

# FAQ

## Integration of the Newfoundland and Labrador English School District (NLES) into the Provincial Government

### 1 Why was the decision made to integrate the NLES into the Government of Newfoundland and Labrador?

The integration of the NLES into government was announced in Budget 2021, with the aim of making better use of investments in education and ensuring that investments target the classroom.

We are focused on improving educational outcomes by aligning program and curriculum development to help students excel, as well as improve service delivery and operational efficiency.

### 2 What does operational efficiency mean?

Operational efficiency means collaborating to ensure we are using things like equipment, inventory, and contracts for services in the best way possible to serve the school system. It does not mean job losses.

### 3 Will there be any cost savings as a result of integration?

Integration is not about saving money and the budget for the K-12 education system will not be cut. Any cost savings resulting from operational efficiencies will be reinvested in the education system.

### 4 What department will I be working for?

Staff who work in the area of procurement at NLES will transition to the Public Procurement Agency.

The internal auditor positions, which are currently vacant, will transition to the Office of the Comptroller General under Treasury Board Secretariat.

Staff who work in the areas of Facilities and Student Transportation will transition to the Department of Transportation and Infrastructure.

Staff who work in the areas of Student Services and Programs will transition into the Department of Education under the K-12 Education Branch.

All other employees of the NLES, including Directors of Schools and those who work in communications, administrative support, human resources, finance and information technology, will transition into the Department of Education under the Public Schools Branch, headed by the Superintendent of Schools.

Teaching professionals, as well as Teaching and Learning Assistants and Student Assistants, will transition to the Public Schools Branch within the Department of Education.

## 5 Who is making the decisions on these changes?

Integration is highly complex and we have many dedicated and knowledgeable people from the NLES and government working together to support a successful integration.

An Integration Team of staff from key Provincial Government departments and leadership staff from within the NLES was created.

Six working groups were established to analyze current operations at the district and gain an understanding of how those processes can best integrate within government. The working groups mirrored the operational structure of the NLES – Academic (Programs), Facilities and Student Transportation, Information Technology, Finance, Human Resources and Policy and Legislation. Leaders from the NLES and government are looking at a number of topics to ensure integration is seamless and all staff are able to be successful in their jobs following integration.

The integration process is ongoing. The Newfoundland and Labrador School District will transition into the Government of Newfoundland and Labrador on December 31, 2023.

## 6 How did you determine the working groups and who is working on them?

The working groups were determined by the current operational structure of the NLES and are comprised of government and NLES officials with expertise in their respective divisions.

They are providing their insight to ensure we take into account all things necessary for a smooth transition.

If you have any thoughts or suggestions you'd like passed on to the working groups, please reach out through the feedback email [integrationfeedback@gov.nl.ca](mailto:integrationfeedback@gov.nl.ca).

## 7 Will my role and/or my workload change? Who will I report to?

There will be no major changes to roles and responsibilities and your work will not be negatively impacted by this integration.

Some reporting relationships may change as a result of integration and alignment of teams within the new structure. We will speak to those individuals effected directly. However, the day-to-day work of individuals will not substantively change.

## 8 How will jobs be impacted by the integration?

There will be no job losses and your work will not be negatively impacted by this integration.

The terms and conditions of your union contracts will remain in place.

## 9 How will this impact my union status?

Your union status will not be impacted.

Consultations with the unions (NLTA, CUPE and NAPE) are taking place to discuss various topics of the transition.

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## 10 Will I work in a different location?

The following staff currently working out of 95 Elizabeth Avenue will be relocated:

- Procurement will move to the Public Procurement Agency located at the Petten Building, Strawberry Marsh Road.
- Facilities and student transportation will move to the Department of Transportation and Infrastructure at the Confederation Building, Prince Philip Drive.
- Information technology will move to the Office of the Chief Information Officer Building located at 40 Higgins Line. They will remain employees of the Department of Education.
- All other staff, including senior management, Directors of Schools, as well as those who work in student services and programs communications, administrative support, human resources, and finance, will move to the Department of Education at the Confederation Building, Prince Philip Drive. Those working in occupation health and safety at Brother Rice Junior High School will also move to the Department of Education.

Regional staff will remain in their current workspaces. If there is to be a change in work location, it will not be until after the 2023-2024 school year concludes and appropriate notice will be provided.

No staff member will be asked to move from the community they currently work in.

All teachers and staff will continue to be hired and located as per their union contracts.

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## 11 When will staff move over to workspaces in government buildings?

We are still working through the details and exact timelines for the moves. However, we are able to provide the following information.

Those who are assigned to move workspaces to the Department of Transportation and Infrastructure at the Confederation Building and the Public Procurement Agency on Strawberry Marsh Road will do so in January 2024.

Staff working in information technology will be employees of the Department of Education, but will be working from the Office of the Chief Information Officer on Higgins Line. You will move to your new location in January 2024, as well.

Should there be opportunity to move sooner, we will communicate that information to those involved, as soon as possible.

We are taking a phased approach to staff moves for those joining us at the Department of Education. We want to be mindful of your workflow and create a smooth transition. These moves will begin in late spring and continue throughout the summer. Specific details will be shared as we move through the process.

We understand that this sort of relocation may be difficult for some, so we commit to providing as much notice as possible.

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## 12 What happens if I need special accommodation for my workspace?

If you currently have special equipment such as adjustable desks, chairs and so on, those will be available in your new workspace as well. Such accommodations should be reported to your supervisor and to [integrationfeedback@gov.nl.ca](mailto:integrationfeedback@gov.nl.ca), at your easiest convenience.

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**13 Will this change how and when employees are paid? How time is tracked, etc.?**

There will be no changes to your pay periods. After integration, you will continue to receive you pay on the same day/schedule you currently have.

NLES staff will continue to use the current time tracking software post-integration.

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**14 Holiday Schedules**

All current NLES staff will continue to observe holidays and days off as is outlined in your respective calendars after December 31. There will be no changes for statutory holidays, Christmas break, Easter break or other such days off. Your annual leave/vacation days will remain as they are and will be approved following the same process you currently use.

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**15 What name will we operate under?**

Schools currently operating under the NLES will operate under the new banner of NLSchools.

Employees who will be with the Department of Education, the Department of Transportation, and Public Procurement Agency, and those who are working in schools around the province will be part of the NLSchools system.

To go along with the new name, we have a new logo, which you can see below. To pay homage to the important work done by the NLES to date, the colour scheme, as well as the familiar apple, remain. They are teamed with more bold lettering as we look forward to significant advancements

we will make together for the benefit of our students.

In the new year, you will see this new brand introduced on our buses, uniforms, and buildings.

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**16 Will there be a new website URL?**

The NLES website will be updated to reflect the new name. A new site under the URL [www.nlschools.ca](http://www.nlschools.ca) will be launched at the end of the year. A redirect will be in place to ensure references to the existing [www.nlesd.ca](http://www.nlesd.ca) address will be pointed to the new site.

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**17 Will my email address change?**

Email addresses will be phased-in to the new email domain @nlschools.ca beginning in the new year. Users should not experience any interruption to their email service. The system will be configured to allow you to send and receive from the new email as well as your current NLES email until a full conversion is complete in 2025. Email address prefixes will remain the same, for example, [yourname@nlesd.ca](mailto:yourname@nlesd.ca) will become [yourname@nlschools.ca](mailto:yourname@nlschools.ca).

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**18 What operating system(s) will we use? Will we keep our email addresses?**

NLES staff will use the same applications and systems they are now using. Staff working directly with or supporting NLSchools will continue to use the Google platform.



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**19 I have more questions about the integration. Who can I ask to find out more information or provide feedback?**

While employees will be provided with additional information as integration moves forward, we encourage you to ask questions to ensure you have the accurate information about the things that are important to you.

If you have any comments or concerns, please contact us at [integrationfeedback@gov.nl.ca](mailto:integrationfeedback@gov.nl.ca). A member of the integration team will respond to your question(s) within two business days.

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**20 How can I get in touch with Employee Assistance Program (EAP) should I require additional support?**

While we are making every effort to ensure this is a positive experience for staff, we do realize change can be challenging for some. There are extra supports in place should you want to access them.

Employees with the NLES and with the Government of Newfoundland and Labrador can access EAP by calling 709-729-2290 or 1-888-729-2290 toll free. More information on the program is available at <https://www.gov.nl.ca/psc/eap/>

Teachers can call the Newfoundland and Labrador Teachers' Association at 709-726-3223 or 1-800-563-3599 toll free for their employee assistance program.