

# **LOCAL LETTER OF UNDERSTANDING NO.4.V2**

**Between**

**Board of Education of School District No. 8 (Kootenay Lake)**  
**(Hereinafter referred to as "the Employer")**

**and**

**KOOTENAY LAKE TEACHERS' FEDERATION**  
**(Hereinafter referred to as "the Federation")**

**(Collectively, "the Parties")**

Re: Teacher Teaching on Call (TTOC) Hiring

This Letter of Understanding ("LOU") is entered into without prejudice or precedent to the Collective Agreement or any other agreements between the Parties. This LOU shall not be relied upon or referenced in any future grievances, arbitrations, or proceedings, except for the purpose of enforcing the specific terms agreed to herein.

The Parties hereby agree as follows:

## **1. Application and Interview Requirements**

Teachers Teaching on Call ("TTOCs") for School District No. 8 (Kootenay Lake) are required to apply to the TTOC posting on *Make a Future* and successfully complete two (2) TTOC interviews, to be conducted at a rate of one (1) interview per school year.

## **2. Subsequent Annual Applications**

Upon completion of the two (2) required TTOC interviews, Teachers shall continue to apply annually to the TTOC posting on *Make a Future* for each subsequent school year. Human Resources will verify completion of the prior interviews, and no further interview will be required. Teachers must, however, attend the annual TTOC orientation session.

## **3. Mid-Year Retirements**

Teachers who retire from School District No. 8 (Kootenay Lake) during the school year may, upon request, be placed on the immediate Teachers Teaching on Call (TTOC) list effective upon retirement. Continued placement on the TTOC list beyond the current school year is conditional

upon the retired Teacher submitting an application through Make a Future for the subsequent school year.

#### **4. End-of-Year Retirements**

Teachers retiring at the conclusion of a school year must apply to the TTOC posting on *Make a Future* for the following school year. Such Teachers will not be required to participate in an interview but must attend the annual TTOC orientation session.

#### **5. Part-Time Teachers**

Teachers holding a part-time Full-Time Equivalent (FTE) position who apply to the TTOC posting on *Make a Future* shall be placed on the TTOC list and shall remain on the list for the remainder of the school year.

#### **6. Joint Promotion**

The Employer and the Federation agree to jointly promote the annual TTOC posting and to encourage all eligible Teachers Teaching on Call to apply.

#### **7. Collective Agreement**

This Letter of Understanding ("LOU") is intended to operate in conjunction with the existing Collective Agreement. Nothing in this LOU shall be interpreted or applied so as to supersede, modify, amend, waive, diminish, or otherwise negate any terms, conditions, rights, or obligations set out in the Collective Agreement with respect to Teachers Teaching on Call. In the event of any inconsistency or conflict, the provisions of the Collective Agreement shall prevail.

#### **8. Term**

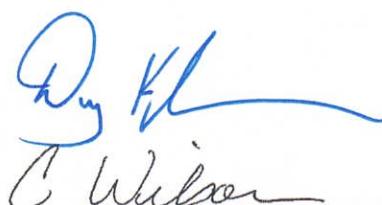
This Letter of Understanding shall remain in effect until the expiry of the 2028–2029 Collective Agreement, unless extended by mutual agreement of the Parties.

Dated: January 16, 2026



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ON BEHALF OF THE BOARD OF  
SCHOOL DISTRICT NO. 8  
(KOOTENAY LAKE)



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ON BEHALF OF THE KOOTENAY  
LAKE TEACHERS' FEDERATION