

## Memo #23

Date: January 27, 2017

To: Executive/Members

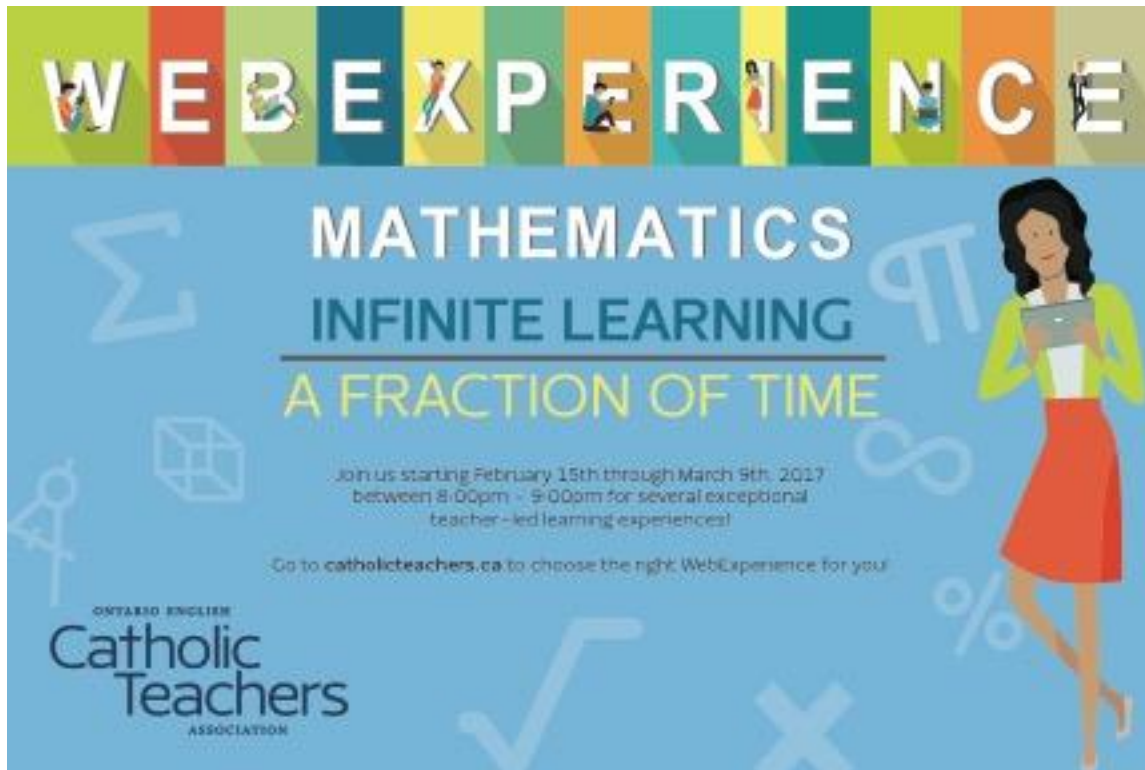
Re: **Pay Increase; OECTA Math Experience – Webinar; Balanced Day Process**

### Pay Increase

Per our Collective Agreement – Central Terms – on the 98<sup>th</sup> day of the 2016/17 school year, a further increase of 0.5% shall be applied to salary grids, wage schedules and to position of responsibility allowances.

This will occur on our February 16<sup>th</sup> pay. Please check your paystub to verify.

### OECTA Math Experience



### Balanced Day Process

As we start the new year, I have received some questions around the Balanced Day Process –how to go about entering a Balanced Day or how to change or exit from an existing Balanced Day Schedule.

The following points and dates may prove worthwhile if this is something you and your staff have been discussing. The full text can be found in our Collective Agreement – page 111 and 112.

The following process will occur if a school is considering the **implementation of, change of, or exit Balanced School Day schedule**:

- a. The schools will establish a Balanced School Day Committee comprised of the Principal or Vice Principal, School OECTA Representative and Teacher Representatives

*It is best to have a discussion with your administration and OECTA Rep around establishing the committee, seeing as they will be part of it.*

*Committee meetings are used to discuss the pros and cons of implementing, changing or exiting a Balanced School Day Schedule.*

*At the meetings – if implementing a Balanced School Day Schedule – the exact time blocks need to be established before a vote. When teachers are voting, they need to know what the proposed Balanced School Day Schedule will look like.*

*If moving out of a Balanced School Day Schedule, there is no need to provide a schedule, because a Traditional Day Schedule is determined by administration.*

- b. The School Superintendent will be informed of this step who will then inform the LBU President.

*Once an individual – teacher or principal – brings up the topic, and a committee is established, the principal shall notify the Superintendent that process has begun.*

- c. There will be an opportunity for full discussion and consultation by the teaching staff during a scheduled meeting comprised of the school administrative team, the teaching staff and an O.E.C.T.A. Elementary president or designate.

*This occurs on the day of the vote.*

- d. After the consultation process, a vote by secret ballot of the teaching staff shall be conducted by the O.E.C.T.A. Association Representative and the Principal, **no later than April 15**. If 2/3 (two-thirds) of the teaching staff chooses to adopt, change, or exit from a Balanced School Day, the principal shall proceed with implementation in accordance with the Board's direction. If 2/3 (two-thirds) is not achieved, the proposed change will not be implemented.

*Please note that it is 2/3 of the teaching staff that votes. No proxy voting will be excepted.*

*Please book myself or Shannon McGlynn in advance, as in the past the dates approaching April 15<sup>th</sup> can fill up quickly.*

**If you have any concerns, please contact the Unit office at 705-733-9625 or 1 800 558 4815  
Thank you for sharing this information with OECTA members.**