



School Team Bulletin

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BCTF Membership Database

As was discussed at Council on November 29, the BCTF is developing a new membership database to receive member information from the school boards in an electronic format on a monthly basis. The *intent of the database* is to streamline the reporting and communications between school boards, local offices, and the BCTF so that the Federation can *reconcile dues and provide its members with services*.

Because of B.C. privacy legislation, each BCTF member must sign a consent waiver. To accomplish this task, the BCTF is requesting locals to coordinate the distribution and collection of the forms for *active* members at each school. The BCTF is sending the forms directly to the schools.

Staff Reps are asked to please complete the following upon receipt of the forms:

- Distribute the consent form on a one per member basis.
- List all *active* members at your school on the school check-off form and record whether or not they have completed the disclaimer form.
- Return both the completed member consent forms and the completed school check off form to the VSTA Office **no later than Friday, January 18, 2008**.

Undoubtedly, this process may be both onerous and time consuming for Staff Reps. If you require assistance, please do not hesitate to contact the VSTA Office. The VSTA in-house table officers are available, upon your request, to assist with this task.

VTF General Meeting

December 6th

4:00 pm at Tupper

There will be an important VTF General Meeting at 4:00 pm on Tuesday, December 6th, at Tupper Secondary School. This meeting is necessary to allow the VTF to continue mid-contract modifications/bargaining matters to proceed. Please promote this meeting to your members.

Bill 33 Consultations

Reps are reminded that no class can exceed 30 students or three students with special needs at *any time of the year* without prior consultation with the teacher. Please continue to monitor this situation in your school and engage in consultations when the need arises. Also, please remember to forward the completed paperwork (Record of Class Size/Class Composition Consultation Form) to the VSTA office at your earliest convenience. Thanks in advance for your continuous support and hard work!



December Council Meeting has been cancelled.

Wishing you a happy and restful holiday season.