

ANNUAL REPORTS ORDER

Authority: *Teaching Profession Act*, section 43

- { Ministerial Order 381/04 (M381/04)..... Effective November 1, 2004
Repeals M268/04
Amended by M097/07..... Effective May 7, 2007
- Orders of the Minister of Education

1. In this order
“certificate of qualification” means a certificate of qualification issued under the *Teaching Profession Act*;
“College” means the College of Teachers established under the *Teaching Profession Act*;
“council” means the council of the College;
“member” means a member of the College;
“pre-service program” means the qualifying program that a student must complete in order to receive a certificate of qualification under the *Teaching Profession Act*; and
“*Teaching Profession Act*” means the *Teaching Profession Act*, R.S.B.C 1996, c. 449.
2. The council must submit an annual report to the Minister of Education on the second Friday each November for the period of July 1 to June 30 immediately preceding the date of submission of the annual report.*
3. The annual report must include the following in respect of
 - (a) the financial affairs and administration of the College:
 - (i) the College’s budget, including information about the Ministry of Education’s contribution and the member fees contribution,
 - (ii) results of all elections for council members that occurred during the year,
 - (iii) the composition of the council,
 - (iv) the amendments to the College’s bylaws, and
 - (v) the amendments to the College’s policies and procedures;
 - (b) the performance and competence of members:
 - (i) the number of reports made, in respect of all members, about dismissals, suspensions and discipline, identifying the type of discipline involved,
 - (ii) the number of reports made under section 27.1 of the *Teaching Profession Act*,
 - (iii) the number of reports made under section 28(4)(c) of the *Teaching Profession Act*,
 - (iv) the number of reports made under section 28(4)(c.1) of the *Teaching Profession Act*,
 - (v) the number of reports made under section 28(4)(d) of the *Teaching Profession Act*,
 - (vi) the number of informal resolutions regarding disciplinary issues,

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- (vii) the number of disciplinary cases that went to hearing,
 - (viii) the number of discipline decisions by the College under section 35(1) of the *Teaching Profession Act*,
 - (ix) the number of teacher reports under the terms of the applicable collective agreement,
 - (x) the number of reports referred to in subsection (ix) that indicated less than satisfactory performance,
 - (xi) the number of evaluative reports in respect of members who are not subject to a collective agreement,
 - (xii) the number of reports referred to in subsection (xi) that indicated less than satisfactory performance,
 - (xiii) the number of resolutions passed by the council under section 35(2) of the *Teaching Profession Act*;
- (c) educational matters:
- (i) any changes to the pre-service program and consultation issues with the deans of the faculties of education in British Columbia, and
 - (ii) the number of teachers receiving continuing teacher education as required by the College;
- (d) teacher supply:
- (i) the number of certificates of qualifications issued,
 - (ii) the number of members who hold teaching certificates from jurisdictions outside the Province of British Columbia who have been issued a certificate of qualification,
 - (iii) the number of members who are seeking teaching certification outside the Province of British Columbia,
 - (iv) the number of Permanent Teaching Certificates and Interim Certificates, as defined in the College's by-laws, and Letters of Permission issued under section 25(2)(a) of the *Teaching Profession Act* that have been granted, and
 - (v) the number of Interim Certificates that were converted to Permanent Teaching Certificates; and
- (e) communications to members and the public
- (i) a list of the communications made, and
 - (ii) information about how the communications are made.

* (NB: ***Transitional – content of 2007 annual report.*** The annual report that must be submitted on the second Friday in November 2007 must be for the period of July 1, 2006 to June 30, 2007 as well as for the period of April 1, 2006 to June 31, 2006.)