

	Lloydminster Catholic School Division – Administrative Procedures	
	AP 458 – Teacher Redundancy	
Related LCSD AP's		
Form(s)		
References:	<i>The Education Act, 1995 section 210(1)(b)</i>	
Received by the Board: August, 2020		Update: August, 2020

Background

Lloydminster Catholic School Division may periodically face excess or redundant staff situations due to budget shortfalls, declines in enrolment, and/or 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 school division. As such, attrition is favored as the best way to reduce staff when necessary. The division will take into consideration known resignations, retirements, and approved leaves of absence, before implementing procedures for termination. In addition, the employment contracts of temporary teachers will terminate on their expiry dates. However, if normal attrition is not sufficient to accommodate the required staff reductions, the following procedures will serve as a guide to terminating contracts.

Procedures

1. When the total instructional needs for the projected school population are not sufficient to provide assignments to all the teachers, the Deputy Director of Learning responsible for staffing, in consultation with the principal, shall identify teacher(s) to be declared surplus at a school level.
2. Determination of the need to declare one or more teachers redundant shall be based on the staffing requirements of the entire system, and not only on those of a particular school. Thus, consideration will be made to transfer teachers to other vacant positions within the school division. If teacher surplus occurs after all vacant positions are filled, procedures for termination of teaching staff will be implemented.
3. In determining which teacher or teachers shall be declared redundant, consideration shall be given to the following criteria:
 - 3.1. The staffing requirements of all schools in the Division in relation to educational priorities and program needs.
 - 3.2. The relative assessed competence of teachers and administrators by their supervisors.
 - 3.3. The professional preparation of teachers and administrators in relation to school division and student needs.

4. 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.