

Phase 1 - Job Action Plan

Consistent with LRB Rulings of July 26 and August 5, 2011,
As Approved by the August 19, 2011 BCTF Representative Assembly

During Phase 1 job action BCTF members will not:

- Participate in meetings or interviews with parents/guardians and/or district teaching staff outside of instructional time or during instructional time unless coverage is provided.
- Participate in meet the teacher activities outside of instructional time, or during instructional time unless coverage is provided.
- Prepare or distribute report cards.
- Provide any student assessment data to Administrative Officers or the school office, except Grade 12 marks required for graduation, post-secondary applications and scholarship purposes.
- Complete and submit student referral forms outside of instructional time.
- Attend staff meetings.
- Attend staff committee meetings.
- Attend any meeting called by School District management.
- Participate in any standing or ad hoc district committees.
- Attend school based meetings called by an Administrative Officer, unless the meetings are related to an emergency.
- Provide Administrative Officers with any routine printed, written or electronic communications.
- Accept any printed, written or electronic communication from an Administrative Officer, unless it relates to an emergency.
- Participate in the preparation or organization of assemblies outside of instructional time, or during instruction time unless coverage is provided.
- Participate in any accreditation activity.
- Participate in any school district or ministry in-service.
- Participate in any professional development that is not teacher directed.
- Participate in any school photo organization.
- Provide coverage for a teacher who is absent, except for a Teacher On Call hired specifically for that purpose.

- Administer or supervise FSA or any district or ministry test.
- Collect money from students or participate in fund raising.
- Order supplies, textbooks, etc., unless needed immediately to effectively maintain ongoing instruction.
- Do inventory.
- Organize textbooks.
- Answer school office phones.
- Supervise detentions before, during or after instructional time.
- Prepare overviews or previews for the Administrative Officer, except when associated with a teacher evaluation process.
- Distribute school district or administrative letters, newsletters, memos or announcements to students, unless it is health and safety related.
- Pack up classrooms to facilitate painting, renovations or maintenance.
- Perform department head/position of responsibility duties except during allocated time in the timetable subject to existing assignments for which compensatory time or an allowance is provided continuing as normal

Further Notes:

Before school, lunchtime and after school supervision will be provided by the employer utilizing management and excluded staff subject to the best extent possible to replace teachers.

Teachers will participate in meetings in the normal manner until September 10th for Elementary Schools or September 17th for Secondary Schools, solely for the purpose of organizing the class/program composition and formation. Teachers will not assist Administrative Officers in administrative tasks such as building timetables or computer organization.

Teachers will attend discipline/evaluation/investigation meetings.

Teachers will be able to apply for postings, be short listed and attend job interviews.

Teachers will be required to take attendance in the normal manner and the records are to be transmitted or delivered to the school office in the normal or usual manner.

Bill 33 Consultations are exempt from job action.

Existing activities within an existing assignment for which an allowance or compensatory time is provided by the Employer will continue as normal.