

KAMLOOPS THOMPSON TEACHERS' ASSOCIATION

A LOCAL OF THE BRITISH COLUMBIA TEACHERS' FEDERATION

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FROM: David Komljenovic, Amanda Jensen
TO: Staff Representatives, Members
DATE: March 1, 2017
SUBJECT: School Staff Committees

Article A.31 – School Staff Committees

Each school staff shall be entitled to develop a school Staff Committee for the purpose of fostering communication and collegiality amongst teachers and the school administration.

The purpose of this committee is to discuss matters of educational concern and to make recommendations that would rectify the concern(s) within the resources available. Concerns that cannot be rectified at the school level will be forwarded to the appropriate Assistant Superintendent for further consideration.

All decisions and recommendations of the Staff Committee shall be consistent with the terms and conditions of this agreement.

Question and Answer:

1. What is a Staff Committee?

A staff committee is a committee of KTTA members at the school or worksite who form with the intent of fostering communication and collegiality amongst teachers and school administration.

2. What is the purpose of a Staff Committee?

The purpose of the committee is to “*discuss matters of educational concern and to make recommendations that would rectify the concern(s) within the resources available.*”

While staff committees have often formed when positive relationships with school administration do not exist, it would be best for a school to form a staff committee when there is a positive relationship with school administration to normalize these committees within the school.

3. Should every school have a Staff Committee?

Yes. With the re-instatement of class size and composition to our collective agreements, the Staff Committee is a positive way to ensure that class construction and school organization includes the input of teachers to ensure classes meet the maximum class size limits for September.

4. How do you start a Staff Committee?

The staff representatives or other representatives of staff would call a meeting of all teachers / KTTA members at the school or worksite to discuss the formation of the staff committee.

We do this informally at our Fall and Spring school visits when we take notes about what works and what doesn't work at the school.

To formalize the committee, ensure there is someone who can take notes about when meetings take place. The representatives of teaching staff can summarize those notes and then set up meetings with school administration to discuss any concerns that arise.

It is best for the representatives to discuss the positives as well as concerns to develop those positive working relationships with school administration.

5. How is this structure positive for the school?

When staff are united with a purpose and approach administration with constructive feedback, it is more likely to ensure success on at least some of the key issues teachers face within the school. Many concerns are not based in the collective agreement but do require the assistance of school administration.

When the representatives of staff approach administration about resources and supports on a regular basis and there is a staff committee that is supporting those decisions, the representatives will have greater strength with their messages and school administration will not see such a committee as adversarial.

Staff committees can also reduce conflict between individual staff members.

(Date)

(Name)
Principal
(School)
(Address)
(City), BC

Dear (Principal's Name):

Re: (School Name) School Staff Committee

We are presenting this on behalf of the teaching staff of (school name) as a means of promoting positive relations with administration at the school.

The intent of this letter is to provide some themes from teaching staff to help with a discussion on these matters. We believe there are matters that are working well in the school and would like to note those and also would like an opportunity to discuss (supports/resources/concerns). We wish to provide this feedback as a means to address the issues and to find ways to move forward.

We believe that the following matters are working well in the school and wanted to express our appreciation of your support on these to ensure they continue:

(Note those positives)

We also would like to address (support/resources/concerns) and would like an opportunity to discuss those when we next meet and find ways of addressing those.

(Theme 1):

(Theme 2):

(Theme 3):

We would like the opportunity to meet in the hope of continuing an ongoing communication between the staff committee and school administration to foster positive relationships.

Please contact us at your earliest convenience to arrange a meeting regarding these matters.

Sincerely,

Representatives of the (School Name) School Staff Committee