



Administrative Procedure 440

SUPPORT STAFF

Background

The District recognizes that support staff employed to work in the District play an integral role in ensuring the success of the District and make invaluable contribution to the District by providing a variety of services to support student learning. The District is dedicated to recruiting, selecting, appointing and retaining exceptional support staff and fostering a positive working environment.

Procedures

1. Support staff positions are wide and varied and can be generally captured by the following: office administration, student support, technical support, maintenance work, trades work, custodial work, power engineering work, and specialized professional and administrative work requiring applicable education.
2. The working conditions, compensation, benefits, evaluation and posting/filling of positions for unionized support staff are contained within negotiated collective agreements between the Board and applicable bargaining units as well as current legislation. Working conditions, compensation and benefits for non-unionized support staff are outlined in the terms and conditions of employment as outlined by the District or similarly through individual contracts with the employee. The Assistant Superintendent – Human Resources is responsible for administration in all matters related to the conditions of support staff employment.

Reference: Sections 17, 18, 20, 22, 23, 65, 85 School Act
Employment Standards Act
Human Rights Code
Labour Relations Code
Collective Agreements

Adopted: December 15, 2020