

**2008-03** January 25, 2008

## Reference Guide: Principles of an Effective Exempt Staff Compensation System

During the 2006-2007 school year, the British Columbia Public School Employers' Association (BCPSEA) established an Exempt Staff Compensation Working Group (ESCWG), comprised of representatives from the BC School Superintendents' Association, the BC School District Secretary Treasurers' Association, the BC Principals' and Vice Principals' Association, a district human resources practitioner, the Public Sector Employers' Council Secretariat, and BCPSEA. The ESCWG was moderated by an external compensation consultant.

The working group's terms of reference are:

- To examine the inter-relationship and implications of unionized collective agreements on exempt staff compensation structures
- To review relevant demographic data and identify demonstrable recruitment and retention challenges
- To articulate guidelines and principles for the development of effective compensation structures and administration processes.

The attached Reference Guide, *Principles of an Effective Exempt Staff Compensation System*, which summarizes the ESCWG discussions to date, provides a tool for districts to utilize when developing or reviewing the exempt staff compensation system. The Reference Guide must be read in conjunction with:

- the *Public Sector Employers Act*, which establishes the legislative policy framework for exempt staff compensation administration in the public sector
- the BCPSEA exempt staff compensation management plan (Policy 95-06, *Compensation and Employment Standards for School District Employees Not Subject to a Collective Agreement*), which is an approved compensation plan under the legislation, and
- the *Public Education Negotiating Framework Compensation Plan – Exempt Staff (2006-2010)*.

### Questions

Please direct any questions to Deborah Stewart, Senior Human Resources Consultant (604.730.4506, [deborahs@bcpsea.bc.ca](mailto:deborahs@bcpsea.bc.ca)).

Attachment