

LETTER OF AGREEMENT
between
SCHOOL DISTRICT NO. 36 (SURREY)
and
SURREY TEACHERS' ASSOCIATION

Re: Investigations

The parties recognize that it is in their mutual best interest to solve potential disciplinary issues at the lowest level possible, thereby minimizing the disruption to employees, administrative officers and schools.

Given

- The STA members rights to representation as per Article 5
 - The recognition by the parties that there are situations where it is legitimate for the Board to discipline teachers
 - That as teachers are trained professionals, the disciplining of teachers is a relatively rare occurrence
 - That serious allegations which would almost certainly lead to disciplinary actions being taken, would generally require the issuance of a letter of investigation as per Article 56.20
- and
- That there may be appropriate alternatives to disciplinary action that would effect a desirable behavioral change while maintaining the professional dignity and reputation of the teacher, the administrative officer may choose to follow a non-disciplinary process.

Therefore without prejudice to their respective positions, the parties agree to the procedural guidelines outlined below

- If the administrative officer feels that a situation may best be resolved by clarifying the concerns or allegations, the teacher and an appropriate STA representative may meet with the administrative officer to discuss the situation without the issuance of the investigative letter.


- This meeting may result in the immediate resolution of the situation.
- This meeting may result in the administrative officer offering advice and suggestions to the teacher
- This meeting may result in an agreed upon course of action such as mediation, in-service, counseling, leave of absence, transfer, etc.

- However, if during the course of the meeting, the administrative officer feels that the matter should be addressed as part of the disciplinary process, then the meeting will be adjourned immediately and reconvened as per Article 56.21. Under these conditions this initial meeting would not be viewed by either party as a breach of the disciplinary process.
- Investigative letters issued under Article 56.23 will be retained in a separate file at Human Resources unless the investigation results in disciplinary action being taken in which case all correspondence will be entered into the employee's personnel file.
- Letters of expectation are not considered to be disciplinary and will not be retained in the employee's personnel file.
- The enclosed flow chart is intended to be a guide for the management of potential disciplinary situations.


Upon giving 60 days notice, either party may choose to withdraw from this agreement. The agreement is in effect for the 2001/2002 school year and will be reviewed by the parties on or about February 1st, 2002. This document will not be used or referred to in any other forum save and except for the enforcement of this agreement.

This settlement is without prejudice and will not be referred to or relied upon by any party, in any subsequent proceedings.

Signed this 27 day of JUNE, 2001 in Surrey, B.C.



 For the Board



 For the Association

Agree/