

EDMONTON PUBLIC SCHOOLS

May 22, 2001

TO: Board of Trustees

FROM: Trustee S. Hansen, Planning and Policy Committee
Trustee G. Gibeault, Planning and Policy Committee
Trustee J. Melnychuk, Planning and Policy Committee

SUBJECT: Policy and Regulation Updates – Terms and Conditions of Employment

ORIGINATOR: M. de Man, Department Head Designate

RESOURCE
STAFF: Bob Holt, Veda Lastiwka, Diann Podlubny, Marie Tauber

RECOMMENDATION

1. That new board policy GDB.BP – Terms and Conditions of Employment (Appendix I) be approved.
2. That current board policy GIB.BP Vacations and Holidays (Appendix II) be rescinded.
3. That current board policy GHA.BP Salaries and Wages (Appendix III) be rescinded.

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Rationale

GDB.BP – Terms and Conditions of Employment (New)

Attached is the proposed new board policy for Terms and Conditions of Employment. Collective agreements with The Alberta Teachers' Association and the Canadian Union of Public Employees (CUPE) Locals 474, 784 and 3550 outline remuneration and terms and conditions of employment for the majority of district staff. The new board policy will provide assurances regarding remuneration and terms and conditions of employment for those staff members not covered by a collective agreement.

Information regarding Christmas, New Years and Canada Day has been moved from current board policy GIB.BP Vacations and Holidays which is being recommended for rescission. The intent of this section of new board policy remains unchanged.

GIB.BP – Vacations and Holidays (Rescind)

Board policy GIB.BP- Vacations and Holidays is recommended for rescission. Information regarding vacations for exempt staff is included in the exempt staff handbooks that outline the terms and conditions of employment for exempt staff members. Information regarding Easter Monday is outlined in collective agreements and in the handbook for exempt staff.

The information regarding Christmas, New Years and Canada Day has been subsumed in new board policy GDB.BP Terms and Conditions of Employment.

GHA.BP – Salaries and Wages (Rescind)

Board policy GHA.BP - Salaries and Wages is recommended for rescission. This board policy refers to salary classification, overtime, leave of absence, deferred salary plans for exempt staff. This information is now covered under GDB.BP Terms and Conditions of Employment and is also included in the exempt staff handbooks. Board policy GB.BP Authority for Personnel Decisions (Appendix IV) includes the creation and maintenance of a document to outline the authority for determining those areas covered by GHA.BP – Salaries and Wages.

Leaves of Absence and Deferred Compensation Plans are now covered under the new board policy GJ.BP Staff Leaves of Absence (Appendix V).

Current federal legislation does not allow the use of deferred salary leave plans as a “bridge” to retirement.

APPENDIX I –	GDB.BP Terms and Conditions of Employment (page 3)
APPENDIX II –	GIB.BP Vacations and Holidays (page 4)
APPENDIX III –	GHA.BP Salaries and Wages (page 5)
APPENDIX IV -	GB.BP Authority for Personnel Decisions (page 6)
APPENDIX V -	GJ.BP Staff Leaves of Absence (page 7)