

North Okanagan-Shuswap Teachers' Association
TOC Meeting

Thursday, October 4, 2007

NOSTA Office

Present: Rachel Walmsley, Nancy Downs, Tony Say, Jackie Striker, Shawna Mitchell, Lynda Nicholson, Betty Ross, and Amy Huppler.

Information:

- Bell schedules for all SD#83 schools were handed out; this document is posted on the NOSTA website; it was suggested that we send a copy to staff reps so they could put it in the TOC book at each school, for copying by TOCs.
- Phone fan-out; positive response to this by all present; feeling is that it enhances communication
- NOSTA website; it is recommended that TOCs check the site regularly as there is a TOC link
- SD #83 email; TOCs are encouraged to acquire an email address from Dave Woks at 832-4825; this is useful for receiving an electronic pay stub which may help them track days worked
- Pro-D funds; \$100 is available each year; forms are available at each school and at the NOSTA office for accessing funds; keep km and receipt from the workshop; district Pro-D schedules were handed out and TOCs were encouraged to attend offerings (many are free of charge); if you work the day before and day after a Pro-D day, you should be paid for it (half days count)

Contractual Rights

- TOC list - NOSTA has no influence over the process to get on the list for hiring, TOCs are in the bottom band with "others"; if you will be away for a period of time, call Tracey (you will not have given up your rights); if the District wants you off the list, the evaluative process comes into play.
- **Pay** - the grid until 2010 will be in the new contract; you go to scale on the fourth day in a row and pay is retroactive; TOCs need to track their work and keep all paper; 200 TOC days are equal to 1 year's increment on the pay grid; scale pay days count for seniority; Call Lynda at NOSTA or Elaine Turner at the Board Office if you need clarification.

- **Call-out** - in our district, teachers and administrators decide who to call (based on teacher preference sheets); discussion was held about rotational or seniority call-out - there is much controversy about both systems; partial days are not 0.6 and 0.4 at all schools - a document regarding this will be posted on the NOSTA website; Lynda will check with Tracey regarding the following:
 - a) If a TOC cannot return a call during Tracey's working hours, does he/she still get the day?
 - b) Does Tracey use a rotation system by specialty area if preferred TOC is not specified?
- **WCB regulations** - were changed in June to require and orientation process at each site; each school must have a plan in place to do orientation on your first visit; use due diligence in order to protect yourself (read all paper before signing it); WHMIS orientation should be online on the SD#83 web page; Employee Safety Orientation Booklet error on page 3, bullet #1 - should say: **fill out WCB form 6A.**
- **Needs Assessment** - it was decided that TOCs in general could use the following:
 - a) EI workshop in the spring
 - b) Skill sets to gain work at alternate sites, such as library, LRT, Education Outreach (what do TOCs need to get calls to work in these areas?)

Lynda and Betty thanked everyone for attending. If you were unable to make this meeting and want more information, please call Lynda at the NOSTA office at 832-1933 or Betty at South Broadview at 832-2167.