

Administrative Procedure 426

REDUCTION OF TEACHING STAFF

Background

It may become necessary to reduce teaching staff within the Division.

Without in any way limiting the factors that may singularly or in combination give rise to the need to reduce teaching staff, the following factors may be some of those, either individually or in combination, that result in the need to reduce teaching staff, namely:

- Student enrolments both current and projected;
- Government financial support for education current and projected;
- Student education needs current and projected;
- New or revised curricula current and projected;
- Changes in the function of existing facilities current and projected; and
- Other circumstances current and projected.

Procedures

1. Reduction of Teaching Staff in the Division

- 1.1 When necessary, the Division will reduce teaching staff in accordance with the provisions of the *Education Act* and the collective agreement.
- 1.2 To determine those teachers who are to be affected by the required staff reduction the following will be considered in the following order of priority:
 - 1.2.1 The goals and needs of the Division;
 - 1.2.2 The expertise and experience of individuals in relation to the program needs of the Division;
 - 1.2.3 The seniority of individuals in the Division.

2. Reduction of Teaching Staff in Individual Schools

- 2.1 When a reduction in teaching positions in a particular school is required, the reduction may be made by transfers, in accordance with provisions of the *Education Act*.
- 2.2 To determine those teachers who may be affected by such transfers the following will be considered:
 - 2.2.1 The goals and needs of the Division;
 - 2.2.2 The expertise and experience of the individuals in relation to the program needs of the Division;
 - 2.2.3 The program needs of the school;

2.2.4 The seniority of individuals in the Division;

2.2.5 Voluntary transfer.

2.3 The priority order for the factors listed in 2.2 will be determined in the annual Staffing Procedures Manual prepared by Human Resource Services.

Adopted: May 2, 2005

Reviewed/Revised: June 28, 2013, June 30, 2017, November 22, 2017, February 5, 2021

Reference: Education Act, Sections 51, 52, 53, 196, 197, 212, 222
Employment Standards Code
Labour Relations Code
Collective Agreement