

WHO DOES WHAT

Teaching qualifications, placement, salary, discipline and evaluation

Responsibility	Ontario College of Teachers	OSSTF/FEESO	Employer	Ministry of Education (beyond role in enacting laws and regulations)
Ontario Certificate of Qualification (basic teaching certificate)	sole authority—governed by Reg. 176/10 under <i>Ontario College of Teachers Act</i> , which sets requirements for teacher education and qualifications requires annual fee to maintain status	no role	no role	no role
Group Placement on salary grid	no role	OSSTF/FEESO Certification department evaluates academic and trade background and issues Certification Rating Statements for salary purposes salary grids are negotiated in collective agreements	uses OSSTF/FEESO Certification Rating Statement and other collective agreement provisions to place teacher on salary grid	no role
Teaching Assignments	no role	protective role—either collective agreement language or ensuring that board follows Regulation 298 (Operation of Schools) of the <i>Education Act</i>	Principal assigns timetables based on s. 264 of the <i>Education Act</i> (Duties), Reg. 298 governing Secondary Teaching Assignments, and collective agreements	issues Temporary Letters of Approval to boards to allow placement of some teachers outside of their qualifications issues Letters of Permission, under Reg. 142/08, to boards to allow limited hiring of uncertified individuals to teach

Responsibility	Ontario College of Teachers	OSSTF/FEESO	Employer	Ministry of Education (beyond role in enacting laws and regulations)
Discipline of teachers	deals with complaints against teachers for unprofessional conduct and incompetence can remove or suspend a teaching certificate or issue reprimands or cautions	protective role—ensures due process, provides assistance, launches grievances if necessary, and provides legal assistance if appropriate	employer can impose various punishments including job termination	no role
Performance Appraisal	no role	protective role—ensures due process, provides assistance, launches grievances if necessary	Principal/Vice-principal responsible for evaluating teacher performance under Part X.2 (Teacher Performance Appraisal) and Regulations 98 and 99 of the <i>Education Act</i>	issues a Performance Appraisal Manual to guide the process
Criminal Record Checks and Offence Declarations	requires Criminal Record Check and Offence Declaration upon application to become a member	protective role—ensures due process, provides assistance, launches grievances and provides legal advice if necessary	pursuant to Reg. 521/01, collects Criminal Record Checks upon hiring and Offence Declarations at least annually from each employee	no role

For Certification application forms go to www.osstf.on.ca/services and select Certification, then Applications & Procedures