

Issue 2

March, 2008

Sue Heuman, TOC Rep  
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SURREY TEACHERS' ASSOCIATION

# TOC NEWS

## Dear Teachers,

Welcome to another edition of the TOC Newsletter. It has been a busy time for TOC's in Surrey and we have some exciting workshops booked for the next couple of months.

One of the challenges of being the Chair of the TOC Committee is getting TOC's out to meetings and involved in union activities. You are the future of the BCTF and each local union. If you have any suggestions on how we, the TOC Committee and the Surrey Teachers Association local, can make meetings more exciting so that you want to attend, please let me know.

We have a committee of seven TOC's, who meet about three times a year to plan workshops and meetings. In the past few years we have been unable to fill all the vacancies on the committee.

The BCTF will be sending a survey in the next four to six weeks to the TOC's in British Columbia asking for information that will help the BCTF and the locals understand some of the challenges facing the TOC's. Please respond to the survey, the information is very important to TOC's.

### STA Teacher-on-Call Committee

**Sue Heuman – Chairperson**

**Andrea Bertrand**

**Jeff Hook**

**Susanna Reinhart**

**Katie Worboys**

### Remember that there are many ways TOCs can stay informed

**TOC Hotline 604-592-8396**

**TOC Website [www.surreyteachers.org](http://www.surreyteachers.org)**

**TOC Newsletter (mailed to TOCs)**

**TOC Bulletin Boards in staffrooms** (talk to the staff rep if you can't find TOC information) **TOC Listserv - virtual staffroom for TOCs**

*(to register, e-mail Sue Heuman on FirstClass with e-mail address, employee number and full name)*

### Important Websites and Phone Numbers:

Surrey Teachers' Association	<a href="http://www.surreyteachers.org">www.surreyteachers.org</a>
B.C. Teachers' Federation	<a href="http://www.bctf.ca">www.bctf.ca</a>
Surrey School District	<a href="http://www.sd36.bc.ca">www.sd36.bc.ca</a>
STA Office	(604) 594-5353
Debbie Anderson (dispatch)	(604) 599-7446
Kathy Fournier (payroll)	(604) 599-7449

The TOC newsletter will be mailed to the home address of every Surrey TOC for whom we have a current mailing address. It will also be posted on the STA web site at [www.surreyteachers.org](http://www.surreyteachers.org).

**Participation by TOC's is vital to stay informed and to have our voice heard. We need to stick together and show support for each other and our union. I am looking forward to meeting you and hearing your comments.**

### **Upcoming TOC Workshops in Surrey**

**March 26<sup>th</sup>, 2008**  
**Tax Tips for TOC's**

**June 9<sup>th</sup>, 2008**  
**Employment Insurance for TOC's**

**Conference Centre**  
**9260 -140<sup>th</sup> Street, Surrey, B.C.**  
**3:45 – 6:00**  
**Snacks will be provided**

## **Surrey Teachers' Association Advises TOC's to: Boycott TOC Survey Forms**

Some administrators in Surrey School District have been circulating TOC Surveys in the TOC folders and asking TOCs to report on the following questions:

- overall school tone
- student behavior
- classroom instructions/materials left for you
- TOC package (office)
- further comments or suggestions.

The teachers at these schools were not consulted about the use and purpose of these surveys.

The questions on the surveys compromise the professional rights of teachers and the Code of Ethics that apply to both TOCs and classroom teachers. The surveys also place TOCs in the unwarranted position of performing a management function.

**The STA advises TOCs not to complete these surveys.**

## **TOC Listserve**

TOC's have a listserv which is a "virtual staffroom" to ask questions, give opinion or read comments. It is a great way to stay in touch with other TOC's. Our job can be very lonely so this is an easy way to stay informed about what's happening. Signing up is easy. All you need to do is send an email to Sue Heuman on FirstClass with your request. Include your full name and she will sign you up.



***Watch for updates on the TOC boards***

**Katie Worboys** is a new TOC to Surrey and a member of the TOC Committee. She has contributed this story about her early days as a TOC:

As a TOC, it is always nice to receive a warm welcome and a set of keys for your day at a school. One particular day, at a secondary school, I was given a lanyard with two, obviously very valuable, keys. I put them in my pocket, to keep them safe. It was a beautiful day and I was teaching PE outside. Trying to be an active and involved teacher, I managed to run a fair bit around the field. Finally, class was dismissed and I made my way back to the gym. When I got there, I reached down to grab my keys, only to discover them not there! I started to panic and decided to retrace my steps all the while thinking how long it would take for me to get fired. A bit hasty on my part, I suppose. Thank god I had a prep the next block, as I spent the whole time scouring the field for those darn keys. I then had to go and inform the secretary of my silly mistake. The office was not very happy, to say the least, so I decided to give the field one last inspection. I paced frantically back and forth on that field for what felt like forever. In the end, I searched one part of the field that I thought I hadn't run by, and there they were, shining up at me. I could almost hear them saying, "Took you long enough!"

**Andrea Bertrand**, a member of the TOC Committee has submitted her thoughts on getting that all important contract. Congratulations Andrea on getting your first contract!

#### **Tips for getting that sought after Contract:**

- when you are working at your school, make yourself known. Talk to people so they remember you.
- introduce yourself to the principal and vice principal, invite them to watch you teach if they have a moment (especially if there is a school you seem to be at a lot)
- Leave a detailed note about what was done during the day and what wasn't, any problems, good things etc. Plan for the next day (unless already done), put up the shape of the day. Leave the class the way you found it. Make the teacher want to ask you back or recommend you to colleagues.
- The more you get to work at a school, the more familiar you become and when you do get that interview you will be in a familiar place
- Apply for everything! Even .2 FTE, you can slowly build up to 1.0 FTE. Your first year might be a little scattered, but eventually you will be in one place.
- Be confident! It is very hard to walk into unknown situations but as a TOC, that is your job. You are a teacher.
- Be Patient! It will happen. Unlike other districts, Surrey is still growing. The need for teachers is there, all you have to do is apply.

## **Carpool, anyone?**

I know that as a TOC it might be difficult to arrange car pooling until you have a contract, but keep this site in mind. We need to do our part for the environment and this is a small but important way we can contribute.

Are you interested in carpooling to work? At a recent liaison meeting with Surrey trustees, Julia MacRae asked if there could be a link on the Board's website to allow teachers to connect with each other to arrange carpools. Look up the following site if you are interested in saving money in transportation and reducing your carbon footprint:

<http://www.sd36.bc.ca/employee/carpool.html>



# 20 Ways to Grow Professionally While You're a T.O.C.

1. Attend a conference/workshop locally.
2. Attend a conference/workshop regionally/provincially/nationally/internationally.
3. Attend a workshop/conference or summer institute/course.
4. Become active in your local association.
5. Begin/continue university studies.
6. Develop innovative programs for use in the classroom.
7. Develop an annual personal PD plan, and maintain a PD portfolio.
8. Hop on the Internet through BCTF Online or another PD site.
9. Join a professional organization/network:
  - Provincial Specialist Association (33 within the BCTF)
  - Local specialist association/Local Chapter of a PSA
10. Observe another teacher, and talk together about the lesson/program.
11. Read professional literature.
12. Reflect, discuss, and research for the purpose of planning individual or group ongoing professional development.
13. Develop the discipline of reflective journal keeping.
14. Share with colleagues what you found at a conference/workshop.
15. Subscribe to/read professional journals.
16. Watch professional videos.
17. Work on your local's TOC committee.
18. Work with a colleague to discuss, observe, and critique a lesson/program (peer coaching).
19. Write professional articles for your local's newsletter, your PSA's publications, or *Teacher* newsmagazine.
20. Keep a journal of the outstanding teaching practices, strategies, ideas, etc. that you see in the schools you work in.

## Don't let TOCing become an isolating experience.

Come to meetings

Join the listserv

Talk to other TOCs in the schools you go to

You are invited to write an article for

*The Examiner* or *Teacher* magazine

or even this TOC newsletter.

## Upcoming STA meetings and workshops:

March 26, 2008	Tax Tips for TOC's	3:45-6:00	District Conference Centre
April 2, 2008	STARA Meeting	4:00-6:00	District Conference Centre
May 2, 2008	STA Convention (all day at Semiahmoo and Panorama Ridge Sec. Schools)		
May 7, 2008	Annual General Meeting	4:00-6:00	District Conference Centre
June 9, 2008	Employment Insurance for TOC's	3:45-6:00	District Conference Centre
June 11, 2008	STARA Meeting	4:00-6:00	District Conference Centre