

# Monday Memo

## Recognition of Aboriginal Territory

The STA acknowledges that we work on the traditional and unceded territories of the Kwantlen, Katzie, Semiahmoo, and Qayqayt First Nations. We thank them for allowing us to work on this territory.

## Upcoming Dates

### SEPTEMBER

24 Professional Development Day

25-27 [Pro-D Rep Training](#)

26 Special General Meeting  
STARA Meeting

28 [Rookie Staff Rep Training](#)

29 Cross Border Conference 2019  
Planning Meeting

30 Orange Shirt Day

### OCTOBER

1 [Rookie Staff Rep Training](#)

2-4 [Staff Rep Training](#)

5 World Teachers' Day

8 Thanksgiving Day

9-11 [Staff Rep Training](#)

12-13 BCTF Fall Zone Meetings

## 2018 School Trustee Elections

Teachers will endorse candidates this Wednesday, September 26

Early voting dates vary by city

Surrey: October 6, 10, 11, 13

Election Day is October 20

[www.surreyteachers.org/electingourbosses](http://www.surreyteachers.org/electingourbosses)



I TEACH.  
I VOTE.

## Get to Know Surrey's Candidates for School Trustee

The Political Action/Public Relations Committee has been hard at work to help teachers participate in the upcoming Municipal Elections. We extended an offer to the school trustee candidates and conducted 18 [interviews](#) to find out their position on issues important to teachers. After many hours of work by the PAPR committee members, these interviews have been summarized for your reading pleasure and are attached in a separate document. This will be a topic of discussion at the Special General Meeting, where teachers will have the opportunity to vote to endorse trustees in the upcoming election. Get involved and make sure you vote! This is our opportunity to elect our bosses for the next 4 years who will be responsible for advocating for Surrey while our upcoming contract is bargained.

## Student Vote - You could WIN!

Have you registered your class for Student Vote yet? Not only does Student Vote makes it EASY to teach about government with their detailed lesson plans, but they also make it FUN, and the students get really into it! For those who don't know, Student Vote coincides with government elections, students learn about government and the electoral process, research the parties and platforms, discuss relevant issues and cast ballots for the official election candidates. With the upcoming municipal elections coming October 20, now is the time to register. Oh, and it's FREE!

To register your class, go to [studentvote.ca](http://studentvote.ca).

Upload a photo or video of you using Student Vote in action either to our Facebook group or via email [communications@surreyteachers.org](mailto:communications@surreyteachers.org) and you will be entered into our draw for a \$100 gift card to a bookstore!

## FSA's

By now, many of our Grades 4 and 7 teachers have been approached about Foundation Skills Assessment tests (FSA), or will be approached soon. The provincial government has been administering the FSAs to all students in Grades 4 and 7 since 2000. The BCTF's stance on this test is that it does not help students learn or teachers teach. It takes valuable time and much needed resources away from the classroom learning and undermines the ability to provide meaningful learning experiences for all students. The FSA results are misused by a private organization to rank schools based on a very narrow measure. The tests do not result in any additional funding or support for students. FSA withdrawal letters and information for parents will be sent soon to your school via courier, and can also be viewed on the [BCTF](#) website.

# STAFF REP TRAINING 2018

## ROOKIE STAFF REPS

For all NEW (or almost new) Staff Reps.  
Please register for your first staff rep training!

Pick ONE of the following dates to attend

**SEPTEMBER 28TH • OCTOBER 1ST**

**REGISTER**

<https://rookie-training-2018.eventbrite.ca>



## FEATURED WORKSHOP

### Role and Function of the Staff Rep

- Learn about your role + functions
- Find out how the STA will support you
- Get familiar with our collective agreement
- Lots of time for questions and discussions

**STA OFFICE (#201, 9030 KING GEORGE BLVD) • 8:30 AM - 3:00 PM • LUNCH & SNACKS PROVIDED**

## ALL STAFF REPS

Pick ONE of the following dates to attend

**OCTOBER 2ND • 3RD • 4TH  
9TH • 10TH • 11TH**

If you registered to attend the rookie session, you should ALSO register and attend one of these dates.

**REGISTER**

<https://staffrep-training-2018.eventbrite.ca>



## FEATURED WORKSHOP

### Ways To Approach Conflict And Difficult Conversations At Work 101

This 5-hour workshop will examine how we can all improve our communication skills by paying attention to our conversations, and in turn help us enhance our work with colleagues, students, and parents.

- We will explore how we can change the way we talk so that we can change the way we work together.
- To enhance our collaborative work.
- To develop skills such as active listening, self regulation and reflective thinking.

## Call For Resolutions

What is a resolution? For many of us, our only experience with resolutions has been the good intentions we have on New Year's Day! However, a good resolution can have a big impact on union procedures or government policies. Many items in the BCTF Members' Guide, from professional issues to health and safety standards, started off as someone's idea to improve something. If you have spent time ruminating about an issue (e.g. professional development, social justice, privatization and commercialization, pensions, teachers teaching on call, or the health, welfare, and safety of teachers), you might consider submitting a resolution to the STA Resolutions Committee via courier #000, fax at 604-594-5176, or email me, Jatinder Bir at [2vp@surreyteachers.org](mailto:2vp@surreyteachers.org). I am the lead for our AGM delegation in March, and will be handling our submission process for Resolutions. It is always great to hear ideas from teachers!

## The Struggle is Real: Volunteer as a Peer Support Consultant

Teaching is a very high stress profession and many teachers may end up struggling and needing support, whether it be due to teaching a new grade or subject, teaching challenging students, or personal physical and mental health issues. There is help available for those who feel they need the extra support through the [Peer Support Program](#), a joint initiative between the STA and the Surrey School District.

The STA is currently looking for teachers who are interested in volunteering with the Peer Support Program. Responsibilities include providing direct support to teachers, participating in the development of plans-of-assistance, and training for peer consultants. Release time and out-of-pocket expenses for work and training will be provided.

Please return your completed [application](#) to the STA office by Monday, October 1.

Feel free to contact Christie Weigel at [services@surreyteachers.org](mailto:services@surreyteachers.org) or phone (604) 592-8396 should you have any questions.

**SAVE THE DATE**



We will be celebrating World Teachers' Day on Friday, October 5 this year! That's right, it's on a FriYAY this year! Just like previous years, we will be hosting the celebration at various pubs throughout Surrey, where we will be providing yummy appetizers and treating you to your first drink. There will also be prizes and giveaways! So clear your calendars and stay tuned to next week's Monday Memo (as well as our Facebook group) for more details and registration.

# JOIN US THIS WEDNESDAY!



surrey teachers' association

## SPECIAL GENERAL MEETING

STARA Meeting to follow

September 26 • 4:00 pm

Bombay Banquet Hall  
(7475 135 St, Surrey)

DELICIOUS  
DINNER  
PROVIDED

### Opportunity for Leadership: Vacant Position on STA Executive

On Wednesday, September 26, there will be an election for Local Representative to the BCTF (LR). LRs make up part of our Executive Committee (EC), which has the overall responsibility for the running of the Federation. The EC meets every second Tuesday, with additional meetings as necessary, and LRs must attend three BCTF Representative Assemblies (November 2-3, February 1-2, and May 31-June 1), The BCTF Annual General Meeting (March 16-19 in Victoria) and our STARA and SGM meetings (monthly, on Wednesdays). If this leadership opportunity sounds like something you would be interested in, then please come to our Special General Meeting on Wednesday, September 26 and nominate yourself from the floor!

Please find the attached candidates' statements for those who have submitted in advance.

### Join a Committee!

Have you ever attended an STA Wellness Event? Or sent your students to the STA Grade 7 Girls' Leadership Conference? Did you attend our STA National Indigenous Peoples Day Celebration? Or how about the STA Convention? If you said yes to any of those, then you are aware first hand of the value of our STA committees as they help to organize many events for the benefit of our members and students. These committees count on members like you to join and help to plan and organize all of our amazing events. Please raise your hand and join one of our committees at our next elections, taking place at the SGM on Wednesday, September 26.

Please read the attached "snapshots" of what our committees are currently working on.

### BCTF Bargaining Conference: Delegates Needed!

One of the major advantages of being part of a union is our collective bargaining power when negotiating with our employers. A lot of the items in our collective agreement, including our salary, benefits, employment rights, working conditions, and leaves of absences, have been bargained for by teachers in the past - teachers just like you and me. If you think you would like to be part of the discussion and have a say on our bargaining objectives, and would like to attend the BCTF Bargaining Conference on October 26-27, then please come to our Special General Meeting on Wednesday, September 26, and nominate yourself to be elected as a delegate.

### Mentorship Advisory Team



The STA Executive will appoint up to 2 teachers to the joint STA/SD36 Mentorship Advisory Team. The Team will be made up of an equal number of STA and District appointees, and will work with the Mentorship Helping Teacher to design the Mentorship program, and guide its operation. Release time will be provided as needed for the committee to do its work. It is very important to have teachers who have participated in mentorship, either as a mentee or a mentor, on this committee.

If you are interested in this opportunity, please return the completed [CV form](#) to the STA office by September 30.

Please contact Christie Weigel at [services@surreyteachers.org](mailto:services@surreyteachers.org) if you have any questions or need more information.

## Pro-D Opportunities

### Pro-D Rep Training

Thank you to reps who have come out to our Pro-D Rep training so far! Your dedication and hard-work are vital to our schools and our union, supporting the professional learning and autonomy of our colleagues.

### Every Teacher needs a PSA #PSAday

Provincial Specialist Associations (PSAs) are a way for members to exchange ideas on research, teaching strategies, curriculum development, and other shared interests. This year's upcoming [PSA day](#) is on Friday, October 19. Make sure you sign up early to save a spot! You can use either your Individual Professional Development Funds or Consolidated Professional Development Funds to pay for these conferences.

### Individual Professional Development Funds

Each school site is allocated \$97.50 per FTE in the school. Once your Pro-D Rep has attended the training here at the STA, they will hold a vote for staff to choose how that funding will be disbursed to individual members. To access Individual Professional Development Funds, members should fill out an Individual Pro-D Funding Application and have it approved by the school's Pro-D Rep. Once the event has been attended, members should send the approved form (with original receipts attached) to the STA for reimbursement. Applications can be downloaded from the [STA website](#).

### Consolidated Professional Development Funds

All STA members are entitled to apply for Consolidated Professional Development funds. A maximum of \$450.00 will be available to members on a first come, first serve basis, for a single specific event once every two years. Applications for Consolidated Funds must be pre-approved by the STA Professional Development Officer and applicants are notified by email to let them know if their request has/had not been approved (pending availability of funds at the time). Applications can be downloaded from the [STA website](#).

### BCTF Teacher Inquiry Program

Do you and some of your colleagues have burning questions about how to improve your teaching practice? If you do, you may want to apply to the BCTF Teacher Inquiry Program. The program offers up to 18 joint BCTF/Local/District Teacher Inquiry grants each year. If you and a group of colleagues wish to apply, please submit your application to June James pd@surreyteachers.org by Monday, October 1, 2018.

## Did you hurt yourself at work?

All teachers are covered by WorkSafe BC for injuries incurred in your regular work at school. TTOCs and part time teachers are also part of that coverage. If you are hurt at work, either through something you did, i.e. falling down the stairs, or through the actions of another, a student or colleague, you should be reporting the injury.

**Note:** if you have received a threat from a student, colleague, parent, etc, this could be considered an injury. Threats should be taken seriously and administration advised of the nature of the threat. It may involve contacting Safe Schools, RCMP, etc.

#### If you are injured:

The first step is to report to your school First Aid Attendant and have the injury recorded in the First Aid Register. Record any witnesses to the accident. You should then complete the WorkSafeBC Form 6A. A copy goes to your administrator and you keep a copy. If you believe that you will be off work, contact WorkSafe Teleclaim and actually make a claim. You can do this part the next day.

**Remember,** some injuries take a while to begin hurting, swelling or bruising. It is important to follow the process so that any injury can be investigated by the Health and Safety Committee and steps taken to perhaps correct what caused the injury.

All employees have a responsibility to report hazardous situations that may cause injury to the employer. The employer has a responsibility to ensure that the workplace is hazard free.

## Every Child Matters! #OrangeShirtDay



[Orange Shirt Day](#) is this week!

Congratulations to those members who have been drawn to win an Orange Shirt. The shirts will be coming to your school via the courier this week. We encourage everyone to wear an orange shirt this Friday in honour of residential school survivors and in the spirit of reconciliation.

How is your school commemorating Orange Shirt Day this Friday? We would love to hear how you and your school has decided to teach and honour this day, whether it be an individual classroom activity or a school wide event. Please share some of your ideas and photos with us via [communications@surreyteachers.org](mailto:communications@surreyteachers.org), as we would love to feature you in a future STA Advocate.



**MOOSE HIDE  
CAMPAIGN**  
**CAMPAIGNE  
MOOSE HIDE**

The [Moose Hide Campaign](#) is a grassroots movement of Indigenous and non-Indigenous men and boys who are standing up against violence towards women and children. Wearing the moose hide signifies your commitment to honour, respect, and protect the women and children in your life and to work together to end violence against women and children. If you would like to support and show solidarity for the Moose Hide Campaign, please send your name and school to [sta@surreyteachers.org](mailto:sta@surreyteachers.org) and we will send out a pin via the courier.

## What is in my file with the District?

Clause of the Week: Article A.31

### ARTICLE A.31 ACCESS TO PERSONNEL FILE

A.31.1 There shall be only one (1) personnel file maintained at the school district office for each Surrey Teachers' Association member. This file will contain only such material as is factual and relevant to the Surrey Teachers' Association member's employment.

A.31.2 Upon application to the Human Resources Department, a representative of the Surrey Teachers' Association, duly authorized in writing by the President or designate, and the Surrey Teachers' Association member concerned, will be permitted, at a mutually convenient time, to inspect the personnel file of the teacher concerned.

A.31.3 A Surrey Teachers' Association member who disagrees with a document in his/her personnel file may advise the Human Resources Department, in writing, of the disputed item and any such response will be entered in the Surrey Teachers' Association member's file.

A.31.4 In the event that material which is not factual and/or relevant to the employment of the Surrey Teachers' Association member is found in the file, it shall be removed by the Board forthwith.

A.31.5 On written request from the employee, a letter of discipline will be removed from the employee's personnel file five (5) years from the date of such letter, provided that during the five (5) year period the employee was not in receipt of a further letter of discipline.

These provisions determine what your personnel file can contain, how you can review it, and what to do if you disagree with it. Article A.31.5 (known as a "sunset clause"), came from our last round of local bargaining. If you have received a letter of discipline, then if you have not received another for another five years, you can get the letter removed from the file. However, this will not happen automatically; rather, you must request it in writing.

If you wish to inspect your personnel file, please contact the STA office for assistance.

## Shout Out!

We are so proud to be Surrey Teachers and we know there are amazing things happening around the district that we would love to hear about. In the spirit of acts of kindness, we would love for our members to send us a "shout out" about a colleague who inspires you and who you think deserves recognition, whether it is for their kindness, a great resource they shared recently, or an awesome lesson they teach.

### This week's shout out from Suzanna Wright to all union reps!



**Suzanna Wright** is 😊 feeling grateful.

September 7 at 6:05 PM

Happy Belated Labour Day to our amazing union reps. WOW! Every day you go above and beyond to make sure that the teachers in our district are heard and taken care of. You give us confidence and strength to do our jobs courageously. You stand up for us and have difficult conversations on our behalf. You energize us.

Thank you.

Thank you Suzanna, you are now entered into our monthly draw for a \$25 Indigo! gift certificate. Please submit your "shout outs" to Angela via [communications@surreyteachers.org](mailto:communications@surreyteachers.org) to spread the kindness around our local and for your chance to win a gift card too!



## Update Contact Information

Have you moved recently? Does the BCTF have your current, up-to-date, contact information? Please double check that everything is correct to ensure you're receiving any important communications. Many PSAs and local Associations use the BCTF membership database to send out information to members. Don't miss out - [update your information](#) today!

## REACH OUT!

Reach us by phone at 604-594-5353 or via email at [sta@surreyteachers.org](mailto:sta@surreyteachers.org).

Please do not hesitate to contact the STA office whenever you have a question or concern. We cannot emphasize enough the importance of getting advice from your Union on any employment related issue, even if it's only to confirm information you've received from another source.