C2 COMMITTEE REPORT - MARCH 2015

MEDICINE HAT CATHOLIC BOARD OF EDUCATION & ATA LOCAL #39

INTRODUCTION:

This report contains the results and initial recommendations related to the C2 Internal Review of teacher workload, efficacy and jurisdictional tasks. This report is the outcome of the plan detailed in the C2 Report dated October 2013 in particular with a focus on the Short Term and Long Term goals described in the Action Plan within the report.

The C2 Committee representatives (*identified in the Terms of Reference*) from Medicine Hat Catholic Teachers Local #39 and the Medicine Hat Catholic Board of Education have worked to *identify jurisdiction-initiated tasks and policies that could be eliminated or modified to reduce teacher workload and improve teacher efficacy* as stated in Part C, clause 2 (C2) of the framework agreement.

The assumption of the C2 Committee is that practices that build teacher capacity and effectiveness, and contribute to student learning and success are important and need to be well supported. The reduction of teacher workload and enhancing efficacy related to jurisdictional tasks are the mandate of the C2 Internal Review.

BACKGROUND:

On May 15, 2013 legislation in the form of The Assurance Act Bill 26 was passed. The legislation provided for a [provincial framework agreement](#) for Teachers and School Boards in Alberta. The framework agreement outlines the functions of C2 Committees with respect to transformational change guided by [Inspiring Education](#).

The Medicine Hat Catholic Board of Education has already taken some noteworthy actions to support Teachers to make positive differences in the lives of students.

The committee recognizes that some recommendations will be more easily and immediately implemented while others will need to occur over time. It is through the spirit of collaboration the committee is optimistic the recommendations of the C2 Internal Review regarding teacher workload and efficacy will be adopted.

C2 – Reducing Teacher Workload and Improving Teaching Efficacy

1. **Have the recommendations in the initial report been implemented and to what effect?**

    INITIAL RECOMMENDATIONS:

    TEACHER SUPPORT
    1. **Accommodation for marking for Student Learning Assessments (SLA's)**
        a. Substitute Teacher Time provided to mark SLA's
    2. **Accommodation for time and expertise to complete Individual Program Plans (IPP's)**
        a. Time provided through the enhanced Professional Development Plan to write Individual Program Plans (IPP's)
            i. Designated time to write and share IPP's
            ii. Learning Service Facilitators expertise and consultation available
    3. **Accommodation for time provided through our enhanced PD plan to complete Professional Growth Plans (PGP's)**
        a. Time provided to fulfill the requirement
        b. Time provided to create opportunity to network and work collaboratively with others
    4. **Designated Days within the Professional Development Plan for Professional Learning Communities (PLC's) to enhance student learning**
        a. Time provided to allow Teachers the opportunity to work within a PLC Team and on a topic related to a topic of interest
        b. Time provided to create opportunity for collegiality and collaboration to support Teachers.
    5. **Reimplementation of the Learning Assistant Professional Development day**
        a. The PD opportunity for support staff targets the topics that will best support the classroom Teacher

    TECHNOLOGY
    1. **Bandwidth**
        a. Increased bandwidth externally and internally
        b. Upgraded firewall
    2. **Evergreen Program**
        a. Established a five year refresh plan
    3. **Mobile Technology**
        a. Support for Early Learning and Kindergarten Teachers by providing mobile devices for each classroom

2. **What further recommendations and action plans have been developed?**

    ACTION PLANS AND FURTHER RECOMMENDATIONS:

    TEACHER SUPPORT
    1. Continue providing time for Professional Growth Plans (PGP's); Professional Learning Communities (PGP's) and Individual Program Plans (IPP's)
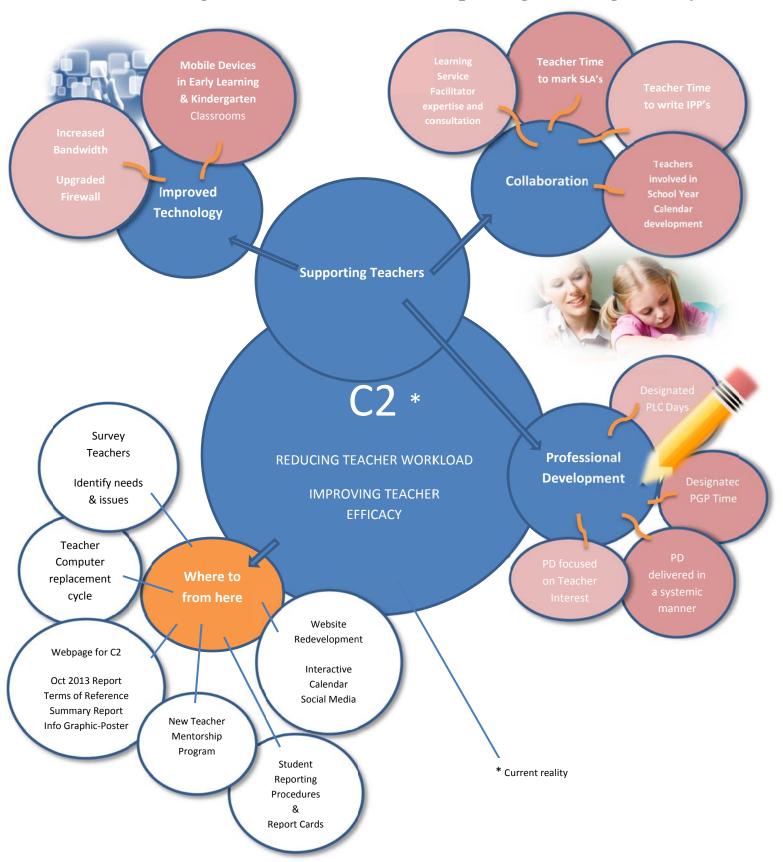   2. Re-establish and facilitate the New Teacher Mentorship Program

TECHNOLOGY
1. **Development of a Technology Plan**
2. **Continuation of Five Year Evergreen Program**
   a. Establish a five year refresh plan
3. **All Teacher computers replaced (*new*) two year cycle**
4. **Website Redevelopment**
   a. Improved communication, School Based Interactive Activity Calendar, Social Media capability.

COLLABORATION
1. **Teacher involvement in school calendar development**
   a. Efficient utilization of Instructional and Non-Instructional days
2. **Teacher representation on Professional Development Committee**
   a. Teacher PD Survey
      i. Identify teacher professional needs
   b. Professional Development Plan
      i. Address teacher professional needs in a systemic manner
      ii. Increase and target workshops and professional development sessions

3. **How are those recommendations and action plans being communicated to teachers?**

   1. **Reporting and updating stakeholders occur at the local ATA Council**
      a. The C2 ATA Representative will communicated the work of the committee to the ATA Members
   2. **Division Leadership Team Meetings**
      a. Meetings are held monthly. C2 will be standing item on the Agenda
      b. Information can then be communicated from the Principal and Vice-Principal to Teachers are regularly scheduled staff meetings
   3. **Catholic School Board Meetings**
      a. Meetings are held monthly. C2 is a standing item on the Agenda
      b. Information is communicated at the Board level and for stakeholder information and recorded in the Board Meeting Minutes
   4. **MHCBE Website**
      a. An html page will be designated for C2, the page will host the:
         i. Report from October 31, 2013 including the Terms of Reference
         ii. Summary Reports
   5. **Local ATA Website**
      a. Information from the Division Website can be hosted on the ATA Local Website

4. **How is the implementation of those post October 31, 2013 recommendations and action plans proceeding and to what effect?**
   a. Internal stakeholder engagement is a high priority and through consultation and collaboration the enhancement of positive relationships has been established.

5. **What issues are being discussed but have not produced recommendations or actions?**
   a. Student Reporting Procedures / Report Cards

C2 – Reducing Teacher Workload and Improving Teaching Efficacy

Improved Technology
- Increased Bandwidth
- Upgraded Firewall
- Mobile Devices in Early Learning & Kindergarten Classrooms

Supporting Teachers

Collaboration
- Learning Service Facilitator expertise and consultation
- Teacher Time to mark SLA's
- Teacher Time to write IPP's
- Teachers involved in School Year Calendar development

C2 *

REDUCING TEACHER WORKLOAD

IMPROVING TEACHER EFFICACY

Professional Development
- Designated PLC Days
- Designated PGP Time
- PD focused on Teacher Interest
- PD delivered in a systemic manner

Where to from here
- Survey Teachers
- Identify needs & issues
- Teacher Computer replacement cycle
- Webpage for C2
- Oct 2013 Report
- Terms of Reference
- Summary Report
- Info Graphic-Poster
- New Teacher Mentorship Program
- Student Reporting Procedures & Report Cards
- Website Redevelopment
- Interactive Calendar
- Social Media

* Current reality

Medicine Hat Catholic Board of Education & ATA Local #39
Working Together for Student Learning
March 2015

C2

REDUCING TEACHER WORKLOAD

IMPROVING TEACHER EFFICACY

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