

Union Response to B.P. #15

Agreed-to Language

BP 15 – August 24, 2016

- 13.01 **Prior to the beginning of the assignment**, the Board shall provide the following in-school information to Occasional Teachers:
- a) the timetable for the Occasional Teacher, including any on-call and supervisory duties for which the absent Teacher ~~WOULD~~ could have been responsible,
 - b) a schedule identifying period changes for the assigned day(s),
 - c) an up-to-date class list,
 - d) a current seating plan with student photographs, where possible,
 - e) written procedures of the school,
 - f) written information in school emergency procedures, including lock down procedures
 - g) effective January 1, 2017 keys for appropriate classrooms and washrooms,
 - h) **Specific location for easy access to student safety plans, which include known triggers, for students with whom the Occasional Teacher would be directly working**
 - i) **Specific location for easy access to information about students with known life-threatening health issues with whom the Occasional Teacher would be directly working**
 - j) lesson plan(s) from the absent teacher, where possible; **if not possible, Administration will assist in providing a lesson plan as soon as possible.**
-

Letter of Understanding Employee and Family Assistance Program (EFAP) (not appended to the collective agreement)

At no cost to the Members, the Board shall continue to be responsible for:

- a) Providing access to the EFAP for all Secondary Occasional Teachers employed by the Board;
 - b) Paying for the EFAP; and,
 - c) Administering the EFAP.
-

ARTICLE 9 – COLLECTIVE AGREEMENT COPIES

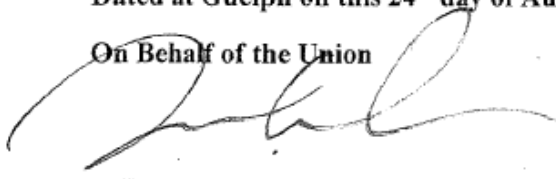
- 9.02 The Board shall **provide notification via email or hard copy of the location of the Collective Agreement on the Board's intranet (currently UGshare)** to new hires to the Occasional Teacher **Roster** within 30 (thirty) days of being added to the **roster**.
- 9.03 Within 60 calendar days of ~~ratification~~ **finalization** of the agreement by both parties, the Board shall **provide notification via email or hard copy of the location of the Collective Agreement** to each member of the bargaining unit and to all secondary school principals and vice-principals.
- 9.04 New long term occasional teachers (**not on the roster**) who accept teaching assignments shall be **provided notification via email or hard copy of the location of the Collective Agreement** within 30 (thirty) days of their teaching assignment.

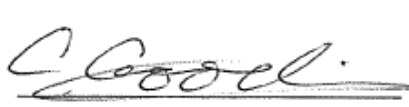
The names of these new members of the Bargaining Unit shall be submitted to the bargaining unit on a monthly basis by the last working day of each month.

- 14.08 When inclement weather makes travel too dangerous to reach any board school, the Occasional Teacher shall notify the school by phone where they accepted the original assignment of the circumstances. **The Principal or designate will determine whether the job needs to be posted into the Board's electronic call-out system.**

Dated at Guelph on this 24th day of August 2016.

On Behalf of the Union





On Behalf of the Board

