

EXTRA-CURRICULAR ACTIVITIES (ECA) COMPENSATION

The Board policy allowing for compensation for teachers who organize extra-curricular activities is in effect again during this contract. In addition, provisions in the Provincial Entente allow for teachers to be financially compensated for having carried out these activities (referred to as "Value Added").

The policy is reasonably straightforward and an extract of it follows below.

The main points to watch out for are these:

- (1) The school administration should consult School Council re the list of approved activities for the following school year, and circulate it to staff.
- (2) **During the first month of school**, the school administration must circulate the list again, asking for any additions teachers wish to submit.

(A basic list is included in the extract and these activities are already "approved".)

- (3) The compensation, which can be up to 3 days for 60 hours and over of ECA, **can be taken at any time during the school year but there can be no substitution costs incurred for these days.** The actual days taken must be agreed to between the teacher and the principal. **The policy does not state that compensation has to be taken during the last professional days in June.**
- (4) It is advisable for teachers to keep a written record of the dates and times of their ECA activities so that there is no dispute when requesting compensation.
- (5) You may also be able to make a claim for monetary compensation at the end of the year, under the title of Value Added. This comes from an appendix in the Provincial Entente, and credits are given to different categories of activities, as follows:

a) Activities that are normally held at a frequency of once a week throughout the entire school year shall count as 30 credits – examples: stamp club, photography club, tutoring, mentoring.

➤ ***When credits are requested for tutoring, they cannot be claimed for remediation that would be included as part of a teacher's workload.***

b) Activities that are normally held at a frequency greater than once a week for part of the school year (**approximately** 30 sessions) shall count as 30 credits – examples: track and field team, badminton team, drama club, choral group.

➤ ***When credits are requested for participation in multiple teams, groups or clubs, scheduled at different times, schools must provide this information and ensure that the groups are identified.***

➤ ***When teachers participate in more than one team, club or group, and the activities for the teams are held at the same times (i.e. practices), credits must be based on the duration of time spent up to a maximum 60 credits.***

➤ ***Teachers can only claim credits for participation with a specifically identified team, club or group under one of the value-added clauses (a, b, c, d, e, f or g) up to a maximum 60 credits. For example, separate credits cannot be granted for an overnight trip to a coach or assistant coach accompanying the team they coach.***

c) Activities that are normally held at a frequency greater than once a week throughout the entire school year shall count as 60 credits – examples: judo club, gymnastics club, swimming club.

➤ ***When teachers participate in more than one such activity, and the activities are held at the same times, credits must be based on the duration of time spent up to a maximum 60 credits.***

d) Major activities including, among others, a school band, senior football team, senior basketball team, annual revue that are held frequently for part of the school year (approximately 60 sessions) shall count as **60 credits for the person in charge** (head coach, band leader, etc.). These activities shall count as **45 credits for regular assistants**.

➤ ***There can only be one person in charge claiming 60 credits for this activity.***

e) Supervision of an intramural program shall count as one credit per session provided that each session lasts **at least 30 minutes** – examples: afternoon skating, school choir. **A maximum of 60 credits** may be granted per teacher for any one activity.

➤ ***Max 1 credit per session 30 minutes +. When credits are earned for participation in multiple grade levels scheduled at different times, relevant details must be provided.***

➤ ***When teachers participate in more than one such activity, and the activities are held at the same times (i.e. junior and senior school choir), credits must be based on the duration of time spent up to a maximum 60 credits.***

f) Other extracurricular activities shall be recognized at the rate of one credit per session provided that each session lasts at least 30 minutes. A maximum of 60 credits may be granted per teacher for any one activity.

➤ ***Max 1 credit per session of 30 minutes +. The activities performed by teachers must include the participation of students.***

➤ ***The teacher in charge of the planning for a major trip (fundraising, meetings with students, etc.).***

g) As regards the maximums prescribed in subparagraph d), teachers accompanying students on overnight educational outings, which are approved by the board according to its policies, shall obtain 10 credits per night, **up to 30 credits per year**.

➤ ***Max 30 credits per year per teacher regardless of number of trips per year that teachers take with students.***

(6) The compensation is based on adding up all the credits claimed by teachers, and by dividing the total amount of money allocated to the EMSB by the MEES. The value of a credit is generally around \$10.

Extract from School Board Policies: (Local Agreement)

"In conformity with Clause 8-7.02 (d) of the Entente, the participation of a teacher in extra-curricular activities shall be voluntary and shall not be included in their workload as defined in Clause 8-7.02 of the Entente.

However, to encourage the participation of teachers in such activities, the School Board shall compensate teachers who participate in such approved activities by granting them days off to a maximum of three (3) working days.

The number of days of compensation to which a teacher is entitled shall be calculated as follows:

20 - 39 hours	-	1 day
40 - 59 hours	-	2 days
60 hours and over	-	3 days

After consultation with the School Council the school administration shall compile a list of extra-curricular activities for the current school year. These activities will include, among others, the following:

Art Club	Graduation Committee
Athletics	Jr. Achievement Club
Audio-Visual Animator	Outdoor Education
Band	Photography Club
Chess Club	Reading Club
Choir	Robotics
Cooking Club	School Newspaper
Current Events Club	School Plans
Debating Club	Sewing Club
Drama club	Ski Club
French Language Club	Student Council
	Yearbook Committee

When a teacher is eligible for compensation by virtue of this policy, they shall submit a statement to the school administration of the number of hours spent supervising ECA and a claim for the number of days of compensation to which they are entitled.

It must be clearly understood that in granting compensation days under this policy, there must be no substitution costs incurred as a result of this leave.

The teachers shall also receive monetary compensation to be determined by the MTA/EMSB Labour Relations Committee, using the money attributed to the EMSB for value-added activities.

Please note that the above activities are examples, and are not an exhaustive list.