

LETTER OF UNDERSTANDING

Between

District School Board Ontario North East

And

Elementary Teachers' Federation of Ontario

RE: Prep Time Allotment

The parties agree to review scheduled preparation time at schools/worksites annually.

Principals will submit school/worksite schedules for preparation time to the Superintendent of Human Resources no later than the end of September to be shared with the ETFO President.

Situations where preparation time is scheduled in blocks of 29 minutes or less will be examined.

The principal, upon request, may be asked to provide the rationale as to the decisions made in arriving at that schedule.

If there are questions or concerns regarding the rationale provided by the principal, a meeting may be convened involving the Board, the Union and the principal for further clarification.

For the Union - ETFO:

For the Board - DSB1:
