

STAFFING

The procedure for staffing each school is as follows:

Each January, as part of the budget preparation process, School Principals, in consultation with their staff, will estimate their enrollment for the coming school year and recommend to the Superintendent (or designate) a staffing level based on that enrollment. The following factors will be considered:

1. specific grade configuration of all schools;
2. Special Education and Learning Assistance needs of each school;
3. support needs;
4. Collective Agreement requirements.

As a part of budget deliberations, the School District will consider the School Principals' recommendations and the School District's financial situation in setting staffing levels. If there is a significant change in enrollment or a change in Special Education needs during the school year, consideration will be given to changing staffing levels at that time.