# Policy 13: New Title Staff Reductions

**Purpose:**

The Board's ability to retain staff employed within the District is dependent on a number of factors. These factors include:

1. Student enrolment
2. Financial support
3. Program requirements
4. Facilities

If any changes in these factors warrant a reduction in the number of staff, the reduction shall be determined after considering the best interests of the students, parents and community.

**Background:**

The *Education Act,* empowers the Board to terminate employment in cases where the total number of staff required by the District is decreased.

**Responsibility:**

The Board shall follow all the Canada Labour Code, NWT Employment Standards Act and all applicable Collective Agreements. An administrative procedure will be created and updated as necessary outlining how staff are reduced.

**Specifically**

Where the Collective Agreement between the Board and the Northwest Territories Teachers' Association is silent on Teaching Staff Reductions, the superintendent will proceed as follows:

1. Offer voluntary:
    1. Resignations.

       Retirements
    2. Leaves of absence.
    3. Changes in employment status, such as full time to part time.
    4. Transfers and reassignment.

2. Should voluntary attrition not result in achieving the required reductions, the superintendent will proceed with the termination of teachers by taking into consideration criteria such as:
    - Seniority.
    - Appropriateness of academic and experience qualifications of the teacher

to the needs and programs of the District.

3. Once the Superintendent has determined which teaching staff will be terminated, the Superintendent shall inform the teacher in writing as per the Education Act.

4. The Board is not required to assign a teacher whose contract of employment has been terminated to any vacation positions.

**References/Related Documents:**

- Education Act
- Administrative Procedures

# Policy 13: Teaching Staff Reductions

| Revision History | | | |
|---|---|---|---|
| **Revision** | **Revision Description** | **Approved Date** | **Review Date** |
| **1-3** | Adopted and revised before the revision table was included. Going forward a summary for the changes will be included | May 2008<br>June 2011<br>June 2017 | 2022-2026 Board |
| **4** | | | |