

MEMORANDUM

TO: PRINCIPALS AND STAFF REPS

FROM: SURREY TEACHERS ASSOCIATION & SURREY SCHOOL DISTRICT

DATE: April 27, 2009

SUBJECT: SUMMER PROFESSIONAL DEVELOPMENT VOTES

The terms and conditions of the Summer Professional Development agreement continue to apply.

However, it has come to our attention that there are differing practices around the district regarding eligibility and timing of summer pro-d votes. The parties therefore have agreed on a protocol to address areas of the summer pro-d agreement that require further clarification. We hope this will make the process more clear to all principals and STA members and minimize disputes.

We are aware that the advice below may differ from previous communications from both offices. We apologize for this inconvenience.

Voter Eligibility:

All STA members who expect to be assigned to the school and whose work schedule will be impacted by the proposal are eligible to vote. This includes:

Full time continuing teachers

Part time continuing teachers

District based teachers who normally teach at the school on the affected day(s)

Job share partners depending on their submitted schedule and the number of dates affected (in other words either or both may vote depending on the proposal.)

People who successfully transfer before the vote

Notification:

All of the eligible voters must be notified of the vote as per the agreement. This is especially important for teachers on leave, itinerant teachers, and new transfers who may be affected.

Vote Count:

The vote will be tallied as follows:

#of votes in favour
of eligible voters

This means that abstentions are counted as votes against.

Conduct of the Vote:

The vote will be held at a staff meeting which means a meeting between the Principal and STA members. The vote does not have to be at the regular staff meeting, it could be at another time agreed to by the STA reps and the Principal. The timing of the meeting should consider the schedules of all teachers eligible to vote (for example, part timers and those on leave) as much as possible, as well as travel time for those who have newly transferred.

The vote will be by secret ballot. There will be no email or proxy votes permitted.