



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

TEACHER ABSENTEEISM

*I Trust in You, O Lord. You are my God. My times are in your hand.
- Psalm 31: 14-1*

Created, Draft	First Tabling	Review
November 21, 2016	December 1, 2016	Click here to enter a date.
D. Koenig, Superintendent of Human Resources, Employee Relations		
INFORMATION REPORT		

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



- R. McGuckin
Associate Director of Academic Affairs
- A. Sangiorgio
Associate Director of Planning and Facilities
- C. Jackson
Executive Superintendent of Business Services and Chief Financial Officer
- Angela Gauthier
Director of Education

A. EXECUTIVE SUMMARY

This report summarizes teacher absenteeism for the school year 2015-2016, and the present school year up to November 15, 2016.

The cumulative staff time dedicated to developing this report was 35 hours.

B. PURPOSE

1. At the Corporate Services, Strategic Planning and Property Committee meeting of May 12, 2016, the Trustees approved the following motion:

That staff bring back a report on Teacher absenteeism and percentage of school staff, by Trustee Ward, by school and if possible, by the days of the week.

C. BACKGROUND

1. **Prior to 2013:** sick leave for teachers was in accordance with the local collective agreements. At the start of each school year, each teacher's sick leave was credited at the rate of two (2) days per calendar year for the ten months from September 1. All unused sick leave accumulated and carried over to future years.
2. **July 5, 2012:** Ministry of Education and OECTA signed a Memorandum of Understanding as it was referred to in Bill 155, Putting Students First Act. Each school year, a teacher shall be paid 100% of regular salary for up to ten (10) days of absence due to illness. It halted the practice of accumulating sick leave days year to year. Teachers were entitled up to an additional one hundred and twenty (120) days short term sick leave to be paid 66.7% of regular salary, and eligible for 90% of regular salary in accordance with the Short-Term Leave and Disability (STLDP) provisions. Absences could be eligible for the STDPL subject to the third party adjudication process and certain conditions.
3. **January 2, 2013:** Ontario Regulation 1/13 of the Education Act dealt with Sick Leave Credits and Sick Leave Credit Gratuities. This regulation allowed for the introduction of top up days whereby an employee may use any unused sick leave credits that were provided for the immediately preceding fiscal year. Each unused sick leave credit may be used to top up a maximum of ten (10) sick leave credits provided. For the 2012-2013 fiscal year, it was deemed that every permanent employee had a total of two unused sick leave credits that may be used. The

regulation also included information regarding carry over from previous year if absent for the first day of the academic year. The legislation was revised on January 21, 2013 and increased the number of sick leave days from 10 to 11 payable at 100% and also included other information regarding graduated returns to work with top up provisions. Various other changes to the sick leave provisions regarding adjudication occurred June 2013 to August 2015.

August 25, 2015: The Memorandum of Settlement of Central Terms between OCSTA and OECTA was signed. This memorandum outlined the 11/120 sick leave allocations per academic year along with 5 non-personal illness days. It also set out the internal administration of sick leave/short-term disability plans, specifically that medical confirmation required to be provided by the teacher for absences of 5 consecutive days or greater. The Board may request medical confirmation of illness or injury confirming dates of absence, the reason therefore (omitting a diagnosis), the teacher's prognosis and any limitations or restrictions.

4. Teacher absenteeism is a challenge for all Ontario district school boards as Boards struggle with the demand on the overall budget while also being tasked to provide a quality instructional program with the increase in absences.
5. There are many direct and indirect costs associated with employee absenteeism. Direct costs associated with the replacement of the teacher is easy to measure. Indirect costs include such things as student achievement, delivery of program, classroom discipline and overall classroom management.
6. TCDSB acknowledges that their employees are the Board's greatest resource and realizes that a positive workplace culture contributes to significant cost savings and better student achievement. Staff is currently investigating attendance support initiatives and wellness programs to support our employees.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The data related to teacher absenteeism is located in the following chart:

TEACHER ABESENCE DATA 2015-2017

Table		
Fiscal Y-Y	2015-2016	2016-2017
Personnel Subarea	Result	Result
AVERAGE TECT FTE:	3,769.20	
AVERAGE TSU FTE:	2,131.60	
TOTAL COMBINED AVERAGE FTE	5,900.80	
TCDSB TEACHER ABSENCES	Total Actual Time (DAYS)	Total Actual Time (DAYS) Sept - Mid Nov.
CAT. A - PERS./FAMILY ILLNESS & URGENT PERS. BUSINESS DAYS		
A - Sub total:	96,835.55	18,049.40
CAT. B - OTHER PAID LEAVE DAYS		
B - Sub total:	7,926.50	1,504.00
GRAND TOTAL OF ABSENCES	104,762.05	19,553.40

Category B paid leaves include the following: Bereavement, Compassionate Leave, Health & Safety Inspections, In Lieu of Planning, Jury Duty/Subpoenaed as Witness, Recoverable, Special Circumstances, Special Permission and Suspension).

- Additional data regarding absences for other categories is being reconciled by staff for accuracy. These categories include:
 - Professional Development (funded by GSN or EPO grants)
 - WSIB Leave
 - Union Business (some funded by the board, some funded by OECTA)
 - Other absences - Unpaid
- In viewing Teacher absenteeism in Categories A and B above, the following data is provided:

TEACHER ABESENCE BY DAY OF WEEK 2015-2016
(Percentage of total Absences)

Day of the Week	Percentage of Total Absences
Monday	17.78%
Tuesday	16.87%
Wednesday	21.17%
Thursday	19.70%
Friday	24.48%
Total	100%

E. METRICS AND ACCOUNTABILITY

1. Teacher absenteeism is monitored on a daily basis through the SEMS/Smart Find Express Program, as well as the fill rate of assignments by Occasional Teachers.
2. Human Resources staff have developed a programming query to extract data from our HR Information System to provide data for each school broken down by Trustee ward and days of the week. Trustees will receive the requested information under separate cover.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.