

Administrative Procedure 426

REDUCTION OF TEACHING POSITIONS

Background

The Superintendent has a mandate to provide quality education services to students enrolled in schools and programs operated by the Division within a fiscally responsible framework. A variety of factors may necessitate the reduction of staff in a particular school, department, program, geographic region, or in the Division as a whole.

The Superintendent recognizes that changes in any employment factors may have a negative impact on the ability of the Division to fulfill its educational goals within the limit of its financial resources. Should the Superintendent be of the opinion that any of these factors warrant a reduction in the number of professional staff positions, this administrative procedure may be applied, at the Superintendent's discretion, to a particular school, geographic area, or the Division as a whole.

Procedures

1. The Superintendent will ensure that reduction selections are based on program needs. The following factors may result in a change in program needs:
 - 1.1 New and/or revised curriculum;
 - 1.2 Shifts in student enrolment;
 - 1.3 Financial restrictions;
 - 1.4 School closure or grade discontinuation; and
 - 1.5 Other reasons which the Superintendent deems relevant.
2. The Deputy Superintendent shall first attempt to reduce teaching positions through attrition, leaves of absence, or change in employment status.
3. The selection of teaching personnel to be terminated **can** be limited to the school or site where reduction is necessary, except:
 - 3.1 In cases involving consolidation of student groupings from one school to another, where personnel to be terminated will be selected from the pooled staff of the affected schools; or
 - 3.2 If all teacher personnel at said school or site hold a Continuous Contract with the Board, where personnel to be terminated will be selected from the pooled Northern Gateway Public Schools teacher personnel staff.

4. If further reduction is necessary, the Deputy Superintendent shall reduce teaching positions in accordance with **Administrative Procedure 425 Teacher Transfers**.
5. If further reduction is required, the Superintendent shall terminate Continuous Contracts, considering, not ranked in order:
 - 5.1 Academic qualifications;
 - 5.2 Relative performance; and
 - 5.3 Seniority with the School Division.

Reference: Education Act 212, 214, 215, 217, 222 Alberta Employment Standards Code Board Policy 14 – Hearings on Teacher Transfers	
	Date Approved: April 1, 2021
	Reviewed or Revised: Executive: April, 2021

References shall be updated as required and do not require additional approval.