

**Ministry of Education**



# **Annual Report**

## **2020-2021**

**Provincial Schools Authority**

## About the Provincial Schools Authority (PSA)

The Provincial Schools Authority (PSA) was established as an agency of the Ministry of Education in 1975 under the *Provincial Schools Negotiations Act* (now the *Provincial Schools Authority Act*). The PSA is the employer of record for teachers employed in provincially operated schools, which includes schools operated by the Ministry of Education and the Ministry of the Solicitor General (SolGen). These teachers are represented by the Provincial Schools Authority Teachers (PSAT), which is a district of the Ontario Secondary School Teachers' Federation (OSSTF). The PSA is also the employer of record for principals and vice principals in provincially operated schools. The principals and vice principals are not represented by a union and do not have a collective agreement.

As the employer of record, the PSA is responsible for ratifying the PSAT collective agreement, which includes Part A – OSSTF Central Agreement and Part B – PSAT Local Agreement. The PSA ratifies the collective agreements in accordance with the *School Boards Collective Bargaining Act 2014 (SBCBA)*. The SBCBA governs collective bargaining for teachers in the education sector. It identifies union and management representatives and their roles and responsibilities, including the role of the PSA and the Ministry of Education during bargaining with provincial school employees.

The Deputy Minister of Education via the Executive Director of the PDSB, is responsible for all matters relating to the administration of the branch, including oversight and responsibility for day to day school operations and administration in respect of teachers, principals and vice principals. The Executive Director of PDSB oversees and is responsible for the day to day operations including all issues related to teachers and students. The Executive Director works in cooperation with the PSA Chair to ensure effective and efficient fulfillment of the PSA's mandate.

The PSA meets as needed and makes decisions with respect to terms and conditions of employment of teachers, principals and vice principals, leave provisions of the Provincial Schools Authority Teachers (PSAT) Collective Agreement and grievance resolution.

### The PSA and Provincial and Demonstration Schools

Provincial and demonstration schools offer the Ontario curriculum at the elementary and secondary levels as well as specialised integrated programming for students who are Deaf, hard of hearing, blind, low vision, Deafblind and students who have severe learning disabilities. The schools also provide outreach services and teacher in-service for school boards. Provincial and demonstration schools are located at four sites: Belleville, Brantford, London and Milton.

In 2020-2021, there were approximately 170.24 teachers and 12 principals and vice-principals working in provincial schools and outreach programs. These teachers are employed in schools and outreach programs directly operated by the Ministry of

Education, PDSB, or at the Ontario Correctional Institute operated by the Ministry of the Solicitor General. Teachers, principals and vice-principals in these schools are classified as employees of the PSA. Their salaries are paid directly by the Ministry of Education or the Ministry of the Solicitor General.

## Members of the PSA

Historically, the PSA members have been Ontario Public Service employees and do not receive remuneration for their PSA services. In 2020-2021 a new member was appointed to ensure full membership.

Membership as of June 2021 is as follows:

| Position   | Incumbent           | Appointment Date  | Expiry Date of Appointment |
|------------|---------------------|-------------------|----------------------------|
| Chair      | Ms. Claudine Munroe | November 14, 2018 | September 3, 2021          |
| Vice Chair | Ms. Suzanne Gordon  | April 24, 2020    | April 23, 2022             |
| Member     | Mr. Med Ahmadoun    | May 7, 2020       | May 6, 2022                |
| Member     | Ms. Stacey Weber    | May 13, 2020      | May 13, 2022               |
| Member     | Ms. Carol Costello  | June 3, 2021      | June 2, 2023               |

## PSA Activities

The PSA addresses issues related to the terms and conditions of employment of teachers, principals and vice-principals employed in provincially operated schools.

In December 2020, the Minister provided the PSA Chair with a mandate letter outlining the expectations for the 2020-21 fiscal year. The PSA met the direction set out in the agency's mandate letter in relation to the activities for the agency including:

- Deciding on leave applications from teachers, principals and vice-principals in a reasonable and efficient manner and in compliance with the terms of employment for each group;
- Hearing PSAT grievances at second step in a timely manner;
- Providing input regarding the settlement of grievances in a fair and equitable manner and in compliance with the PSAT collective agreement; and
- Ratifying agreements reached between the parties at the central and local negotiation tables.

## **Performance Measures and Targets**

### **Output based Performance Measures:**

**The PSA aims to meet two to three times a year during a normal operating cycle to discuss issues of importance to the schools and issues raised by PSAT.**

The PSA meets with PSAT executives to share information and discuss items of concern in a timely manner. The PSA and PSAT held two joint meetings during the 2020-21 school year and will propose a meeting schedule for the 2021-2022 school year to ensure that meetings take place to maintain positive relationships with the labour organization.

**The PSA will operate within the \$20,000 annual budget allocation.**

In 2020-2021, the PSA incurred \$19,665.12 in expenses which is 98% of the annual budget of \$20,000.

### **Outcome based Performance Measures:**

**The PSA will continue to look for opportunities to reduce the number of grievances filed each year by the union, which could reduce the total number of grievance mediation and arbitration services each year.**

The PSA strives to improve relations with the representatives of its employee groups by reducing the turnaround times for leave applications, grievance hearings, and the communication of decisions made as a result of grievance hearings. The PSA continues to look for opportunities to proactively mitigate the number of grievances which could reduce the number of grievance hearings and arbitration services. In 2020-21 there were 41 grievances, 13 of which have been resolved or withdrawn. An additional 11 grievances filed in previous years were also resolved or withdrawn in 2020-21 (data as of June 18, 2021). Monthly joint meetings between the senior management at PDSB and the PSAT executive members have helped to open communication channels for discussion with the aim of reducing the number of grievances.

## **Risks**

The membership for one PSA member expired on March 6, 2021. The Ministry worked to fill the member vacancy within a timely manner and a new member was appointed on June 3, 2021. A full member complement provides a diverse range of opinions and analysis which is beneficial to the group. The membership for the PSA Chair is expiring on September 3, 2021 and work is underway to fill that upcoming vacancy.

## **PSA Expenses**

PSA expenses are funded by the Provincial and Demonstration Schools Branch of the Ministry of Education. The allocation is \$20,000 annually.

These funds are intended for:

- Travel expenses incurred by members hearing grievances.
- Costs associated with the administration of the collective agreement including arbitration hearings.

In 2020-2021, the PSA incurred \$19,665.12 in expenses which is 98% of their annual budget.