
REMEDY - FREQUENTLY ASKED QUESTIONS

How do I know if I am in remedy?

You could be in remedy if you are over class size maximums or if you are over composition limits. Please refer to the [“cheat sheet”](#) that we have developed for our District.

Class Size Remedy - Check the Class size maximum chart to see if your class exceeds the maximum amount of students - if it does then you receive a remedy for every student over the class size limit.

Composition Remedy - Check the composition of the designated students in your class – if you have more than 3 designations (excluding P) then you receive remedy for each student over 3. In addition to that, if you have more than 1 student with an ACDG designation then you receive remedy for each student over 1. In addition, if you have more than 1 student with an H designation then you receive remedy for each student over 1.

One exception is for any class deemed a “Special Class” where all the students have designations and the class limit is 12. Please note that Remedy does not apply to Special Classes. Very few classes in the District have been deemed “Special Class”. If you are not sure, please ask your Principal or call the CVTU or LCTA for further clarification.

How do I get information about which students have a designation in my class?

If you are unsure about whether a student is designated, review your class list in MyEd. Instructions on how to obtain your class list are available on the website under Accessing Class List Information for Teacher Remedy or by clicking [here](#). Some designations are not considered eligible or have differing criteria for remedy under the 2002 Class Size and Composition Limits. The Inclusive Education Department has reviewed each designated student to ensure that they meet the criteria. Class Lists are adjusted to reflect this at the School Board Office level. All Elementary teachers will receive a copy of their class list, with any amendments noted, in October. Secondary teachers will receive a copy of their Class Lists, with any amendments noted, at the beginning of each Quarter or Semester.

How do I submit my Remedy for the month?

Due to issues we had in previous years with class data not populating correctly into our online remedy form, the District will enter the data directly from MyEd. Teachers will not have to enter anything. All remedy submissions are now prepared at the School Board Office based on class change data from MyEd.

For elementary, a snapshot of class size and composition is taken on October 1st, and updated monthly from the Student Course Change History, which shows student movement into and out of classes. This will be particularly relevant as students transition from Remote Learning to In-Class Learning. Teachers are not required to submit online.

For secondary, a snapshot of class size and composition is taken at the beginning of each Quarter or Semester and updated monthly from the Student Course Change History, which shows student movement into and out of classes. Teachers are not required to submit online.

Teachers can always email class changes each month to remedy@sd79.bc.ca if you want to ensure that our information matches your info.

Do I receive remedy for all months in the school year?

No, there is no remedy paid on the month of September, so classes can be over in class size and composition for that month. Starting October 1st, if your class is over, then you would be entitled to remedy for the remainder of the quarter or semester in Secondary and for the full year in Elementary as long as you remain in remedy.

Similarly, for subsequent quarter classes or second semester Secondary classes - schools have 21 calendar days to get the classes compliant. You may have classes over class size and composition at the start of the quarter or semester, but as long as the class is compliant before the 22nd day, then no remedy is paid to the teacher. However, if on the 22nd day of the quarter or second semester, your class is in remedy, your remedy will be based on the full month calculation.

What if I am an Elementary teacher and my FTE changes over the month because I am in a contract with a teacher that is on a gradual return to work?

In this case the remedy would be calculated for the class and each teacher would count the days they worked and divide by the total number of days worked in that month to determine the percentage to fill in the FTE column. For example, if teacher A worked 12 out of 20 days and teacher B worked 8 out of 20 days then teacher A would enter .6 FTE (12/20) and teacher B would enter .4 FTE (8/20) so that each one would get the appropriate remedy amount based on how many days they worked in the class. Please email remedy@sd79.bc.ca if you have any questions about the calculation.

What happens if I do some team teaching with other classes at my grade level, which students is my remedy calculated on?

Your remedy is calculated on the registered students that you are responsible for on your class list. You do not get remedy for other classes that you may provide some teaching to as part of a team teaching arrangement.

When I view my class and the class size and composition numbers don't make any sense, who do I call about this?

You can email remedy@sd79.bc.ca and we can do some further investigation into MyEd to see what may have happened. Please describe the issue and let us know what you believe the correct numbers are.

What are my options for Remedy payout?

The options for use of remedy funds are as follows:

- Option 1: Additional Non-Contact time for the affected teacher
- Option 2: Additional Non-Enrolling staff to work with the affected teacher's class
- Option 3: Additional Enrolling staff to work with the affected teacher
- Option 4: Resources and Professional Development (*available for CVTU members only*)

All CVTU teachers will automatically default to Option 4, unless they email remedy@sd79.bc.ca to select another option. Option selection must take place before the end of November to allow for proper accounting.

Can I change my mind on my Remedy options or mix and match?

No, due to the complexity of remedy reporting and calculation, we have agreed with the Union that the Option you choose on your first remedy submission will be your choice for the year. Special circumstances may be considered by the District and the local on a case by case basis. If you choose Option 1 – 3 and haven't accessed all the time by the end of the school year, the District will convert the remaining minutes to Option 4.

When will I receive and be able to use my remedy payout? CVTU Members ONLY

Elementary teachers will have their payout available to them at the end of January for October – December months, at the end of April for January – March months, and in early July for April – June months.

Secondary teachers will have the Quarterly payment available to them by the end of the month proceeding the period end.

For any teacher choosing Option #1 – Additional non-contact time – you will receive an email from HR indicating how many minutes you have to use and instructions on how to access these minutes to book a TTOC.

For teachers choosing Option #4 – Resources and/or Pro-D, you will receive an email from the CVTU, once they receive the monies from the district, with the equivalent dollar amount generated by your remedy minutes and instructions on how to be reimbursed by the CVTU for your Resources/Pro-D.

Option 4 is not available to Lake Cowichan teachers and you will be notified by the President of the LCTA once the remedy calculations have been completed and determined by the Union and the District.