



# FAXGRAM #15

DECEMBER 3, 2008

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## UPDATED....

### FURTHER TO FAXGRAM #14 (SENT OUT DECEMBER 2, 2008)

## ARTICLE 18.09 "IN-SCHOOL SCHEDULING ADVISORY COMMITTEE"

### **ARTICLE 18.09:** IN-SCHOOL SCHEDULING ADVISORY COMMITTEE:

Each school shall have an In-School Scheduling Advisory Committee that meets at least three (3) times per year.

#### (a) Composition

- (i) Principal and/or Vice Principal
- (ii) O.E.C.T.A. Rep. (or) C.B.C. rep.
- (iii) Teacher Representative as selected by each of four (4) divisions
- (iv) Non-classroom Teacher Representative (F.S.L./S.E.R.T., etc.)
- (v) Other school based staff as determined by the Principal.

#### (b) Mandate

- (i) Participate in the development of all final supervision schedules.
- (ii) Provide suggestions to ensure the efficient operation of banked planning time and the reimbursement of planning time in each school.
- (iii) Participate in the development of the First Aid Provider schedule(s) where applicable.

#### (c) Guidelines

- (i) All decisions shall be arrived at by consensus where appropriate. If consensus cannot be reached, the decision of the Principal shall be final.
- (ii) The committee will be guided by principles of safety, fairness, and equity.
- (iii) No part of Article 18.09 will be the subject of a grievance under Article XXIII.

**PLEASE COMPLETE THE INFORMATION ON FAXGRAM #14 AND RETURN  
TODAY: FAX: (905) 335-6684**

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**RICHARD**