

TEACHER CERTIFICATION REVIEW PANEL

ACTIVITY PLAN

April 1, 2014 to March 31, 2017

Chairperson's Message

April 1, 2014

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

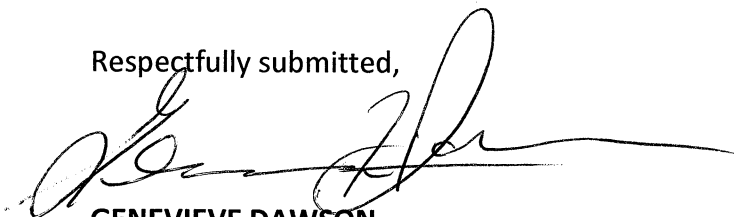
Dear Minister:

I am pleased to submit a three-year Activity Plan for the Teacher Certification Review Panel. This plan covers the period April 1, 2014 to March 31, 2017 and is prepared in accordance with the responsibilities for a category three entity under the *Transparency and Accountability Act*. The review panel recognizes the vision and mission of the Department of Education and is committed to its supporting role in the education system, ensuring the teachers of the province are held to high standards.

The strategic directions, as communicated by the Minister of Education, were reviewed and it was determined that none of the directions are applicable to the review panel.

My signature below is on behalf of the Teacher Certification Review Panel and indicative of the panel's accountability for the preparation of this plan and the achievement of the objective contained in this plan.

Respectfully submitted,



GENEVIEVE DAWSON
Chairperson

Table of Contents

Overview	1
Mandate	1
Values of the Department of Education	2
Primary Clients	3
Vision and Mission	3
Objective	3
Conclusion.....	4

Overview

Section 3 of the *Teacher Training Act* provides for the membership of the Teacher Certification Review Panel, and as of April 1, 2014 the membership was as follows:

- a member of the Newfoundland and Labrador Teachers' Association (NLTA), Mr. Peter Sutherland;
- a member of the Newfoundland and Labrador School Boards' Association, Mr. John George; and
- a representative of the general public, Ms. Genevieve Dawson who is Chairperson.

Mr. Sutherland is from Stephenville, Mr. George is from Harbour Breton and Ms. Dawson is from St. John's.

The first two members of the review panel are appointed by virtue of their professional positions. The Chairperson is appointed from the general public and receives remuneration in accordance with Level III of the Treasury Board Guidelines for Rates of Remuneration for Boards, Commissions, and Agencies. The remuneration issued is minimal and is covered in its entirety by the Department of Education. Minimal expenses for travel and incidentals are also covered by the department. The review panel is not required to prepare financial statements.

The Registrar of Teachers acts in the capacity of executive secretary to the review panel and a clerical staff member from the Department of Education acts as recording secretary during hearings. The panel meets as required in St. John's.

Mandate

Under sections 5, 10 and 13 of the *Teacher Training Act*, the Teacher Certification Review Panel is mandated to:

- suspend or cancel the certificate or licence of a teacher (including a director, an associate director or an assistant director as defined in the *Schools Act, 1997*) who is guilty of gross misconduct, incompetence or for other just cause;
- suspend for up to one year the certificate or licence of a teacher who
 - while required by contract to teach with one school board, accepts a position with a second school board without obtaining a written release from the first school board,

- having contracted to teach with a school board, terminates that contract before beginning service as a teacher with the school board unless, where special circumstances arise which the school board and the teacher agree make it inappropriate for the teacher to fulfil his or her contract, the school board has given the teacher a written release, or
- having contracted to teach with a school board terminates that contract without giving to the board the notice required by the collective agreement; and
- at the request of a teacher or the committee, review the cancellation or suspension of , or a refusal to cancel or suspend, a teaching certificate or licence made by the review panel, and make its decision in accordance with the Act and regulations.

Values of the Department of Education

The Teacher Certification Review Panel performs its duties within the core values established by the Department of Education:

- Respect** Each person is considerate of the diversity that exists amongst colleagues and clients.

- Communication:** Each person strives to be clear, concise, timely and easily accessible to clients and colleagues.

- Excellence:** Each person endeavors to apply the highest professional standards when carrying out duties and takes pride in their work.

- Collaboration:** Each person values the contribution and opinions of their colleagues and clients and actively seeks support to achieve the department’s mission.

- Accountability:** Each person is aware of their roles and responsibilities and performs their tasks with integrity.

- Innovation:** Each person strives to identify new ideas and methods to serve clients in the most efficient and effective manner possible.

Primary Clients

The primary clients of the Teacher Certification Review Panel are teachers in Newfoundland and Labrador.

Vision and Mission

Teachers are a key component of a high quality education system. The Teacher Certification Review Panel is committed 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.

Vision of the Department of Education

An educational community that fosters safe, caring and inclusive learning environments enabling individuals to reach their full potential.

Mission of the Department of Education*

By March 31, 2017, the Department of Education will have improved provincial early childhood learning and the K-12 education system to further opportunities for the people of Newfoundland and Labrador.

*Please refer to the Department of Education's 2014-17 Strategic Plan for the complete mission statement.

Objective

Issue One: Review Certification Decisions

The Teacher Certification Review Panel is a quasi-judicial body established to ensure due process with respect to the cancellation or suspension of teaching certificates. The panel only meets when required; however, it is committed to providing timely decisions effectively and efficiently.

With respect to the review panel the following objective is the focus for each of the fiscal years ending March 31, 2015, 2016, and 2017. This objective will be reported upon in each of the respective annual reports.

Objective:

The Teacher Certification Review Panel will have reviewed and rendered decisions as required with respect to teacher certification issues.

Measure: Reviewed teacher certification issues
Rendered decisions

Indicators: Number of issues reviewed
Number of decisions rendered

Conclusion

The Teacher Certification Review Panel is committed to supporting the mandate of the Minister of Education and will continue to do its part to further the vision and mission of the department by ensuring that teachers in the province are held to high standards.