

**To:** ETFO Thames Valley Teacher Local Members  
**From:** Mike Thomas, President, ETFO Thames Valley Teacher Local (ETFO TVTL)  
**Date:** January 26, 2026  
**Regarding:** Report Card Writing Day

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Dear ETFO Thames Valley Teacher Local Members,

As a reminder, Friday, January 30 is a Report Card Writing Day, dedicated to the important work of assessment, evaluation, and reporting on student learning.

Your collective agreement is very clear. Article L16.16(c) states:

*"For these Professional Activity Days designated for assessment, evaluation and report card writing, Teachers will have the option to work remotely."*

We want to remind members that the collective agreement applies to all ETFO members, including ETFO Learning Coordinators, Teachers on Special Assignment (TOSAs), and Acting Vice Principals.

Nothing should be scheduled for you on this Professional Development Day. While you may choose to collaborate with colleagues on common assessments or reporting practices, there is no obligation to meet during this time. This language was bargained in good faith, with a clear recognition of the professionalism of teachers and the significant time and care required to complete report cards thoughtfully using your professional judgement.

If you are planning to work in the school building on this day, please be sure to let your Principal know your approximate hours, so they can ensure appropriate safety arrangements are in place.

Writing report cards involves far more than completing a document. It reflects the countless hours spent assessing and evaluating student learning, providing meaningful feedback, and communicating with families to support each child's growth and success. We sincerely thank you for the professionalism, care, and dedication you bring to this work.

Thank you for everything you do for your students and school communities.

In solidarity,

Mike Thomas

For any questions, concerns, or simply a friendly chat, the Local ETFO Office is only a phone call away at 519-474-3150 or an email to [etfotvtl@etfothamesvalley.com](mailto:etfotvtl@etfothamesvalley.com) - we're here to help.

*c. Released Executive, ETFO Thames Valley Teacher Local*