



# THE DISPATCH

SPRING 2023

For questions, please call the office at **(416) 227-1866**

## LOCAL CONTACT INFORMATION



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## 2023 EXECUTIVE ELECTIONS & ALL-CANDIDATES MEETINGS

As per the Constitution, the voting for the **2023 Executive Elections** will take place during Session 1 of the Local's Annual Meeting on **May 25th, 2023**.

### Section 3 – Election Procedures

**1.9.3.1** All elections of the Executive shall be conducted at the Local Annual Meeting.

**2.9.3.2** Candidates for the Executive shall be introduced to the membership at the Winter General Meeting and the Local Annual Meeting and shall be provided with the opportunity to address the members at both meetings.



The candidates' profile booklet is enclosed in the Newsletter mailing and posted on the website.

On **Tuesday, April 4th and Wednesday, April 26th**, the Local Elections Committee will host evening **All-Candidates Meetings (via ZOOM)** for the membership to question candidates. Details for these meetings will be sent out by email and posted on the website.





## MAY ANNUAL MEETING IN TWO SESSIONS

### Session 1 Executive Elections:

 Thursday, May 25, 2023,  
 from 5:00pm - 8:45pm

### Session 2 Business:

 Wednesday, May 31, 2023,  
 from 5:00 - 8:45pm

Amendments must be submitted to the Parliamentarian by email at [TorontoOTConstitution@gmail.com](mailto:TorontoOTConstitution@gmail.com) by **Tuesday, April 25th at 4:00pm**. The Amendments to the Local Constitution and By-Laws Form is posted on the home page of the website.

Location details and agenda will be posted on the website and emailed out to members in April 2023.



## RISE IN MEMBER ALLEGATIONS

The local is experiencing a concerning rise in member allegations under the following two categories: Abuse and Neglect of Student (PR560) and Workplace Harassment and Human Rights (PR515). Allegations of this nature can result in a letter of discipline in a member's personnel file and a report of the conduct made to the Ontario College of Teachers.

**Occasional Teachers are required to review and be familiar with the following TDSB policies:**

### **P045 Dealing with Abuse and Neglect of Students**

#### **Objective:**

- ▶ **1.1** To provide a safe, nurturing, positive, and respectful learning environment focused on preventing abuse and neglect for all students.
- ▶ **1.2** To educate students about abuse and neglect.
- ▶ **1.3** To train employees about abuse and neglect.
- ▶ **1.4** To inform volunteers working with students about their legal duty to report abuse and neglect - suspected, witnessed and/or disclosed.  
<https://ppf.tdsb.on.ca/uploads/files/live/100/207.pdf>

### **Procedure PR560 - Abuse and Neglect of Students**

**Objective:** To provide guidelines for dealing with incidents of suspected abuse or neglect of students.

<https://ppf.tdsb.on.ca/uploads/files/live/97/281.pdf>

### **Policy P031 Human Rights**

**Objective:** To protect, promote and advance the human rights of all TDSB members to learn, function and work in an equitable, accessible, respectful, and inclusive environment free of discrimination and harassment on the basis of the protected grounds of discrimination specified in this Policy and protected under the Ontario Human Rights Code.

<https://ppf.tdsb.on.ca/uploads/files/live/53/195.pdf>

### **PR515 Workplace Harassment and Human Rights**

**Objective:** To provide information and instruction, regarding the process for how to effectively prevent and, where necessary, address harassment and unlawful discrimination.

<https://www.tdsb.on.ca/About-Us/Detail/docId/238>

### **Procedure PR585 - Board Code of Conduct**

**Objective:** To establish a Code of Conduct for students, employees, parents, permit holders and community members in accordance with the Education Act.

<https://ppf.tdsb.on.ca/uploads/files/live/98/1714.pdf>

### **Ontario College of Teachers - Documents:**

**OCT Standards of Practice:** <https://www.oct.ca/public/professional-standards/standards-of-practice>

**OCT Ethical Standards for the Teaching Profession:**

<https://www.oct.ca/public/professional-standards/ethical-standards>

**OCT Professional Boundaries:**

[https://www.oct.ca//media/PDF/professionalboundaries/PA\\_professional\\_boundaries\\_EN4.pdf](https://www.oct.ca//media/PDF/professionalboundaries/PA_professional_boundaries_EN4.pdf)

OUR HEALTH, OUR SAFETY AND WELL-BEING MATTERS

Toronto District School Board

# HEALTH & SAFETY TRAINING SUITE

TDSB Compliance & Mandatory Program

## Occasional Teachers and Emergency Replacement Persons

2022-23

Have you completed all your compliance training?  
**TIME TO CHECK!**

All employees of the Toronto District School Board are required to participate, and complete Board mandated and Ministry legislated compliance training.

The chart below outlines the Board's compliance training obligations that are required for **Occasional Teachers and Emergency Replacement Persons**. Some staff members identified within an employee group may be required to complete additional job-specific training. The information in the chart is subject to change as a result of legislative and/or Board review.

BOARD MANDATED AND LEGISLATED COURSES	TRAINING FREQUENCY
Accessibility for Ontarians with Disabilities Act (AODA) for Customer Service	Once
Accessibility for Ontarians with Disabilities Act (AODA) for Educators	Once
Accessibility for Ontarians with Disabilities Act (AODA) General Awareness	Once
Asbestos Awareness Level 1	Annual
Dealing with Abuse & Neglect of Students	Once
Health & Safety Awareness at Work for Workers	Once
Human Rights at Work - Discrimination and Harassment Prevention Training	Annual
Human Rights at Work - Discrimination and Harassment Prevention Training for TDSB Staff	Once
Municipal Freedom of Information and Protection of Privacy	Once
Municipal Freedom of Information and Protection of Privacy for TDSB Staff	Once
Supporting Children and Students with Prevalent Medical Conditions in Schools	Once
<ul style="list-style-type: none"> <li>• Asthma Awareness</li> <li>• Diabetes Awareness</li> <li>• Life Threatening Allergies (Sabrina's Law)</li> <li>• Seizures</li> </ul>	Once
Workplace Hazardous Materials Information System (WHMIS)	Once
Workplace Violence and Awareness Reporting	Once

Access your compliance training through **myPATH**. For more information visit <http://TDSBweb/ComplianceTraining>, or email the Leadership Development & Training Department at [compliance@tdsb.on.ca](mailto:compliance@tdsb.on.ca).

## ! IMPORTANT REMINDER: TDSB COMPLIANCE TRAINING !

All TDSB employees must complete Board mandated and Ministry legislated compliance training.

Two of the courses are to be completed on an annual basis:

1. Dealing with Abuse & Neglect of Students (PR560)
2. Supporting Children and Students with Prevalent Medical Conditions in Schools

Access your compliance training through myPATH. For more information visit <http://TDSBweb/ComplianceTraining>, or email the Leadership Development & Training Department at [compliance@tdsb.on.ca](mailto:compliance@tdsb.on.ca)

# IMPORTANT ADVICE TO MEMBERS: PROFESSIONALISM

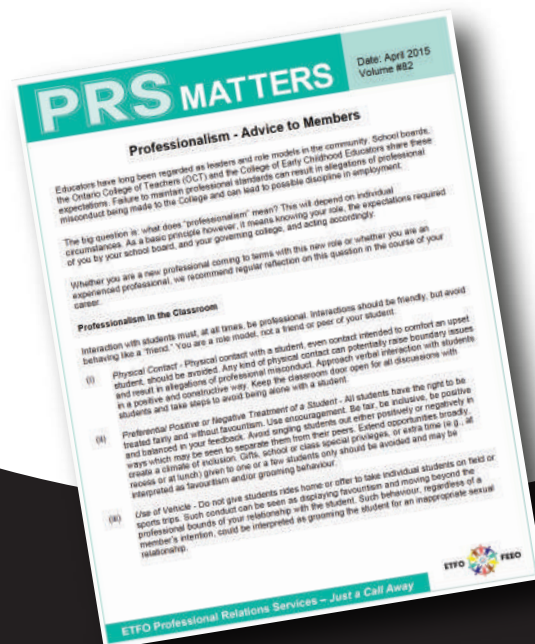
Excerpts from ETFO PRS Bulletin #82

Educators have long been regarded as leaders and role models in the community. School boards and the Ontario College of Teachers (OCT) share these expectations. **Failure to maintain professional standards can result in allegations of professional misconduct being made to the College and can lead to possible discipline in employment.**

## Professionalism in the Classroom

Interaction with students must, at all times, be professional. Interactions should be friendly but avoid behaving like a “friend.” You are a role model, not a friend or peer of your student.

1. **(i) Physical Contact** - Physical contact with a student, even contact intended to comfort an upset student, should be avoided. Any kind of physical contact can potentially raise boundary issues and result in allegations of professional misconduct (PR560 Abuse and Neglect). Approach verbal interaction with students in a positive and constructive way. Keep the classroom door open for all discussions with students and take steps to avoid being alone with a student.
2. **(ii) Preferential Positive or Negative Treatment of a Student** - All students have the right to be treated fairly and without favouritism. Use encouragement. Be fair, be inclusive, be positive and balanced in your feedback. Avoid singling students out either positively or negatively in ways which may be seen to separate them from their peers. Extend opportunities broadly, create a climate of inclusion. Gifts, school or class special privileges, or extra time (e.g., at recess or at lunch) given to one or a few students only should be avoided and may be interpreted as favouritism and/or grooming behaviour.
3. **(iii) Use of Vehicle** - Do not give students rides home or offer to take individual students on field or sports trips. Such conduct can be seen as displaying favouritism and moving beyond the professional bounds of your relationship with the student. Such behaviour, regardless of a member's intention, could be interpreted as grooming the student for an inappropriate sexual relationship.







**4.** **(iv) Use of Personal Items/Discussion of Personal Information** - Students may ask to borrow or use a member's phone, iPad, camera, memory stick, laptop, iPod, or other electronic devices. Members should not share their personal electronic devices for any reason with a student. Students may use the item inappropriately without your knowledge (i.e., access private information or photos, download or save inappropriate images, take inappropriate photos, or review personal content). This could be seen as favouritism and/or grooming behaviour.

**5.** **(v) Personal Conversations** - It is best to refrain from engaging in personal conversations with students about the students or members' own personal information relating to family, health, relationships, or other personal topics. If a student raises a personal matter, members should be aware of the resources available to assist the student and should direct the student towards them in order to support the student. The Child and Family Services Act also imposes a duty to report any abuse, suspected abuse, or neglect of a student. If this is disclosed to you, act on it immediately.

At no time should members discuss their own or the student's dating experiences or sexual experiences even in a joking fashion. Such conversations are inappropriate and will also be viewed as grooming behavior.

### **Professionalism within the School and Broader Community**

It is best to maintain a professional tone in all communication with school administration, colleagues, students, parents, and school visitors while at work, or off duty. Finally, communication between members should also be professional. Spreading gossip about, or criticizing other members, the administration, students, parents, or others should be avoided, as should any conduct which could be seen to create a negative school climate.

### **Professionalism and Off-Duty Conduct**

Members' obligations to conduct themselves professionally may on occasion extend beyond the classroom. Conduct which is unprofessional can be the subject of OCT and/or school board investigations even if the conduct has occurred during non-teaching hours. For instance, posting videos about behaviour at private parties on the weekend may cause problems.

### **Professionalism and Social Media**

Social media presents special challenges for members. Communication is abbreviated, less formal and immediate. These qualities are useful but can also present risk for unprofessional conduct. Inappropriate use of social media and other forms of electronic communication can and has resulted in discipline both by OCT and school boards. Members should review any applicable school board policies on the use of social media and electronic communication as well as the OCT's Professional Advisory – Maintaining Professionalism: Use of Electronic Communication and Social Media, which is available online. ETFO also has publications on the ETFO website that provide important advice to members on these issues.

Members should not have students as Facebook friends or have any other type of social networking contact with students. Members should not be posting pictures of students on their Facebook (or other social networking sites) pages and should be careful not to have any material on their personal pages which would be inappropriate for students to see.

Similarly, members should not post critiques of their employers or messages that will reflect badly on their employer in the community. To do so will be seen as inconsistent with your duties to your employer and will attract discipline.

In conclusion, members are repeatedly required to exercise their judgement to determine if a course of behaviour is appropriate. It is important for members to know that as professionals responsible for students, they are held to a higher standard. Your conduct should reflect such a standard.



# COLLECTIVE BARGAINING UPDATE

Your Collective Bargaining Committee (CBC) has been hard at work preparing for this round of Collective Bargaining, starting with putting out the all-member bargaining priority survey which was launched before the Winter Break and closed January 31, 2023. Respond you did!!! The CBC has received a record number of completed member surveys and this data is informing our next steps as we proceed to get you the best possible collective agreement. We will be holding the draw shortly for the members who included their personal information when they completed the survey. More on that to come soon!

Now that the survey is complete, the CBC team will be meeting over the next couple of weeks, in consultation with ETFO Provincial, to review the survey results, create a list of bargaining priorities and develop the Preliminary Submission. These bargaining priorities and the Preliminary Submission will be presented to you at an all-member meeting; discussed, debated, and voted on by you. Please keep an eye on your local website and your inbox for the date and location of this meeting. Once the vote has concluded we will begin the process of setting bargaining dates with the Board.

Sophie Kroesen, Chief Negotiator  
✉ [sophiekroesen@ica.net](mailto:sophiekroesen@ica.net)



## TREASURER UPDATE



As the school year is progressing, the number of member reimbursement forms are increasing substantially. Therefore, to avoid delays in payments, it is suggested that all forms be checked before submission to ensure that every section of the reimbursement form is filled out. Ensure that the itemized receipt has highlighted the member and vendor name, date and amount expensed. If a tip has been included which is displayed on the credit card receipt, then this receipt can also be submitted. All forms should be sent in one email. The three signing officers will be working their hardest to approve forms in a timely fashion, but patience is requested. There are two payment periods per month.

March is the month that the 2023-24 local budget will begin to be formulated. A budget is fluid. It is based on educated estimates, obligatory expenses i.e. rent, insurance etc., inflation, past events, future planned events, examination of this year's budget and suggestions from committees and the Executive. Suggestions from members for the new budget are most welcome to be sent to the Treasurer.

Seven children's charities have been suggested this year for donations by the local. There are still funds in this budget line. Forms can be found on the website and the local invites members to send in suggestions for addition allocation of these funds.

Gail James, Treasurer  
✉ [gailjames@ica.net](mailto:gailjames@ica.net)

## PRESIDENT'S MESSAGE

The Local's released officer team continues to focus their energy on serving our large and diverse membership. We listen to your concerns and act on them. This is your Local and it is here for you. We support you both collectively and individually.

### Actions:

The local/ETFO has a grievance fully underway regarding TDSB Hiring Practices.

A letter was sent to the CEO and Registrar of the Ontario College of Teachers, Linda Lacroix, to express our collective objection to the unjustified and unacceptable 17.64% fee hike.

On February 24th, ETT President, Helen Victoros, and I sent a joint letter to TDSB Director of Education, Colleen Russell-Rawlins, to address the staffing shortage crisis impacting students and staff. Our goal is to work together to remedy this issue and immediately improve students' learning conditions, and our members' working conditions. We provided several concrete proposals.

The local wants our members to feel empowered to share their voice and to know that the impact of your self-advocacy can extend out to improve conditions for the wider membership. We are stronger as a collective.

Christina Meynell  
President

## POLICY GRIEVANCES

### 1. TDSB Hiring Practices:



In November, the local filed a policy grievance with respect to the TDSB's failure to comply with articles of the Collective Agreement and sections of the Education Act by hiring long term occasional teachers (LTOs), instead of permanent teachers, into new vacancies generated by increased enrollment.

If you are in a class that was newly created in the 2022-23 school year and are not replacing a permanent teacher, and want your name added to this policy grievance, please email the local's President, Christina Meynell:

✉ [christinameynell@ica.net](mailto:christinameynell@ica.net)

Presently, 160 OTs have added their name to this policy grievance.

An arbitration hearing date has been scheduled for December 11, 2023.



### 2. Lost Prep Time:

A survey on lost prep time was sent out to the membership on February 20th. If the feedback supports it, a grievance will be filed by the local on behalf of OTs (daily OTs and LTOs) losing prep with limited to no prep payback. Please fill out the following survey:

<https://forms.gle/5o7fcB9Dk9t4fu5z6>

Track and document your lost prep time with the following information:

- ▶ The teacher you are filling in for
- ▶ Job number(s)
- ▶ Dates
- ▶ Prep loss subjects and times
- ▶ School name(s)
- ▶ Any other important information which will be collected at a future date.

Questions/concerns contact:

First Vice-President, Marisa Gallippi

✉ [marisagallippi@ica.net](mailto:marisagallippi@ica.net)

Second Vice-President, Sarah Boomhower

✉ [sarahlovesherunion@ica.net](mailto:sarahlovesherunion@ica.net)

