

Redundancy

		Adopted: June 28, 2011 Amended: July 23, 2018
	External References: <ul style="list-style-type: none"> • Education Act: Sections 210, 213, 215, 216 • Saskatchewan Teachers' Provincial Collective Bargaining Agreement 	Internal References:

Background

The Division may periodically face excess or redundant staff situations due to budget shortfalls, declines in enrolment, reduced demands for instruction in specialized areas or other unforeseen circumstances. In these instances, every effort will be made to reassign the staff to other vacancies in the Division. As such, attrition is favored as the best way to reduce staff when necessary.

Before implementing procedures for termination, the Division will take the following into consideration: known resignations, retirements, approved leaves of absence, and voluntary changes in employment status.

If no appropriate placements are available in the Division, procedures for terminating contracts of employment will be implemented in accordance with the following procedures.

Procedures

1. The Director, or designate with responsibility for staffing, shall name those teachers who are identified as surplus to the needs of the school, paying particular attention to:
 - 1.1 The need to retain staff with the teaching expertise necessary for the maintenance of the total school program
 - 1.2 Available of teaching positions within the school that falls within the teacher's qualifications;
 - 1.3 Past teaching assignments of the teacher.
2. The principal in consultation with the Director, or designate, upon receipt of the school's staff allocation and student projection, will make decisions regarding:
 - 2.1 The instruction to be offered to meet the needs of the school population.
 - 2.2 The way in which the school will be organized to best provide the programs.
 - 2.3 The need to retain staff with the teaching expertise necessary for the maintenance of the total school program.
 - 2.4 The distribution of the teaching assignments among the teachers on regular contract known to be remaining at the school.
3. When the total instructional needs for the projected school population are not sufficient to provide assignments to all the teachers, the Director, or designate, in consultation with the principal, shall identify teacher(s) to be declared surplus.

Teachers declared surplus to the needs of a school shall be considered for placement in other vacant positions within the division provided the teacher possesses the training, experience and/or skills for the position. If, after filling all the known vacant positions, there is a surplus of regular contract staff, procedures for termination for teaching staff will be implemented.

The guidelines for termination are as follows:

- 3.1 The Director, or designate, will identify the teacher(s) whose contract(s) will be subject to termination, by considering the following:
 - 3.1.1 teaching requirements or educational programs of the division;
 - 3.1.2 the teacher's ability and qualifications;
 - 3.1.3 the teacher's length and quality of service to the division.
- 3.2 A teacher who is identified surplus to the needs of the division under the provisions of section 210(1)(b) of the Education Act, 1995, will be provided with thirty days' notice of termination of contract and will be provided redundancy pay in accordance with the requirements of the provincial teachers' agreement in effect at that time.
4. If there is no teacher currently under contract who can satisfactorily meet the specific needs of a teaching assignment, it may be necessary to employ a new teacher to fill such a vacancy.
5. The Sun West Teachers' Association will be notified in the event of teacher redundancy.