

New Dates effective May 3, 2023

EARLY CHILDHOOD EDUCATORS (KINDERGARTEN PROGRAM)

2023 - 2024 Staffing Process Timelines - Dates Subject to Change

New Schools Only

May 5 - May 9	Expression of Interest is sent to those staff members affected by the opening of the new schools and
May 8 & May 9	Interviews will be held at the impacted schools.
May 10	Staff members selected for the new schools will be notified by board email with a copy to CUPE.

2023 - 2024 Staffing Process Timelines (All Schools)

May 11	Principals are notified by HR of their RECE allocation for the new school year and are provided with the names of any surplus RECEs.
May 15 & May 16	Principals will personally inform RECEs of their surplus status.
May 16	At the end of the day, HR will follow up with an email to surplus RECEs, with a copy to the school Principal and CUPE.
May 17 - May 22	Round 1 Round 1 opens and will be for RECEs declared surplus in the spring or reassigned during the school year. RECE's will be notified by direct email to their OCSB account of any vacancies. Placement is based solely on Seniority. RECE's successful in being transferred, must accept the transfer and cannot participate in any subsequent rounds. This round will close at 9:00 am on May 23.
May 23 - May 24	HR will notify those placed in Round 1 by email.

****Note: If placed in Round 1, you are not eligible to participate in Round 2. ****

May 25 HR reviews the vacancies and prepares for Round 2.

May 26 - May 30 **Round 2**
Round 2 opens and will be posted on the OCSB's internal career page. This round includes all eligible RECE's, including any surplus or reassigned RECE's not placed in round 1. Each employee may select up to 10 available assignments. RECE's successful in being transferred, must accept the transfer and cannot participate in any subsequent rounds. **This round will close at 9:00 am on May 30.**

May 30 - May 31 HR will notify those placed in Round 2 by email.

****Note: If placed in Round 2, you are not eligible to participate in Round 3. ****

June 1 & June 2 HR reviews the vacancies and prepares for Round 3.

June 5 - June 8 **Round 3**
Round 3 opens and will be the placement of any remaining permanent RECE's, by seniority, and the transfer must be accepted.

June 8 - June 12 HR will notify those placed in Round 3 by email.

******PLEASE ENSURE YOU CHECK ON YOUR CUPE 2357 WEBSITE TO FAMILIARIZE YOURSELF WITH THE STAFFING PROCESS FOR 2023.******

Note: All dates are subject to change