



**TOC Pay = Teacher FTE for  
that day**

This message was forwarded to the CDTA TOC email group send.

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## **Subject: TOC pay = teacher FTE for that day including on early dismissal day**

Just a friendly reminder that TOCs are to be called and paid the same FTE as the teacher they replace for that day, including on early dismissal day.

If the teacher has a prep block as part of their schedule for that day, then the TOC is to do marking/prep work for the teacher during that time or be assigned teacher-related duties by a PVP. The same applies on early dismissal day i.e. if a TOC is called on an early dismissal day they shall work the same FTE as the teacher they are replacing that day and shall perform teacher-related duties during the non-instructional time as instructed by the teacher or as directed by the PVP at the school (please don't send the TOC home early due to early dismissal since they will get paid in full anyway so might as well have them work for it :-).

I hope this clarification will help insure consistency of practice across the district. Thanks in advance. If you have any questions, please let me know. Thanks.