

**Letter of Understanding**

**Between**

**The Kamloops Thompson Teachers' Association  
And  
The British Columbia Teachers' Federation**

**And**

**The Board of Education of School District 73 (Kamloops - Thompson)  
And  
The British Columbia Public School Employers' Association**

**Re: Extended Spring Break**

The KTTA and SD 73 agree to a Letter of Understanding to provide for a two-week Spring Break for the 2021-2022, 2022-2023, 2023-2024 and 2024-2025 school years which will include adjustments to the following terms and conditions set out in the Collective Agreement:

1. Article D.17.1.c, which describes the traditional spring break, will be amended so that the first day of the spring break shall be the third Monday in March and school shall reopen two Mondays following unless that Monday is Easter Monday, in which case school would reopen on Wednesday. For clarity, the dates of the spring break for the term of this agreement would be:
  - a. March 21 - April 1, 2022 for the 2021-2022 school year;
  - b. March 20 – March 31, 2023 for the 2022-2023 school year;
  - c. March 18 – April 2, 2024 for the 2023-2024 school year;
  - d. March 17 – March 28, 2025 for the 2024-2025 school year.
2. Article D.18 will be adjusted to read: “In an elementary school, the duration of a teacher’s instructional day shall not exceed six (6) consecutive hours **plus the number of additional minutes identified in the table below for each school year** and shall be inclusive of:
  - (a) five (5) hours of instructional time **plus the number of additional minutes identified in the table below for each school year** which shall include fifteen (15) minutes of recess and preparation time as outlined in Article D.4.4;
  - (b) a regular lunch intermission.

School Year	Additional Minutes
2021-2022	11
2022-2023	9
2023-2024	9
2024-2025	9

3. Article D.18.2 will be adjusted to read: “In a secondary school the duration of a teacher’s instructional day shall not exceed six (6) hours and thirty (30) minutes of consecutive time

**plus the number of additional minutes identified for each school year in the table below** and shall be inclusive of:

- (a) five (5) hours and thirty (30) minutes **plus the number of additional minutes identified in the table below for each school year** which shall include time allotted for homeroom, students to change classes, break and preparation time as outlined in Article D.4.5; (b) a regular lunch intermission.

School Year	Minutes
2021-2022	9
2022-2023	7
2023-2024	7
2024-2025	7

4. KTTA members shall not be adversely affected by fewer days worked due to calendar changes as is related to pensionable service or in the provision of preparation time as described in Article D.4.
5. Any district closure day, including spring break, will not constitute a break in service for the purpose of TTOC assignment as described in Article B.2.9.c.
6. To accommodate scheduling of the school calendar, the parties agree to review the agreement in the 2023-2024 school year, prior to the end of January 2024, and determine by mutual agreement whether to extend the term of this Letter of Understanding. Such extension shall be by written agreement.
7. The parties agree that this Mid-Contract Modification is without prejudice or precedent to any other school district.

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**Re: Pay Periods**

The purpose of this Letter of Understanding is to address the timing of end-of-the-month pay disbursements.

For the 2021-2022, 2022-2023, 2023-2024 and 2024-2025 school years, the parties agree that Article B.9.4 which describes Pay Periods will be amended so that:

*Teachers shall be paid annual salaries in twenty (20) equal semi-monthly installments, from September to June. Installments will be paid on the last day prior to the 15<sup>th</sup> and the end of the month for the months of September to June inclusive.*

At the end of the term of the 2024-2025 school year, the parties will review and work to address any concerns that may have arisen to determine by mutual agreement extending the term of this Letter of Understanding, including its inclusion into the parties Collective Agreement.

The parties agree that this Mid-Contract Modification is without prejudice or precedent to any other school district.

It is further agreed that if either party serves notice to end the Extended Spring Break Letter of Understanding No. 42 (signed in 2021) such termination notice will apply to this Letter of Understanding unless the parties agree otherwise.

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**Re: Staff Meetings**

For the 2021-2022, 2022-2023, 2023-2024 and 2024-2025 school years, the parties agree that Article E.19.2 which describes Staff Meetings will be amended so that:

2. *All school staff meetings shall be held between the hours of 8:00 a.m. and 5:00 p.m. and during the normal instructional week. Teachers will only be required to attend up to twenty (20) regular staff meetings per year. If the Employer deems appropriate, up to two (2) additional staff meetings may be held to discuss health and safety matters and/or school organization, proposed timetable and staff assignments (per Article E.20.2.b) of the Collective Agreement.*

At the end of the term of the 2024-2025 school year, the parties will review and work to address any concerns that may have arisen to determine by mutual agreement extending the term of this Letter of Understanding.

The parties agree that this Mid-Contract Modification is without prejudice or precedent to any other school district.

It is further agreed that if either party serves notice to end the Extended Spring Break Letter of Understanding No. 42 (signed in 2021), such termination notice will apply to this Letter of Understanding unless the parties agree otherwise.

June 11, 2021

**KAMLOOPS THOMPSON TEACHERS' ASSOCIATION  
ENDORSEMENT OF INDIGENOUS-FOCUSED PROFESSIONAL DEVELOPMENT**

The Kamloops Thompson Teachers' Association strongly supports and advocates for ongoing opportunities for teachers to engage in diverse, rich professional development that focuses on improving educational outcomes for indigenous learners, integrating indigenous world views and perspectives into learning environments, and redressing inequity, injustice, and the effects of colonization and systemic racism. As such, the KTTA encourages school professional development committees to intentionally include and integrate these focus areas into the professional learning opportunities available to teachers on school-committee planned days.

School District No.73 curriculum co-ordinators and resource teachers have coordinated to provide Pro-D opportunities on the February 4, 2022 non-instructional day. School committees are encouraged to offer these opportunities, giving space and time for teachers to focus on place-based knowledge, work with locally developed resources, and build community relationships. Ongoing collaboration and partnership between the District and the KTTA speaks to the importance of this learning for educators and of the commitment to taking actions to move forward in reconciliation.

In its ongoing commitment to the Truth and Reconciliation Commission's call to action and the decolonization of public education, the KTTA will continue to intentionally include, expand and integrate professional opportunities supportive of that work on the annual KTTA Professional Development Day and by also continuing to provide opportunities on other non-instructional days.

In solidarity,



Laurel Macpherson, President



Darcy Martin, 1<sup>st</sup> Vice President

## Letter of Understanding

Between

**The Kamloops Thompson Teachers' Association**

And

**The Board of Education of School District 73 (Kamloops - Thompson)**

**Re: Four Day Work Week (Elementary Schools)**

Whereas the Board is maintaining a four (4) day instructional week and the parties wish to apply the Collective Agreement in a manner which maintains the integrity of the language as negotiated, the parties agree on a without prejudice and precedent basis that the clauses listed below will be adjusted and applied as follows for employees assigned to Elementary positions at schools operating on a four (4) day schedule. All clauses not listed below will be applied in the normal manner.

This Letter of Understanding is developed on the following assumptions:

- School days will be scheduled on an extended basis.
- Non-instructional days, including the year end administrative day, will be scheduled on the traditional basis.
- Any unanticipated concerns resulting from the implementation of the local calendar shall be discussed by the parties with an aim to resolve said concern(s).
- Other adjustments to school calendar terms and conditions, including an extended Spring Break, will apply.
- This letter of understanding will continue from year to year unless either party provides written notice of cancellation at least 90 days prior to the Board's approval of the upcoming calendar.
- This letter of understanding will be reviewed annually by the parties, including to address any legislative or contractual changes that may impact the terms and conditions of this agreement.

### **SALARY AND ECONOMIC BENEFITS**

2. Article B.2 which describes Teacher Teaching on Call Pay and Benefits will be amended so that:
  - a. B.2.5 TTOCs working in applicable positions will be paid an increased daily rate in lieu of benefits of \$13.75 (\$11.00 X 125%)
  - b. B.2.6 TTOCs working in applicable positions will be paid an increased daily rate at 125% of their normal rate (Annual Salary/189 x 125%)
2. Article B.26 Payment of Salaries will be amended so that:
  - a. B.26.1a, the rate of deduction for a day without pay for a teacher in an applicable position shall be 156<sup>th</sup> of the current salary of the teacher (195/1.25).

## HOURS OF WORK

3. In an elementary school the duration of a teacher's instructional day shall not exceed six (6) consecutive hours and the number of minutes adjusted to meet the School Calendar Regulation and shall be inclusive of:
  - a. five (5) hours and the number of minutes adjusted to meet the School Calendar Regulation of instructional time which shall include fifteen (15) minutes of recess, and preparation time as outlined in Article D.4.3;
  - b. a regular lunch intermission.

## LEAVES OF ABSENCE

3. Article G.4.1 Bereavement Leave will be amended so that:
  - a. Teachers in applicable positions will be granted four days of paid leave (5/1.25) in each case of death of a member of the employee's immediate family.
4. Article G.18.4 Sick Leave will be amended so that:
  - a. Deductions shall be made from Sick Leave allowance on the basis of one and one quarter (1.25) days for one (1) working day (exclusive of holidays) of Sick Leave to a maximum of 120 days in any one school year.
5. Article G.32.1.a General Leaves of Absence will be amended so that:
  - a. The Employer shall grant short-term leaves of absence for periods of less than two (2) months without pay and without loss of seniority to any employee requesting such leave for good and sufficient cause. Leave granted would be at no cost to the Board and employees in applicable positions would be deducted all employee benefit payments in addition to  $1/156^{\text{th}}$  ( $1/195 \times 125\%$ ) of annual salary for each day taken.
6. Employment Insurance – that insurable hours reported on Records of Employment reflect, where applicable, a full work week of forty-five and one half (45.5) hours, so that four (4) day instructional-week employees accrue E.I. insurable hours at the same rate as five (5) day instructional-week employees.
7. The parties agree that this letter of understanding is without prejudice or precedent to any other school district.

June 11, 2021

Superintendent Sullivan  
School District No. 73  
1383 – 9<sup>th</sup> Avenue  
Kamloops, BC. V2C 3X7

Dear Dr. Sullivan,

This letter is to confirm the Kamloops Thompson Teachers' Association's intention to enter into discussions with the employer regarding the relinquishment of continuing assignments.

We propose to initiate this discussion in the next round of local bargaining, expected to begin in November of 2021.

Sincere regards,

A handwritten signature in black ink, appearing to read 'D. Martin', written in a cursive style.

Darcy Martin  
KTTA Bargaining Chair  
KTTA 1<sup>st</sup> Vice President