



ALBERNI DISTRICT TEACHERS' UNION

Grievance Settlement- Grievance 01-259 (Article B.21 Initial Placement on the Salary Scale).

The following settlement is for interpretation of Article B.21:

SETTLEMENT AGREEMENT

1. The parties agree that future retroactive and salary adjustments for teachers will be limited to September 1 of the school year in which the TQS documents are submitted to the District except in circumstances in which the teacher has undertaken all necessary steps to obtain TQS documents but, through no fault of the teacher, there is a systemic delay in TQS rating the teacher. In those circumstances, the retroactive salary adjustments will be limited to the date upon which the teacher completed steps necessary to obtain the TQS rating or to September 1 of the school year in which the TQS documents are submitted to the District, whichever is earlier.
2. The Board agrees to include the following in the appointment letter for new teachers:

Please be advised that until you provide documentation of your teaching experience and TQS Category you will be paid at Category 3 Level 0. Please provide this information to the Payroll Department as soon as possible.

It is a requirement that all teachers register with both the B.C College of Teachers and the Teacher Qualification Service (TQS). Please provide photocopies of these documents for your personnel file. Please note that TQS and the B.C. College of Teachers are different organizations and that you must register with both of them. If you fail to register with TQS in a timely way, you may be paid less than you would otherwise be entitled.
3. The Board agrees to provide a copy of the TQS application form to new teachers hired in the District.
4. The Board agrees to provide a reminder letter after three months of employment to any new teacher who has not provided the proper documents for placement on the salary grid.