



---

**Letter of Understanding**  
**Between the**  
**The Board of Education of School District no. 61 (Greater Victoria)**  
**(the "District")**  
**And**  
**The Greater Victoria Teachers' Association**  
**(the "GVTA")**  
**(Collectively the "Parties")**

**OUTSTANDING REMEDY FROM 2024-2025**

**WHEREAS** Article D.1 and D.2 of the Collective Agreement contains provisions regarding class size and class composition, and

**WHEREAS** remedies for non-compliance with respect to class size and class composition are detailed in Paragraph 16 of Letter of Understanding No. 12,

**THE PARTIES AGREE** to use the following procedure to resolve the **211,187.17** minutes of unused remedy for class size and composition violations from the 2024-2025 school year.

1. The **211,187.17** minutes shall be converted to teacher FTE and allocated to schools with 0.08 or greater in unused remedy as of June 30, 2025. The FTE shall be rounded to make postings compatible with the school schedules (blocks, mornings, afternoons, or full days).
2. Where the overall school FTE is less than 0.08, the FTE shall be allocated at the district level. Allocation of the district-wide teacher FTE will be made jointly by the District and the GVTA. In determining the allocation of FTE, current class size and composition data will be considered.
3. Elementary and Middle School FTE will be prorated as of December 1 2025, and Secondary School FTE shall be prorated as of Semester 2, February 1, 2026.
4. The distribution and utilization of the FTE in each school will be made by members of the school Staff Committee, GVTA staff members, and the School Administration. If the school staff and school administration are not able to agree, the distribution and utilization will be referred to the District and the GVTA for a final decision.
5. All FTE shall be posted in accordance with the "Post and Fill Language" in the Collective Agreement.
6. Any unfilled postings shall be reviewed by the District and the GVTA to be either reposted or allocated to the school for TTOC time.

7. This agreement is in effect for outstanding remedies which occurred during the 2024-2025 school year only and will end on June 30, 2026.
8. The parties shall meet no later than June 19, 2026, to discuss continuing or amending this agreement.
9. The application of this LOU is subject to the grievance procedure; and
10. This LOU is without precedent and/or prejudice to any other provision of the Collective Agreement or any other School District or Local.

*Ratified: November 18, 2025*

Lena Palermo, Contract Chair  
Greater Victoria Teachers' Association

Tom Aerts, Deputy Superintendent  
Greater Victoria School Board

November 19, 2025  
Date

November 19, 2025  
Date

**2024-2025 Unused Remedy FTE Allocations**

<b>Elementary FTE as of Dec.1, 2025</b>	
<b>School</b>	<b>FTE Allocation</b>
George Jay	0.16
McKenzie	0.20
Oaklands	0.20
South Park	0.20

<b>Middle FTE as of Dec. 1, 2025</b>	
<b>School</b>	<b>FTE Allocation</b>
Central	0.20
Colquitz	0.60
Glanford	0.08
Landsdowne	0.36
Monterey	0.16
Rockheights	0.08
Shoreline	0.16

<b>Secondary FTE as of Feb. 1, 2026</b>	
<b>School</b>	<b>Block(s)</b>
Esquimalt	1
Mount Doug	1
Oak Bay	2
Reynolds	1
Spectrum	2
Vic High	2