

JOINT LETTER OF UNDERSTANDING

Between

The Calgary Board of Education (The Calgary Public School District #19) (hereafter “the District”)

And

The Alberta Teachers’ Association (hereafter “the Association”)

Whereas the District and the Association have not previously determined how teachers can be concurrently deployed to hub online learning and a face-to-face classroom environment;

And whereas the District has identified a need to concurrently deploy teachers due to the COVID 19 Pandemic;

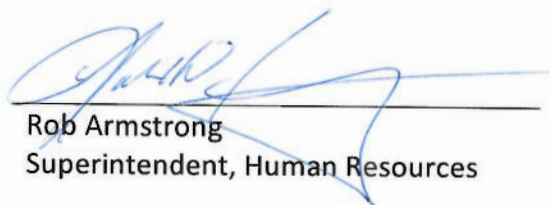
The parties have therefore come to a time-limited understanding on a without prejudice and without precedent basis subject to the following terms:

1. The term of this joint letter of understanding is 2020 September 11 through 2021 June 30. This letter shall not be applicable to any currently ongoing or future collective bargaining.
2. The parties understand that the deployment of teachers related to instructional and assignable limits is governed by Letter of Understanding #6, for online instruction, and clause 8.1, for face-to-face instruction, of the ATA/CBE Collective Agreement.
3. Nothing in this letter shall supersede the provisions in the collective agreement, and teachers retain their rights under Letter of Understanding #6 and clause 8.1. It is understood that this letter of understanding does not preclude any teacher or the Association from bringing grievances relating to Letter of Understanding #6 and clause 8.1.
4. The parties further understand that concurrent deployment requires a proration of teachers’ assignable and instructional time based on their FTE such that values are assigned to each of the face-to-face and online components of the assignment.
5. When a teacher is concurrently deployed to a hub online learning class and a face-to-face assignment, the principal will advise the teacher, the proportion of their FTE that shall be devoted to each type of deployment during that school year, or that semester.

- a) This shall include an explanation of their calculated maximum instructional and assignable hours in a face-to-face environment.
 - b) This shall include an explanation of the maximum number of active students permitted by their FTE for a hub online learning class.
6. The District may double the maximum permissible active number of hub online students for a teacher, based on the FTE allocated to the online assignment for that teacher, in one semester if
 - a) the teacher's face-to-face FTE for the semester in which the maximum number of active students is doubled remains the same in the other semester of the school year, and
 - b) the teacher is not assigned any online component in the other semester, unless there is an equivalent reduction in face-to-face teaching.
7. The District agrees to undertake its best efforts to reduce face-to-face class sizes for teachers with a concurrent assignment during the semester in which their maximum permissible active number of students is doubled.
8. The annual assignable limit for non-instructional duties for the teacher shall be calculated by:
 - c) the proration of the teacher assignable time of a full-time assignment in the teacher's school by the face-to-face FTE of the teacher with the concurrent assignment, minus
 - d) the sum of the face-to-face instructional assignment over the school year, plus
 - e) the proration of 6 hours per week by the online FTE of the teacher with the concurrent assignment, multiplied by 40 weeks.
9. The available non-instructional time of the teacher with the concurrent assignment shall be distributed in the following manner:
 - f) In the semester during which the teacher has a hub online learning assignment where clause 6 of this letter has been implemented, a maximum 40 per cent of the hours may be allocated, and
 - g) In the semester during which the teacher does not have a hub online learning assignment where clause 6 of this letter has been implemented, the balance of the remaining time may be allocated.
10. The District agrees to consider the teacher's combined deployment and, wherever possible, arrange for teachers who are concurrently deployed to have similar subject assignments in each component of their assignment.

11. The District agrees that no teacher shall undergo a teacher evaluation during the year in which they are assigned a concurrent deployment, unless the evaluation is requested by the teacher. If during the supervision process, a concern is identified by the principal, the hub online learning component will be removed and the evaluation process may proceed.

FOR THE CALGARY BOARD OF
EDUCATION



Rob Armstrong
Superintendent, Human Resources

SEPTEMBER 15, 2020

DATE

FOR THE ALBERTA TEACHERS'
ASSOCIATION



Sean Brown

SEPTEMBER 15, 2020

DATE