

# PEARSON TEACHERS UNION

## Staffing Timeline

The complete staffing timeline for the 2026-2027 school year is posted on SSO under the Staffing tab of the Human Resources Section. You can also access the Staffing Timeline by teaching sector via the following links:

[Youth Sector Staffing Timeline 2026-2027](#)

[Adult Education Sector Staffing Timeline 2026-2027](#)

[Vocational Training Staffing Timeline 2026-2027](#)

Please contact Erica Lamothe ([elamothe@ptusep.com](mailto:elamothe@ptusep.com)) for any questions related to staffing in the Youth Sector.

For questions pertaining to staffing in Continuing Education, please contact Pasquale Machado ([pmachado@ptusep.com](mailto:pmachado@ptusep.com)).

## Online Priority Pool Information Session—May 20, 2026 at 4:30 PM

If you are on or anticipate being on the Priority of Employment List, please join us for the joint PTU and LBPSB information session. We will discuss the parameters that will be in effect this year so you can be as prepared as possible for the upcoming Priority Placement Meeting in June. The link to attend this information session will be available on SSO.

## QPAT Pension Information Sessions—Spring 2026

The Quebec Provincial Association of Teachers (QPAT) will be holding pension information sessions in the spring of 2026. These sessions will be offered on-line through the Zoom meeting platform. Both sessions are intended primarily for teachers approaching retirement, but session 1 may also be of general interest to all teachers.

For more information or to register to one of the sessions, please [follow the instructions on QPAT's notice here](#).



## Delegates' Assembly #9

Date: June 3, 2026

Time: Following the AGM

Format: Zoom

As usual, the documents will be sent by email to the Delegates two days prior to the Assembly

## AGM 2026

Date: June 3, 2026

Time: 4:30 PM

Format: Zoom

As per the PTU Constitution, the AGM documents will be sent to all teachers by email five days before the meeting.



## Continuing Education—PTL (Formerly Know as the PTA)

It is your responsibility as a teacher to renew your PTL every 2 or 3 years, depending at what point you are in your studies. You must submit your documents directly to the Ministry. Not renewing on time could lead to serious consequences to your status (loss of tenure, loss of a part-time contract, break in employment link, removed from LQ recall list, etc.).

PTU therefore advises you to go to the MEQ website to review the process. You can access the site by clicking the link below:

[Types of teaching licences | Gouvernement du Québec](#)

If you have already or once you have renewed your PTL (or have obtained a licence or brevet), please send a copy to Katie Arless ([karless@lbpsb.qc.ca](mailto:karless@lbpsb.qc.ca)) in HR at the school board and cc Pasquale Machado at PTU: [pmachado@ptusep.com](mailto:pmachado@ptusep.com).



### PTU Regular Office Hours

Monday to Thursday  
8:30 AM to 4:30 PM  
Friday  
8:30 AM to 4:00 PM

The PTU Office will be closed Monday, May 18, 2026

Tel: 514-426-4949

Email: [info@ptusep.com](mailto:info@ptusep.com)

### Employee Assistance Program

TELUS HEALTH

Access your Employee Assistance Program (EAP) 24/7 by phone, web or mobile app.

Online: [TelusHealth](#)

Tel: 1-833-711-2327

## VAR Submissions

The process for VAR submissions is firmly underway. Teachers have until the end of this week (**Friday, May 8**) to submit their VAR activities using the tool on SSO. VAR Committees must then validate these entries and assign credits no later than **May 22**.

We encourage all teachers to refer to the [VAR Guidelines](#) on the PTU website, and the Help files within the VAR tool on SSO.

Throughout this process, we also encourage any VAR Committee Chairpersons to reach out to the PTU Office with any questions requiring clarification.

Please also note that the VAR tool in SSO is now only accessible from the LBPSB network: you will receive an error message if you try to open the tool from a different network.

## LBPSB Code of Ethics

The LBPSB Code of Ethics is now in effect. If you have not already done so, we encourage you to review the Code of Ethics and to be aware of its contents. It is accessible on the LBPSB website [here](#). Despite its official title, please note that this Code of Ethics applies to all employees of the school board.