

## STAFF RECRUITMENT – TEACHER CONTRACTS

### Background

Teacher contracts are governed by the *Education Act*. At the same time, the Division recognizes that the area of contracts is involved and legalistic. In order to provide a consistent framework for communication in regards to employment contracts, the Division supports the establishment of guidelines with regards to teacher contracts.

### Procedures

1. A teacher who is hired with the intent that he/she will be placed on a continuous contract if service is satisfactory shall be offered a probationary contract.
2. Depending upon the recommendations contained in the evaluation reports of a teacher on a probationary contract, the teacher will be offered a second probationary contract, be placed on continuous contract or the contract will be allowed to terminate.
3. Depending upon the recommendations contained in the evaluation reports of a teacher on a second probationary contract, the teacher will be placed on continuous contract or the contract will be allowed to terminate.
4. A teacher who is hired to replace a staff member who has been on a leave of absence will be placed on a temporary contract. Should the leave of absence be extended for a second year, the replacement teacher will be granted a second temporary contract if evaluation reports indicate satisfactory service.
5. When a teacher is employed for what is deemed to be a temporary position and the conditions for appointment under a temporary contract do not apply, the teacher will be appointed under an interim contract.
6. Probationary, continuous, temporary and interim contracts may be full or part-time.
7. A teacher may be employed as a substitute without a formal contract.

Reference: Section 205, 206, 207, 208, 209, 210, 211, *Education Act*