

PTU

REMINDERS

Pearson Teachers Union / September 2022

CONTINUING EDUCATION SECTOR ADULT EDUCATION AND VOCATIONAL TRAINING

WORKLOADS

The New Continuing Education 2020-2023 Workload Presentations for Adult Education and Vocational Training are online and can be found here: [AdultEd](#) and [Voc Training](#). If you are a contracted teacher in those sectors, please make sure to download them!



VOCATIONAL TRAINING—MAXIMUM GROUP SIZE PER SPECIALTY

A chart of class maximums per specialty is posted at: [Group Maximums](#). When your class is oversized, you must make the request for compensation to your administrator by completing a form. Please make the request for your centre's form to your centre director. We recommend you submit your centre's Compensation for Oversized Class Form in a timely fashion. At the latest, you should submit it by June 30th.

PROVISIONAL TEACHING LICENSES (PTLs)

If you renewed and received a new PTL, please ensure that you submitted a copy to Christina Aggelakos in HR (caggelakos@lbspsb.qc.ca) and to Pasquale at PTU (pmachado@ptusep.com).

ARE YOU AN HOURLY RATE TEACHER IN THE CONTEd SECTOR?

Do you have your legal qualifications? If you do, you may be entitled to a part-time contract. A part-time contract is granted to legally qualified teachers who are offered a predetermined number of hours (200 in Adult Education and 144 in Vocational Training) in a semester or school year. To have legal qualifications, you must either have a brevet or a provisional teaching license (PTL). You can also be granted a part-time contract if the school board requests a tolerance for the position you teach.

DELEGATES' ASSEMBLY #1

Date: September 21, 2022

Time: 4:30 PM

Location: John Rennie High School

If you have not done so yet, please inform the PTU Office of your school delegates' names as soon as possible to sdumont@ptusep.com. The assembly documents will be sent to the delegates 2 days before the Assembly.

PTU DELEGATES' WEEKEND

Date: October 21 to 23, 2022

Location: Mont-Gabriel, Ste-Adèle

An invitation to participate will be sent to all the PTU Delegates. If you are a delegate and have not received your invitation by the end of September, please contact Melissa Noel at the PTU Office by email to info@ptusep.com.

QPAT ANNUAL CONVENTION

Date: October 13 & 14, 2022

Location: Hotel Bonaventure

Rick Mercer will be the keynote speaker. You may find more information about the convention [here](#). Pre-convention workshops are now open for registration. Spots are limited so register quickly at the following link: [pre-con registration](#).

GRIEVANCES – A FORTY WORKDAY WINDOW

Chapter 9 of the Provincial Entente is dedicated to Grievances and Arbitrations. The key that all must be aware of is that the notice of grievance must be forwarded to the board by PTU within forty (40) WORKDAYS of the event that gave rise to the grievance.

If you believe that any type of error has occurred, please contact Pasquale Machado at the PTU Office as soon as possible by phone at 514-426-4949 ext. 3 or by email to pmachado@ptusep.com.



CONTINUING EDUCATION - PEDAGOGICAL DAYS

In the Continuing Education sectors, there are 9 pedagogical days per year. If you are an hourly paid teacher, you are paid for the hours that you attend on those days (discuss with your administrator how many hours you will be paid for).

Pedagogical days for contracted teachers with a full workload (voc: 720 hours; adult: 800 hours) are 324 minutes = 5h24mins for full-time teachers.

For part-time contract teachers, you are expected to pro-rate the pedagogical days according to your percentage. There are two options that you should discuss with your administrator:

1. You attend all ped days according to your percentage. For instance: An 80% contract would be required to attend 259 minutes (4h19mins) on each ped day (80% of the day).
2. You attend the percentage of total ped days. For instance: 80% of 9 days = 7 days

STAFF MEETINGS (10) AND CONTRACTUAL EVENINGS (3)

If you are an hourly paid teacher, you are paid for the hours that you attend any type of meeting (if the centre director expects you to attend, confirm how many hours you will be paid for).

For contracted full time teachers, you must attend the 10 staff meetings your centre director holds per year. Each full-time teacher is credited an hour per week off their other professional tasks as compensation. If you are a contracted part-time teacher and you receive the full credit, you attend all meetings. However, if your credit has been pro-rated, you must have the discussion with your administration as to whether you pro-rate the meeting's length or the number of meetings you will attend. This situation is similar to the ped day scenario above.



In addition to the 10 staff meetings, you must attend 3 contractual evenings. Again, if you are an hourly paid teacher, you are paid for the hours that you attend any type of meeting (if the centre director expects you to attend). If you are a contracted part-time teacher, you pro-rate the evenings in the same manner as the ped days and staff meetings.



EMPLOYEE ASSISTANCE PROGRAM

Service offered day and night. To reach your assistance program, call 1-888-687-9197.

To submit a request online, chat with an advisor, obtain documentation or find information about an issue you are dealing with VISIT:

<https://www.workhealthlife.com/?explicitSoftLogin=true>

PTU

The Office will be closed on
Monday, October 10, 2022

REGULAR OFFICE HOURS

MONDAY TO THURSDAY

8:30 AM to 4:30 PM

FRIDAY

8:30 AM to 4:00 PM

Tel: 514 426-4949

Email: info@ptusep.com