

## Common BCTA Questions

### Maternity Leave:

Maternity leaves of absence cannot exceed 15 Months from the time of birth or adoption of the child. The leaves must terminate at the beginning of a school semester. A male employee is entitled to a leave under this provision if they are the primary care giver. The maternity leave is unpaid, except for the first 6 (8 for C-section) weeks, which can be paid sick days or sick bank days (in accordance with contractual sick bank policy). To change or extend a maternity leave, you must give 90 days written notice.

### Childbirth Leave:

Childbirth leaves are for 6 (8 for C-section) weeks. During this period of time the mother receives full pay by using her own sick days or sick bank days (in accordance with contractual sick bank policy). In addition, the mother can use two weeks of her own paid sick days prior to delivery - if the baby is late you can keep using your own sick days or sick bank days.

### Family Leave Act:

Family leave is for male or female members and can be used at any time during the school year. Under this leave-without-pay, you keep full health benefits for a leave of up to 12 weeks.

### Personal Leave:

A tenured teacher is eligible for a one-year personal leave of absence without pay or benefits. A General reason needs to be stated to apply. After this one year, any such personnel will be eligible for a maximum of one more year of such leave, but must return for at least 2 years of full-time service in the District in order to be eligible for the additional one-year leave. Personnel on either a part-time leave of absence or in a full-time leave who work in a District position will be eligible to apply for the second year of leave without the requirement to return for at least 2 school years. Requests for a personal leave beginning in September must be made in writing by April 15<sup>th</sup> of the preceding school year. You must put your intent to return the following September in writing by March 15<sup>th</sup>.

### Staff Development Stipends (One Time Payment):

Staff development stipend form(s) must be submitted to district offices by May 15<sup>th</sup> and must include signature of workshop leader. Only full hours count towards a stipend. The minimum payment provided under this program will be \$100 for 5 clock hours per year, and the maximum payment will be \$280 for 14 clock hours per year. ***Different forms, deadlines, and criteria apply for either in-service credit or graduate credit.***

### **Grievance Procedure:**

A grievance may be filed when there is a violation, misinterpretation, or inequitable application of a school board or administrative work rule, regulation or policy affecting teachers, or terms of the collective bargaining agreement (contract). If you feel that you have a grievance, you should immediately contact the BCTA President or Grievance Chair for guidance. It is important that you contact the BCTA President or Grievance Chair immediately because all grievances must be forwarded in writing within 30 school days of knowing of the act or condition on which the grievance is based.

### **Teacher Improvement Plan:**

The district assistant superintendent can declare that a teacher needs a Teacher Improvement Plan at the suggestion of the principal or supervisor or after receiving an unsatisfactory on an observation report or an end of year evaluation. Teacher Improvement Plans are not optional. Once it is determined that a Teacher Improvement Plan is to be put in place, that teacher should call the BCTA President immediately so as to have BCTA representation when the plan is established. The state requires that the plan in place contains a specific program for that individual teacher and that the plan be in place for that year.

***Non-tenured teachers can be let go without the right to a hearing, or can have tenure extended from 3 years to 4 years.***

### **Joining Sick Bank:**

A BCTA member may join the sick bank by notifying the district offices in writing. In order to join the sick bank you must have a personal day left at the end of the school year. If you have a personal day left, then you can join the sick bank. You **must** notify the district of your intent to join the sick bank before the new school year begins. It is your responsibility to notify the district.

### **BCTA Representation:**

A BCTA member has the right to union representation at most meetings. When in doubt, ask for your BCTA representative to be present with you at a meeting. In addition, you do not have to answer any questions until a BCTA representative or lawyer is present.