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PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 200

SUBJECT: Bargaining Rights for Teachers

DATE OF ADOPTION: December 4, 1976

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the P.E.I.T.F. seek to have the negotiation procedures contained in Regulation under Section 1(c) and 6(1) of the School Act incorporated into Legislation.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 202

SUBJECT: Local Bargaining

DATE OF ADOPTION: December 6, 1980

DATE REVISED OR REAFFIRMED: December 7, 1985; May 26, 1990; May 25, 1996; May 24, 1997; May 25, 2002; May 26, 2007

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the P.E.I.T.F. reject local bargaining by School Boards as a part of any Memorandum of Agreement.

POLICY STATEMENT

INDEX NUMBER: 210

SUBJECT: Basis for Staffing Decisions

DATE OF ADOPTION: May 4, 1979

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That School Boards be encouraged to make staffing decisions on a Board basis; to recognize that transfers within the system are positive ways to provide teachers with new work experiences; to provide the first opportunity to fill any vacancy within the Board to teachers who are in the employment of the School Board to give preference to teachers whose contracts have been terminated for reasons other than cause or unsatisfactory service when filling vacant positions.

POLICY STATEMENT

INDEX NUMBER: 211

SUBJECT: Right of Appeal

DATE OF ADOPTION: April 28, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That a teacher who has his/her contract terminated by a School Board has the right to receive written notice of the reason(s) for terminating his/her contract of employment and the right to a just appeal process.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 214

SUBJECT: Employment Policy of School Boards

DATE OF ADOPTION: March 26, 1996

DATE REVISED OR REAFFIRMED: May 25, 2001, February 3, 2007

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the Federation endorse employment policies and practices of school boards that reflect this order of priority:

- 1) The placement of teachers returning from a leave of absence granted under this agreement;
- 2) The placement of teachers employed under permanent contract prior to the re-employment of teachers under probationary contracts or the employment of new teachers; the parties agree that the Employer may have to exercise the provisions of sub-section 26:02 (a) and 26:01 to exercise this provision and the provisions of sub-sections 1, 3 and 4 and may issue a new placement to a teacher for compassionate reasons;
- 3) Prior to the employment of new teachers and the re-employment of teachers on a probationary contract, the posting for the purpose of enabling teachers to transfer positions deemed vacant after the placement of teachers employed under permanent contract;
- 4) Provide for the movement of part-time teachers on permanent contracts to full-time contracts where desired by the teacher and appropriate placements are available;
- 5) The re-employment of teachers on probationary contract, provided such teachers have been deemed to have successfully completed the probationary year of employment;
- 6) The declaration as vacant for access by new employees those positions which have not been filled by the placement of teachers under permanent or probationary contracts or by means of transfer.

POLICY STATEMENT

INDEX NUMBER: 220

SUBJECT: Qualifications for Employment

DATE OF ADOPTION: May 7, 1976

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the P.E.I.T.F. make every effort to ensure that only certified teachers are hired as instructional staff by School Boards.

POLICY STATEMENT

INDEX NUMBER: 221

SUBJECT: Job-Sharing

DATE OF ADOPTION: May 5, 1979

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the P.E.I.T.F. supports the concept that full-time teaching positions be contracted to teachers on a full-time basis and will endorse participation by the membership in job-sharing programs only if such participation is voluntary on the part of the teachers involved, and opposes programs which feature the employment of teachers for a salary that is less than that warranted by the requirements of the position.

POLICY STATEMENT

INDEX NUMBER: 222

SUBJECT: Diversity in Administrative Positions

DATE OF ADOPTION: May 27, 1995

DATE REVISED OR REAFFIRMED: May 27, 2000, May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

Preamble: In recognition of increasing cultural diversity in our society and the visible changes in the diverse nature of the students in our schools; in recognition of the ongoing commitment in our society to improving the learning conditions for aboriginal students and encouraging members of the Aboriginal community to become teachers and administrators; and finally, in recognition of the PEI Population Strategy to encourage and promote immigration to Prince Edward Island:

The Federation endorses and encourages activities which will:

1. provide for concrete means to encourage and support qualified candidates who are interested in applying for administrative positions;
2. actively promote qualified candidates from culturally diverse backgrounds as legitimate and suitable candidates for administrative positions; and,
3. develop and promote a climate which ensures that there will exist no negative bias against an applicant for any position in the public education system due to race, gender, cultural background, or sexual orientation.

POLICY STATEMENT

INDEX NUMBER: 231

SUBJECT: Deduction for Leave Without Pay

DATE OF ADOPTION: April 28, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the per diem deduction of salary for a teacher on a leave without pay be calculated on the basis of 1/10 of the bi-weekly gross salary.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 232

SUBJECT: Leaves of Absence

DATE OF ADOPTION: April 28, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That School Boards be encouraged to grant leaves of absence for reasons in addition to study and health.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 233

SUBJECT: Provision of A Substitute Teacher

DATE OF ADOPTION: April 28, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That a substitute teacher be provided for any teacher who receives approval from his/her school board to attend a professional activity and that such teacher suffer no loss of salary or benefit.

POLICY STATEMENT

INDEX NUMBER: 234

SUBJECT: Supervision

DATE OF ADOPTION: May 6, 1977

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; May 30, 1992; 1996;
May 24, 1997; May 25, 2002; May 26, 2007

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the following statements be adopted as P.E.I.T.F. policy on supervisory duties of a teacher:

- (1) Supervision is a professional and legal responsibility of the teacher that is necessary to the operation of the school and is best performed by teachers.
- (2) The supervisory duties of an employee that follow from contract relations must be related to the enterprise and be seen as fair to the employee and in furtherance of the principle duties to which he or she is expressly committed.
- (3) Teachers must be involved in the decision making process concerning supervision policy at the school level and wherever possible a mutually agreed upon policy shall be implemented.
- (4) A teacher must have some supervision free time immediately prior to, during, or immediately after the scheduled noon interval.
- (5) It is recognized that supervision duties may be carried out by auxiliary personnel.

POLICY STATEMENT

INDEX NUMBER: 235

SUBJECT: Auxiliary Personnel

DATE OF ADOPTION: May 7, 1976

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994;
May 25, 2001; May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the following be adopted as policy statements of the P.E.I.T.F. on the use of Auxiliary Personnel:

- A. that the function of auxiliary personnel is to assist the teacher and/or the school;
- B. that teaching tasks such as planning, diagnosing, prescribing, instructing and evaluating are the responsibility of the certified teacher;
- C. that auxiliary personnel shall be responsible to the principal of the school to which they are assigned, and shall be under the direct supervision of a certified teacher or a group of teachers;
- D. that no teacher be required to use the services of auxiliary personnel;
- E. that the services of auxiliary personnel be accepted by a teacher only if they are "add-on" staff and in no way affect the ratio of certified teachers to the number of students within a school or a unit; that is, auxiliary personnel should be engaged as supplementary to and not replacements for the certified teacher;
- F. that auxiliary personnel be provided with an orientation program, prior to working in a school, that would familiarize them with the philosophy of the school and its operation; as well as, prepare them to carry out the tasks that would be requested of them;
- G. that, the membership of P.E.I.T.F. be made aware of the Federation's policy on the use of auxiliary personnel.

POLICY STATEMENT

INDEX NUMBER: 236

SUBJECT: Introduction of New Programs

DATE OF ADOPTION: May 5, 1979

DATE REVISED OR REAFFIRMED: April 28, 1984; May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the school boards and/or school carefully consider the impact on teacher workload and the resultant effect on the quality of the program being offered when determining whether or not to maintain a particular program in light of a decline in enrollment.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 237

SUBJECT: Teacher Exchange

DATE OF ADOPTION: April 28, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the PEITF support the development and implementation of teacher exchange programs among school boards of the province, provinces of Canada and countries of the world.

POLICY STATEMENT

INDEX NUMBER: 238

SUBJECT: Unplanned School Closures

DATE OF ADOPTION: May 26, 1990

DATE REVISED OR REAFFIRMED: May 25, 1996; May 25, 2001; May 27, 2006; February 3, 2007

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

A significant part of teachers' work is done outside of instructional time; and,

The majority of that work can be done at school or at home; and,

Teachers, as professionals, are well suited to decide which workplace would be most productive;

Teachers will make a professional decision as to where they will work during unplanned school closures when students are not required to be in school.

POLICY STATEMENT

INDEX NUMBER: 239

SUBJECT: Part-Time Tenure

DATE OF ADOPTION: May 31, 1991

DATE REVISED OR REAFFIRMED: May 25, 1996; May 25, 2001; May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That teachers who have been granted part-time tenure with a School Board be given the opportunity, if available, to increase to full-time tenure status within two years.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 250

SUBJECT: Internal Policies Re Negotiating Procedures

DATE OF ADOPTION: November 27, 1970

DATE REVISED OR REAFFIRMED: April 27, 1984; May 26, 1989; June 4, 1994; May 29, 1999; September 20, 2002; May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 3

It is the policy of the P.E.I. Teachers' Federation:

That internal procedures for the determination of a Memorandum of Agreement shall be:

PREPARATION

1. An Economic Welfare Committee shall be appointed by the Executive.
2. The members of the Economic Welfare Committee shall include one principal, one secondary teacher, one elementary school teacher, the President of P.E.I.T.F., the Past-President/President-Elect of the P.E.I.T.F. and one member of the former Economic Welfare Committee. Additional members may be added to the Committee by the Executive. A staff member(s) of P.E.I.T.F. will be assigned to the Committee.
3. The duties of the Economic Welfare Committee shall be:
 - (a) to remain aware of current trends in economic welfare benefits for Canadian teachers,
 - (b) to prepare and present to the Executive a brief outlining desirable changes in the Memorandum of Agreement,
 - (c) to carry out directives which may be provided from time to time by the Executive.
4. Prior to presentation to any outside agency the Executive shall formally adopt the final brief presented by the Economic Welfare Committee.

NEGOTIATIONS

1. A negotiating team, chosen from the Economic Welfare Committee, shall be appointed by the Executive to represent the Federation in discussions with Government representatives.
2. The Economic Welfare Committee shall:
 - (a) direct and advise the negotiating team;
 - (b) arrange through the Executive the initial meeting with Government

- representatives;
- (c) determine the scope of alterations to the original P.E.I.T.F. presentation, where such alterations are warranted;
- (d) continue to gather information required for negotiating purposes;
- (e) continue to press the negotiations until all possible avenues of approach have been exhausted or the period for negotiations and conciliation has ended.

FINALIZATION

1. When the Economic Welfare Committee considers that:

- (a) the negotiations have reached a favourable settlement, or
- (b) the negotiations have reached an impasse

the Committee shall inform and make a recommendation to the Executive.

2. Having been advised by the Economic Welfare Committee, the Executive may:

- (a) redirect the Committee;
- (b) request the appointment of a conciliation officer;
- (c) present a proposed settlement to the membership for ratification or rejection. The Executive may recommend that the proposed settlement be accepted, or rejected; or the Executive may choose to send the proposed settlement to the membership with background but without recommendation;
- (d) recommend to the Board of Governors that an Arbitration Board be established to rule on matters in dispute. At this point the Board of Governors may authorize the Executive to apply for the establishment of an Arbitration Board, or, direct the Executive to submit the final offer of Government to the membership for ratification or rejection.

3. Should negotiations resume prior to Arbitration, and if the Economic Welfare Committee recommends to the Executive a tentative agreement, the Executive may:

- (a) redirect the Committee;
- (b) present a proposed settlement to the membership for ratification or rejection. The Executive may recommend that the proposed settlement be accepted, or rejected; or the Executive may choose to send the proposed settlement to the membership with background but without recommendation;
- (c) Reject the recommendation of the Economic Welfare Committee and Recommend to the Board of Governors that the issues still in dispute continue to Arbitration.

The Board of Governors may direct that the issues in dispute continue to Arbitration.

or,

Direct the Executive to send the most recent proposed settlement to the membership for ratification or rejection.

4. No details on the outcome of bargaining will be released to the media until:

- (a) An agreement has been ratified or rejected by the membership;
- (b) Talks have broken off without an agreement being reached.

Board of Governors will be informed of the outcome of negotiations prior to any media release.

5. The ultimate responsibility of acceptance of any negotiated settlement regarding teachers' economic welfare benefits is with the membership and the decision of the membership shall be determined by use of the P.E.I.T.F. Voting Procedures.

ACTION RESOLUTIONS INCORPORATED INTO POLICY #250 AFTER THE 2002 NEGOTIATIONS REVIEW

- That the PEITF continue to use binding arbitration as the final dispute resolution mechanism in our collective bargaining process.
- That if any decision to request the right to strike be made, that it be by a vote of all PEITF members.
- That the General Secretary of the PEITF continue to lead the PEITF negotiating team in bargaining, and that he/she continuously enhance existing skills by accessing negotiation training opportunities as available.
- That the Economic Welfare Committee consider, prior to each round of bargaining, the options for negotiations, and that the choice of procedures be based on the best information available.
- That the Economic Welfare Committee, in the preparation of a new survey to be conducted with the membership prior to each round of bargaining, consider internal policies, existing action resolutions, and relevant information.
- That the Economic Welfare Committee develop, prior to each round of bargaining, a plan of job action that may include the withdrawal of voluntary services as provided for in our Memorandum of Agreement.
- That a Public Relations Strategy to accompany job action be prepared in advance and be implemented subject to the outcome of negotiations.
- That the PEITF request that the negotiating team for government exclude representatives from H. R. Associates, or similar agencies, and that the lead negotiator be an appointee from within government.

hp250.wpd.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 251

SUBJECT: Information to Members

DATE OF ADOPTION: May 26, 1989; February 2, 1991

DATE REVISED OR REAFFIRMED: May 25, 1996; May 25, 2001; May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the Economic Welfare Committee supply teachers with an information package (cost of living rates, parity comparisons, etc.) at the time the economic welfare needs survey is distributed.

That information meetings for the membership be held to review details of any tentative Memorandum of Agreement negotiated on behalf of the membership.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 260

SUBJECT: Service Gratuity

DATE OF ADOPTION: April 27, 1984

DATE REVISED OR REAFFIRMED: May 26, 1989; June 4, 1994; May 29, 1999; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the P.E.I.T.F. do all in its power to ensure that the service gratuity be continued in the next and subsequent agreements.

POLICY STATEMENT

INDEX NUMBER: 270

SUBJECT: Orientation Day and Evaluation Days

DATE OF ADOPTION: December 3, 1988

DATE REVISED OR REAFFIRMED: May 30, 1992; February 20, 1993; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the Federation endorse the recommendation to retain orientation day as the first day of the school year, and allow flexibility in the time of the school year the four evaluation days presently available at the end of the school year may be used; and, that the decisions with respect to the time of year the evaluation days may be used be made at the school level with the approval of the regional school board; and, that parent teacher interviews be included in instructional days as opposed to the days which are presently referred to as evaluation days.

POLICY STATEMENT

INDEX NUMBER: 271

SUBJECT: School Days, Teaching Days, Instructional Time

DATE OF ADOPTION: February 20, 1993

DATE REVISED OR REAFFIRMED: May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

1. That, notwithstanding grade twelve graduating students, the Federation endorse the establishment of 185 teaching days, provided parent teacher interviews and days schools are closed because of weather conditions are included in the 185 days.
2. That the Federation recommend that the school year for teachers be established at 195-197 days to enable flexibility in establishing a school calendar each year.
3. That the Federation endorse the concept of a school calendar with 195-197 days for teachers and 185 days for students with the starting date being no earlier than September 1st and the ending date no later than June 30th.
4. That the Federation endorse the practice that school closing exercises be held no earlier than the seventh day prior to the last school day.
5. That the Federation endorse the minimum teaching day at four hours and forty-five minutes for grades 1 - 6 and five hours for grades 7-12; and, that recess in elementary schools and time to change classes in high schools be excluded from this time; and, that the duration of the teaching day be consistently implemented across the province.
6. That the Federation recommend that "instructional time" be defined in the context of the teaching day and the nature of the student/teacher/parental interaction that represents instruction; and, that "instructional time" which is lost due to decisions of the Minister of Education and Early Childhood Development, School Boards or acts of God not have to be made up by teachers or students.

PRINCE EDWARD ISLAND TEACHERS' FEDERATION

POLICY STATEMENT

INDEX NUMBER: 272

SUBJECT: Work Outside School Year

DATE OF ADOPTION: December 3, 1988

DATE REVISED OR REAFFIRMED: May 30, 1992; February 20, 1993; May 29, 1999; May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

That the Federation object to any efforts that would require teachers to attend inservice training sessions during the months of July or August.

POLICY STATEMENT

INDEX NUMBER: 273

SUBJECT: Breaks

DATE OF ADOPTION: December 3, 1988

DATE REVISED OR REAFFIRMED: May 30, 1992; February 20, 1993; May 29, 1999;
May 29, 2004; May 23, 2009

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

1. That the Federation endorse the present method of determining the March Break except when Easter falls within seven days of the scheduled March Break, in which case, the Federation would endorse the changing of the March Break to coincide with the Easter Holiday period.
2. That the Federation endorse making the necessary adjustments in the school year to enable a two week break at Christmas, including returning as early as September 1st when necessary.

POLICY STATEMENT

INDEX NUMBER: 275

SUBJECT: Miscellaneous School Calendar Issues

DATE OF ADOPTION: February 20, 1993

DATE REVISED OR REAFFIRMED: May 29, 1999; May 27, 2006

AUTHORITY: Board of Governors

NUMBER OF PAGES: 1 of 1

It is the policy of the P.E.I. Teachers' Federation:

1. That the Federation endorse the establishment of guidelines to assess at the provincial, board and school level the appropriateness of projects for use in schools which are initiated by groups or individuals external to the school system.
2. That the Federation endorse the further exploration of the concept of a modified school calendar.