

## Compensation Update

### Background

By the close of the 2016 calendar year, [BCPSEA had worked with school districts](#) and the Public Sector Employers' Council (PSEC) Secretariat to:

- determine the district-specific approach to applying the new Regional Salary Model for school-based principals and vice principals
- complete the comprehensive total compensation market review and analysis of district-based exempt positions, including executive, management, and non-management excluded staff, under the BCPSEA Sectoral Exempt Staff Compensation Review Project
- complete the submission and approval process for allocation of the modest increases permitted for eligible principal/vice principal and district-based exempt staff positions within the government direction (the "interim relief" increases)
- complete the submission and approval process to set out the district's plan to transition district-based exempt and principal/vice principal positions to the new Step 0 or Level A of the applicable salary range where their current salary falls below the minimum of the new range.

### Transition Plans

Further to the transition parameters established by PSEC as set out in *Exempt Staff Issues* bulletin [No. 2016-06](#) dated July 29, 2016, 58 of the province's 60 public school districts have now completed the submission process and have approved plans in place to transition employees to the first step — Level A for principals/vice principals, Step 0 for district-based exempt staff — of their new salary range.

As we also advised districts at that time, "For all other positions that are within the applicable new salary range (whether district-based exempt or principal/vice principal), further direction will be provided by PSEC in the new year for calendar 2017."

### PSEC Compensation Direction for 2017

PSEC has now informed BCPSEA of the direction for those employees whose salaries are within their new salary range and are not subject to a transition plan.

This bulletin provides an overview and details of this direction for the K-12 public education sector.

The policy parameters address the available increase and process for the 2017 calendar year:

Please note that decisions with respect to compensation for the position of Superintendent remain the sole purview of the board of education.

## 1. Positions Within the Applicable Salary Range

For positions that are within their applicable salary range and not subject to a transition plan as referenced on page one of this bulletin, PSEC has advised that districts may apply an increase of up to two (2) percent to the current salary of district-based executive/exempt positions and principal/vice principal positions, effective no earlier than January 1, 2017.

### It is important to note that:

- Allocation of the proposed increases must be differentiated on the basis of tenure in the position and performance satisfactory to the employer; this is not a general wage increase.
- Allocation of the proposed increase must not increase the salary for any position beyond the maximum of the applicable salary range.
- An employee is not eligible to receive an increase until he/she has served at least one full year in the position; e.g., if the employee commenced employment in the position on October 15, 2016, the employee is not eligible to receive this increase until October 15, 2017.
- There must be a full twelve (12) months between increases for an employee; e.g., an employee who received his/her 2016 interim relief increase on March 1, 2016 is not eligible to receive the 2017 increase until March 1, 2017.
- Progression to the next step in the applicable salary range for the position is not permitted at this time.
- The policy direction as set out in this bulletin does not apply to positions that are transitioning to the new Level A/Step 0 of their applicable salary range. Those positions remain subject to the transition plan approved by PSEC.

### Spreadsheet Submission

Districts must complete the attached spreadsheet, prepared by PSEC and adapted for the K-12 sector, to set out its proposal for allocation of the increases.

Please submit the completed spreadsheet to BCPSEA to the attention of Lisa Nasu, Executive Assistant, at [lisan@bcpsea.bc.ca](mailto:lisan@bcpsea.bc.ca).

## 2. New Hires in “Senior Employee” Positions (defined by Order in Council 1030 dated November 28, 2002, with annual base salary of \$125,000 or more)

- The new district-based exempt staff salary structure under the BCPSEA Sectoral Exempt Staff Compensation Review Project, concluded June 28, 2016, **is in effect as at July 1, 2016**.
- The Regional Salary Model for principal/vice principal positions is in effect as at July 1, 2016/August 1, 2016, depending on the district's specific contract year.
- The district may proceed to place senior employees hired or promoted into a position as at July 1, 2016 or later, at Step 0/Level A of the applicable salary range for the position
- Should the district wish to place a senior employee hired or promoted into a position as at July 1, 2016 or later at a Step or Level higher in the applicable salary range than Step 0/Level A, the district is required to submit a request for consideration to BCPSEA for review and approval by PSEC.
- Districts will, of course, want to consider placement of new hires in the context of placement of existing staff.

### 3. New Hires in “Non-senior Employee” Positions (annual base salary of less than \$125,000)

Districts retain discretion to determine initial placement in the new structure for all other exempt positions (all positions other than senior employee positions as referenced in 2. above).

### 4. PSEC Policy Principles

- Consistent with past practice in the public sector, any salary costs associated with discretionary adjustments arising from this process are to be managed within existing employer budgets. This increase is not a general wage increase.
- Salary increases must not affect other efficiency targets and are subject to the board’s budgetary constraints — there is no obligation for school districts to provide salary increases.
- Districts should prepare one comprehensive proposal based on their strategic priorities for submission to BCPSEA for review and audit/approval by PSEC.

## Questions

Please direct any questions to Deborah Stewart, Director, Employee Relations, at 604 730 4506 or [deborahs@bcpsea.bc.ca](mailto:deborahs@bcpsea.bc.ca).

Attachment: Excel spreadsheet to prepare 2017 salary increase submission