



# Policy: Teacher Hiring Practices

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## 1.0 Policy Statement

- 1.1 It is the policy of the Superior North Catholic District School Board to establish fair, consistent, and transparent teacher hiring practices.

## 2.0 Rationale

- 2.1 This Policy is required to comply with the Ministry of Education (PPM 165). PPM 165 replaces Ontario Regulation 274/12: Hiring Practices.

- 2.2 Superior North Catholic District School Board supports and is committed to having the best education system in order to prepare students for success, now and in the future, and to meet the Catholic Graduate Expectations. To achieve this, it is critical to have a well-prepared, qualified and diverse teacher workforce with the knowledge, skills, and attributes needed to ensure that all students reach their full potential, regardless of their background or social identity.
- 2.3 This policy will apply to all candidates applying to posted teaching positions of employment with Superior North Catholic District School Board, including applying to be on the Occasional Teacher Roster.
- 2.4 This policy shall be applied in accordance with applicable laws/legislation, including, but not limited to, the Ontario Human Rights Code, Employment Standards Act, Accessibility for Ontarians with Disabilities Act, terms and conditions obligations, and collective agreement obligations. In the event of a conflict between this policy and the terms outlined within legislation, terms and conditions, or collective agreements, the legislation, terms and conditions, or collective agreement will prevail.

### 3.0 Expectations for Hiring

- 3.1 All external teacher hiring shall be aligned with the appropriate collective agreements, and in compliance with Policy/Program Memorandum (PPM) 165 “Teacher Hiring Practices”. Furthermore, any assignment of a teacher shall be made with due regard for the provision of the best possible program and the safety and well-being of our students as required under Ontario Regulation 298 “Operation of Schools – General”, including the requirement that any assignment or appointment shall be made in accordance with the qualifications recorded on the teacher's certificate of qualification and registration with the Ontario College of Teachers (OCT).
- 3.2 SNCDSB values its union partnerships and will ensure that there are processes in place to disclose information, where required, and provide opportunities for ongoing collaboration with local unions and associations.
- 3.3 The following interdependent components will form an integral part of the recruitment and hiring process within the SNCDSB:
  - 3.3.1 qualifications and merit.
  - 3.3.2 diversity, equity, and human rights.
  - 3.3.3 employment mobility.
  - 3.3.4 fairness and transparency – effective practices.

3.3.5 monitoring and evaluation.

## 4.0 Qualifications and Merit

- 4.1 Superior North Catholic District School Board will continue to develop and implement selection, evaluation and hiring criteria that will:
- 4.1.1 place value on applicants' demonstrated experience and commitment to creating a safe, inclusive, equitable, accessible, and high-quality learning environment;
  - 4.1.2 provide the best possible program and consider applicants that demonstrate teaching commitment, experience or time spent in a particular school, or suitability for a particular assignment;
  - 4.1.3 value applicants' additional experiences, skills, backgrounds, lived and work experience;
  - 4.1.4 respond to school and board priorities based on clearly defined criteria, including qualifications.

## 5.0 Diversity, Equity, and Human Rights

- 5.1 The promotion of human rights and equity is vital to achieving a diverse and representative teacher workforce to meet the needs of a diverse student body. Superior North Catholic District School Board will:
- 5.1.1 ensure that all employment policies and practices are anti-discriminatory;
  - 5.1.2 work to intentionally identify and remove barriers for Indigenous peoples and other equity-seeking groups at each stage of the hiring process. This involves examining each part of the process (e.g., setting job requirements, employment conditions, recruitment, applications, screening, interviewing, and selection processes) to ensure that no stage of the hiring practice creates barriers for candidates;
  - 5.1.3 provide reasonable accommodation at each stage of the hiring process;
  - 5.1.4 practice the Catholic values as a key premise in recruiting, hiring and promoting teachers;

- 5.1.5 strive to ensure that all employment policies and practices are anti-discriminatory, and committed to the identification and removal of barriers for candidates from Indigenous and equity-seeking backgrounds to enter the teaching profession within the context of the denominational rights of Catholic school districts.

## 6.0 Employment Mobility

- 6.1 Superior North Catholic District School Board shall endeavor to ensure equal opportunity to all Ontario College of Teachers (OCT) certified teachers to apply for any position (occasional, long-term occasional, or permanent) for which they are qualified irrespective of where they are currently employed and shall be done in accordance with the Collective Agreement.

## 7.0 Fairness and Transparency

- 7.1 In support of a fair and transparent hiring process for all candidates, Superior North Catholic District School Board will develop and maintain processes in accordance with the provisions listed in PPM 165 and consistent with its constitutional and denominational rights and the terms and conditions found in the collective agreement.

## 8.0 Monitoring and Evaluation

- 8.1 In accordance with PPM 165 and Policy 101, Superior North District School Board will review the effectiveness of this policy and its implementation and adjust as necessary.

## References

- [PPM-165: Teacher Hiring Practices for School Boards](#)
- Reg 274/12: Hiring Practices
- Ontario Regulation 298 "Operation of Schools - General"
- Ontario Human Rights Code
- *Employment Standards Act, 2000*
- *Accessibility for Ontarians with disabilities, 2005*

- TBCDSB Policy 833 Hiring Practices
- P-GL 101 Policy Development

## Approval and Review Dates

Prior Date Approved: N/A

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Review Prior To: January 2028

Reviewed by: Policy Committee, Administrative Council