

STAFFING DATES FOR THE SCHOOL YEAR 2019-2020

JANUARY 9	POR ROUND 1 POSTING	
JANUARY 16	SENIORITY VERIFICATION FORMS TO BE DISTRIBUTED TO TEACHERS	
JANUARY 23	DEADLINE FOR QUALIFICATIONS REVIEW FORM (NOON)	
FEBRUARY 4	TEACHERS RETURN SENIORITY VERIFICATION FORMS TO PRINCIPAL	
FEBRUARY 6	INFORMATION FOR SENIORITY LISTS TO BE RETURNED TO SECONDARY TEACHING OFFICE	
	POR ROUND 2 POSTING	
FEBRUARY 26	SENIORITY LISTS TO BE AVAILABLE IN SCHOOLS	
FEBRUARY 27	BLUE BINDER INFORMATION SESSION FOR NEW ADMINISTRATORS	
*MARCH 1	DEADLINE: APPLICATIONS FOR LEAVE OF ABSENCE and HALF TIME TEACHING WITHOUT PAY REQUESTS (NOON)	
	DEADLINE: TRANSFER APPLICATIONS (NOON)	
MARCH 21	BLUE BINDER HIGHLIGHTS & STAFF ALLOCATION ROLL OUT (Tentative)	
MARCH 20	POR ROUND 3 POSTING	
MARCH 29	APPLICATIONS FOR SECONDMENT SHOULD BE SUBMITTED BY THE END OF MARCH 2019 AND NO LATER THAN JUNE 28, 2019	
APRIL 5	PRINCIPALS TO INFORM TEACHERS THEY ARE TENTATIVELY SURPLUS TO THE SCHOOL	
	TENTATIVE SCHOOL SURPLUS, STAFFING SUMMARY, VACANCIES, TEACHER TIMETABLES TO SECONDARY TEACHING OFFICE	
APRIL 18	PRINCIPALS INFORM TEACHERS IN WRITING THAT THEY ARE SURPLUS TO SCHOOL	
APRIL 23	MEETING WITH TEACHERS REGARDING SCHOOL/PROGRAM CLOSING (3:45 P.M.)	
APRIL 24	POR ROUND 4 POSTING	
APRIL 25	SCHOOL/PROGRAM CLOSING REPORT VACANCY CHOICES (NOON)	
APRIL 29	SCHOOL/PROGRAM CLOSING – PLACEMENT MEETING (9:00 A.M.)	
APRIL 30	FIRST TEACHING POSTING	
*MAY 1	DEADLINE: FULL TIME TEACHING REQUESTS (NOON)	
	DEADLINE: SELF FUNDED (X/Y) LEAVE PLAN	
MAY 6	FIRST TEACHING POSTING CLOSES AT NOON	
MAY 13	PRINCIPALS INFORM SECONDARY TEACHING OFFICE OF SUCCESSFUL CANDIDATES	
MAY 15	DEADLINE: NOTICE OF RETIREMENT (AS PER COLLECTIVE AGREEMENT FOR 2019)	
	IDENTIFICATION OF PULL BACKS (NOON)	
MAY 16	DEADLINE: WITHDRAWAL OF TRANSFER REQUESTS (NOON)	
	CONFIRMATION OF PULL BACKS	
	CONE OF SILENCE BEGINS	} CONE OF SILENCE
MAY 21	BOARD-WIDE ALL DAY TRANSFER COMMITTEE MEETING	
MAY 23	TRANSFER/LEARNING CENTRE PLACEMENT (LEARNING CENTRES: 1 – 2 – 3 – 4)	
MAY 24	TRANSFER/LEARNING CENTRE PLACEMENT (LEARNING CENTRES: 1 – 2 – 3 – 4)	
MAY 27	BOARD-WIDE PLACEMENT MEETING	
MAY 29	BOARD-WIDE PLACEMENT MEETING	
MAY 30	BOARD-WIDE PLACEMENT MEETING	
JUNE 3	BOARD-WIDE PLACEMENT MEETING	
JUNE 7	TEACHERS ADVISED TENTATIVELY SURPLUS TO BOARD/TEACHERS ADVISED OF NEW PLACEMENTS	
	CONE OF SILENCE ENDS	

*NB: When March 1st or May 1st falls on a weekend the deadline will be the next school day.

STAFFING DATES FOR THE SCHOOL YEAR 2019-2020

JUNE 10	SECOND TEACHING POSTING POR ROUND 5 POSTING
JUNE 14	SECOND TEACHING POSTING CLOSES (NOON)
JUNE 20	PRINCIPALS INFORM SECONDARY TEACHING OFFICE OF SUCCESSFUL CANDIDATES
JUNE 21	DEADLINE FOR DISTRIBUTION OF TENTATIVE TIMETABLES TO TEACHERS BEGINNING OF MAPS PROCESS
JUNE 24	BOARD-WIDE PLACEMENT MEETING
JUNE 28	NOTIFICATION TO TEACHERS SURPLUS TO BOARD/NEW PLACEMENT DEADLINE FOR APPLICATIONS FOR SECONDMENT
JULY 3	BOARD-WIDE PLACEMENT MEETING
JULY 5	SURPLUS TEACHERS' INFORMATION MEETING
JULY 8	DEADLINE: TEACHER CONTACT INFORMATION FORMS RETURNED TO SECONDARY TEACHING OFFICE
JULY 10	BOARD-WIDE PLACEMENT MEETING
AUGUST 21	BOARD-WIDE PLACEMENT MEETING
AUGUST 28	BOARD-WIDE PLACEMENT MEETING
AUGUST 29	DEADLINE: MAPS APPLICATION (NOON)
AUGUST 30	PULLBACK AND CONFIRMATION OF MAPS (NOON)
OCTOBER 15	DEADLINE: LEAVE APPLICATIONS FOR SEMESTER 2

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