

# TOC NEWS

Issue 1

September 2004



## Dear Teachers,

Welcome back to school!

I hope everyone had a refreshing summer holiday. I am Bela Kovach your TOC representative for the 2004/2005 school year. My job is to organize TOC events, liaise with the TOC Committee, respond to TOC concerns, and represent TOCs at Executive Meetings. Please feel free to contact me with any concerns or questions at [Belajoyk@hotmail.com](mailto:Belajoyk@hotmail.com) or through the STA office at 604-594-5353.



Bela Kovach,  
TOC Rep

TOCs not only have a representative, but have the Surrey Teachers' Association, which is available to help ALL teachers. If you have a concern about your pay, difficulty at a school, sub-finder call outs, interviews, health and safety issues and much more feel free to call the STA anytime and talk to one of the full time officers that specialize in these areas. They are easy to talk to and extremely helpful.

Don't forget to call the TOC hotline to hear the latest up-to-date information on TOC events and or leave a message to voice a concern or comment.

I look forward to meeting everyone at the September TOC meeting.

*Sincerely,*

A handwritten signature in blue ink that reads "B. Kovach".

Béla Kovach

**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 Monthly Newsletter**

**TOC Bulletin Boards in staffrooms**

**TOC Listserv –virtual staffroom for TOCs**

(to register, e-mail Béla at [Belajoyk@hotmail.com](mailto:Belajoyk@hotmail.com) with e-mail address, employee number and full name)

## Upcoming Events:

- *TOC Meeting, September 30, 4 pm., Conference Centre*
- *Special General Meeting and STARA Meeting, Septemeber 22, 4 pm, Conference Centre*

# TOC Meeting

**When:**

Thursday, September 30  
4:00 - 6:00 p.m.

**Where:**

9260 - 140 Street, Surrey  
(District Conference Centre Room #1)

**What:**

- Welcome and Introduction** - Bela Kovach
- Union Update** - John Wadge (STA President)
- Recall and Job Opportunities** - Joanne Rowen (District Principal)
- Election of TOC Committee** - 7 positions open
- Open Mic** - TOCs have a chance to voice concerns or make comments
- Upcoming Events** -

Refreshments starting at 3:45 pm.

**Come and liaise with other TOCs and hear the latest information at this year's 1<sup>st</sup> TOC meeting.**

***Calling for TOCs who would like to get more involved by representing TOCs at STARA meetings, help organize TOC events and contribute to the TOC Newsletter.***

**A**t our meeting on September 30<sup>th</sup>, we will be electing STARA reps. These are important volunteer positions. TOCs are eligible for 7 staff representatives. Because TOCs don't have one particular school, the role of TOC reps is slightly different to other STARA reps. The TOC STARA rep would go to STARA meetings and voice TOC concerns and vote on BCTF issues. TOC reps will meet with Bela Kovach to discuss TOC issues, to plan TOC meetings, pro-d events, and to work on TOC projects such as web site design, listserv, bulletin board updates, etc. STARA meetings are held about six times a year.

It is very important for TOC's to have full representation at STARA meetings, so our voice can be heard and counted. If you are interested and would like more information, contact Bela Kovach by e-mail at [Belajoyk@hotmail.com](mailto:Belajoyk@hotmail.com) or come to the TOC meeting and put your name forward.

# Pro-d info and application procedures

## TOC Pro-D Funding Guidelines

### STA Pro-D funds **MAY** be applied toward the cost of:

- ◆ conventions
- ◆ workshops
- ◆ seminars
- ◆ non-credit courses related to teaching
- ◆ inter-class visits
- ◆ LSA/PSA dues
- ◆ subscriptions to professional journals
- ◆ public transportation fares (economy class whenever possible)
- ◆ mileage ( \$0.41 per kilometer)
- ◆ accommodation based on double room occupancy (whenever feasible).
- ◆ meals up to a maximum of \$11.00 for breakfast, \$14.00 for lunch and \$21.00 for dinner if not included in conference registration

### STA Pro-D funds **MAY NOT** be applied toward the cost of:

- ◆ books or teaching supplies (including videos, teachers' guides, teaching programs, etc.)
- ◆ courses taken for credit
- ◆ Activities that are primarily of more personal than professional benefit
- ◆ field trips with students
- ◆ pro-d events related to Charter Schools
- ◆ teacher-on-call or any other costs related to Board organized or Board initiated in-service, accreditation, curriculum implementation, leadership and organizational function, or any professional development activity **UNLESS** the STA Professional Development Committee has been involved in the planning and organization of the activity in a decision making capacity.

The STA logo will appear on all advertising for such events, indicating STA approval

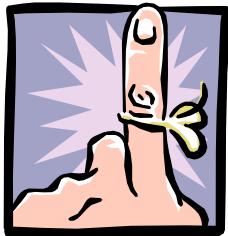
### Application Procedures

(To be eligible to apply for Pro-D funds, you must have worked at least 20 days in Surrey in the past 3 months)

- ◆ Fill in the Pro-D Funding Application Form. (download from the STA site under "Forms")
- ◆ Please include a copy of the conference brochure or information sheet showing agenda and fees
- ◆ Submit the form to the STA office for approval at least two weeks prior to the event.
- ◆ Address it to the attention of the TOC chairperson.
- ◆ When the form has been approved by the district TOC chairperson, a copy will be mailed to you.
- ◆ You should ensure your application is processed **and approved** by the STA prior to attending the conference/ workshop.
- ◆ You must submit all original receipts, along with the "APPROVED" application form to the ST office within 90 calendar days of attending the conference. Receipts are not required for meals and kilometrage.

**NOTE:** If you are in an indefinite or long-term assignment of more than 50%, you should first apply to your base school for funding. Pro-d funds may not be used to cover the cost of lost wages while attending a Pro-d event.

# Helpful Hints for TOCs



If you have problems with Sub-finder or the web site call Debbie at Dispatch at 604-599-7446. Debbie is the only dispatcher for the next little while, so she will be extremely busy.

The District In-service Guide is out for Sept-Dec 2004. Check it out, develop professionally and network with other teachers. Don't forget to add it to your resume.

October 22<sup>nd</sup> is the Provincial Specialist Association Day so TOCs should take advantage and attend one of the Pro-d events in their area.

Remember to access the Surrey School District website at [www.sd36.bc.ca](http://www.sd36.bc.ca) to access the latest job opportunities. There are a number of job postings this September. I encourage everyone to take advantage and send in your resumes.

Don't forget to keep track of worked prep time.

Also keep a record of the school, teacher and class that you TOC for and any special notes that might come in handy at a later date.

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).

You can help us with our mailing costs. If you do not wish to have this delivered to your home, please call us (604-594-5353), give us your name, and tell us not to send the TOC newsletter. If you'd prefer to receive notice of the mailings by email, call us and give us your email address, or send us a message with that information, to [sta@surreyteachers.org](mailto:sta@surreyteachers.org).