

TOC HIRING CRITERIA

Newly hired Teachers-On-Call (TOC's) will be hired according to the 'A-List' requirements

A-List – Requirements
♦ Available on a regular on-going basis
♦ Must work a minimum of 25 days if offered 50 call-outs
♦ Receive preference for call-out over B-List
♦ Failure to meet the above requirements will result in the TOC being placed on B-List by Human Resource personnel. The TOC will not be eligible to return to the A-List during the following school year
♦ Must maintain accurate availability in the Automated Dispatch System

Should A-List Requirements not be met, the TOC will be moved to the B-List.

B-List – Requirements
♦ Are not required to be available on a regular on-going basis
♦ Must work a minimum of 5 days if offered 15 call-outs. Failure to meet this requirement will result in removal from the TOC List
♦ Do not receive preference for call-out unless requested by an absent teacher
♦ May request to be moved to the A-List if written notice is given to Human Resource Services – 7 days notice is required provided that you were not placed on the B-List by Human Resource Services
♦ Must maintain accurate availability in the Automated Dispatch System

Prior to September 30th any TOC may declare themselves to be unavailable for the entire school year, semester or term. However, the cumulative total of unavailability shall not exceed 2 school years