STA Standing Committees: Join Us!

The backbone of every successful organization is the input and participation it receives from its membership. One of the ways that members can influence STA policy is through committees, which take action on issues and make recommendations to the Executive Committee. Elections have taken place for the 2016-2017 year, but we still have some vacancies. The Executive Committee will be making appointments to these committees throughout the year. If you would like to check out one of the committees before you make a commitment please call us.

For the 2016/17 school year the following committees have vacancies. If you would like to be involved, please submit a complete STA Committee Curriculum Vitae Form (on our website) to the STA office as soon as possible.

Committee	Vacancies
Economic Welfare	5
Education Governance	9
Health & Safety	3
Labour Affairs	3
Professional Development	5
South Asian Student Advocacy by Teachers	9
Status of Women	8
Status of Men in Teaching Profession	open
Teachers Interested in Multicultural Education	10
Ad Hoc LGBTQ Committee	open
Ad hoc Assessment & Reporting Committee	open
Ad hoc Green Committee	open
Ad hoc Technology Advisory	open
Ad hoc Labour Plaque Committee	open
Ad hoc Sanctuary School	open

### District Advisory Committees - 2 year term

There are a number of District Committees to which the STA appoints representatives. District Committees function as advisory bodies, where input from various interested parties is desirable. Any STA member sitting on a District Committee **must be appointed by the STA Executive** and is expected to forward minutes, etc. to the Executive. Committee members are also expected to abide by BCTF/STA policies and procedures.

There are still some District committees with spaces left. We are inviting anyone who is interested in sitting on one of the District Advisory Committees to complete and send in a District Committee Curriculum Vitae Form (on our website) ASAP.

Following is a list of District Advisory Committees. If you wish to put your name forward, complete our District Committee Curriculum Vitae Form from the STA website - [www.surreyteachers.org](http://www.surreyteachers.org) or you can call the STA office at 604-594-5353 and a form will be faxed to you. (Generally teachers are appointed who teach in the following programs.)

#### Committees

Discovery School Program  
East Kensington Heritage School  
French Immersion  
Integrated Studies  
Intensive Fine Arts Program  
Traditional School Program  
Inter-A Program  
International Baccalaureate Program  
School Meal Advisory  
Standing Advisory Committee on Learning Resources



### Call us... No Really Give the STA a Call!

Every week the Monday Memo provides teachers with an update of what's going on with the STA; however, we don't always hear from you. When we don't hear anything, we assume that things at your school are running smoothly, that teachers are satisfied with how administrators are managing the sites, and that you don't need our support in any specific way. When members do call the office, it's often about situations that have been simmering for a long time, where perhaps we could have lent advice or support earlier on to help minimize the overall impact to members.

Calling us at the office is not a bother and it doesn't have to be a big deal. Answering your questions, brainstorming what you might say or do next, and helping you understand your rights are all part of our job. If something seems off, it probably is. Please do not hesitate to check in with us, we love to hear from

#### Have Questions??

**Contact the Surrey Teachers' Association office at 604-594-5353**

## Report of 2016 BCTF Fall Representative Assembly November 4th-5th

The 2016 Fall RA was relatively low-key. The atmosphere was one of sharing and discussion more than of policy debate. For me there were four highlights:

1. NDP leader John Horgan addressed the assembly. He spoke on how he wants education to be the top issue of this election. And he shared his belief that collective agreements need to be respected during bargaining. He said “You don’t rip up collective agreements. You just don’t do it.”
2. We were briefed about the Supreme Court of Canada’s hearing of our case against the BC government on November 10. Obviously our goal was to win back our stripped collective agreement language. The court’s decision will not only affect the BCTF. Every union in Canada has their eyes on this. If the government position were to prevail, public sector unions across the country would be in big trouble. It is also of interest to note that the Federal Liberal government argued in support of the BC government’s position. UPDATE: In a surprise move, the Court ruled from the bench 7-2 in favour of the BCTF!! Boom. Now...we will have to await clarification from the BCTF and think about our next steps. But our collective agreement language from before the 2002 stripping will be restored.
3. As called for by the 2016 BCTF AGM, the BCTF executive committee presented a report on the possibility of TTOCs opting into the Salary Indemnity Plan (SIP). This report is complex and cannot easily be summed up here. The biggest hurdle is that TTOCs are not currently included in the SIP from the 2006 bargaining outcomes. For this to even be a possibility new language would have to be bargained. The entire report can be found on the BCTF member website ([www.mybctf.ca](http://www.mybctf.ca))
4. Reporting and Assessment: One of our Surrey reps (Julia MacRae) moved that we hear from each local on how their districts are handling the new reporting order from the Ministry of Education. Each local had 2 minutes at the mic to share out a report. It was eye opening, yet unsurprising. Not all districts have changed as rapidly as Surrey has, but teachers from all corners of the province are struggling with lack of direction, training, and resources. These issues, coupled with the new curriculum implementation, are causing stress for our colleagues all over BC.

-Andy Nesdoly, Surrey Local Representative to the BCTF

### New Teachers' Conference October 2016



New Teachers hear from BCTF President Glen Hansman

**A great group of new teachers participated in our recent STA conference. Some of their feedback includes:**

“Such important information...could have used two days!”

“Great workshop! It was interactive and a great lunch!”

“This helped me be more mindful of my rights and duties. Nobody else tells us that information!”

“I have participated in many activities (from another union) and this was the most useful!”

**Let your new colleagues know the next STA New Teachers' Conference will be held on February 3rd 2017, at the STA**





## Staff Committee

It is important for each school to have a staff committee as per Article A.34 of the Collective Agreement. The staff committee is composed of teachers and 1 administrator.

The committee should have Operational Procedures (sometimes called Constitution) covering the size, composition, tenure and operational procedures of the staff committee, which should be reviewed by the staff committee at the beginning of each school year.

Once the Operational Procedures have been reviewed and voted on at the Staff Meeting a copy should be sent to the STA, attention: Lorna

The STA does have a couple of pro-formas that have been used by staff committees as a starting point and if your school would like them, please email [2-vp@surreyteachers.org](mailto:2-vp@surreyteachers.org).

## Bill 22 Classes over 30

At a BCTF Special Representative Assembly, the following motion was passed:

1. We advise teachers not to accept the ministry "cash for kids" scheme, additional compensation, for classes over 30, as it is in contravention of Article 3 of the BCTF Code of Ethics.
2. That locals advise eligible teachers with classes over 30 to file step 1 grievances with their staff reps, and that the remedy for any oversize class be:

- a. additional teaching staff.
- b. additional preparation time.

If you are asked to attend a consultation meeting with your principal, please inform him or her that you will only accept additional teaching staff or prep time. You can also use the opportunity to explain to your administrator how the class size affects learning

## Variances (Secondary Schools not on extended day)

Variance applications have been sent to the staff reps at the secondary schools. Secondary teachers in continuing assignments teaching credit courses within the instructional day who wish to apply for a variance for the 2017-2018 school year are encouraged to complete the Variance application form and submit it to the STA no later than November 17, 2016. Teachers teaching in extended day schools will not be approved for a variance as collective agreement

Article D.22.1.d. does not apply to an extended day.

Please ensure your application is received at the STA, attention Sue Heuman [grieve@surreyteachers.org](mailto:grieve@surreyteachers.org) by November 17 as applications received after that date will not be considered.

## It's Your Money!

January is the time of year when you could have an incremental increase. The district may have missed this, so you need to check your payslip in the Employee Self Service portal (under Human Resources on the HUB). If you believe you are entitled to an incremental increase and do not appear to have received it, please call the STA (604) 594-5353 right away and we will investigate it for you. Also, if during the fall you completed a degree, such as a Masters and have submitted the documents to the TQS, you need to submit the TQS card to Human Resources in order to have them increase your category pay. Again, if you have submitted your card and your increase has not shown up, call the STA right away and we will investigate.

## Withdrawal from the long-term section of the Salary Indemnity Plan (SIP)

A member who has attained age 64, has reached the factor "88" (i.e. years of service + age), or is in receipt of a retirement pension, may voluntarily withdraw from the



long term section of the plan. You may apply at any time during the school year in which one of the foregoing conditions occurs. This means that you will only pay the Short Term portion of the SIP dues. Forms and instructions are available on-line at the BCTF website — [http://bctf.ca/uploadedFiles/Salary\\_Benefits/SIP/LT-WithdrawalForm.pdf](http://bctf.ca/uploadedFiles/Salary_Benefits/SIP/LT-WithdrawalForm.pdf)

## Reminder: Review your Pay Category and Increment Regularly!

*Pay Scale:* Teachers are reminded to check their monthly pay stub (sent to you on Outlook) to ensure that Payroll has you on the right category and experience placement on the salary grid. This information is located on the bottom left hand side of your pay stub. Check it every

month. See pages 6-7 for an explanation of all your payroll deductions.

*Related Experience:* Pursuant to Article B.23.2 of the Collective Agreement, teachers must file, in writing, to both the STA's Economic Welfare Committee and the District's Human Resources Department, their intent to claim for non-teaching experience within six (6) weeks of the effective date of their appointment to the school district. Work in early childhood education, social work, the armed forces and in some other areas may be considered as related experience which will be credited on the years of experience scale on the salary grid.

## It's Your Prep Time

Every member should ensure that he/she is receiving adequate prep time as outlined in Article D.4 of the Collective Agreement. This is especially important for non-enrolling and/or itinerant teachers who may have complex schedules. Remember that prep time must be taken in periods of at least twenty (20) minutes. If you are not receiving the prep time to which you are entitled then please notify your administrator and a staff rep.

Furthermore, all teachers are entitled to their prep time during the first week of the school year. This applies regardless of who is providing the prep time. All prep time must be free of any other duties or obligations, such as meetings. If you did not get prep time in the first week, it must be made up. See Article D.4.9

## Teaching Materials

If you bring your own teaching materials to school, make sure that you register them at the office the day you bring them to the school site. Your principal should have a

form on which you can record all of the required information. Without this record you may not be eligible for compensation should your materials be lost or damaged. See Article B.7.3

## Commitment to a Non-Sexist Environment

Article E.1.1 A non-sexist environment is defined as that in which there is no discrimination against females or males by portraying them in gender stereotyped roles or by omitting their contributions.

Article E.1.2 The employer does not condone and will not tolerate any written or verbal expression of sexism. In September of each school year the employer and the Association shall jointly notify administrative officers and staff, in writing, of their commitment to a non-sexist environment.

## Hours of Work – Article D.22.

Just a reminder that the Collective Agreement clearly outlines in D.22.1.a that:

"the term 'school day' means a period commencing fifteen (15) minutes before classes are first convened in the morning and ending fifteen (15) minutes after classes are last dismissed in the afternoon."

Teachers and TTOCs are required to report to the school 15 minutes before the first class and to stay for 15 minutes after classes are last dismissed in the afternoon.

(Continued from front page)

My 22-year-old student-teacher-self, standing in awe of my protesting colleagues at the Cloverdale Fairgrounds, could never have imagined that I would have the privilege of making this historical announcement to Surrey teachers. After sharing the news, everything came full-circle when a student teacher identified herself to me and asked me to further explain the significance of this ruling.

For my newer colleagues, I urge you to have conversations with teachers in your schools who taught when we had provisions in place for class size and composition, and when specialist teachers had defined case-loads. It's imperative to understand what we lost in order to appreciate the significance of what we've gained.

As the days unfold, and the BCTF legal team has time to digest the ruling and its ramifications, there will be more information to share. For now, let's be proud of the collective actions we have taken to protest the stripping of our contracts, let's be proud of our BCTF team and the work they have done on our behalf, and let's be proud to be teachers in this province, teachers who have stood up not just for our rights, but for the rights of our students and the supports they deserve!

In solidarity,  
Gioia

2016 Payroll Deductions — What do they mean?				
Items on Pay stub	Compulsory	Cost		Coverage
		Yours	Boards	Special Notes
Income Tax Deduction	Yes	100%	-	Fill out new TD1 Personal Tax Credits Return (Federal) and TD1-BC form no later than seven days after there is a change in your entitlement to personal tax credit amounts.
Employment Insurance	Yes	1.88% up to a maximum of \$955.04	1.4% on your EI premium	EI may be available to Teachers-on-Call, and laid off teachers. See EI REDUCTION below.
Canada Pension Plan	Yes	4.95% up to a maximum of \$2,544.30	4.95% up to a maximum of \$2,544.30	Pension for spouse or orphaned children at death.
Teachers' Pension Plan	Yes	12.5% on the first \$54,900 14% on the remaining salary	12.81% on the first \$54,900 14.31% on the remaining salary	For information contact BCTF or refer to BCTF Members Guide. Watch for RRSF limitations.
PBC-Dental	No	20%	80%	Check to be certain all dependents are on your PBC Dental card. Dual coverage permitted when both teachers are within the same teacher bargaining unit. See Article B.11.3(i) Contact STA Office for information Group #D1570 Pacific Blue Cross: (604) 419-2300 www.pac.bluecross.ca www.bcpseabenefits.ca
PBC-Extended Health Benefits	No	20%	80%	Check to be certain all dependents are on your PBC Extended Health Card. Group #20036 This plan blends with Pharmacare. Pacific Blue Cross: (604) 419-2600
MSP - Health Insurance BC	No	20%	80%	Group #4200366
Great West Life Academic	Yes	20%	80%	Part-time employees are pro-rated. Also available during leave of absence. Changes as a result of earning changes take effect on the February 1 coinciding with or next following the date of the change in earnings. All changes are subject to an actively at work requirement. Group #20414GLA
Voluntary Life Insurance	No	100%	-	This voluntary Life Insurance is also available to spouses.

<b>EI Reduction Taxable Benefits</b>	Yes	See note	See note	This money is remitted directly to the Salary Indemnity Fund at the BCTF and partially funds the SIF. This amount shows up in Box 14 and Box 40 of your T-4 and is taxed when you complete your income tax return. In return, since the money was taxed, Revenue Canada does not tax any money received from the Salary Indemnity Fund.	This rebate exists as the Board would pay 2.562% for Employment Insurance, above, if the BCTF Salary Indemnity Fund and the Paid Sick Leave provisions did not exist. The rebate is 5/12 of the difference. Teachers Teaching-on-Call are not eligible for Salary Indemnity, so they receive the rebate in cash each pay.
<b>BCTF Dues</b>	Yes	Teachers: 1.79% of gross salary TTOCs: 1.3% of gross salary		1.42% to General Operating Fund 0.25% Collective Bargaining Defense Fund 0.03% Public Education Defence Fund 0.03% Provincial Bargaining Fund 0.027% to the W.R. Long International Solidarity Fund 0.027% to Public Education Defense Fund 0.033% to Contingency Fund	Full access to all BCTF work, functions and programmes. Refer to BCTF and STA Policy Book.
<b>STA Dues Professional Dues</b>	Yes	100% (0.62% of gross salary)		Full access to all STA work, functions and programmes. All STA members.	
<b>EFAP Employee &amp; Family Assistance Plan</b>	Yes	20%	80%	EFAP offers confidential professional help for a broad range of personal and employment related problems. Up to 12 counselling hours per year. All Association members and their immediate family members are eligible. Limited coverage for retired members.	Homewood Human Solutions (24/7) 1-800-663-1142
<b>BCTF Salary Indemnity Fund A) Short Term</b>	Yes	0.46% of salary	-	Pays 50% of salary plus the employee's contributions to the Teachers' Pension Plan. Covers the first 120 working days. Benefits are tax free. Not payable during the summer. Apply to BCTF BEFORE you run out of sick leave.	New members and members returning from a long term LOA are not eligible for Long term until they have completed 20 or more days of employment NOT INCLUDING SICK LEAVE. Contact BCTF for further information.
<b>B) Long term</b>	Yes Until factor 88 is reached	1.21% of salary	-	Benefits are 65% of first \$25,000 plus 50% of the next \$40,000 then 40% of the balance. Benefits are tax free and are paid in 12 monthly installments until the member recovers, dies, retires under the Teachers' Pension Plan, reaches the age of 65 or attains age+service=90. Long term disability insurance premium waived while receiving SIF benefits. You receive full pension credit.	You may apply to opt out of the Long Term (increase your take home by 1.2%) at age 64 or upon attaining age+service=88. YOU MUST APPLY BEFORE QUALIFYING AS THIS IS NOT RETROACTIVE. For forms call Income Security at 604-871-2283.
<b>Paid sick leave</b>	-	-	100%	Covers salary and teacher-on-call on days off for illness or injury. Continuing contract teachers have a one time only credit of five sick leave days. Further sick leave will be credited as of the final pay day of each month on the basis of 0.078 sick days for each day worked. (Board actually credits 1.56 days each teaching month.)	It is your responsibility to ensure the correctness of this figure each month. Contact Board Office for information. Teachers Teaching-on-Call: After 20 working days, sick days are credited at .078 for each day worked. (See Article G.20)
<b>RRSP</b>	No	As set up	-	This is a BCTF registered RRSP. The arrangements are established. Enroll in September at the Board - Payroll office.	This must be calculated with your RRSP Contribution Room each year. (received from the Canada Revenue Agency)
<b>Surrey Teachers' Association</b> <b>B. C. Teachers' Federation</b> <b>School District #36(Surrey) Payroll</b> <b>School District #36(Surrey) Human Resources</b>				<b>Phone: 604-594-5353 / 1-800-967-5353</b> <b>Phone: 604-871-2283</b> <b>Phone: 604-595-6115</b> <b>Phone: 604-595-6150</b>	<b>Fax: 604-594-5176 / 1-800-255-5176</b> <b>Fax: 604-871-2290</b> <b>Fax: 604-595-6116</b> <b>Fax: 604-595-6136</b>



**Is your school receiving  
the Monday Memo???**  
**If not, please let us know  
who is a Staff  
Representative  
(604) 594 5353**

**Reconvened Annual General Meeting**  
to adopt the 2015/16 Financial Statement  
followed by **Special General Meeting**  
to adopt resolutions to the BCTF AGM  
**4:00 pm, November 23, 2016**  
**Location: Bombay Banquet Hall, Surrey**

## STA SUNSHINE FUND

The STA rep at the school should forward the following information to Donna Stewart at [sta@surreyteachers.org](mailto:sta@surreyteachers.org).  
Please ensure ALL the information is provided.

THAT the spending guidelines include:

1. Injury at work (hospital stay) –up to \$50;
2. Maternity/paternity– up to \$50;
3. Illness of an active member – extended medical leave (minimum 20 days or longer)
4. Death of an active member – up to \$75;
5. Death of an active member's spouse/child – up to \$50.

Date: \_\_\_\_\_

STA Rep: \_\_\_\_\_

School: \_\_\_\_\_

Recipient's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

**Reason - 1 2 3 4 5**

**Item requested - Flowers / fruit / gift card /  
donation to charity**

## School Union Reps

Please make sure you have the following elected at your school's union meeting:

- Staff Reps
- Pro-D Reps
- Health & Safety Reps
- Staff Committee
- Social Justice Reps

It is important that we have these names to ensure timely communication with members an important function of the STA.

## Child care is available for STARA and General Meetings!

We want our meetings to be accessible to members with children, so we provide childcare on-site starting at 3:30. If you are planning to attend STARA or a General Meeting and would like to access childcare, you must pre-register your children; please contact Donna Stewart at [dstewart@surreyteachers.org](mailto:dstewart@surreyteachers.org) by noon on the Monday before the meeting. Please include your name, and the age of your child(ren). Please note: If you cannot bring your child(ren) to the meeting, you can use your own child care provider and the STA will reimburse you at the BCTF rate (currently \$13/hour).



## Reducing our Footprint



We are sending up to 15 copies of the *STA Advocate* per elementary school and up to 45 per secondary school with no change for learning centres or adult education centres. The PDF version will be circulated via STA Representatives. Please let us know if you require additional or fewer copies.





# Grievance Report



## Job Descriptions

According to our Collective Agreement, job descriptions need to be developed for positions requiring special training or specific experience, as well as for those of associated professionals and teachers non-enrolling in class. At this point, we have a Job Description Handbook that includes forty-two jobs. Job descriptions are developed jointly by the District and the Union. Last year, we had a number of job description meetings and revised two job descriptions - Music Teacher and ABA Behaviour Specialist. This year, the District has requested a revision to the Integration Support Teacher and BASES Teacher job descriptions. This revision involves the renaming of both positions to *Inclusive Education Teacher - Elementary* and *Inclusive Education Teacher - Secondary* respectively. We will be meeting to work on these job descriptions shortly. The District is also planning on revising the job descriptions for District Behaviour Specialist and District Resource Counsellor.

## Middle Years Program at Johnston Heights Letter of Agreement

In September, we signed the MYP IB Letter of Agreement with the District. Initially, the District wanted to create an MYP Teacher job description. Our position was that a job description is not required as MYP teaching pertains to a certain pedagogy and not a subject area.

Key elements of this Agreement include:

There will not be an MYP IB Teacher job description established. Any transfers or internal postings will include a description of the training and certification required within three months of assuming the assignment as well as the District's commitment to reimburse teachers for the cost of such training.

The District agreed to reimburse teachers for the cost of the Category 1 MYP IB workshop that is conducted online for all teachers who assume positions at Johnston Heights Secondary.

Teachers are required to complete the Category 1 training wherever possible before assuming their MYP IB assignment and no later than 3 months after having started in their MYP IB assignment. In Rounds 1 and 2, teachers who currently possess the required IB certification will be shortlisted according to seniority. Other applicants who do not currently have the required certification will also be shortlisted on the basis of seniority and after having confirmed their willingness to become certified within 3 months of starting their MYP assignment.

If after Rounds 1 and 2 there is not a certified MYP IB - trained teacher or one who is willing to be certified (within 3 months) to assume an available MYP IB teaching assignment at Johnston Heights Secondary, the District will place teachers without the certification into available MYP assignments. Said teacher(s) will be required to successfully complete the subject specific Category 1 (online) Workshop wherever possible before assuming their MYP assignment and no later than 3 months after having started their MYP assignment.

## TTOCs on Contract

As of September 2014, TTOCs who are awarded a contract and have TTOC days are able to add the TTOC days to the contract months to advance up the salary grid. The TTOC days are divided by 17 (170 days for a TTOC to receive an increase) to determine the equivalent months of work. These months are added to the months the TTOC has worked under contract. When the total is 10 months or more, the increase will be processed either the following September 1 or January 1. For example if a TTOC has worked 86 days by June 30 and received a contract September 1 of 1.0 FTE, by December 31, the teacher should have 9 months.

**NOTE:** Once during the teacher's career with the Surrey district, payroll will add 2 months to the contract months. This is usually done in the first year of a contract.

**If you believe your TTOC days and your contract months will equal 10 months by December 31, you will need to submit the necessary document to payroll by November 15.** If you miss that deadline, you will have to wait until the following September to receive your increase. The teacher is required to advise Payroll in writing that they would like their TTOC days and contract months combined.

**As this can be somewhat confusing, please contact the STA if you have any questions:**

*Sue Heuman*  
*Joanna Cerazy*  
*Kristine Olsen*

[grieve@surreyteachers.org](mailto:grieve@surreyteachers.org)  
[grv-spt@surreyteachers.org](mailto:grv-spt@surreyteachers.org)  
[grv-hs@surreyteachers.org](mailto:grv-hs@surreyteachers.org)

604-592-8397  
604-592-8390  
604-592-8391

# Mentorship



## Teacher Mentorship Program

Co-sponsored by the Surrey Teachers' Association and School District 36 [www.mentor36.com](http://www.mentor36.com)

Are you a teachers new to the profession, role and community? Are you looking for a place to ask questions, develop relationships and inquire into your practice with mentor support?

Established teachers, are you interested in joining a team of teacher leaders focused on supporting those new to our profession? Come delve into your practice in a supportive and collaborative learning community.



The revised mentorship program matches teams of mentors with small cohorts of new teachers grouped according to prior relationships, proximity, similar teaching loads and area of interests. Release time will be provided for cohorts to meet and to explore practice through opportunities such as lesson study and observation. There will be space for flexibility and responsiveness according to each cohort's unique composition and learner needs. Cohorts will have the option of continuing to work together for a second year.

Each cohort approximately 4-8 teachers will be led by a team of ideally three mentors who in turn will work directly with the Mentorship Helping Teacher and design team. Release time will be provided for mentors to develop skills specific to mentorship and leadership that will transfer to other contexts. As well, mentors will have support and time to collaboratively design their cohort learning sessions.

If you are interested in joining our community of learners as either a mentor or a teacher new to professional, role or community, please contact the Mentorship Helping Teacher Devon Stokes-Bennett [stokes\\_d@surreyschools.ca](mailto:stokes_d@surreyschools.ca).

## Pro-D Reps and Pro-D Committees

Each year, the teaching staff at each school should elect their pro-d rep and organize a pro-d committee. The Pro-D Rep serves as the chair of the committee, and is responsible for administering the pro-d funds at the school. The pro-d committee plans and organizes teacher-directed professional development activities for pro-d days. Administrators sometimes join pro-d committees, but the pro-d committee needs to ensure that all activities on pro-d days (with the exception of the one admin-directed non-instructional day per year) are teacher-directed, that is, they arise from the professional interests of teachers. Administrators do not have a say in the use of our professional development funds.

## Professional Development Funding

Teachers can apply for pro-d funding to cover some or all of the costs related to pro-d activities. The funds you may be eligible to apply for are:

### Consolidated Fund

Teachers can apply for up to \$350 every two years. Download the form and information at <http://www.surreyteachers.org/publications-resources/forms/>

### TTOC Pro-d Fund

TTOCs can apply for up to \$150 Pro-d funding. Download the form at the above link.

### Special Projects Fund

This fund is designed for groups of teachers to work collaboratively on a professional development activity on a regular teaching day. The fund is designed to provide one release day and some additional money if a resource is required. Some teachers use this fund to do a book study with a small group, or participate in reciprocal teaching. Go to the link above for more information.



# SUPPORTING TEACHERS THROUGH...

## Peer Support Service

This is a joint initiative between the STA and the Surrey school district. It is based upon the successful BCTF model and is designed to provide direct support to struggling teachers who request assistance with their teaching (self-referral) or to teachers who are on plans of assistance. The mandate is to provide training for the Peer Consultants and support services for teachers. Peer support is about teachers helping teachers with an aspect of their professional work.

We try to match teachers with consultants who have taught similar grades or courses. Participation in PSS is voluntary. All information is kept confidential. The service offers you non-judgemental, and non-evaluative opportunities to reflect upon your growth towards goals you set

If you can identify an area of your teaching practice that you would like to refine or improve, **PEER SUPPORT CAN BENEFIT YOU!**

A self-referral forms and information is available at [www.surreyteachers.org](http://www.surreyteachers.org) or contact **Anne McNamee, STA Professional Issues Officer**.



## STA Mediation Service

A voluntary and confidential service provided to STA members to mediate disputes between colleagues and co-workers.

- Experiencing conflict at work?
- Are you having a difficult time working with a colleague?
- Are you having trouble communicating in your professional life? Are you feeling frustrated, vulnerable, or attacked?
- Is a working relationship breaking down?



**The STA Mediation Service may be able to help.**

### *What is Mediation?*

Mediation is a carefully designed process that brings people together in conversations, with trained mediators present, to help them reach a resolution to a dispute.

### *Who uses this service?*

This service is available to any Surrey Teachers' Association member who needs to resolve a dispute with another staff member (STA or CUPE) who is willing to participate in the mediation process.

### *Who provides the service?*

The mediation team is a voluntary, diverse group of your colleagues trained in mediation skills and dispute resolution processes. Where a dispute involves STA and CUPE members, a joint team will facilitate the mediation.

### **Mediation Services are:**



- |                |                            |
|----------------|----------------------------|
| • Free         | • Non-threatening and fair |
| • Timely       | • Neutral and unbiased     |
| • Confidential | • Private                  |
| • Voluntary    |                            |

**In mediation, "the process" is managed by the mediators; the content and resolution are the responsibility of the parties.**

### *How to Access the Service*

Individual teachers may obtain the services of the STA mediation Service. For more information about the Mediation Service, please phone the Surrey Teachers' Association office at 604-594-5353. If mediation is an appropriate process for the issues involved, a mediator will confidentially contact those involved to arrange for a convenient time and location to meet.

# Surrey Teachers' Association—November and December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	31 <b>NOVEMBER</b> 8:45 Rookie Staff Rep. Training 4:00-6:00 STA Executive Committee	1 9:00-12:00 Mentorship Meeting	2 8:45 Pro-D Rep Training	3 <b>Non Instructional Day</b> BCTF Rep. Assembly	4 BCTF Rep. Assembly	5
6	7 4:00-6:00 STA Executive Committee	8	9	10 <b>Non Instructional Day</b>	11  REMEMBRANCE DAY	12
13	14 4:00-6:00 STA Executive and Committee Chairs Liaison Meeting	15	16	17 4:00-5:30 Status of Women Wellness Event Eaglequest <b>BCTF FLI November 17th to November 19th</b>	18	19
20 4:00-6:00 STA Aboriginal Education Committee	21	22 4:00-6:00 STA Executive Committee	23 4:00-6:00 STA General Meeting Bombay Banquet Hall	24	25	26
27	28 <b>BC FED CONVENTION November 28th to December 2nd</b>	29	30	1 <b>DECEMBER</b>	2	3
4 3:30-5:30 STA LGBTQ Committee 4:00-5:30 STA Pro D Committee	5	6	7 3:30-5:30 STA Grievance Committee	8	9	10
11	12	13 4:00-6:00 STA Executive Committee	14 STARA Meeting Eaglequest 4:00pm-6pm	15	16 School Closes For Winter Break 	17
18	19	20	21	22	23	24 Happy Hanukkah 
25 	26	27	28	27	28	29