

EDUCATION PERSONNEL EXCHANGE/SECONDMENT

Background

The District supports the concept of teacher exchanges within British Columbia, Canada, and with other countries. The District also supports the concept of providing leaves of absence which enable teachers to provide service to the Ministry of Education, to post-secondary institutions, to the Department of National Defence schools, and to other appropriate and related government ministries.

Such experiences provide new insights, in-service training and regeneration for education personnel and provide the District and its employees with broader exposure to a variety of teaching methodologies and an opportunity to learn from educational colleagues who have had different experience and background.

Procedures

1. Prior to taking part in an exchange or a secondment a teacher must have completed five (5) full time years of successful teaching or administration in the District. Secondment opportunities may include, but are not limited to, the Ministry of Education, college or university, posting with the Department of National Defence or other appropriate government ministry,
2. Having completed an exchange, a secondment, or a DND posting; a teacher or administrator must complete a further three (3) full time years of successfully teaching or administration in the District before commencing another exchange, secondment, or DND posting.
3. Requests shall be in writing and completed in full utilizing the [Exchange/Secondment Form \(Form 426-1\)](#). Requests shall be submitted to the Director of Human Resources at least one (1) month prior to submission to the exchange authority.
4. Teachers whose exchange or secondment is of a one (1) year duration or less will upon return be re-assigned to a reasonably comparable assignment at the same school or site. Administrators whose exchange or secondment is of a one (1) year duration or less will, upon return, be re-assigned to an equivalent position (e.g. Principal - Principal) with comparable salary though not necessarily at the same school or site.
5. Exchanges will not, except in exceptional circumstances be granted for more than one (1) year.
6. Secondments will not, except in exceptional circumstances, be granted for more than one (1) year. Employees requesting a second year secondment must re-apply to the Superintendent.

7. Employees participating in any exchange or secondment are, upon return, entitled to a reasonably comparable assignment within the District consistent with other employees returning from personal leaves.
8. In determining the request, the principal of the school will consider the following:
 - 8.1. Based on previous employment history, assurance that the employee will be a positive ambassador for this District, and, when appropriate, the province or country;
 - 8.2. For exchanges, the qualifications and experience of the incoming educator;
 - 8.3. For secondments, the ability to recruit qualified replacement personnel;
 - 8.4. The number of exchanges, secondments or leaves of absence in the District and/or at a particular school or site.
9. The Superintendent may cancel or terminate an exchange when the experience is significantly detrimental to the education of the District, students, or to the school or District as a whole.

Reference: Sections 22, 65, 85 School Act
Collective Agreement

Adopted: December 19, 2000
Revised: June 25, 2019