



Teacher Salary Classification

In accordance with *The Teacher Certification and Classification Regulations*, teachers in Saskatchewan schools regulated by *The Education Act, 1995* are classified for salary purposes based on their academic qualifications and the type of teaching certificate they hold.

The salary paid in each class is determined by the provincial collective bargaining agreement.

Classification is done initially by the Secretary-Treasurer of the board of education or conseil scolaire at the time of employment or request for reclassification. It is the responsibility of the teacher to furnish an official transcript confirming completion of a degree to the employing board of education or conseil scolaire for classification purposes. When a teacher improves his or her qualifications and is thus eligible for reclassification, it is the teacher's responsibility to apply to the employer for reclassification. To keep the teacher's records up to date an official transcript should also be forwarded to the Ministry of Education.

The classification regulations provide protection for teachers so that reclassification will not result in a less favourable salary position.

1. A teacher continuously employed by a board or conseil scolaire since June 30, 1968 may not be placed in a less favourable salary position than he/she was in on June 30, 1968.
2. A teacher continuously employed in teaching service in Saskatchewan after December 30, 1978 may not be placed in a less favourable salary position than he/she was in on June 30, 1978.

Application for Reclassification

If you improve your qualifications and are thus eligible to be reclassified:

1. Provide your board of education or conseil scolaire with evidence of your qualifications
 - (a) within 120 days of meeting the new requirements, or
 - (b) within 120 days of commencing duties with the employer, whichever of (a) or (b) is later.

Note: The date of meeting the requirements is deemed to be the date of the final test or examination which qualifies you for reclassification.

2. The effective date of the reclassification will be one of:
 - (a) May 1 or
 - (b) September 1 (or school opening date if prior to September 1) or
 - (c) January 1.

The effective date will be the first one after the date on which the requirements were met. A retroactive adjustment will be made to salary if applicable.

Appeal of Classification

When a teacher believes that the classification is not in accordance with the classification regulations, the teacher may appeal to the Teacher Classification Board.

The Board is comprised of representatives from the Saskatchewan Teachers' Federation, the Saskatchewan School Boards Association and the Ministry of Education.

1. This appeal must be made within six months from the date of issue of the first salary cheque based on the disputed classification in order for the teacher to be eligible to receive retroactive pay to the first day of work.
2. An appeal made after six months will be effective on the date it is received by the Teacher Classification Board.
3. Application forms for review of classification are available from the address listed below.
4. Send all documentation to:

Secretary, Teacher Classification Board
Ministry of Education
1840 Lorne St. 2nd Floor
Regina SK S4P 2L7 Canada
Tel: (306) 787-6085
www.education.gov.sk.ca/appealprocedures

This document contains general information only. In the event of a discrepancy in interpretation, the applicable collective agreement or legislation is the final authority. For further information contact the STF.

SASKATOON

2317 Arlington Avenue S7J 2H8
Tel: 1-800-667-7762 or (306) 373-1660
Fax: (306) 374-1122 E-mail: mservices@stf.sk.ca

REGINA

Suite 205 - 3303 Hillsdale Street S4S 6W9
Tel: 1-800-667-7762 or (306) 525-0368
Fax: (306) 565-8899 E-mail: regina@stf.sk.ca

Classifications

The provincial legislation (section 12 of *The Teacher Certification and Classification Regulations, 2002*) specifies teacher classification requirements as follows:

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- (1) A board of education or the conseil scolaire shall place a teacher in Class C if the teacher holds a probationary teacher's certificate but does not meet the qualifications of subsection (2).
- (2) A board of education or the conseil scolaire shall place a teacher in Class I if the teacher:
 - (a) has completed two years of recognized post-secondary education; and
 - (b) holds a probationary teacher's certificate.
- (3) A board of education or the conseil scolaire shall place a teacher in Class II if the teacher:
 - (a) has completed a minimum of two years of recognized post-secondary education and holds one of the following certificates:
 - (i) a Standard "A" Certificate issued pursuant to former regulations made pursuant to *The School Act* or *The Education Act*;
 - (ii) a Standard "B": Certificate (Endorsed) issued pursuant to former regulations made pursuant to *The School Act* or *The Education Act*; or
 - (b) has completed a minimum of three years of recognized post-secondary education and holds a probationary teacher's certificate.
- (4) A board of education or the conseil scolaire shall place a teacher in Class III if the teacher:
 - (a) has completed a minimum of three years of recognized post-secondary education and holds one of the following certificates:
 - (i) a Standard "A" Certificate issued pursuant to former regulations made pursuant to *The School Act* or *The Education Act*;
 - (ii) a Standard "B" Certificate (Endorsed) issued pursuant to former regulations made pursuant to *The School Act* or *The Education Act*;
 - (iii) a Vocational Teacher's Certificate (Endorsed);
 - (iv) a Technical Teacher's Certificate (Endorsed); or
 - (b) has completed a minimum of four years of recognized post-secondary education, has been granted a bachelor's degree and holds a probationary teacher's certificate.
- (5) A board of education or the conseil scolaire shall place a teacher in Class IV if the teacher:
 - (a) has completed a minimum of four years of recognized post-secondary education and holds:
 - (i) a Professional "A" Teacher's Certificate; or
 - (ii) a Professional "B" Teacher's Certificate (Endorsed); or
 - (b) has completed sufficient training so that only one year of additional university education is required to complete a four-year degree and holds one of the following certificates:
 - (i) a Vocational Teacher's Certificate (Endorsed);
 - (ii) a Technical Teacher's Certificate (Endorsed).
- (6) A board of education or the conseil scolaire shall place a teacher in Class V if the teacher has completed a minimum of five years of recognized post-secondary education and holds the certificates and degrees mentioned in one of the following clauses:
 - (a) a Professional "A" Teacher's Certificate, a Bachelor of Education degree or a degree recognized as equivalent to a Bachelor of Education degree, and a second bachelor's degree;
 - (b) a Professional "A" Teacher's Certificate, an approved bachelor's degree and one year of graduate study;
 - (c) a Professional "A" Teacher's Certificate and an approved four-year bachelor's degree other than a Bachelor of Education degree;
 - (c.1) a Professional "A" Teacher's Certificate and an Additional Qualification Certificate;
 - (c.2) a Professional "B" Teacher's Certificate (Endorsed), an approved three-year bachelor's degree and one year of graduate study.
 - (d) a Professional "B" Teacher's Certificate (Endorsed) and an approved four-year bachelor's degree other than a Bachelor of Education degree;
 - (e) a Vocational Teacher's Certificate (Endorsed) and a Bachelor of Education degree or a degree recognized as equivalent to a Bachelor of Education degree;
 - (f) a Technical Teacher's Certificate (Endorsed) and a Bachelor of Education degree or a degree recognized as equivalent to a Bachelor of Education degree.
- (7) A board of education or the conseil scolaire shall place a teacher in Class VI if the teacher has completed a minimum of six years of recognized post-secondary education **AND** holds the certificates and degrees mentioned in one of the following clauses:
 - (a) a Professional "A" Teacher's Certificate, a Bachelor of Education degree, a second bachelor's degree and one year of graduate study;
 - (b) a Professional "A" Teacher's Certificate, a Bachelor of Education degree and two years of graduate study;
 - (c) a Professional "A" Teacher's Certificate, an Honours degree and a Bachelor of Education degree;
 - (d) a Professional "A" Teacher's Certificate, an approved Bachelor's degree and a Masters of Education degree. (*STF Members Please Note: Teachers who have these qualifications are reminded that, as noted in the introduction to section 7, a minimum of six years of recognized post-secondary education is required. Teachers are advised to check with the post-secondary institution(s) from which they graduated to determine whether they have fulfilled this requirement.*)
 - (d.1) a Professional "A" Teacher's Certificate, a Bachelor of Education degree, an Additional Qualification Certificate and one year of graduate study.
 - (e) a Vocational Teacher's Certificate (Endorsed), a Bachelor of Education degree and one year of graduate study;
 - (f) a Technical Teacher's Certificate (Endorsed), a Bachelor of Education degree and one year of graduate study.

Important Information about the Additional Qualification Certificate

Teachers in Class IV who hold a Professional "A" Certificate and obtain an Additional Qualification Certificate (AQC) may qualify for reclassification to Class V.

Teachers in Class V who hold a Professional "A" Certificate and a Bachelor of Education degree, and have completed at least one year (30 semester hours) of graduate studies as well as the requirements for an AQC may qualify for reclassification to Class VI.

Reclassification will be carried out in accordance with Section 15 of *The Teacher Certification and Classification Regulations, 2002*.

For more information about the AQC requirements and the formal application process, see the STF brochure on "Teacher Certification in Saskatchewan" or contact Teacher Services at the Ministry of Education in Regina 306-787-6085 or www.education.gov.sk.ca/certification.