

As a teacher, I'd like to offer some ideas to help resolve the TOC shortage we are all currently seeing. These are solutions I have seen work with larger boards outside of the territory. Please see below:

1. **Reposting TOC Hiring-** Posted only 1x a year before school starts, not advertised much. Maintain posting throughout the year with more media advertisement to recruit more TOCs.
2. **Efficient Hiring Process-** When I applied to be a TOC, it took over 3 months for HR to get back to me. Had I not actually be perusing a teaching position, I would have (and almost did) find another permanent job elsewhere, outside of education. People get sick of waiting and get something else. Early bird gets the worm.
3. **Consistent Work-** It's expensive here. People want consistency. TOCs often don't give that. Many people can't rely on \*maybe\* working 5 days a week. **Solution:** Post jobs for permanent substitutes. This works with other boards. Create a job posting that is for permanent subbing. Offer a base salary with benefits at one school. The substitute would be required to come to work at the school daily. If no coverage is needed, they may be used as extra support in the classroom, making up lost prep time for teachers due to the TOC shortages, helping with administrative duties, etc.

**\*People want consistent pay and hours. Offering a higher base salary, instead of subs going on grid after 3 days, then starting over after missing a day, etc., offer a permanent position. These subs can still apply for outside postings as well, but this offer would entice more people to become a TOC.**

**From:** Jeff.Cressman  
**Sent:** Tuesday, September 19, 2023 12:17 PM  
**To:** Marc.Champagne; Cassandra.Kelly; Trevor.Ratcliff; Linda.Lamers; 'ed@fnsb.ca'; Melissa.Flynn  
**Subject:** RE: TOCs issue

Thank you for this Marc

Jeff

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**From:** Marc.Champagne <Marc.Champagne@yukon.ca>  
**Sent:** Tuesday, September 19, 2023 10:13 AM  
**To:** Cassandra.Kelly <Cassandra.Kelly@yukon.ca>; Jeff.Cressman <Jeff.Cressman@yukon.ca>; Trevor.Ratcliff <Trevor.Ratcliff@yukon.ca>; Linda.Lamers <Linda.Lamers@yukon.ca>; 'ed@fnsb.ca' <ed@fnsb.ca>; Melissa.Flynn <Melissa.Flynn@yukon.ca>  
**Subject:** Re: TOCs issue

Hi,  
 To follow up on this, my principals are saying that they feel they cannot approve any discretionary leave for professional development (including participating in Learning Networks) because they are already cutting services to manage day-to-day absences due to illness. We are definitely not back to normal and there has been no discernable improvement from last year. I am wondering if we should be considering a pause on Department PD on school days for large groups.  
 Thanks,  
 Marc

**Marc Champagne**  
*Directeur général / Executive Director*  
 Commission scolaire francophone du Yukon

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**From:** "Cassandra.Kelly" <[Cassandra.Kelly@yukon.ca](mailto:Cassandra.Kelly@yukon.ca)>  
**Date:** Wednesday, September 13, 2023 at 13:17  
**To:** "Jeff.Cressman" <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>, "Trevor.Ratcliff" <[Trevor.Ratcliff@yukon.ca](mailto:Trevor.Ratcliff@yukon.ca)>, "Linda.Lamers" <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>, "Marc.Champagne" <[Marc.Champagne@yukon.ca](mailto:Marc.Champagne@yukon.ca)>, "'ed@fnsb.ca'" <[ed@fnsb.ca](mailto:ed@fnsb.ca)>, "Melissa.Flynn" <[Melissa.Flynn@yukon.ca](mailto:Melissa.Flynn@yukon.ca)>  
**Subject:** RE: TOCs issue

Thanks Jeff.

For everyone's context – Jeff and I spoke about having this as an agenda item at the next AYSA meeting. I've also forwarded this to HR for their awareness.

Cassandra

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**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Sent:** September 13, 2023 10:19 AM  
**To:** Trevor.Ratcliff <[Trevor.Ratcliff@yukon.ca](mailto:Trevor.Ratcliff@yukon.ca)>; Linda.Lamers <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>; Marc.Champagne <[Marc.Champagne@yukon.ca](mailto:Marc.Champagne@yukon.ca)>; 'ed@fnsb.ca' <[ed@fnsb.ca](mailto:ed@fnsb.ca)>; Melissa.Flynn <[Melissa.Flynn@yukon.ca](mailto:Melissa.Flynn@yukon.ca)>  
**Cc:** Cassandra.Kelly <[Cassandra.Kelly@yukon.ca](mailto:Cassandra.Kelly@yukon.ca)>  
**Subject:** TOCs issue

Good Morning Everyone,

I put an email out to all Administrator's in Yukon about their TOC issues. Below is what I have been sent to date. I sent the email on Monday and asked everyone to get back to me by this morning so that I could send you the comments. We should probably discuss this as you can see it is becoming a huge issue. A big one coming next week (Tuesday September 26) is the Kindergarten in -service. No one is against this PD but many will not be able to get coverage for this.

It is insulting when HR tells people that there are a lot of TOCs and that we are using the system wrong! If that is the case (I don't think so across the board) then why not offer training or solutions to the problem. I have been in Admin for over 6 years now and the AYSA President for most of that. Every year we bring up TOCs and get told there are a lot. The number in the system does not tell the whole story. Some people only work certain days. Some people only work at certain schools. Some people are only available for certain times of the year, as they travel etc. These people all still show up as a number. This is a serious issue that needs immediate attention as you can see from the numerous comments from your Administrator's across Yukon Education, The French Board and The First Nations School Board.

Attached are also some ideas that one of my teachers, Chantelle Bergeron brought forward.

Let's find a solution together.

Thank you,

Jeff



**Jeff Cressman (He/Him)**  
Principal, Jack Hulland Elementary School  
Department of Education| Public Schools  
T 867-667-8496| [Yukon.ca](http://Yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

- 1) The lack of TOC's is an issue at our school. We have been covering internally for most of our absences including special leaves and illness, and I had to cancel our participation in the soccer tournament last week to ensure proper coverage of classes at school. With volleyball tournaments coming up and other activities, it is going to be an issue.

Plus, I asked Kirsten to see if the department would compensate teachers financially for the ½ day allocated for the Respect in Sport training instead of a TOC.

- 2) I've said no to PD for the first time ever.

I've warned my staff about discretionary leave and have one staff member considering quitting or reducing FTE because of the strain

We have EAs covering a lot and teachers covering for each other.

- 3) We have no TOC's and not all positions are filled.

- 4) We are having issues with TOCs too. We have had to deny some PD days and are having to reallocate LATs to cover for teachers and EAs. We haven't tried to cover off the K teachers yet but anticipate it will be a challenge.

- 5) I have spoken with atleast 2-3 people that have been in a TOC que waiting to become official. They are frustrated with how slow the process to work is.  
We are also running with very limited TOCs. Compound this with the information from the department last week explaining that LAT positions will or should be protected from covering classes and I think we are going to be in a world of hurt come flu season or any Inservice days.  
Lets plan ahead and get on this before we are simply reacting
- 6) We've struggled to get TOCs at F.H. and have had to use EAs or LATs for coverage almost every day so far this year. For example, today we had six teachers away and only one TOC. The rest had to be covered in house with other staff. That is fine if it is happening once in a while, but this is our daily routine right now. I know that HR says there are lots of subs on the list and lots more signing up, but they don't seem to be taking any assignments. Almost every sub that we have at F.H. are pre-arranged by our office staff, and very few come from Apply to Education.
- 7) This is a concern for us – I have TOCs but for how long? They have made commitments to be elsewhere and then there will be no one in that role. Any opportunities like the Kindergarten PD will need to be carefully planned, potentially with an EA in that role – which I have already done since the start of school and will most likely do again. Do you know of any teacher programs with graduates entering the job market this fall? If such programs exist, we need to aggressively target new teachers for hire.
- 8) Week one – three full days classroom teacher positions covered by non-enrolling staff/admin  
     - One appointment covered by admin  
 Week two: - 6 appointments (half days mostly) covered internally  
     - 3 half day absences covered by admin/ non enrolling staff and one full day covered internally  
     - Monday – 3 TOC; Tuesday 1.5 TOC; Wednesday 3 TOC; Thursday 0 TOC; 2 TOC  
 Week three : EAs not covered (2 on Monday, 2 on Tuesday, 0 on Wednesday and 2 Friday)  
     Good number of subs for classroom teachers – used one EA to cover a class Friday and internal staff to cover a class on Monday and covered two appointments internally but rest covered by TOC  
 Week Four – Monday – 2 EAs not covered; internal cover for appointment, 2 TOCs in building.
- 9) I am sending you my thoughts regarding the TOC issue.

We are having difficulty finding coverage. We have pd/inservice and activities we need to send our staff away for.  
Mainly:

- Fountas and Pinnell training for BAS and LLI on Sept 18, 19, 20. We have been waiting for two years to get our grade 8/9 teachers trained, and it will be difficult to send them to receive this training when there is not enough coverage available (I would like to send 7 teachers, this is not possible without available TOCs).
- The other main issue is this change in the sporting events to happen not on the weekend, but during the school day. Most of our teams are coached by teachers. And teachers coach teams with students they do not only teach (i.e. grade 11 math teacher coaching grade 8 volleyball), so when nine teams of students are out playing during the day, this affects almost the entire student body because 4 or more teachers are out with them and subs are needed in those classrooms and subject areas; plus the students who are on the teams are missing instructional time and I would argue that the students not playing who remain in class are too (we have three grade 8 boys and two grade 8 girls volleyball teams for example). I am unsure of how this decision to change the dates of tournaments was made?
- Of course, there are field trips and other activities happening that were approved long ago, plus people catching sicknesses that we must also account for.

This is not sustainable. I do not know why the TOC list seems to deplete itself over the summer. Operationally it is difficult to continue supporting quality programming (especially sports and experiential activities) when there is not enough coverage. It is also stressful knowing that asking too much of staff to cover internally will lead to burn out.

Please add these thoughts to what you are preparing.

- 10) My two cents: push for a full-time TOC for schools who need it; just assume there is a need almost daily if not daily. If a TOC can count on acting and/or top-up pay for consecutive days, it may be easier to keep at least one person available to most, if not all, schools in need. It's working at WLSS. Mind you, we have unfilled vacancies so I can work within the system. Either way, it gives me plenty of flexibility for coverage knowing I have a TOC in the school every day.
- 11) Hi Jeff. I see the Ready2Learn program would like to take SBTs out for 1/2 days 4x a year, and apparently SSS is going to do LAT training workshops - probably during school time. This will add to the pressure for supply teachers. And there is a 2 or 3-day training for new to grade 10 socials coming up; FNI brings in lots of experienced teachers to assist with that, so lots of ppl needing supplies. Some R2L intensive training is 1 hour per month - also tricky for supply.
- 12) We are so worried about burnout already. We have many days with 8 people away and only 1-2 TOC's and no one answering easy connect. Cold and flu season has hardly begun and we are short every single day already.
- 13) I have no TOCs. We haven't had TOCs in years. Shuffling EAs or my LAT to cover is the only way to navigate shortages, or I fill in. I have even combined classes for a day to have enough coverage which means "Normal learning" doesn't really happen. It takes massive adaptations to get through a day with 6 grades combined in one room. I have even had to shift the whole school and do "All school" events, like a random sports day, or a movie in the gym, because I am so short staffed. These mandatory Kindergarten days seem like they should be zoom meeting days. I have seen very little planning for them. My kinder teacher is a Master teacher that has taught ECE and Kinder courses at Universities. It seems like these meetings are more of a discovery conversation to find out what schools are doing, similar to literacy meetings.
- 14) Here is some more info: We, and I am sure other schools, are having great difficulty getting any information about those individuals who are on the TOC and AEOG lists – including contact information. People are not on the lists even though they have submitted all required information and been informed that they have been hired. However, they do not show up on the TOC list. We do not appear to have an updated AEOG list. We have people who have worked for us from the first week of school yet we are unable to pay them as they are not appearing in the HRMS system. If we can't pay our TOC's and AEOG's then they will not want to work. If they won't work we can't run our trips. We have already had one person say they could not continue this way if they aren't going to be paid.
- 15) Each morning I dread the first 30 -40 minutes as I try to figure out how we will organize the staff to cover those who are ill or away for appointments / in-servicing. I know that we are blessed at CKES with a few staff who are part-time classroom and part-time LATs, plus one full-time LAT, so I have a number of people I can call on to change their assignment for the day ... but it really sucks having to ask them. Last week, I had to cover a classroom and used 5 different people throughout the day to do so. It was a crazy plan that actually worked well, but REALLY?!?!?
- 16) Each morning I dread the first 30 -40 minutes as I try to figure out how we will organize the staff to cover those who are ill or away for appointments / in-servicing. I know that we are blessed at CKES with a few staff who are part-time classroom and part-time LATs, plus one full-time LAT, so I have a number of people I can call on to change their assignment for the day ... but it really sucks having to ask them. Last week, I had to cover a classroom and used 5 different people throughout the day to do so. It was a crazy plan that actually worked well, but REALLY?!?!? We are short 0.5 teacher, and so my VP and I are also covering teaching duties that provide preps. This means work that we could normally do during our day, we do at night and stay late to get it done.

While I truly am enjoying the teaching, it does have an impact. I'm not sure what the solution is, but something needs to give.

- 17) Create a list of people from the dept who can sub on a given day...perhaps 3...this would serve multiple purposes: 1. Students, in theory, have a hi-quality sub, 2. Dept. people could visit schools in real time and make connections 3. This could also create a broader feeling of we are in this together and not so much us (schools) vs. them (dept)
- 18) Have permanent TOCs at each school. For example by school population. School A gets 2 because of population those folks know everyday they are at School A. This could help stop the amount of schools who just have someone show up at their school everyday and make the system more transparent.
- 19) Programming is suffering (virtually no LAT work...they are just TOCs) Admin are burning out, the deficit model is not sustainable. Being told to be creative within a building is not helpful (we need a wider reaching solution from above us). Perhaps for schools who aren't loud about this, it's because the school doesn't have the capacity to continue the daily feedback. We need a different plan and we need support and acknowledgement of this problem from above us. We are often operating with 15% less staff than needed. Can we look at consultants being deployed again. We need to better triage people with teacher training. We don't have much need for additional PD or consultants when we can't staff the schools. People in schools are run ragged.
- 20) Simply, the supply of TOCs is just not sufficient to meet the demands of teachers being ill. But, also it can crimp planning for special 'out of school' events when thinking that perhaps 2 or 3 teachers will be away for a number of days. Even more so when wishing to send teacher for 'out of town' PD which - with rural travel logistics - means that a 2 or 3 day PD event can mean that a teacher is 'out of office' for sometimes an entire week. Obviously, we lower the education requirements for prospective TOCs but still have very local applicants. I am not sure what the answer is to attract and maintain a sufficient pool of TOCs.
- 21) I work in a small community and we have at least 100 students enrolled from K-12. We only have 1 TOC, and she also works in the evening as our janitor. I am experiencing a lot of staff absence due to unforeseen circumstances. Within the two weeks since school started, I had called the TOC just about daily for teachers or EA's. Some absences were of family member sick (child/children) and or only parent, appointments (long wait), unexpected surgery, long term medical condition increases...If a teacher is absent EA's would step up because they will get extra pay, but if an EA was sick and a teacher was sick? Sub fills teacher but what about the EA? Another EA fills that position only if, that EA has a one on one with a student. We already ran into other issues like our sub went on leave for family reasons. We had two absences both EA's. We are fortunate to get 1 sub, our previous subs besides the one we had from last year found jobs elsewhere and a more stable position.
- 22) Sorry for the late response but as you can well imagine and relate to the chaos that comes with the beginning of the school year. No teachers on call (still need to hire for several EA and teaching positions as well) for us so far this year and not much hope that we will get any. I hope your day goes well and will talk soon.

**From:** Jeff.Cressman

**Sent:** Thursday, September 21, 2023 2:42 PM

**To:** EDU-P-VP-YukonEdu-SA; EDU-P-VP-FNSB-SA; EDU-P-VP-CSFY-SA

**Subject:** TOCs

Hi Everyone,

We are meeting with Sr. Mgmt. on Monday afternoon to discuss TOCs. This is the only issue we are discussing. If you have any ideas of how to improve TOC issues please send them my way.

Thank you,

Jeff



**Jeff Cressman** (He/Him)  
Principal, Jack Hulland Elementary School  
Department of Education| Public Schools  
T 867-667-8496| [Yukon.ca](https://www.yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 9:53 AM  
**To:** Trine.Dennis  
**Subject:** RE: TOCs

Thank you for this

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**From:** Trine.Dennis <Trine.Dennis@yukon.ca>  
**Sent:** Friday, September 22, 2023 8:28 AM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** RE: TOCs

Good morning, Jeff,

The only thing I can think of is hiring a full-time teacher as a TOC for each school (or a number of teachers based on population) and increasing the pay for TOC's.

Have a good day!

Kind regards,



Trine Dennis  
She/Her  
Principal, Hidden Valley Elementary School  
Department of Education | Public Schools  
T 867-667-8130 | [trine.dennis@gov.yk.ca](mailto:trine.dennis@gov.yk.ca)

*With respect, I am grateful for the opportunity to learn, unlearn, and work in a good way on the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.*

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**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Sent:** Thursday, September 21, 2023 2:42 PM  
**To:** EDU-P-VP-YukonEdu-SA <[EDU-P-VP-YukonEdu-SA@yukon.ca](mailto:EDU-P-VP-YukonEdu-SA@yukon.ca)>; EDU-P-VP-FNSB-SA <[EDU-P-VP-FNSB-SA@yukon.ca](mailto:EDU-P-VP-FNSB-SA@yukon.ca)>; EDU-P-VP-CSFY-SA <[EDU-P-VP-CSFY-SA@yukon.ca](mailto:EDU-P-VP-CSFY-SA@yukon.ca)>  
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**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 10:01 AM  
**To:** Kris.Bruneau  
**Subject:** RE: TOCs

Thank you for this

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**From:** Kris.Bruneau <Kris.Bruneau@yukon.ca>  
**Sent:** Friday, September 22, 2023 9:20 AM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** RE: TOCs

Hi Jeff

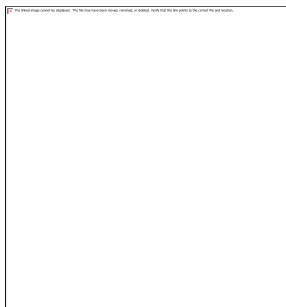
These aren't really suggestions but issues that continue and some new to me:

- TOC's and AOEG's are not entered into the HRMS system
  - Means we can't enter their hours and they can't get paid
  - We have 2 individuals who have not been paid to date, and have been working for us since August
  - Due to cutoffs etc. the earliest these 2 will be paid is Oct 18 – if they get entered in before the next cut off
  - Another individual has not been paid who began early September, and is on the same schedule to be paid the earliest Oct 18 – if they get entered in before the next cut off
- TOC's are being told:
  - They are not covered by WCB if they go on overnight or over hour trips as chaperones – because they are working outside of paid hours
    - Does this mean all of us are not covered on overnights as we are “over” our paid hours?!?!
  - They are not allowed to go on overnight trips as chaperones
- TOC lists are not up to date; don't match what is in Apply to Education Shortlists and the information available in HRMS

Suggestions:

- ✓ Don't make TOC's and AOEG's reapply every year; just submit intention to continue. If there are items that need to be updated submit. This would reduce the amount of information that YG has to collect and reduce the labor intensive data entry.
- ✓ Pay our TOC's and AOEG's
- ✓ Start taking information for new TOC's and AOEG's during the summer; not waiting until the school year is starting

Kris



Kris Bruneau  
Administrator  
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*I am grateful and privileged to work and live within the Traditional Territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.*

---

**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>

**Sent:** Thursday, September 21, 2023 2:42 PM

**To:** EDU-P-VP-YukonEdu-SA <[EDU-P-VP-YukonEdu-SA@yukon.ca](mailto:EDU-P-VP-YukonEdu-SA@yukon.ca)>; EDU-P-VP-FNSB-SA <[EDU-P-VP-FNSB-SA@yukon.ca](mailto:EDU-P-VP-FNSB-SA@yukon.ca)>;  
EDU-P-VP-CSFY-SA <[EDU-P-VP-CSFY-SA@yukon.ca](mailto:EDU-P-VP-CSFY-SA@yukon.ca)>

**Subject:** TOCs

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**From:** Jeff.Cressman

**Sent:** Friday, September 22, 2023 10:42 AM

**To:** Jeff.Cressman; Alethea.Wallace; Helen.McCullough; Cynthia.Wagner

**CC:** Trevor.Ratliff; Cassandra.Kelly; Stephanie.Boyle; Linda.Lamers

**Subject:** TOCs Meeting

Good Morning,

Below are ideas that Admin have shared for TOC's. I thought I would share before Mondays meeting. I think something we need to look at is permanent TOCs in each building. 74(1)(a)

See everyone on Monday.

Thank you,

Jeff



**Jeff Cressman** (He/Him)  
Principal, Jack Hulland Elementary School  
Department of Education| Public Schools  
T 867-667-8496| [Yukon.ca](http://Yukon.ca)

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1. Take off all employees who are on the list but have been hired in schools in teaching positions – this will give us a better picture of numbers.
2. Make the application process easier, faster and with a contact person when the applicants have issues (often drop by my office for help).
3. Those on the list last year... shouldn't have to go through the whole process again.
4. Expedite the process... I hear from applicants that they have to connect at least twice with HR to get the process cleared. Even then, they don't show up on the list right away....
5. Be strategic with Learning networks and PD – offer them a number of times (so we only have to send out one teacher at a time) or ask for on rep per school and they share info....

-1:1 kids on staggered days (4 day a week programming)

-Exact steps/script to follow when phoning a family or entire class we can't serve on a given day and more licence to feel we can make those calls when every adult is deployed and there are still sig. gaps

-Sig gaps in staffing and programming = safety concerns

-Much more empathy and understanding from the dept (those planning PDs, supers, etc)

-Financial bonuses for TOCs when onboarded

-easy and clear route to "acting" pay after X-# days in school—not necessarily in the same role

-Clear and consistent communication to the public about this dire situation so that when classes or programming is shifted or cancelled, families understand it's a systematic problem and not a school choice and communicating with the whole community the dept of ed action plan to give reprieve.

I have spoken with 3 TOCs that thought they had applied and have been waiting to hear back. I am unsure of how people apply, however if three totally different people think they have applied....well there must be a glitch somewhere.

The other feedback I have received from TOCs that are active (a complaint we cant resolve right now but can look into while going into bargaining) – they feel undervalued in their pay. I have had a couple express wanting to be paid on par with other places. I have also had 2 EAs leave the territory – as they wanted to go where pay was higher and cost of living lower.

We also need to actively recruit...more than ads on facebook. People are looking for more than money...and we don't exactly pay the highest nor do we give great incentives – prof. Learning etc.

Lets make this as streamlined as possible.

Has anyone discussed FYTT contracts (full year temporary teacher). Essentially a teacher attached to a school or multiple schools to fill in where needed. In the chance that no sub is required, they support a classroom that needs it. Typically, retired teachers like doing this for half a year. Sometimes it's a good job for a new/less experienced teacher.

Just a refinement of my Subs from the dept idea...this could occur on key, well planned in advance days...admin meetings, certain sports events etc...

Maybe rolling shut downs like during COVID where teachers from the shut down school could TOC for the day(s) at the other schools.

Maybe the employer wants to open the agreement between rounds and add: TOC signing bonus, TOC pay, pension and benefits?

The only thing I can think of is hiring a full-time teacher as a TOC for each school (or a number of teachers based on population) and increasing the pay for TOC's.

- ✓ Don't make TOC's and AOEG's reapply every year; just submit intention to continue. If there are items that need to be updated submit. This would reduce the amount of information that YG has to collect and reduce the labor intensive data entry.
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**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 12:48 PM  
**To:** Jon.Allen  
**Subject:** RE: TOCs

Thanks for this Jon

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**From:** Jon.Allen <Jon.Allen@yukon.ca>  
**Sent:** Friday, September 22, 2023 12:13 PM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** RE: TOCs

Hey Jeff,

I'm sure that my suggestions aren't unique or original but I'll list them anyway. This should be a major focus of our next round of bargaining!

From what I have seen (I could be wrong), although there are jobs posted to the Government/simplification site, there hasn't been any strategic change to recruiting. Utilizing different forms of advertisement might increase awareness. I'm sure there are unemployed/under-employed parents within our system that would be willing to join the list if they knew how dire the situation was, so a media blast directed at parents of Yukon students could also be helpful. Increase TOC pay is paramount, we can't expect people to take on such a challenging role when they can make more money hourly working in the service industry. Incentivise TOC's/EA's (out of territory), I realize this is a slippery slope as it's not quite so cut and dry but has worked in other regions. TOC sharing among Whitehorse schools/ some sort of system where a threshold is set and if a school is desperate and very short on staff, other schools are made aware and staff are directed to that school for the day, again not so cut and dry (fuel costs, schools not wanting to give staff, etc) but may avoid school closures for the more vulnerable schools that desperately struggle for TOC's.

That's about all I have!

Jon

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**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Sent:** Thursday, September 21, 2023 2:42 PM  
**To:** EDU-P-VP-YukonEdu-SA <[EDU-P-VP-YukonEdu-SA@yukon.ca](mailto:EDU-P-VP-YukonEdu-SA@yukon.ca)>; EDU-P-VP-FNSB-SA <[EDU-P-VP-FNSB-SA@yukon.ca](mailto:EDU-P-VP-FNSB-SA@yukon.ca)>; EDU-P-VP-CSFY-SA <[EDU-P-VP-CSFY-SA@yukon.ca](mailto:EDU-P-VP-CSFY-SA@yukon.ca)>  
**Subject:** TOCs

Hi Everyone,

We are meeting with Sr. Mgmt. on Monday afternoon to discuss TOCs. This is the only issue we are discussing. If you have any ideas of how to improve TOC issues please send them my way.

Thank you,

Jeff



**Jeff Cressman** (He/Him)  
Principal, Jack Hulland Elementary School  
Department of Education| Public Schools  
T 867-667-8496| [Yukon.ca](http://Yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 1:34 PM  
**To:** Maria.Gray  
**Subject:** RE: TOCs

I agree with you 100%

---

**From:** Maria.Gray <Maria.Gray@yukon.ca>  
**Sent:** Friday, September 22, 2023 1:32 PM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** Re: TOCs

One last one...

K kids coming from CDC or who are clearly going to need a person with special training, should start the 2<sup>nd</sup> week of school and be ½ days for a week or 2 so that all new EAs to working in specialised K roles have ample time for training and learning.

I think im done.

It's a WILLY short day here today, hope things are ok over there!

---

**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Date:** Friday, September 22, 2023 at 12:49  
**To:** Maria.Gray <[Maria.Gray@yukon.ca](mailto:Maria.Gray@yukon.ca)>  
**Subject:** RE: TOCs

Thanks for this re energize this weekend

---

**From:** Maria.Gray <[Maria.Gray@yukon.ca](mailto:Maria.Gray@yukon.ca)>  
**Sent:** Friday, September 22, 2023 12:48 PM  
**To:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Subject:** Re: TOCs

Also- if this trend is the same, perhaps having classes on a rotation closed, like being allowed to say “grade 2 is closed every third Tuesday; grade 3 closed every third Wednesday” or something staggered like that.

Thanks again.

Maria

---

**From:** Maria.Gray <[Maria.Gray@yukon.ca](mailto:Maria.Gray@yukon.ca)>  
**Date:** Thursday, September 21, 2023 at 14:51  
**To:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Subject:** RE: TOCs

- 1:1 kids on staggered days (4 day a week programming)
- Exact steps/script to follow when phoning a family or entire class we can't serve on a given day and more licence to feel we can make those calls when every adult is deployed and there are still sig. gaps
- Sig gaps in staffing and programming = safety concerns
- Much more empathy and understanding from the dept (those planning PDs, supers, etc)
- Financial bonuses for TOCs when onboarded
- easy and clear route to “acting” pay after X-# days in school—not necessarily in the same role



-Clear and consistent communication to the public about this dire situation so that when classes or programming is shifted or cancelled, families understand it's a systematic problem and not a school choice and communicating with the whole community the dept of ed action plan to give reprieve.

Thanks, Jeff!

---

**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>

**Sent:** Thursday, September 21, 2023 2:42 PM

**To:** EDU-P-VP-YukonEdu-SA <[EDU-P-VP-YukonEdu-SA@yukon.ca](mailto:EDU-P-VP-YukonEdu-SA@yukon.ca)>; EDU-P-VP-FNSB-SA <[EDU-P-VP-FNSB-SA@yukon.ca](mailto:EDU-P-VP-FNSB-SA@yukon.ca)>; EDU-P-VP-CSFY-SA <[EDU-P-VP-CSFY-SA@yukon.ca](mailto:EDU-P-VP-CSFY-SA@yukon.ca)>

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**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 2:50 PM  
**To:** Maria.Gray  
**Subject:** FW: TOCs Meeting

Hey this is what I sent into upper mgmt. this morning.

Cheers

Jeff

**From:** Jeff.Cressman  
**Sent:** Friday, September 22, 2023 10:42 AM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>; Alethea.Wallace <Alethea.Wallace@yukon.ca>; Helen.McCullough <Helen.McCullough@yukon.ca>; Cynthia.Wagner <Cynthia.Wagner@yukon.ca>  
**Cc:** Trevor.Ratcliff <Trevor.Ratcliff@yukon.ca>; Cassandra.Kelly <Cassandra.Kelly@yukon.ca>; Stephanie.Boyle <Stephanie.Boyle@yukon.ca>; Linda.Lamers <Linda.Lamers@yukon.ca>  
**Subject:** TOCs Meeting

Good Morning,

Below are ideas that Admin have shared for TOC's. I thought I would share before Mondays meeting. I think something we need to look at is permanent TOCs in each building. We need to get the Union at the table to hammer it out. We could look at a special amendment until the next agreement. We cannot afford to wait for the next round of negotiations to find a solution. If money is the issue there should be a way to use the money being saved not filling TOCs needed etc.

See everyone on Monday.

Thank you,

Jeff



**Jeff Cressman** (He/Him)  
 Principal, Jack Hulland Elementary School  
 Department of Education| Public Schools  
 T 867-667-8496| [Yukon.ca](http://Yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

1. Take off all employees who are on the list but have been hired in schools in teaching positions – this will give us a better picture of numbers.
2. Make the application process easier, faster and with a contact person when the applicants have issues (often drop by my office for help).
3. Those on the list last year... shouldn't have to go through the whole process again.
4. Expedite the process... I hear from applicants that they have to connect at least twice with HR to get the process cleared. Even then, they don't show up on the list right away....

5. Be strategic with Learning networks and PD – offer them a number of times (so we only have to send out one teacher at a time) or ask for on rep per school and they share info....

- 1:1 kids on staggered days (4 day a week programming)
- Exact steps/script to follow when phoning a family or entire class we can't serve on a given day and more licence to feel we can make those calls when every adult is deployed and there are still sig. gaps
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I have spoken with 3 TOCs that thought they had applied and have been waiting to hear back. I am unsure of how people apply, however if three totally different people think they have applied....well there must be a glitch somewhere.

The other feedback I have received from TOCs that are active (a complaint we cant resolve right now but can look into while going into bargaining) – they feel undervalued in their pay. I have had a couple express wanting to be paid on par with other places. I have also had 2 EAs leave the territory – as they wanted to go where pay was higher and cost of living lower.

We also need to actively recruit...more than ads on facebook. People are looking for more than money...and we don't exactly pay the highest nor do we give great incentives – prof. Learning etc.

Lets make this as streamlined as possible.

Has anyone discussed FYTT contracts (full year temporary teacher). Essentially a teacher attached to a school or multiple schools to fill in where needed. In the chance that no sub is required, they support a classroom that needs it. Typically, retired teachers like doing this for half a year. Sometimes it's a good job for a new/less experienced teacher.

Just a refinement of my Subs from the dept idea...this could occur on key, well planned in advance days...admin meetings, certain sports events etc...

Maybe rolling shut downs like during COVID where teachers from the shut down school could TOC for the day(s) at the other schools.

Maybe the employer wants to open the agreement between rounds and add: TOC signing bonus, TOC pay, pension and benefits?

The only thing I can think of is hiring a full-time teacher as a TOC for each school (or a number of teachers based on population) and increasing the pay for TOC's.

- ✓ Don't make TOC's and AOEG's reapply every year; just submit intention to continue. If there are items that need to be updated submit. This would reduce the amount of information that YG has to collect and reduce the labor intensive data entry.
- ✓ Pay our TOC's and AOEG's
- ✓ Start taking information for new TOC's and AOEG's during the summer; not waiting until the school year is starting

**From:** Jeff.Cressman  
**Sent:** Tuesday, October 3, 2023 1:14 PM  
**To:** 'President-YAEP'  
**Subject:** RE: [EXT] Fwd: TOCs. With attachments this time

So you are talking the letter? If you clean it up I can send it out

---

**From:** President-YAEP <pres@yaep.ca>  
**Sent:** Tuesday, October 3, 2023 12:57 PM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** [EXT] Fwd: TOCs. With attachments this time

Did I already send this to you?

If I clean up the message. Could you send it to all of the principals. ?

Ted

Get [Outlook for iOS](#)

---

**From:** President-YAEP <pres@yaep.ca>  
**Sent:** Tuesday, September 26, 2023 9:49 PM  
**To:** [Jeanie.McClean@yukon.ca](mailto:Jeanie.McClean@yukon.ca) <jeanie.mcclean@yukon.ca>  
**Subject:** FW: Fwd: TOCs. With attachments this time

---

**From:** President-YAEP <pres@yaep.ca>  
**Date:** Tuesday, September 26, 2023 at 9:47 PM  
**To:** Holy Family School Council <[hfes.school.council@gmail.com](mailto:hfes.school.council@gmail.com)>, [Jeanic.McLean@yukon.ca](mailto:Jeanic.McLean@yukon.ca) <[Jeanic.McLean@yukon.ca](mailto:Jeanic.McLean@yukon.ca)>, [Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca) <[Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca)>, [Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca) <[Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca)>, [Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca) <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>, [Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca) <[Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca)>, [Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca) <[Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca)>  
**Cc:** Lori.Choquette <[Lori.Choquette@yukon.ca](mailto:Lori.Choquette@yukon.ca)>  
**Subject:** Re: Fwd: TOCs. With attachments this time

[hfes.school.council@gmail.com](mailto:hfes.school.council@gmail.com)

To: Holy Family Elementary School Council

I write to you as the YAEP president, and the former long-time administrator at Holy Family. The value and importance of Teachers On-Call (TOCs) to the education system has been long recognized nationally across Canada. YAEP has been lobbying YG for decades to meaningful address, and take responsibility for, the overt and systemic marginalization of TOCs and resulting long term degradation of TOC workplace conditions.

#### **Long term marginalization of TOCS**

Since 2010, YAEP (then YTA) engaged in multiple organizing and lobbying efforts to have YG change the law which had been divisively drafted to exclude TOCs from coverage under the *Education Labour Relations Act* and which excluded them from being able to bargain improvements to their terms and conditions.

### **YG demands freeze on TOC remuneration and conditions in exchange for bargaining unit representation**

In 2018, the Yukon was the last jurisdiction in all of Canada in which TOCs were not represented by a bargaining agent of educators. YAEP launched an organizing drive and challenge to the legislation, which expressly prevented TOCs to be represented by YTA, and excluded TOCs from being covered by the Collective Agreement. The attached letter to the Minister of Education in 2018 stressed the importance of rectifying this injustice which had led to decades long marginalization of TOCs and their conditions of work. Significant resources were invested by the YAEP to instigate collective action amongst the TOCs and publicly. The public pressure, collective action and lobbying resulted in YG agreeing to amend the *Substitute Teacher Regulations* so as to permit TOC's to be part of the YAEP bargaining unit.

YG demanded a three year freeze on TOC wages and conditions in exchange for its agreement to change the regulations to permit TOC's to be covered by the Collective Agreement and part of the YAEP. This three-year demand further delayed Yukon's ability to address the gap in workplace conditions which had been exacerbated due to decades of systemic marginalization by way of TOC 's exclusion from the bargaining unit.

### **2021 Negotiations.**

In 2021 Yukon Educators again acknowledged that Teachers on Call are an integral part of the Yukon education system.

YAEP recognized that after numerous decades of being excluded from the YTA bargaining table/Collective Agreement, the terms and conditions of work of Yukon Teachers on Call are grossly substandard when compared to nearly every other jurisdiction in Canada. This significantly impacts upon all teachers, administrators, and students, because the poor terms and conditions of employment have made it particularly difficult to attract and retain certified and non-certified qualified Teachers on Call.

In 2021, YAEP proposed a range of improvements to TOC terms and conditions which reflect contemporary and moderate labour conditions across the country, including:

1. base wage increase in addition to the general economic wage increase;
2. the provision of acting pay after 5 days in an assignment;
3. non-instructional days during rural assignments which are 5 days or more will be counted as days worked;
4. payment in lieu of benefits;
5. pro-rated accrual of vacation;
6. Consistent, fair and reliable call out system;
7. Access to travel and per diem rates for rural work;
8. Credit for service of qualified TOCs for the purpose of conversion to indeterminate status; and
9. Opportunity to earn experiential credit and commensurate pay increases.

YG outrightly rejected 7 of the 9 proposals, agreeing only to the provision of acting pay after 5 days in an assignment base wage increase in addition to the general economic wage increase. This one labour condition change and the marginal wage increase are not sufficient responses to the decades of systemic marginalization of TOCs.

With all due respect, the YAEP has been making great efforts to “shine a light upon the direness of the situation at our school”(s) regarding TOCs. We greatly welcome more community dialogue, debate and interest in the issue. As the long-time administrator at Holy Family, I am all too aware of the critical role TOCs undertake in supporting a functional and healthy school community.

### **Innovation, improvement of labour standards and planning for succession**

YAEP has prioritized and strongly supported any initiatives to make the role of TOC more appealing and attractive to potential candidates. I do want to reiterate that YAEP has a statutory role under the Teaching Profession Act to inter alia “improve the teaching profession ... by promoting and supporting recruitment and selection practices which ensure capable candidates for teacher education ,...and by promoting the establishment of working conditions that will make possible the best level of professional service”. We understand this to mean that YAEP must advocate for the betterment of labour and workplace conditions, and cannot acquiesce to labour policy or conditions which are

substandard or an erosion of accepted contemporary labour and educational norms. Yukon Education, and all stakeholders have an obligation to proactively adopt forward thinking and progressive labour standards with an aim to improve the system, as short-term band-aid thinking and solutions will simply exacerbate the currently unsustainable situation.

#### In-person meeting

I greatly look forward to being able to discuss these issues and YAEP's concerns in more depth. Of the three dates proposed, I can confirm I have availability on October 23 at 7pm to attend a meeting as requested. Please let me know if that is suitable on your end.

Best,

Ted Hupe

YAEP President

**From:** Holy Family School Council <[hfes.school.council@gmail.com](mailto:hfes.school.council@gmail.com)>

**Date:** Monday, September 25, 2023 at 7:14 PM

**To:** [Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca) <[Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca)>, [Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca) <[Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca)>, [Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca) <[Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca)>, [Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca) <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>, [Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca) <[Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca)>, President-YAEP <[pres@yaep.ca](mailto:pres@yaep.ca)>, [Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca) <[Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca)>

**Cc:** Lori.Choquette <[Lori.Choquette@yukon.ca](mailto:Lori.Choquette@yukon.ca)>

**Subject:** Fwd:

Hello,

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Thank you in advance for the urgent action we are requesting. Please let us know if you are available to meet on any of the requested dates.

Sincerely,

Holy Family Elementary School Council

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**From:** President-YAEP

**Sent:** Thursday, October 5, 2023 9:03 AM

**To:** Jeff.Cressman

**Subject:** [EXT] FW: Fwd: TOCs. A short history

**Attachments:** Letter of Understanding - Terms required by YG[49].pdf; Letter - YTA to YG re Bargainign unit coverage - 2018[72].pdf

Hi Jeff

Can you pass this on to all of the administrators. This outlines the struggles we have had trying to get TOCs their due.

Ted

---

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**To:** Holy Family School Council <hfes.school.council@gmail.com>, Jeanie.McLean@yukon.ca <Jeanie.McLean@yukon.ca>, Mary.Cameron@yukon.ca <Mary.Cameron@yukon.ca>, Shanna.Epp@yukon.ca <Shanna.Epp@yukon.ca>, Linda.Lamers@yukon.ca <Linda.Lamers@yukon.ca>, Scott.Kent@yla.gov.yk.ca <Scott.Kent@yla.gov.yk.ca>, Lane.Tredger@yla.gov.yk.ca <Lane.Tredger@yla.gov.yk.ca>

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YAEP President

**From:** Holy Family School Council <[hfes.school.council@gmail.com](mailto:hfes.school.council@gmail.com)>  
**Date:** Monday, September 25, 2023 at 7:14 PM  
**To:** [Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca) <[Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca)>, [Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca) <[Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca)>, [Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca) <[Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca)>, [Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca) <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>, [Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca) <[Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca)>, President-YAEP <[pres@yaep.ca](mailto:pres@yaep.ca)>, [Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca) <[Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca)>  
**Cc:** Lori.Choquette <[Lori.Choquette@yukon.ca](mailto:Lori.Choquette@yukon.ca)>  
**Subject:** Fwd:

Hello,

Please see the attached letter from the Holy Family Elementary School Council requesting your urgent attention and action to address a chronic Teachers on Call (TOC) shortage. Our school has been operating on a deficit since the beginning of the school year with absences, and this is unacceptable. Our administration is needing support which they are not receiving despite requests.

Thank you in advance for the urgent action we are requesting. Please let us know if you are available to meet on any of the requested dates.

Sincerely,

Holy Family Elementary School Council

**From:** Holy Family School Council <[hfes.school.council@gmail.com](mailto:hfes.school.council@gmail.com)>  
**Date:** Monday, September 25, 2023 at 7:14 PM  
**To:** [Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca) <[Jeanie.McLean@yukon.ca](mailto:Jeanie.McLean@yukon.ca)>, [Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca) <[Mary.Cameron@yukon.ca](mailto:Mary.Cameron@yukon.ca)>, [Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca) <[Shanna.Epp@yukon.ca](mailto:Shanna.Epp@yukon.ca)>, [Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca) <[Linda.Lamers@yukon.ca](mailto:Linda.Lamers@yukon.ca)>, [Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca) <[Scott.Kent@yla.gov.yk.ca](mailto:Scott.Kent@yla.gov.yk.ca)>, President-YAEP <[pres@yaep.ca](mailto:pres@yaep.ca)>, [Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca) <[Lane.Tredger@yla.gov.yk.ca](mailto:Lane.Tredger@yla.gov.yk.ca)>  
**Cc:** Lori.Choquette <[Lori.Choquette@yukon.ca](mailto:Lori.Choquette@yukon.ca)>  
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Thank you in advance for the urgent action we are requesting. Please let us know if you are available to meet on any of the requested dates.

Sincerely,

Holy Family Elementary School Council

## LETTER OF UNDERSTANDING RE: SUBSTITUTE TEACHERS

BETWEEN

THE GOVERNMENT OF YUKON

(the "Government")

AND

THE YUKON TEACHERS' ASSOCIATION

(the "YTA")

1. The Government agrees to recognize the YTA as the exclusive bargaining agent for Substitute Personnel (as that term is defined in the *Substitute Personnel Regulation*) employed by the Government, effective immediately following the passage of the legislative amendments necessary to include Substitute Personnel in the YTA bargaining unit created under the *Education Labour Relations Act*.
2. The collective bargaining committees of YG and YTA will jointly recommend to the Minister the introduction of the necessary *ELRA* amendments to the Legislative Assembly.
3. The parties will create a Substitute Bargaining Sub-Committee which will identify the non-monetary provisions of the collective agreement which will apply to substitute teachers, and any necessary collective agreement amendments. The parties agree that:
  - a. The daily rate for substitutes will continue at its present level for the duration of the term of the collective agreement which commences on July 1, 2018. The daily rate will be increased by the same percentage and at the same time as any general wage increase negotiated for current YTA teachers.
  - b. Substitute teachers will not be eligible for paid leave, including sick leave;
  - c. Seniority will accrue only for service in temporary or continuing appointments. Appointments of less than 30 days will not be counted for conversion purposes;
  - d. Current call out processes will remain in place for the duration of the collective agreement.
  - e. Substitute teachers are not entitled to preparation time.



## Yukon Teachers' Association

### Association des enseignants.es du Yukon

May 9, 2018

By email: [Tracy.McPhee@gov.yk.ca](mailto:Tracy.McPhee@gov.yk.ca)

Hon. Tracy McPhee  
Minister of Education - Yukon Government  
Yukon Legislative Assembly  
Box 2703  
Whitehorse, Yukon  
Y1A 2C6

Dear Ms. McPhee,

#### Re: Representation for Yukon Teachers-on-Call (TOCs)

Thank you for your letter of April 23, 2018 in response to the concerns of Yukon Teachers' Association (YTA). A meeting between the Deputy Minister of Education for Yukon Government (YG) and a lone Teacher-on-Call to discuss that individual's concerns regarding her terms and conditions is inevitably cloaked with an unfair and dire imbalance of bargaining power. As TOCs are excluded from the YTA, my understanding is there are no current matters regarding TOCs which YG "are discussing with the Yukon Teachers Associations".<sup>1</sup>

The *Canadian Charter of Rights and Freedoms* encompasses the right to associate as a fundamental freedom, the protection of which is only effective with legal recognition of the right to collectively bargain. An archaic Yukon law excludes TOCs from being represented by the YTA<sup>2</sup> despite the balance of YG's public service auxiliaries/casuals being represented since 1990.

Labour Boards in numerous jurisdictions, including Manitoba, Ontario, and British Columbia, recognize TOCs as an integral part of the education system which could not effectively operate without them and have consequentially granted TOCs bargaining rights. Your acknowledgement that TOCs are a critical part of the Yukon education system echoes contemporary jurisdictional views of the importance of TOCs.

<sup>1</sup> Hon. Ms. McPhee (April 12, 2018) 2540 "Teacher staffing" Yukon, Yukon Legislative Assembly, Number 84, 34<sup>th</sup> Legislature, 2<sup>nd</sup> Session. Retrieved from Yukon Legislative Assembly website <http://www.legassembly.gov.yk.ca/hansard/34-legislature/84.pdf>

<sup>2</sup> *Education Labour Relations Act* s1(1)(c) "employee" does not include a person employed on a substitute basis

but further highlights the glaring need for contemporary regulations which do not hinder TOCs fundamental right to associate.

Yukon is the last, and only, Canadian jurisdiction in which TOCs are not represented through collective bargaining, New Brunswick being the last to rectify this disparity in 2010.

### **Yukon TOCs**

Every actively employed Yukon TOC personally approached as part of a recent organizing drive initiated by a current TOC has confirmed their wish to be collectively represented by YTA. Of the seventy-nine (79) active TOCs, sixty-two (62), being 78% of all active TOC's, have further provided YTA written confirmation they wish to be organized by association and represented by YTA as their bargaining agent. The other 17 TOCs have yet to be contacted.

### **YTA AGM & Member Support**

Upon learning of the outcome, and continuing organizing efforts of Yukon TOCs to secure representation, the YTA membership overwhelmingly resolved at the AGM on April 28, 2018 to seek the inclusion of Yukon TOCs into the YTA bargaining unit.

### **YTA Bargaining Agent**

The YTA is mandated by the *Teaching Profession Act (TPA)* to uphold a range of educational statutory objectives, including:

- improving the teaching profession by promoting the establishment of working conditions that will make possible the best level of professional service; and
- to advance, promote, and safeguard the interests of the teaching profession and its members

The YTA is the Yukon bargaining agent best suited to represent the interests of Yukon TOCs

### **Request for legislative amendment**

The current exclusion of TOCs from coverage by the *Education Labour Relations Act (ELRA)* is contrary to s. 2(d) of the Charter and contrary to YTA's objectives mandated by the TPA.

Yukon TOCs have organized, and inevitably will secure bargaining unit representation. Yukon TOCs wish to be represented by YTA. YTA is the current statutory bargaining agent for the balance of all Yukon school Educators.

YTA and YG have a mutual interest to proactively ensure TOCs are represented most appropriately, and that the current legislative exclusion of TOCs from the YTA bargaining unit is promptly removed. YTA is seeking YG's collaboration and agreement to amend the definition of "employee" in ELRA to allow for TOCs to be covered by the Act and represented by YTA.

We look forward to your prompt response and proposed solution to this longstanding, yet easily resolved predicament.

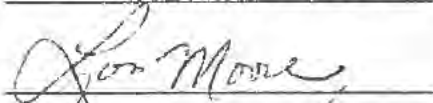
Your sincerely,



Carol Sherlock - Vice/Acting President



Steven Climie - Membership Chair



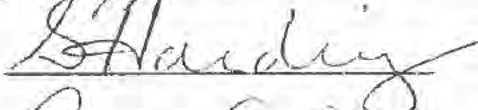
Lois Moore - Treasurer



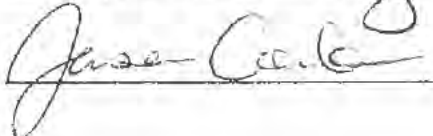
Christian Berneche - Professional Development



Emily Hood - Policy Chair



Sue Harding - Employment Relations



Jason Cook - Public Relations

CC: Geoff Abbott - [yukonteacheroncali@gmail.com](mailto:yukonteacheroncali@gmail.com)

**From:** Jeff.Cressman  
**Sent:** Tuesday, September 26, 2023 12:47 PM  
**To:** Maria.Gray  
**Subject:** RE: TOC Issues

Yup you call him and work on a plan

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**From:** Maria.Gray <Maria.Gray@yukon.ca>  
**Sent:** Tuesday, September 26, 2023 12:21 PM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Subject:** Re: TOC Issues

Hah- no one has ever told me that. So I just phone Trevor at 745 am and ask what to do? I just wish the dept would communicate this issue so families aren't as shocked when it inevitably happens.

---

**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Date:** Tuesday, September 26, 2023 at 12:09  
**To:** Maria.Gray <[Maria.Gray@yukon.ca](mailto:Maria.Gray@yukon.ca)>  
**Subject:** RE: TOC Issues

Hi Maria,

The process for what you are asking is done in conversation with your Superintendent. If you are not operational that is supposed to be decided with your Superintendent. For example when that happened one day here a few years ago the decision was made by me and the Superintendent and then we worked on a message out together.

Cheers

Jeff



**Jeff Cressman** (He/Him)  
 Principal, Jack Hulland Elementary School  
 Department of Education| Public Schools  
 T 867-667-8496| [Yukon.ca](http://Yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

---

**From:** Maria.Gray <[Maria.Gray@yukon.ca](mailto:Maria.Gray@yukon.ca)>  
**Sent:** Tuesday, September 26, 2023 11:54 AM  
**To:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>  
**Subject:** Re: TOC Issues

Hi Jeff,

Just want to be on the record that we strongly need a plan for when we aren't operational. I need a script and a triage policy and I need families to understand that classes or programming could be cancelled on an exceptional day. I need upper support for that exact situation because we had to cancel 3 students on Monday and I don't imagine that will be the last time. I need that script and procedure and support yesterday.

Thanks so much,



Maria

---

**From:** Jeff.Cressman <[Jeff.Cressman@yukon.ca](mailto:Jeff.Cressman@yukon.ca)>

**Date:** Tuesday, September 26, 2023 at 11:26

**To:** EDU-P-VP-YukonEdu-SA <[EDU-P-VP-YukonEdu-SA@yukon.ca](mailto:EDU-P-VP-YukonEdu-SA@yukon.ca)>, EDU-P-VP-CSFY-SA <[EDU-P-VP-CSFY-SA@yukon.ca](mailto:EDU-P-VP-CSFY-SA@yukon.ca)>, EDU-P-VP-FNSB-SA <[EDU-P-VP-FNSB-SA@yukon.ca](mailto:EDU-P-VP-FNSB-SA@yukon.ca)>

**Cc:** [pres@yaep.ca](mailto:pres@yaep.ca) <[pres@yaep.ca](mailto:pres@yaep.ca)>

**Subject:** TOC Issues

Good Morning Everyone,

Yesterday, Cynthia, Althea, Helen and I met with Sr. Mgmt. and HR to discuss the TOC issue. I feel we had a good first initial meeting and brought forward our concerns. HR and Sr. Mgmt. will be meeting with the Union and PSC in the next few weeks to discuss options. We really pushed the idea of TOC's being assigned to a building for now and figuring out what that would look like. We also discussed the potential of having department led PD and in-service be put on hold until we get the TOC issue figured out. Sr. Mgmt. is discussing this and will message out a decision at some point. I have also included below the information that we sent to Sr. Mgmt. before the meeting that was shared with us by the membership.

### Concerns

- 1) The lack of TOC's is an issue at our school. We have been covering internally for most of our absences including special leaves and illness, and I had to cancel our participation in the soccer tournament last week to ensure proper coverage of classes at school. With volleyball tournaments coming up and other activities, it is going to be an issue.

Plus, I asked Kirsten to see if the department would compensate teachers financially for the ½ day allocated for the Respect in Sport training instead of a TOC.

- 2) I've said no to PD for the first time ever.

I've warned my staff about discretionary leave and have one staff member considering quitting or reducing FTE because of the strain

We have EAs covering a lot and teachers covering for each other.

- 3) We have no TOC's and not all positions are filled.

- 4) We are having issues with TOCs too. We have had to deny some PD days and are having to reallocate LATs to cover for teachers and EAs. We haven't tried to cover off the K teachers yet but anticipate it will be a challenge.

- 5) I have spoken with at least 2-3 people that have been in a TOC queue waiting to become official. They are frustrated with how slow the process to work is.

We are also running with very limited TOCs. Compound this with the information from the department last week explaining that LAT positions will or should be protected from covering classes and I think we are going to be in a world of hurt come flu season or any Inservice days.

Lets plan ahead and get on this before we are simply reacting

- 6) We've struggled to get TOCs at F.H. and have had to use EAs or LATs for coverage almost every day so far this year. For example, today we had six teachers away and only one TOC. The rest had to be covered in house with other staff. That is fine if it is happening once in a while, but this is our daily routine right now. I know that HR says there are lots of subs on the list and lots more signing up, but they don't seem to be taking any

assignments. Almost every sub that we have at F.H. are pre-arranged by our office staff, and very few come from Apply to Education.

- 7) This is a concern for us – I have TOCs but for how long? They have made commitments to be elsewhere and then there will be no one in that role. Any opportunities like the Kindergarten PD will need to be carefully planned, potentially with an EA in that role – which I have already done since the start of school and will most likely do again. Do you know of any teacher programs with graduates entering the job market this fall? If such programs exist, we need to aggressively target new teachers for hire.

- 8) Week one – three full days classroom teacher positions covered by non-enrolling staff/admin  
 - One appointment covered by admin

Week two: - 6 appointments (half days mostly) covered internally

- 3 half day absences covered by admin/ non enrolling staff and one full day covered internally
- Monday – 3 TOC; Tuesday 1.5 TOC; Wednesday 3 TOC; Thursday 0 TOC; 2 TOC

Week three : EAs not covered (2 on Monday, 2 on Tuesday, 0 on Wednesday and 2 Friday)

Good number of subs for classroom teachers – used one EA to cover a class Friday and internal staff to cover a class on Monday and covered two appointments internally but rest covered by TOC

Week Four – Monday – 2 EAs not covered; internal cover for appointment, 2 TOCs in building.

- 9) I am sending you my thoughts regarding the TOC issue.

We are having difficulty finding coverage. We have pd/in-service and activities we need to send our staff away for. Mainly:

- Fountas and Pinnell training for BAS and LLI on Sept 18, 19, 20. We have been waiting for two years to get our grade 8/9 teachers trained, and it will be difficult to send them to receive this training when there is not enough coverage available (I would like to send 7 teachers, this is not possible without available TOCs).
- The other main issue is this change in the sporting events to happen not on the weekend, but during the school day. Most of our teams are coached by teachers. And teachers coach teams with students they do not only teach (i.e. grade 11 math teacher coaching grade 8 volleyball), so when nine teams of students are out playing during the day, this affects almost the entire student body because 4 or more teachers are out with them and subs are needed in those classrooms and subject areas; plus the students who are on the teams are missing instructional time and I would argue that the students not playing who remain in class are too (we have three grade 8 boys and two grade 8 girls volleyball teams for example). I am unsure of how this decision to change the dates of tournaments was made?
- Of course, there are field trips and other activities happening that were approved long ago, plus people catching sicknesses that we must also account for.

This is not sustainable. I do not know why the TOC list seems to deplete itself over the summer. Operationally it is difficult to continue supporting quality programming (especially sports and experiential activities) when there is not enough coverage. It is also stressful knowing that asking too much of staff to cover internally will lead to burn out.

Please add these thoughts to what you are preparing.

- 10) My two cents: push for a full-time TOC for schools who need it; just assume there is a need almost daily if not daily. If a TOC can count on acting and/or top-up pay for consecutive days, it may be easier to keep at least one person available to most, if not all, schools in need. It's working at WLSS. Mind you, we have unfilled vacancies so I can work within the system. Either way, it gives me plenty of flexibility for coverage knowing I have a TOC in the school every day.
- 11) Hi Jeff. I see the Ready2Learn program would like to take SBTs out for 1/2 days 4x a year, and apparently SSS is going to do LAT training workshops - probably during school time. This will add to the pressure for supply

teachers. And there is a 2 or 3-day training for new to grade 10 socials coming up; FNI brings in lots of experienced teachers to assist with that, so lots of ppl needing supplies. Some R2L intensive training is 1 hour per month - also tricky for supply.

- 12) We are so worried about burnout already. We have many days with 8 people away and only 1-2 TOC's and no one answering easy connect. Cold and flu season has hardly begun and we are short every single day already.
- 13) I have no TOCs. We haven't had TOCs in years. Shuffling EAs or my LAT to cover is the only way to navigate shortages, or I fill in. I have even combined classes for a day to have enough coverage which means "Normal learning" doesn't really happen. It takes massive adaptations to get through a day with 6 grades combined in one room. I have even had to shift the whole school and do "All school" events, like a random sports day, or a movie in the gym, because I am so short staffed. These mandatory Kindergarten days seem like they should be zoom meeting days. I have seen very little planning for them. My kinder teacher is a Master teacher that has taught ECE and Kinder courses at Universities. It seems like these meetings are more of a discovery conversation to find out what schools are doing, similar to literacy meetings.
- 14) Here is some more info: We, and I am sure other schools, are having great difficulty getting any information about those individuals who are on the TOC and AEOG lists – including contact information. People are not on the lists even though they have submitted all required information and been informed that they have been hired. However, they do not show up on the TOC list. We do not appear to have an updated AEOG list. We have people who have worked for us from the first week of school yet we are unable to pay them as they are not appearing in the HRMS system. If we can't pay our TOC's and AEOG's then they will not want to work. If they won't work we can't run our trips. We have already had one person say they could not continue this way if they aren't going to be paid.
- 15) Each morning I dread the first 30 -40 minutes as I try to figure out how we will organize the staff to cover those who are ill or away for appointments / in-servicing. I know that we are blessed at CKES with a few staff who are part-time classroom and part-time LATs, plus one full-time LAT, so I have a number of people I can call on to change their assignment for the day ... but it really sucks having to ask them. Last week, I had to cover a classroom and used 5 different people throughout the day to do so. It was a crazy plan that actually worked well, but REALLY?!?!?
- 16) Each morning I dread the first 30 -40 minutes as I try to figure out how we will organize the staff to cover those who are ill or away for appointments / in-servicing. I know that we are blessed at CKES with a few staff who are part-time classroom and part-time LATs, plus one full-time LAT, so I have a number of people I can call on to change their assignment for the day ... but it really sucks having to ask them. Last week, I had to cover a classroom and used 5 different people throughout the day to do so. It was a crazy plan that actually worked well, but REALLY?!?!? We are short 0.5 teacher, and so my VP and I are also covering teaching duties that provide preps. This means work that we could normally do during our day, we do at night and stay late to get it done. While I truly am enjoying the teaching, it does have an impact. I'm not sure what the solution is, but something needs to give.
- 17) Create a list of people from the dept who can sub on a given day...perhaps 3...this would serve multiple purposes: 1. Students, in theory, have a hi-quality sub, 2. Dept. people could visit schools in real time and make connections 3. This could also create a broader feeling of we are in this together and not so much us (schools) vs. them (dept)
- 18) Have permanent TOCs at each school. For example by school population. School A gets 2 because of population those folks know everyday they are at School A. This could help stop the amount of schools who just have someone show up at their school everyday and make the system more transparent.
- 19) Programming is suffering (virtually no LAT work...they are just TOCs) Admin are burning out, the deficit model is not sustainable. Being told to be creative within a building is not helpful (we need a wider reaching solution

from above us). Perhaps for schools who aren't loud about this, it's because the school doesn't have the capacity to continue the daily feedback. We need a different plan and we need support and acknowledgement of this problem from above us. We are often operating with 15% less staff than needed. Can we look at consultants being deployed again. We need to better triage people with teacher training. We don't have much need for additional PD or consultants when we can't staff the schools. People in schools are run ragged.

- 20) Simply, the supply of TOCs is just not sufficient to meet the demands of teachers being ill. But, also it can crimp planning for special 'out of school' events when thinking that perhaps 2 or 3 teachers will be away for a number of days. Even more so when wishing to send teacher for 'out of town' PD which - with rural travel logistics - means that a 2 or 3 day PD event can mean that a teacher is 'out of office' for sometimes an entire week. Obviously, we lower the education requirements for prospective TOCs but still have very local applicants. I am not sure what the answer is to attract and maintain a sufficient pool of TOCs.
- 21) I work in a small community and we have at least 100 students enrolled from K-12. We only have 1 TOC, and she also works in the evening as our janitor. I am experiencing a lot of staff absence due to unforeseen circumstances. Within the two weeks since school started, I had called the TOC just about daily for teachers or EA's. Some absences were of family member sick (child/children) and or only parent, appointments (long wait), unexpected surgery, long term medical condition increases...If a teacher is absent EA's would step up because they will get extra pay, but if an EA was sick and a teacher was sick? Sub fills teacher but what about the EA? Another EA fills that position only if, that EA has a one on one with a student. We already ran into other issues like our sub went on leave for family reasons. We had two absences both EA's. We are fortunate to get 1 sub, our previous subs besides the one we had from last year found jobs elsewhere and a more stable position.
- 22) Sorry for the late response but as you can well imagine and relate to the chaos that comes with the beginning of the school year. No teachers on call (still need to hire for several EA and teaching positions as well) for us so far this year and not much hope that we will get any. I hope your day goes well and will talk soon.

### **Possible Solutions**

1. Take off all employees who are on the list but have been hired in schools in teaching positions – this will give us a better picture of numbers.
2. Make the application process easier, faster and with a contact person when the applicants have issues (often drop by my office for help).
3. Those on the list last year... shouldn't have to go through the whole process again.
4. Expedite the process... I hear from applicants that they have to connect at least twice with HR to get the process cleared. Even then, they don't show up on the list right away....
5. Be strategic with Learning networks and PD – offer them a number of times (so we only have to send out one teacher at a time) or ask for on rep per school and they share info....

-1:1 kids on staggered days (4 day a week programming)

-Exact steps/script to follow when phoning a family or entire class we can't serve on a given day and more licence to feel we can make those calls when every adult is deployed and there are still sig. gaps

-Sig gaps in staffing and programming = safety concerns

-Much more empathy and understanding from the dept (those planning PDs, supers, etc)

-Financial bonuses for TOCs when onboarded

-easy and clear route to "acting" pay after X-# days in school—not necessarily in the same role

-Clear and consistent communication to the public about this dire situation so that when classes or programming is shifted or cancelled, families understand it's a systematic problem and not a school choice and communicating with the whole community the dept of ed action plan to give reprieve.

I have spoken with 3 TOCs that thought they had applied and have been waiting to hear back. I am unsure of how people apply, however if three totally different people think they have applied....well there must be a glitch somewhere.

The other feedback I have received from TOCs that are active (a complaint we cant resolve right now but can look into while going into bargaining) – they feel undervalued in their pay. I have had a couple express wanting to be paid on par with other places. I have also had 2 EAs leave the territory – as they wanted to go where pay was higher and cost of living lower.

We also need to actively recruit...more than ads on facebook. People are looking for more than money...and we don't exactly pay the highest nor do we give great incentives – prof. Learning etc.

Lets make this as streamlined as possible.

Has anyone discussed FYTT contracts (full year temporary teacher). Essentially a teacher attached to a school or multiple schools to fill in where needed. In the chance that no sub is required, they support a classroom that needs it. Typically, retired teachers like doing this for half a year. Sometimes it's a good job for a new/less experienced teacher.

Just a refinement of my Subs from the dept idea...this could occur on key, well planned in advance days...admin meetings, certain sports events etc...

Maybe rolling shut downs like during COVID where teachers from the shut down school could TOC for the day(s) at the other schools.

Maybe the employer wants to open the agreement between rounds and add: TOC signing bonus, TOC pay, pension and benefits?

The only thing I can think of is hiring a full-time teacher as a TOC for each school (or a number of teachers based on population) and increasing the pay for TOC's.

- ✓ Don't make TOC's and AOEG's reapply every year; just submit intention to continue. If there are items that need to be updated submit. This would reduce the amount of information that YG has to collect and reduce the labor intensive data entry.
- ✓ Pay our TOC's and AOEG's
- ✓ Start taking information for new TOC's and AOEG's during the summer; not waiting until the school year is starting

Please feel free to reach out if you have any questions.

Thank you,

Jeff



Jeff Cressman (He/Him)  
Principal, Jack Hulland Elementary School  
Department of Education| Public Schools  
T 867-667-8496| [Yukon.ca](http://Yukon.ca)

I respectfully acknowledge that I work within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

**From:** Ruth.Burridge  
**Sent:** Sunday, September 24, 2023 10:09 PM  
**To:** Jeff.Cressman  
**Subject:** Re: TOCs

Maybe department employees could be available one day out of 5 or 10 and do TOC?  
Maybe tournaments need to be Friday after school and Saturday rather than Thursday-Friday.  
I will likely be ensuring there is only 1 field trip/ pd/ collab/ coaching per day which will limit student experiential learning and availability of staff for training out of the building.  
Just not sure why it seems so much worse this year.

Ruth Burridge  
Principal, FHCollins  
(Sent from my phone)

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**From:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Sent:** Thursday, September 21, 2023 2:41:34 PM  
**To:** EDU-P-VP-YukonEdu-SA <EDU-P-VP-YukonEdu-SA@yukon.ca>; EDU-P-VP-FNSB-SA <EDU-P-VP-FNSB-SA@yukon.ca>; EDU-P-VP-CSFY-SA <EDU-P-VP-CSFY-SA@yukon.ca>  
**Subject:** TOCs

Hi Everyone,

We are meeting with Sr. Mgmt. on Monday afternoon to discuss TOCs. This is the only issue we are discussing. If you have any ideas of how to improve TOC issues please send them my way.

Thank you,

Jeff



**Jeff Cressman** (He/Him)  
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**From:** Cassandra.Kelly  
**Sent:** Friday, September 22, 2023 10:46 AM  
**To:** Jeff.Cressman  
**Subject:** RE: TOCs Meeting

Thanks for this Jeff – much appreciated.

This will be helpful at our meeting on Monday in looking at potential solutions.

Cassandra

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**From:** Jeff.Cressman <Jeff.Cressman@yukon.ca>  
**Sent:** September 22, 2023 10:42 AM  
**To:** Jeff.Cressman <Jeff.Cressman@yukon.ca>; Alethea.Wallace <Alethea.Wallace@yukon.ca>; Helen.McCullough <Helen.McCullough@yukon.ca>; Cynthia.Wagner <Cynthia.Wagner@yukon.ca>  
**Cc:** Trevor.Ratcliff <Trevor.Ratcliff@yukon.ca>; Cassandra.Kelly <Cassandra.Kelly@yukon.ca>; Stephanie.Boyle <Stephanie.Boyle@yukon.ca>; Linda.Lamers <Linda.Lamers@yukon.ca>  
**Subject:** TOCs Meeting

Good Morning,

Below are ideas that Admin have shared for TOC's. I thought I would share before Mondays meeting. I think something we need to look at is permanent TOCs in each building. We need to get the Union at the table to hammer it out. We could look at a special amendment until the next agreement. We cannot afford to wait for the next round of negotiations to find a solution. If money is the issue there should be a way to use the money being saved not filling TOCs needed etc.

See everyone on Monday.

Thank you,

Jeff



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1. Take off all employees who are on the list but have been hired in schools in teaching positions – this will give us a better picture of numbers.
2. Make the application process easier, faster and with a contact person when the applicants have issues (often drop by my office for help).
3. Those on the list last year... shouldn't have to go through the whole process again.
4. Expedite the process... I hear from applicants that they have to connect at least twice with HR to get the process cleared. Even then, they don't show up on the list right away....



5. Be strategic with Learning networks and PD – offer them a number of times (so we only have to send out one teacher at a time) or ask for on rep per school and they share info....

- 1:1 kids on staggered days (4 day a week programming)
- Exact steps/script to follow when phoning a family or entire class we can't serve on a given day and more licence to feel we can make those calls when every adult is deployed and there are still sig. gaps
- Sig gaps in staffing and programming = safety concerns
- Much more empathy and understanding from the dept (those planning PDs, supers, etc)
- Financial bonuses for TOCs when onboarded
- easy and clear route to "acting" pay after X-# days in school—not necessarily in the same role
- Clear and consistent communication to the public about this dire situation so that when classes or programming is shifted or cancelled, families understand it's a systematic problem and not a school choice and communicating with the whole community the dept of ed action plan to give reprieve.

I have spoken with 3 TOCs that thought they had applied and have been waiting to hear back. I am unsure of how people apply, however if three totally different people think they have applied....well there must be a glitch somewhere.

The other feedback I have received from TOCs that are active (a complaint we cant resolve right now but can look into while going into bargaining) – they feel undervalued in their pay. I have had a couple express wanting to be paid on par with other places. I have also had 2 EAs leave the territory – as they wanted to go where pay was higher and cost of living lower.

We also need to actively recruit...more than ads on facebook. People are looking for more than money...and we don't exactly pay the highest nor do we give great incentives – prof. Learning etc.

Lets make this as streamlined as possible.

Has anyone discussed FYTT contracts (full year temporary teacher). Essentially a teacher attached to a school or multiple schools to fill in where needed. In the chance that no sub is required, they support a classroom that needs it. Typically, retired teachers like doing this for half a year. Sometimes it's a good job for a new/less experienced teacher.

Just a refinement of my Subs from the dept idea...this could occur on key, well planned in advance days...admin meetings, certain sports events etc...

Maybe rolling shut downs like during COVID where teachers from the shut down school could TOC for the day(s) at the other schools.

Maybe the employer wants to open the agreement between rounds and add: TOC signing bonus, TOC pay, pension and benefits?

The only thing I can think of is hiring a full-time teacher as a TOC for each school (or a number of teachers based on population) and increasing the pay for TOC's.

- ✓ Don't make TOC's and AOEG's reapply every year; just submit intention to continue. If there are items that need to be updated submit. This would reduce the amount of information that YG has to collect and reduce the labor intensive data entry.
- ✓ Pay our TOC's and AOEG's
- ✓ Start taking information for new TOC's and AOEG's during the summer; not waiting until the school year is starting

**From:** Jeff.Cressman

**Sent:** Friday, September 22, 2023 10:42 AM

**To:** Jeff.Cressman; Alethea.Wallace; Helen.McCullough; Cynthia.Wagner

**CC:** Trevor.Ratliff; Cassandra.Kelly; Stephanie.Boyle; Linda.Lamers

**Subject:** TOCs Meeting

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**From:** Kris.Bruneau  
**Sent:** Friday, September 22, 2023 9:20 AM  
**To:** Jeff.Cressman  
**Subject:** RE: TOCs

Hi Jeff

These aren't really suggestions but issues that continue and some new to me:

- TOC's and AOEG's are not entered into the HRMS system
  - Means we can't enter their hours and they can't get paid
  - We have 2 individuals who have not been paid to date, and have been working for us since August
  - Due to cutoffs etc. the earliest these 2 will be paid is Oct 18 – if they get entered in before the next cut off
  - Another individual has not been paid who began early September, and is on the same schedule to be paid the earliest Oct 18 – if they get entered in before the next cut off
- TOC's are being told:
  - They are not covered by WCB if they go on overnight or over hour trips as chaperones – because they are working outside of paid hours
    - Does this mean all of us are not covered on overnights as we are “over” our paid hours?!?!
  - They are not allowed to go on overnight trips as chaperones
- TOC lists are not up to date; don't match what is in Apply to Education Shortlists and the information available in HRMS

Suggestions:

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Kris



Kris Bruneau  
 Administrator  
 Education | Wood Street Centre  
 T (867) 667-8413 |

[woodstreetcentre.yukonschools.ca](http://woodstreetcentre.yukonschools.ca)

*I am grateful and privileged to work and live within the Traditional Territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.*

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**Sent:** Thursday, September 21, 2023 2:42 PM

**To:** EDU-P-VP-YukonEdu-SA <EDU-P-VP-YukonEdu-SA@yukon.ca>; EDU-P-VP-FNSB-SA <EDU-P-VP-FNSB-SA@yukon.ca>; EDU-P-VP-CSFY-SA <EDU-P-VP-CSFY-SA@yukon.ca>

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