

## Saskatchewan Rivers School Division No. 119 Policy Manual

<b>Policy Name:</b>	<b>Teaching Staff Reduction</b>
<b>Policy Type:</b>	<b>Employees</b>
Number:	3100
Date Approved:	November 28, 2005
Legal Reference:	<i>The Education Act, 1995</i> : 203, 204, 210(1)(b), (3)

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The Board of Education believes all students attending its schools are entitled to the best instructional and other school services possible. Therefore, the Director of Education is to strive to employ teachers of the highest quality.

### **Guidelines:**

1. The mandate of the Board includes provision of services which are sensitive to the educational needs and interests of students.
2. The Board recognizes that its ability to provide such services may be constrained from time to time due to unforeseen circumstances.
3. In such cases, the Board may find it necessary to reduce the number of teaching staff. These circumstances may include but are not limited to:
  - a) student enrolments, both current and projected;
  - b) student educational needs;
  - c) provincial and/or local financial support for education;
  - d) new and/or revised curricula;
  - e) program reduction.
4. It is the policy of the Board to effect the reduction in a manner which considers the educational interests of students to be of paramount importance.

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### ADMINISTRATIVE PROCEDURES

1. The Director of Education or designate shall provide recommendations to the Board to assist in determining the number of full time equivalent teaching positions for the Division taking into account current and projected enrolments, financial resources, program offerings and any special needs and circumstances.
2. When professional staff reduction becomes necessary, the Director or designate will be guided by the following to determine which teachers will be retained on staff.
  - a) The principle of attrition will first be applied. Teachers who resign or superannuate will not be replaced.
  - b) Temporary teaching contracts will not be renewed.
  - c) It is recognized that it is necessary to consider the school program to be offered and the teacher knowledge and skills required to offer that program. The Director or designate will ensure that appropriate staff is retained to carry out the programs of the school division.
  - d) Where the above criteria do not determine which professional staff are to be retained in the division, teaching service will be the deciding factor. Teaching service is defined by the Provincial Collective Bargaining Agreement expressed in full-time equivalent years.

Teaching service will be determined on the following priority basis:

    - i) Teachers who have served the greatest number of full-time equivalent years in their most recent actual uninterrupted service with the Board.
    - ii) Teachers who have served the greatest number of full time equivalent years in total with the Board.
    - iii) Teachers who have served the greatest number of full time equivalent years in total.
3. Notwithstanding any of the foregoing, if there is no teacher currently under contract who is available to satisfactorily meet the needs of a particular assignment in terms of knowledge and skills, it may be necessary to hire a new teacher to fill the position.

4. A teacher who is surplus in a particular school according to the priorities set out in this policy will be assigned to an appropriate position within the School Division only where such a position is vacant.
5. When no position is vacant in the Division, then the Board will declare the teacher redundant and terminate the contract of employment with the teacher according to the appropriate provisions in *The Education Act, 1995* and the Provincial Collective Bargaining Agreement.