

TR Leger - Workload/Class Caps Calculation Sheet

In TR Leger, the potential of three types of classes exist:

- Type 1** - Class where Independent Learning Modules (ILM) are solely used to deliver the curriculum to students – most common type of class. Article 13.10 does not apply, but max lessons/exams and students present, are limited.
- Type 2** - Class where traditional “stand-up” teaching only exists (no ILM used to deliver curriculum). This includes Co-op. Maximum class sizes in accordance with article 13.10
- Type 3** - a “mixed” class of #1 and #2 above. Maximum class sizes in accordance with article 13.10 associated with the course whereby the curriculum is delivered in the traditional “stand-up” manner.

TYPE 1 (ILM delivery) – Class Cap and Workload Cap

Maximum class size of **28 students physically present, at any given time**. If you have more than 28 students in your ILM class on any given day, **e-mail** your Principal immediately, copied to the OSSTF District 26 office.

The maximum number of lessons, including examinations, (for all students on Day School or Independent Study registers, regardless of their age) a teacher shall correct during the school year shall be

[475 lessons] X [# of periods assigned to exclusively deliver ILM, per year]

475 x _____ = _____ maximum lessons/exams per year to be corrected (*please keep track*)

TYPE 2, TYPE 3 Class Caps

If you are assigned to a class whereby traditional “stand-up” teaching exists (as described in Type 2 above) or a mixed class exists (as described in Type 3 above), you must calculate your caps for that class. This calculation must be done each semester. Please note, new criterion apply on and after October 1st (semester 1) and March 1st (semester 2). This cap limits your workload, as it relates to the number of students registered to your class. **These class caps apply to students registered, not students physically present**

Type of Course (with code)	Max	Flex	Class Cap	Type of Course (with code)	Max	Flex	Class Cap
Academic (D) / University (U)	31	+2	33	Workplace (E)	19	+1	20
University&College (M)	29	+2	31	Essential, Pathways, Workways, Literacy, Learning Strategies, PAL	15	+1	16
College (C)	28	+2	30	Technical Shops & Family Studies practical classes where equipment being used poses a safety hazard	19	+1	20
Applied (P)	26	+1	27				
Open (O)	27	+2	29	Co-op (each 1.0 credit assigned to a co-op teacher shall be deemed equivalent to a 1.0 pupil)	25	+1	26

Grade 9 Integrated Technology courses where students use stationary powered equipment, compressed air tools, torches, hand-held power tools (designed to shape, cut, grind, or bore holes into materials), and/or equipment required by the Employer to have a “Stop” sign affixed to them shall be considered a class where “equipment being used poses a safety hazard”, regardless of the frequency and regularity of use of such tools or equipment

ONLY ENTER INFO FOR ONE SEMESTER

Type of Course	Max	Flex	Class Cap (always in effect)
1			
2			
3			
Total “Max” column and “Flex” column for the Semester			(max 3)

AND....

As of Oct 1st [March 1st] to the end of the first [second] semester your individual class caps are still in effect for each class **AND** your maximum number of students in this semester, **cannot exceed...**

Add the Max and Flex Totals

How to Calculate your class caps (for all teachers – full/part time):

- 1) Enter your assignments for one semester in the “Type of Course” column.
- 2) For each enter the corresponding “Max”, “Flex”, and “Class Cap” value from the table. For Multi-level or Multi-grade courses (combined courses), use the course that has the lowest “Max” value and enter those “Max”, “Flex” and “Class Cap” values.
- 3) Total the “Max” column and “Flex” column in each semester. If the sum of the “Flex” column is greater than 3, enter 3. Add the Max and Flex totals. This is the maximum number of students you can have in that semester (as of October 1st and March 1st).

Example 1: Full-time teacher (6 of 8). Assigned 6 periods of ILMs (type 1)


- Class size max: 28 students physically present at any given time in each of your ILM classes
- 6 x 475 = max 2850 lessons (incl. exams) to correct in the year

Example 2: Full-time teacher (6 of 8). Assigned 2 periods of guidance, 4 periods of ILMs (type 1)

- Class size max: 28 students physically present at any given time in each of your ILM classes
- 4 x 475 = max 1900 lessons (incl. exams) to correct in the year


Example 3: Full-time teacher (6 of 8). Assigned 4 periods of ILMs (type 1), 1 period “stand-up” (type 2) for MAT 1P in semester 1, 1 period co-op (type 2) in semester 1.

- Class size max: 28 students physically present at any given time in each of your ILM classes
- 4 x 475 = max 1900 lessons (incl. exams) to correct in the year
- Class cap calculation for MAT 1P and Co-op in semester 1:

ONLY ENTER INFO FOR ONE SEMESTER				AND....
Type of Course	Max	Flex	Class Cap (always in effect)	
1	MAT 1P	26	1	As of Oct 1 st [March 1 st] to the end of the first [second] semester your individual class caps are still in effect for each class AND your maximum number of students in this semester, cannot exceed...
2	Co-op	25	1	
3				
Total “Max” column and “Flex” column for the Semester		51	2 (max 3)	Add the Max and Flex Totals  53

Example 4: Full-time teacher (6 of 8). Assigned 3 periods of ILMs (type 1), 1 period “stand-up” (type 2) for AVI 10 in sem 1, 1 period “stand-up” (type 2) in MAT 1D/1P in sem 1, 1 period mixed (type 3) ENG 3E in sem 1.

- Class size max: 28 students physically present at any given time in each of your ILM classes
- 3 x 475 = max 1425 lessons (incl. exams) to correct in the year
- Class cap calculation for AVI 10, MAT 1D/1P and ENG 3E in semester 1:

ONLY ENTER INFO FOR ONE SEMESTER				AND....
Type of Course	Max	Flex	Class Cap (always in effect)	
1	AVI 10	27	2	As of Oct 1 st [March 1 st] to the end of the first [second] semester your individual class caps are still in effect for each class AND your maximum number of students in this semester, cannot exceed...
2	MAT 1D/1P	26	1	
3	ENG 3E	19	1	
Total “Max” column and “Flex” column for the Semester		72	3 (max 3)	Add the Max and Flex Totals  75

- ENG 3E is a “mixed” class (type 3)...you have other students in the class taking ILMs (type 1). The [number of students registered for ENG 3E] + [the number of physical students present taking ILMs] **cannot exceed** (19+1) students. The lessons and exams you mark for these ILMs count towards your 1425 maximum.

# students registered in ENG 3E	# students physically present for ILM course, on each given day	Total class size
12	8	20
16	4	20
20	0	20