

TEACHER CERTIFICATION BOARD OF APPEALS

ACTIVITY PLAN

April 1, 2007 to March 31, 2008



Government of Newfoundland and Labrador
Teacher Certification Board of Appeals

Responsible Person's Message

June 28, 2007

Honourable Joan Burke
Minister of Education
West Block, Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Dear Minister:

I am pleased to submit a transitional Performance-Based Activity Plan for the Teacher Certification Board of Appeals. This plan covers the period April 1, 2007 to March 31, 2008. A Board of Appeals, once convened, recognizes the vision and mission of the Department of Education and commits to its supporting role in the education system. The strategic directions from the Minister of Education have been reviewed and this plan has been prepared in accordance with the applicable subsection. Specifically, under the strategic direction Innovative and High-Performing Educational Delivery Systems, a Board of Appeals plays a role in ensuring teaching professionals are held to established standards.

My signature below is on behalf of the Teacher Certification Board of Appeals and indicative of its accountability for the achievement of the objectives contained in this plan.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Benson".

ROB PARSONS
Registrar of Teachers

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Overview

A Board of Appeals appointed by the Minister of Education consists of:

- 1 member nominated by the Newfoundland and Labrador Teachers' Association;
- 2 members nominated by The Teachers' Certification Committee;
- 1 member who is an employee of the Department of Education; and
- 1 member nominated by the above four members, to be chairperson.

However, a person who is a member of the Teachers' Certification Committee or the Teacher Certification Review Panel is not eligible for appointment to a Board of Appeals.

Members of a Board of Appeals are appointed on an ad hoc basis and, once appointed, nominate within five days, a person who is willing and ready to act as chairperson of the board.

Once a Board of Appeals is convened, an employee in the Department of Education who is not a member of the board shall be designated by the minister as secretary and keep full records of the proceedings.

The decision of a majority of the members of a Board of Appeals will serve as the decision for the board and, in the event of a tie, the chairperson will make the final decision. The decisions that are reached by a Teacher Certification Board of Appeals are final and binding on all parties to an appeal.

Mandate

In accordance with section 14 of the *Teacher Training Act*, the Minister of Education may convene a Board of Appeals. Sections 14 and 15 of the Act provide the mandate for a Board of Appeals.

A Board of Appeals may hear two types of appeals:

- where a teacher remains aggrieved by a decision of the Registrar of Teachers following a re-examination of an application; and
- where a teacher or the Teachers' Certification Committee remains aggrieved by a decision of the Teacher Certification Review Panel.

Subject to the regulations, a Board of Appeals shall:

- notify the teacher or the committee, or both, of the time the appeal is to be heard;
- hear the appeal;
- upon the conclusion of the hearing confirm, vary, or set aside the finding or decision of the registrar or review panel; and
- communicate in writing its finding or decision to the teacher affected and the committee.

Values of the Department of Education

A Teacher Certification Board of Appeals, once convened, performs its duties within the core values established by the Department of Education:

Quality: Each person strives for excellence in the performance of their assigned duties.

Responsiveness: Each person optimizes their time for the benefit of stakeholders.

Professionalism: Each person works to support government's vision for the province.

Collaboration: Each person identifies and avails of opportunities to assist others to achieve the department's mandate.

Accountability: Each person fulfills the roles and responsibilities of their assigned positions.

Primary Client

The primary clients of a Teacher Certification Board of Appeals are the teachers of Newfoundland and Labrador who are dissatisfied by a decision of the Teacher Certification Review Panel, or a decision of the Registrar of Teachers.

Vision and Mission

Teachers are a key component of a high quality education system, and a Teacher Certification Board of Appeals, once convened, commits to supporting the vision and mission of the Department of Education by ensuring that all the individuals entrusted to educate our province's children, from Kindergarten to Level III, meet the highest standards in their profession. Teachers in Newfoundland and Labrador must be highly trained and held to established standards.

Vision of the Department of Education

The vision of the Department of Education is citizens with the values, knowledge and skills necessary to be productive and contributing members of society.

Mission of the Department of Education

By 2011, the Department of Education will have maintained an educational system for the people of Newfoundland and Labrador which is of high quality, safe and affordable.

Goals and Objectives

Issue One: Review decisions from the Teacher Certification Review Panel or the Registrar of Teachers upon request of the Minister of Education

Goal One: By March 31, 2008, a Teacher Certification Board of Appeals will have met, if required and requested by the Minister of Education, to review cases that have not been resolved after a review by the Teacher Certification Review Panel or by the Registrar of Teachers.

Measure: Reviewed certification decisions rendered

Indicators: Heard appeals

Objective 1.1:

1. By March 31, 2008, a Teacher Certification Board of Appeals will have met, if required and requested by the Minister of Education, to review cases that have not been resolved after a review by the Teacher Certification Review Panel or by the Registrar of Teachers.

Measure: Reviewed certification decisions rendered

Indicators: Heard appeals

Conclusion

The Teacher Certification Board of Appeals commits to supporting the mandate of the Minister of Education, and will do its part to further the vision and mission of the department. By ensuring that teachers are held to established standards, a Board of Appeals, when convened, maintains a high quality education system throughout the province through an open and fair process in accordance with the principals of Natural Justice; the right to know the case against one's self.

Appendix A

Strategic Directions

Strategic directions are the articulation of desired physical, social or economic outcomes and normally require action by more than one government entity. These directions are generally communicated by government through platform documents, Throne and Budget Speeches, policy documents and other communiqués. The *Transparency and Accountability Act* requires departments and public bodies to take into account these strategic directions in the preparation of their performance-based plans. This action will facilitate the integration of planning practices across government and will ensure that all entities are moving forward on key commitments.

Title: Innovative and high-performing educational delivery systems

Strategic Direction: The K-12 system has acceptable levels of educational performance, student achievement and attainment, student safety and well being.

This requires that, over the one year covered by this plan, the department and its boards and agencies will:

Focus Areas of the Strategic Direction	This Direction is/was				
	Not being implemented at this time (rationale included in the plan)	Addressed only in specific sub-areas (rationale included in the plan)	Addressed in the:		
activity plan	operational plan	branch/divisional work-plans			
Support the recruitment and retention of qualified teaching professionals		X			