
Date of Issue: August 27, 2007

Effective: Until revoked or modified

Subject: EXPECTATIONS REGARDING INCLUSION OF
NON-TEACHING STAFF AFFECTED BY THE
2006 AMENDMENT TO R.R.O. 1990, REGULATION 304

Application: Directors of Education
Secretary-Treasurers and Supervisory Officers of School Authorities
Principals of Schools

Reference: R.R.O. 1990, Regulation 304, "School Year Calendar,
Professional Activity Days"

On July 19, 2006, the government amended R.R.O. 1990, Regulation 304, to require school boards¹ to provide a minimum of two professional activity days for teachers in a school year and to allow boards to provide up to four additional professional activity days. As a result of the amendment, boards may provide two more professional activity days in each school year than previously permitted.

In some unique circumstances, where collective agreements existing at the time of the amendment have not yet been renewed, an unintended impact of this amendment has been the loss of one or more days of compensation for some support staff.

For clarification, it is expected that school boards will invite non-teaching staff who are in this position to attend the workplace on these two professional activity days and be compensated for them until the matter can be addressed in the negotiation of their next collective agreement. While parameters of attendance on these days are to be decided at the local level, boards are encouraged to offer professional development to non-teaching support staff affected by the 2006 amendment to R.R.O. 1990, Regulation 304, on these two additional professional activity days.

1. In this memorandum, *school board(s)* and *board(s)* refer to district school boards and school authorities.