

**2016-02** March 21, 2016

By E-mail: Three Pages

## Compensation Update

### Sectoral Exempt Staff Compensation Review Project

Further to our previous *Exempt Staff Issues* bulletins, our work with Western Compensation and Benefits Consultants on the total compensation labour market review for district-based executive and exempt positions is ongoing. This comprehensive market review will ensure development of a revised exempt staff salary structure for each school district — on a total compensation basis — consistent with the relevant comparator labour market and the district's internal organizational structure.

Commencing this week and continuing over the next two weeks, each district will receive an individual document prepared by Western Compensation and Benefits Consultants, which will contain:

- the total compensation valuations of each district's current compensation package for the benchmark positions
- the total compensation valuation for matching benchmark positions in the relevant labour market comparator organizations, and
- the first draft, for discussion, of a recommended revised salary structure.

We will distribute the packages by region as they are prepared by Western; we anticipate that all districts will have their packages by April 8. The first region to receive its packages will be Vancouver Island/Coastal.

Once the district has had an opportunity to review the package, we will want to engage in discussion with you to confirm the placement of positions within the salary structure as recommended by Western, as well as placement of non-benchmark positions in the recommended structure.

Upon conclusion of discussions to establish the draft salary structure:

- We will proceed to work with districts to develop their proposals for allocation of the modest increases permitted for eligible district-based exempt staff positions within the government direction on the compensation freeze for 2015 (retroactive to July 1, 2015) and 2016 (retroactive to January 1, 2016).

We anticipate timely receipt of PSEC approval of the revised district-based salary structures and the proposals for allocation of the interim relief increases. Once that approval is received:

- BCPSEA will advise districts as soon as possible, so that implementation of the approved increases can proceed. It's important to note that the compensation increases are not a general wage increase and must be funded from within school districts' existing budgets.

- The revised district-based salary structure will be deemed to be technically in effect in each district as at July 1, 2016.
- It is important to note that where a pay range is in place, the expectation is that progression through the range will consider both time and performance in the position, consistent with PSEC policy.
- It is also important to note that transition to the revised salary structures, once approved by PSEC, will be a phased process — the interim relief increases discussed above are the first phase of that transition and we await further direction from PSEC as to next steps.

The positions of Assistant Superintendent and Secretary Treasurer remain “frozen” and therefore ineligible at this time for the “interim relief” increases under the government’s management compensation freeze. BCPSEA will advise as soon as possible should government policy direction be amended with respect to these positions. It is important to note that all of the district-based executive and exempt positions are included in the Review Project and the resulting revised salary structures.

Our overall timeline objective remains in place, which is to have this entire project — including obtaining PSEC approval of the submissions for the interim relief increases — concluded prior to the close of this school year to ensure that the approved interim relief increases can be processed before June 30.

**A schematic representation of the timelines is attached for ease of reference on page three of this bulletin.**

## Principal/Vice Principal Regional Salary Model: Timeline for Submission of District Plan

Districts are continuing their discussions with representatives of the local principals’/vice principals’ association with respect to how the applicable Regional Salary Model will apply in their district.

- Please submit your district’s proposed approach to BCPSEA in writing **no later than May 16, 2016**. This will provide sufficient time prior to the close of this school year for additional liaison with districts in the event of issues of clarification. It is important to note that where a pay range is in place, the expectation is that articulated progression through the range will consider both time and performance in the position, consistent with PSEC policy.
- The Regional Salary Model will be deemed to be technically in effect in each district as at July 1 or August 1, 2016, depending on the district’s specific contract year.
- It should be noted that transition to the Regional Salary Model will be a phased process — the interim relief increases provided to principals/vice principals effective July 1, 2015 and January 1, 2016, which was completed in January, are the first phase of that transition and we await further direction from PSEC as to next steps.

## Questions

Please direct any questions to Deborah Stewart, Senior Human Resources Consultant, at 604 730 4506 or [deborahs@bcpsa.bc.ca](mailto:deborahs@bcpsa.bc.ca).

## Attachment: Schematic Representation of Timelines

