

# CONTINUING EDUCATION

## DELEGATES' REPORT – March 2025

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### **Letters of Engagement (Contracts) – Only applicable to legally qualified teachers or teachers that have been granted a tolerance**

This month, I have had some productive meetings with the school board to discuss the issuance of letters of engagement and their revised versions when additional hours are added to teachers' incomplete workloads. Adjustments will be made, as needed.

It appears we have reached an agreement to revise a few contracts from the previous academic year.

As for this year's contracts, a list of those requiring potential revisions was reviewed with the school board and adjustments will be made, as needed.

### **Staffing Timelines**

The Adult Education and the Vocational Training Staffing Timelines are posted on SSO under the Human Resources → Staffing → Teachers Adult Ed and Voc.

#### By April 30th

The school board declares excess by providing the teacher with a letter. If you receive a letter, I will contact you.

### **Adult Education**

#### May 1-15

Regular teachers wishing to transfer centres need to submit the request via the SSO form.

Recall teachers wishing to change or add a specialty need to submit all documents via the appropriate SSO form.

### **Vocational Training**

#### April 17 – May 1

Regular teachers wishing to transfer centres need to submit the request via the SSO form.

Recall teachers wishing to change or add a sub-category need to submit all documents via the appropriate SSO form.

Recall teachers wishing to transfer centre recall lists need to submit the request via the SSO form. Please note that transferring recall lists may only occur once during a teacher's career.

Submitted by: Pasquale Machado