

Second Round Transfers – FAQ

Date: June 6, 2022

To: Simcoe Muskoka Catholic Elementary Teachers

The second round of job postings was made available on June 3rd and transfer applications are due by the end of the day June 10th.

Can I apply to some of the posted positions and some school locations where openings don't currently exist?

Yes, teachers will be able to apply for **specific postings, and open postings.**

Specific:

These are the transfer opportunities that will be found in the June 3rd posting – there was an update based upon some teacher movement to Vice-Principal roles and recent retirement notifications.

Open:

Once the postings close, and the transfer round begins – placing teachers in posted openings - there isn't an update to the jobs that are available. The jobs that are created once a teacher either moves or a teacher retires/resigns from a school/work location, are made available through to those who applied to an open transfer.

You would be applying to a school, but not knowing the specific assignment.

Am I able to specify, within the open transfer process, what grades or division or assignment I prefer?

The open transfer form does not have that information. They are based upon openings that become available, and the principal has the discretion move teachers within the school and then create whichever position remains.

If I applied and was successful in the first round of transfers, can I apply in the second round?

No. Our Collective Agreement states that once a teacher is placed in a position, they must remain in that position for a year, unless declared surplus in September.

Will my principal know I have applied for a transfer?

Yes. Principals will receive, once applications close, a list of those that have applied to their school – either job specific or open – and those that have requested a transfer out of their school.

What if positions come up after June 10th?

Transfer requests remain active until August 31st, unless you withdraw your application with the Human Resources Department. These openings are considered open transfer requests.

If I apply to a specific posting, would I also be considered for any open postings that may arise?

No. A teacher must apply for any specific postings, based upon the postings. A teacher would apply to schools of interest, using the open transfer form.

Am I able to prioritize or rank my selections?

No. That option is not currently available based on our Collective Agreement language. We tried to make some changes to the Transfer process in our latest round of negotiations, but the Board was unwilling to address any changes.

Will I have a choice of positions?

Not necessarily. You must be willing to be transferred/placed in any of the positions you have stated interest.

Can I make changes to my selections?

Yes, up to the closing day and time. After the application process ends, there won't be any changes, except if you wish to withdraw from a position.

Will I be given time to consider accepting the position?

You must be willing to be transferred/placed in any of the positions you have stated interest.

Placement in the second round will be based upon qualifications and seniority. Therefore, if you are applying to a specific or open job posting, and you are the most senior qualified applicant, you will be placed in that position.

Can I apply to jobs posted at my current school?

It depends. If you are 0.5 at your school location, then you can apply to 1.0 positions at your school. However, if you are 1.0 at your school location, you cannot apply for positions. That is not considered a transfer. If this occurs, your request will be denied.

Can I apply to two part-time positions?

Yes and no. If the two positions are complementary – mornings/afternoons or A/B days – then there is a greater chance the request will be granted. However, if one posting is mornings, and the other is an A Day, the schedules do not work, and the request will be denied. We cannot request the Board or school to alter their posting.

Can I apply to a 0.5 posting even though I am a 1.0 teacher?

Only if you wish to reduce your Full-Time-Equivalency (FTE) to 0.5.

If I was declared Interim Surplus this spring, can I apply to these postings?

No. Our Collective Agreement states that those teachers declared Interim Surplus (hired after September 1st in a school year), will be placed after those requesting a transfer in round two, but before the second last day in June.

You will be notified later in June and provided your seniority/ranking based upon those declared Interim Surplus. You will be provided a list of remaining jobs and asked to prioritize them. You be contacted (either by phone or virtually) a couple of days later, to make your selection.

A Google Doc will be made available to those declared Interim Surplus to follow the jobs remaining and those that have been taken.

If you have any concerns, please contact the Unit office at 705-733-9625 or 1 800 558 4815