

STAFFING DATES FOR THE SCHOOL YEAR 2025-2026

Dec 13, 2024	Distribution of Qualifications Review section & application form
January 8	Seniority Verification Forms to be distributed to Teachers
January 8	POR Round 1 Posting
January 15	Deadline for Qualifications Review Form (Noon)
January 29	Teachers Return Seniority Verification Forms to Principal
January 31	Information for Seniority Lists to be returned to Secondary Teaching Office
February 10	POR Round 2 Posting
February 27	Seniority Lists to be available in schools
*March 3	Deadline: Applications for Leave of Absence and Half Time Teaching Without Pay Requests (Noon)
	Deadline: Transfer Applications (Noon)
March 5	Blue Binder Information Session for New Administrators
March 17	Staffing Binder Highlights & Staff Allocation Roll Out
March 17	POR Round 3 Posting
March 31	Applications for Secondment should be submitted by the end of March 2025 and no later than June 30, 2025
April 3	Principals to inform Teachers they are Tentatively Surplus to the School Staffing Summary, Vacancies, Teacher Matrices to Secondary Teaching Office
April 23	Principals inform Teachers in writing that they are Surplus to School
April 22	Meeting With Teachers Regarding School/Program Closing (3:45 P.M.)
April 24	School/Program Closing Report Vacancy Choices (Noon)
April 25	School/Program Closing – Placement Meeting (9:00 A.M.)
April 24	First Teaching Posting
April 28	POR Round 4 Posting
April 30	First Teaching Posting Closes (Noon)
*May 1	Deadline: Full Time Teaching Requests (Noon)
	Deadline: Self Funded (X/Y) Leave Plan
May 7	Principals inform Secondary Teaching Office of successful First Posting candidates
May 8	Identification of Pull Backs (Noon)
May 9	Deadline: Withdrawal of Transfer Requests (Noon)
	Confirmation of Pull Backs
	Cone of Silence begins
May 12	Board-Wide All-Day Transfer Committee Meeting
May 14	Transfer/Learning Centre Placement (Learning Centres)
*May 15	Deadline: Notice of Retirement (As per Collective Agreement for 2025)
May 16	Transfer/Learning Centre Placement (Learning Centres)(tentative)
May 21	Board-Wide Placement Meeting
May 22	Board-Wide Placement Meeting
May 23	Board-Wide Placement Meeting
May 26	Board-Wide Placement Meeting
June 2	Teachers advised of Tentatively Surplus to Board status/Teachers advised of new placements
	Cone of Silence ends
June 3	Second Teaching Posting
June 6	POR Round 5 Posting
June 9	Second Teaching Posting Closes (Noon)

} Cone of
Silence

*NB: When March 1st, May 1st or May 15th falls on a weekend, the deadline will be the next school day.

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June 16	Principals inform Secondary Teaching Office of successful candidates
June 18	Board-Wide Placement Meeting
June 20	Deadline for distribution of Tentative Timetables to Teachers (As early as possible; no later than the end of the regular school day) Beginning of MAPS Process
June 27	Notification to Teachers Surplus to Board/Teachers advised of new placement(s) Deadline for applications for Secondment
July 3	Board-Wide Placement Meeting
July 4	Surplus Teachers' Information Meeting (Tentative)
July 8	Board-Wide Placement Meeting
July 9	Deadline: Teacher Contact Information Forms returned to Secondary Teaching Office
August 18	Board-Wide Placement Meeting (Tentative)
August 21	Board-Wide Placement Meeting (Tentative)
August 25	Board-Wide Placement Meeting (Tentative)
August 28	Deadline: MAPS Application (Noon)
August 29	Pullback and Confirmation of MAPS (Noon)
September 3	Recall Teachers Meeting (Tentative)
October 15	Deadline: Leave Applications for Semester 2