



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER  
SIR WILFRID LAURIER SCHOOL BOARD

**APPLICATION FOR COOPERATING TEACHER 2018-2019**

(Deadline: October 1, 2018)

You are invited to participate in the Sir Wilfrid Laurier School Board program for the training of new teachers. This program has been established as a result of an agreement between Laurier Teachers Union and the School Board. Below are some of the provisions of this agreement for 2018-2019 determining the criteria for eligibility, and the compensation to cooperating teachers. Please complete and have your principal sign. Kindly submit your application to the attention of Elisabeth Rossi, Pedagogical Services Dept. The deadline in receiving this form is **October 1, 2018**.

**Extract of Local Arrangement between SWLSB and LTU:**

- 2.1 **Only tenured teachers are eligible to participate and this on a voluntary basis.**
- 2.2 Appointment of cooperating teachers is subject to annual review by the Teacher Training Committee in conjunction with the universities
- 2.3 Cooperating teachers are expected to follow the training program offered by the universities.
- 2.4 The criteria for the selection of cooperating teachers are the following:
  - a) legal qualification in the subject area;
  - b) pertinent academic background;
  - c) **a minimum of five (5) years teaching experience;**
  - d) demonstrates an interest in professional development;
  - e) any other criteria approved by the Teacher Training Committee.
- 3.4 Release time will be provided to the cooperating teachers to support the activities relative to the training of student teachers.
- 3.5 Cooperating teachers shall benefit from compensation in the form of monetary payment in accordance with the criteria established by the Teacher Training Committee.
- 3.6 The parameters and criteria relating to the preceding paragraph will be determined by a parity committee comprising representatives of the union and the board.

**PLEASE NOTE:**

**Extract of Local Arrangement between SWLSB and LTU:**

**Partial Responsibilities of School Principals:**

- 7.3 The principal shall decide on the applications she/he will forward to the Teacher Training Committee. Should the principal not retain an application, she/he shall provide to the teacher, within fifteen (15) days of the decision, written reasons as to why the teacher does not meet the applicable criteria.

The committee will, as per article 5.2.E of the Annex L-VI in the local Agreement: establish a process to respond to complaints, questions and/or recommendations.

**Please note priority will be given to teachers who have attended a workshop within the last five years, particularly in the area of mentoring.**



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER  
SIR WILFRID LAURIER SCHOOL BOARD

**APPLICATION FOR COOPERATING TEACHER 2018-2019**

Deadline: October 1, 2018

Name: \_\_\_\_\_ Workload %: \_\_\_\_\_  
(PLEASE PRINT)

School: \_\_\_\_\_ Tenured: yes  no

Years of teaching experience: \_\_\_\_\_ Teaching level(s): \_\_\_\_\_

Subject Area(s): \_\_\_\_\_

Most recent workshop(s) attended:

Name/Description: \_\_\_\_\_ School Year: \_\_\_\_\_

Name /Description: \_\_\_\_\_ School Year: \_\_\_\_\_

*I have read and understand the criteria as extracted from the Local Arrangement between SWLSB and LTU listed on page 1 of this application.*

**FOR ADMINISTRATION USE ONLY  
TO BE COMPLETED BY THE PRINCIPAL**

Principal: \_\_\_\_\_  
(PLEASE PRINT)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Received at PSD: \_\_\_\_\_

**Please return the completed form (both sections) to the attention of Elisabeth Rossi, c/o Pedagogical Services Department by internal mail.**