

## MEMORANDUM

TO: All Secondary Principals  
All Branch Presidents

FROM: David Moore  
Senior Manager, Secondary Teaching

Leslie Wolfe  
President, OSSTF TTBU

DATE: June 8, 2020

Dear Colleagues:

Re: Secondary Staffing 2020-2021: Class Sizes – Changes to the Workload Accord

We are pleased to advise that the Board and the Toronto Teachers' Bargaining Unit (TTBU) have reached an agreement which offers students and teachers a favourable alternative to the default class size language of the recent Central Agreement between the Ontario Public School Boards' Association (OPSBA) and the Ontario Secondary School Teachers' Federation (OSSTF).

The agreement between the Board and the TTBU provides that the class size **flex factor** in the Workload Accord shall be amended for the remainder of the 2019-2022 collective agreement. The amended flex factor shall be up to **5%** applied to up to **15%** of classes on a per school basis.

Further, there is agreement that **Pupil Teacher Contacts** (PTC) shall remain at 180, on the understanding that when PTC is a topic for local bargaining, there will be no change to the PTC without the mutual consent of the Board and the TTBU, as it forms part of the Workload Accord.

Please note that the agreed upon flex factor changes do not apply to E-Learning. The Board and the TTBU will abide by the provisions set out in the Central Agreement with respect to E-Learning for class size, class caps, flex factor, guidelines, and PTC.

The chart below reflects the changes that will take effect immediately for the purpose of staffing and timetabling for the 2020-21 school year:

**ADJUSTED CLASS SIZE TARGETS 2020-2021**

<b>Category</b>	<b>2020 – 2021 Targets</b>	<b>OLD: 10% Flex in up to 10% of Classes per school</b>	<b>NEW: 5% Flex in up to 15% of Classes per school</b>
University	up to 31	up to 34	up to <b>33</b>
Academic	up to 30	up to 33	up to <b>32</b>
Applied	up to 23	up to 25	up to <b>24</b>
College	up to 26	up to 29	up to <b>27</b>
M University/College Course	up to 31	up to 34	up to <b>33</b>
Locally Developed Compulsory Course (LDCC)	up to 14	up to 15	up to 15
Physical Education	up to 34	up to 37	up to <b>36</b>
ESL Credit (includes LEAP)	up to 20	up to 22	up to <b>21</b>
Computer	number of work stations note: if the class is held in an instructional area that has a large number of computers then the target shall be the category level	number of work stations note: if the class is held in an instructional area that has a large number of computers then the target shall be the category level	number of work stations note: if the class is held in an instructional area that has a large number of computers then the target shall be the category level
Workplace	up to 18	up to 20	up to <b>19</b>
Open	up to school divisor + 18%	add 10% flex factor to actual open number	add <b>5%</b> flex factor to actual open number

Tech (excluding computer tech courses such as BTT, TIK, CAD, TGV, etc.)	up to 22	up to 24	up to <b>23</b>
Family Studies – Foods (HFA, HFN, HFC and HFL)*	up to 29	up to 32	up to <b>30</b>
GLE	up to 16	up to 18	up to <b>17</b>
Cooperative Education	up to 28	up to 31	up to <b>29</b>
Alternative Education Programs	up to 19	up to 21	up to <b>20</b>

\*When offered at the LDCC, college or workplace level, the applicable target and flex factor will apply.

Class size maxima do not apply to Alternative Education Schools. They are governed by the rules on maximum PTC (Pupil Teacher Contacts).

### Special Education Programs

Special Education class size caps for exceptionalities referred to in Regulation 298, S.31 of the Education Act will be in accordance with the Education Act and are unaffected by the agreement between the Board and the TTBU and will remain **unchanged**.

An updated copy of the Workload Accord, incorporating the revised class size parameters, will be provided to Principals and Branch Presidents as soon as possible.