

ETFO OT NEWSLETTER

VOLUME 9, ISSUE 2

January 2011

Greetings for a wonderful 2011!!

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2009-20010
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This term has been filled with challenges for our members. The reduction in the number of available Occasional Teaching positions has affected many of you. I do understand how difficult it has been to meet financial obligations and to get the rest you need while dealing with such stress.

Different factors have contributed to the shortage of work. In 2009, the population of Ontario was taken aback by the H1N1 virus. KPR did not have three scheduled PA Days by mid October last year. Many teachers were released from classroom responsibilities for workshops during the first few months of school.

When considering the hiring of OTs to fill the needs of the system, KPR had no choice but to refer to statistics of recent years in predicting their needs for 2010/11. Even with this reference, the needs in this school year have not followed patterns of previous years. In order to reduce the number of Occasional Teachers competing for daily OT positions in KPR, the Board has agreed that those resigning or retiring from the list will not be replaced...unless there are unfilled classes. It continues to be very important to make yourself unavailable to the SmarFind system if you are not able to work on a particular day. The OT Local and KPR do hope that recent changes to the call-out system will result in a fair distribution of work.

Reminder: It is an expectation of employment with the KPRDSB that you check the Board's internal communication system, First Class, regularly, even during the school breaks. This is the method for maintaining communication with staff. If you don't yet have a password, contact the Help Desk at Ext. 2088. For those who don't have computer access at home, First Class can be accessed at local

As we begin to prepare for another round of negotiations, it will be VERY important to have an email address that is not connected to the Board's service. Please add your contact information to our distribution list ASAP!

Email your information to contact@kproccasionals.com

ADVERSE REPORTS

During the past few months there has been a dramatic increase in the number of adverse reports regarding incidents during the workday of Occasional Teachers. It is very stressful to receive a call from an administrator requesting that an individual returns to the school to discuss an allegation. There are, however, steps that make the process less difficult.

Though it is necessary for an OT to attend the requested meeting, you do have access to support from the Local and/or Provincial Office. You must contact a representative to invite their support. You must also authorize that any communication you receive may be shared with your representative.

When issues arise that do not involve the police or CAS, it is common for a representative of the Local to accompany you to the meeting. (This would be the President or Vice-President of the Local.) The duty of the ETFO rep is to ensure that processes are followed appropriately and that the member is treated with respect. S/He will also take notes during the meeting. The Occasional Teacher will be given the opportunity to respond to any concerns presented.

Honesty is always the best policy. If an error has been made, it is important to take the concern seriously, to reflect on the incident and to develop strategies to prevent a similar concern in the future. A professional response to an adverse report demonstrates a willingness to learn from mistakes and to develop knowledge and skills.

Kawartha Pine Ridge employs a practice of progressive discipline. A minor concern does not jeopardize employment with the Board. Your Union will recommend resources to assist you in your areas of need.

Areas of concern that have been addressed this term include classroom management, use of inappropriate language/communication strategies, student safety, following the plan of the teacher replaced, punctuality, interaction with staff and leaving the classroom in order. If you find yourself in need of assistance, please call.

HOW TO REACH YOUR ETFO LOCAL

OFFICE:
(705) 743-7364 or toll
Free 1 800 421 7685

HOME: 905 349 2416

E-MAIL: (office)
contact
[@kproccasionals.com](mailto:kproccasionals.com)
(home) markagar
[@sympatico.ca](mailto:sympatico.ca)

MAIL:
ETFO
Occasional Teachers
2155 Davis Road
Peterborough ON
K9J 8G0

COURIER:
KPR ETFO
Occasional Teachers
Davis Rd.

COLLECTIVE BARGAINING:

Contact the office by
Letter, phone or e-mail

COLLECTIVE AGREEMENT OR JOB RELATED PROBLEMS:

Contact the office
Immediately. If outside
Business hours, call
ETFO at 1-888-838-
3836.

NEWSLETTER
INFORMATION AND
FEEDBACK

The newsletter will be published 5 times during the year: October, December, February, April and June.

Comments or articles can be forwarded to the Editor at the office or by e-mail to contact@kproccasionals.com

KPR OT WEBSITE:
www.kproccasionals.com



IF IT HAPPENS TO YOU

The December 2010 issue of ETFO's *VOICE* magazine includes an article on page 32 bearing this title. I'm sure many of you will want to find this article and read all the information provided. The following message is of great importance to all:

If you are contacted by the police or Children's Aid Society regarding an allegation:

Do not participate in or consent to an interview .

Make no statement to anyone regarding the allegation.

Say, "I am willing to co-operate but I am unable to comment until I contact the federation and legal counsel."

Call Professional Relations Services at 1 888 838 3836.

Also included in the last two issues of *VOICE* are columns specifically direct to OTs. Look to page 35 in the December issue and page 34 in the October issue. The New Teachers columns also offer sound advice.

TRAINING RE WORKPLACE VIOLENCE

The training module on Violence in the Workplace will be presented, along with a question/discussion period, on the following dates:

Thursday, January 13, KPE Ed. Centre
4:30 p.m., Room 158

Tuesday, January 18, Terry Fox P.S., Cobourg
4:30 p.m., Library

Monday, January 24, Dr. Ross Tilley P.S.,
Bowmanville 4:30 p.m., Library

This training is mandatory. If you can not attend one of these sessions, the module will be available online. I do not yet have the access information nor have I been informed of a date by which completion of the module is required. I'll keep you posted as I receive information.

KPR ETFO OT LIBRARY

With heartfelt thanks to Jenn Breckenridge for her skills and determination, I am pleased to inform you that our library acquisitions have been catalogued electronically and will be available shortly on our website!

If you wish to borrow a publication, please email me at contact@kproccasionals.com I will mail your selection to your school (if you are working in a Long Term assignment) or to your home address. Materials can be returned to the office via the KPR Courier from any of our schools.

You will note that we have a great variety of titles. I do hope there is something of interest to each of you.

INFORMATION SESSION FOR ELEMENTARY OTS

THURSDAY, FEBRUARY 24, 4:30 P.M.

**KEITH WIGHTMAN P.S.
860 St. Mary's St. Peterborough
(north of Red Lobster)**

Representatives of the Board and the OT Local will be on hand to answer **any** questions you may have about SmartFind or any other OT issues.

We would like to provide a light snack for those participating, so please email me to let me know that you plan to attend.
contact@kproccasionals.com

USEFUL PHONE
NUMBERS AND
ADDRESSES:

ELEMENTARY
TEACHERS'
FEDERATION OF
ONTARIO:

480 University Ave.,
Suite 1000,
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