

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

LASQUETI ISLAND TEACHERAGES (HOUSING)

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PURPOSE

The Board of Education acknowledges its responsibility to provide teacherages for teaching staff on Lasqueti Island for use when other accommodation is not available.

PROCEDURE

1. The use of teacherages shall be administered by the Secretary Treasurer.
2. When insufficient teacherage accommodation is available the Principal will have first option on space and thereafter the most senior teacher on the Island.
3. The Board shall determine an appropriate monthly rate to be charged in respect of each unit of housing accommodation.
4. Terms and Conditions
 - a. Teacherages will be available to teaching staff on an annual basis from August 1st to July 31st.
 - b. The rent shall be paid by the teacher through payroll deduction.
 - c. Teaching staff will be refunded for any monthly unused portion of the annual rent.
5. The teacher to whom the teacherage is let shall reside in the teacherage.
6. The teacher shall not sub-let the teacherage or any part thereof.
7. The teacher shall be responsible for telephone, internet and cable services.
8. The Board shall supply electricity, water and sewer at no charge.
9. Maintenance of Board-owned appliances shall be the Board's responsibility.
10. When vacating a teacherage, notice shall be given one month in advance, and the teacherage shall be inspected by the Operations and Maintenance Department for cleanliness and damage. The inventory of furnishings shall be checked. Any damage in excess of normal wear and tear shall be assessed and the Secretary Treasurer advised so that appropriate financial arrangements can be made with the teacher.
11. The teacher shall vacate the teacherage on termination of his/her teaching assignment.

Reference:

- *Section 105(2), School Act*