

Changes to the 2023-2024 Secondary Staffing Manual (Blue Binder)

SECTION	PAGE	CHANGE [Cited new language where applicable]
All sections		<ol style="list-style-type: none"> 1. Removal of fax options for forms. 2. Replacement of gendered pronouns with they.
Introduction	4	<ol style="list-style-type: none"> 1. George Harvey CI removed from schools list. 2. Kâpapâmahchakwêw - Wandering Spirit added to schools list. 3. The Virtual Secondary School added to schools list. 4. Language added at bottom of schools list: <i>Note: Timetable formats are as known at the time of publication of the Staffing Binder, i.e., semestered, quadmestered or full year.</i>
Overview	1	<p>New requirement for Board to share information with BU, "Seniority Lists" section:</p> <p><i>Complete list and qualifications, including Division in General Education subjects and Basic/Advanced in Technological Education subjects, will be forwarded to OSSTF TTBU, prior to tentative surplus declaration.</i></p>
Positions of Responsibility	3	<p>Requirement for timely feedback to unsuccessful candidates:</p> <p><i>If unsuccessful candidates wish feedback, they should contact the Principal of the school that had the vacancy for which they had applied, and the chair of the interview team will set an appointment for feedback in a timely fashion.</i></p>

Secondments	1	<p>Refinement of language to reflect current practice:</p> <p><i>As per the Employee Services Secondment Protocol there is a two-year limit on secondments to an outside organization. However, a third year may be granted by the Senior Manager, Secondary Teaching only for secondments to Faculties of Education, the Ministry of Education, and the Department of National Defence. Notwithstanding the foregoing, due to legacy Board arrangements, secondments at Bloorview School Authority are handled annually on an individual basis.</i></p>
School Staffing Committees	3, 4 3 5	<ol style="list-style-type: none"> 1. Board must provide to School Staffing Committees Mutual Consent forms for piercing 180 PTC (in “Annual Tasks and Timeline Guidelines”): <p><i>Receive Mutual Consent forms, in a full-year school, for Teachers exceeding 180 Pupil Teacher Contacts.</i></p> <p><i>Receive Mutual Consent forms, in a semestered school, for Teachers exceeding 180 Pupil Teacher Contacts.</i></p> 2. Board must provide to School Staffing Committees all certification data: <p><i>list of Teacher certifications, including Division in General Education subjects and Basic/Advanced in Technological Education subjects.</i></p> 3. Board must provide to TTBU more coverage and supervision data: <p><i>The Secondary Teaching Office will provide to the Secondary Consultation Committee by October 1, a list of all Teachers who have exceeded their coverage and supervision limits in the previous year, indicating their current worksite.</i></p>
Staffing Rules	2	<ol style="list-style-type: none"> 1. A new staffing process for members surplus in Sem 1 to allow them to retain their 2022-23 Home School: <p><i>Full-time (1.0 FTE) Teachers declared school surplus in Semester 1, will be contacted in writing by the Secondary Teaching Office prior to the beginning of the central staffing process, and be given the option to be considered at central staffing placement meetings for complementary</i></p>

		<p>Semester 1 vacancies, when both a Semester 1 and a 1.0 FTE vacancy exist, to keep these Teachers in their Home Schools where possible. Eligible Teachers who select aforementioned option are subject to the following caveats:</p> <ul style="list-style-type: none"> ➢ Should only a 1.0 FTE vacancy be available at the central staffing table, the Teacher will be placed into the vacancy if they are most senior qualified Teacher for that position. ➢ A Teacher who is placed in a Semester 1 vacancy will not be eligible for the process that is applicable after August 31 to teachers who are placed in two schools. That process is described in Staffing Rules - Item 14: "Two-School Placements – After August 31." Nor will the Teacher be eligible for the Placement Review process on the basis of a two-school placement. <p>2. New section for Wandering Spirit and NLCs:</p> <p>Kâpapâmahchakwêw – Wandering Spirit, Native Learning Centre (Downtown) and Native Learning Centre (East)</p> <ul style="list-style-type: none"> • Owing to the unique character of teaching assignments at Kâpapâmahchakwêw – Wandering Spirit, Native Learning Centre (Downtown) and Native Learning Centre (East), and in the spirit of the Board's commitment to Indigenous self-determination, sovereignty, and genuine Truth and Reconciliation, teacher vacancies at the aforementioned sites will be filled by means of Centrally Assigned Teacher postings for fixed terms, as deemed appropriate by the Board. The Board will post these vacancies internally, subject to hiring criteria determined by the Board. Notwithstanding this requirement, the Board may simultaneously post the same vacancies externally should the operational and/or program needs of the Board so dictate. • At the end of their term assignment at Kâpapâmahchakwêw – Wandering Spirit, Native Learning Centre (Downtown) or Native Learning Centre (East), a Teacher will return to their identified home school. In the event that a home school has not been so identified for the Teacher, they will be subject to the staffing rules and processes applicable to teachers without a home school in the year that they are hired into Kâpapâmahchakwêw – Wandering Spirit, Native Learning Centre (Downtown) or Native Learning Centre (East). • If the home school/program of a Teacher closes during their term appointment at Kâpapâmahchakwêw – Wandering Spirit, Native Learning Centre (Downtown) or
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	<p>11</p> <p>15</p> <p>20</p>	<p>3. Removal of NLCs from Try-on list.</p> <p>4. 0.5 FTE members winning 1.0 term DD postings elevated to 1.0 FTE:</p> <p><i>A 0.5 FTE Teacher who is a successful candidate for a 1.0 FTE or complementary 0.5 FTE central DD term posting will have their contract status increased to 1.0 FTE.</i></p> <p>5. 0.5 FTE members winning 1.0 Centrally Assigned Teacher postings elevated to 1.0 FTE:</p> <p><i>A 0.5 FTE Teacher who is a successful candidate for a 1.0 FTE or complementary 0.5 FTE Centrally Assigned Teacher term posting will have their contract status increased to 1.0 FTE.</i></p>
Certification/ Subject Codes	<p>2</p> <p>3</p>	<p>1. ICD2O replaces ICS2O, as per Ministry directive (no change to certifications).</p> <p>2. ENL1W added, as per Ministry directive (ENG certification).</p>