



Board of Education
School District No. 22 (Vernon)
1401 – 15th Street, Vernon, BC V1T 8S8

October 5, 2017

Christina Zacharuk
President and CEO
Public Sector Employers' Council Secretariat
Suite 201, 880 Douglas Street
Victoria, BC V8W 2B7

Dear Ms. Zacharuk:

RE: SD No. 22 (Vernon) compensation

This will confirm that the Board of Education of School District No. 22 (Vernon) is aware of the total compensation paid to executive staff during the 2016-2017 fiscal year and further, that we verify the amount of compensation paid was within the compensation plan as approved by the Board and reported to the Public Sector employers' Council Secretariat.

Sincerely,

Kelly Smith
Board Chair

A Great Place to Learn

(250) 542-3331 www.sd22.bc.ca

Public Sector Executive Compensation Report School District No. 22 (Vernon)

The Board of Education encourages and adopts practices that enable the district to attract, retain, incent, and reward qualified, high-performing employees who are critical to the delivery of quality public education programs to students in School District No. 22 (Vernon).

A key component of this approach is the development and maintenance of a framework for executive and exempt staff compensation that is rational, defensible, competitive and able to be effectively administered.

The Board is only authorized to approve compensation for the Superintendent of Schools without the approval of BCPSEA and PSEC. Under the current compensation freeze by BCPSEA and PSEC for other exempt staff, the Board has not been able to administer and maintain a framework consistent with this framework and the following philosophy.

Compensation Philosophy

The Board's compensation philosophy aligns with the statutory system of exempt staff compensation administration in the K-12 public education sector and the British Columbia Public School Employers' Association (BCPSEA) exempt staff compensation management plan (BCPSEA 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 *Public Sector Employers Act*. Compensation mandates adopted by the Public Sector Employers' Council from time to time are the official policy of BCPSEA and any adjustments to exempt staff compensation levels are considered within the context of the applicable compensation mandate.

The Board's compensation philosophy should be based upon a set of principles that guide development, maintenance and decision-making with respect to salary structures and total compensation packages and programs.

At its core is an integrated view of compensation and rewards — not only traditional, quantifiable elements such as salary and benefits (compensation), but also more intangible elements such as career opportunities, learning and career development, work challenge, and supportive culture (rewards). The total rewards compensation program further integrates with plans that establish the board of education's overall education, business, and human resources strategies and objectives. Inherent in the compensation philosophy are the following core principles:

- To attract and retain qualified, experienced, motivated, and high-potential employees who are committed to the Board's overarching goal of delivering a high-quality public education experience to our students.
- To support employees through the provision of meaningful career growth and development opportunities, and a performance-based organizational culture.

Labour Market Comparators

Key to the compensation philosophy is the need to maintain a meaningful level of competitiveness with the relevant external labour market. Consistent with industry standards, “labour market” is defined in the BCPSEA sectoral exempt compensation management plan (Policy 95-06, *Compensation and Employment Standards for School District Employees Not Subject to a Collective Agreement*) as:

- The recruitment pool for these employees
- The destination sector for these employees.

The following considerations guide articulation of the relevant labour market:

- Degree of recruitment from these jurisdictions/organizations
- Size of the organization, as size drives the span of control and scope of accountability
- Geographic location
- Transferability of skills
- Comparability of qualifications and experience
- Comparability of authority and consequence of error.

For executive and exempt staff positions in the BC K-12 public education sector, the relevant labour market should be:

1. Other BC school districts (primary labour market)
2. Other BC public sector organizations
3. Other Canadian school districts where relevant (to the extent that BC school districts recruit from and lose employees to these jurisdictions, this segment of the labour market is weighted to Alberta and Ontario (and to a lesser extent, Saskatchewan) consistent with the industry-standard definition of labour market)
4. Selected private sector organizations.

The Board’s total compensation package for executive staff is comprised of the following elements.

Cash Compensation

Total cash compensation includes annual base salary and vehicle allowance *or* leased vehicle *or* employer-provided vehicle.

- **Annual base salary**

Annual base salary is considered in the context of the total compensation package.

- **Vehicle provisions**

Due to the diverse geography of the district and the need to visit schools and other district worksites, the Board provides a monthly vehicle allowance *or* leased vehicle to the Superintendent and other senior management positions. The monthly vehicle allowance is set at a level competitive with the vehicle allowances provided to Superintendents and other senior managers.

Non-cash Compensation

The non-cash elements of the total compensation package include:

- **Health and welfare benefits**, such as basic medical, extended medical, dental, group life, short-term and long-term disability, employee and family assistance program.
- **Pension benefits** — executive employees are enrolled in either the Teachers' Pension Plan or the Municipal Pension Plan.

In addition, upon retirement executive employees are eligible to receive a long-service recognition award (or retirement allowance) of one (1) weeks pay for every year of service to a maximum of twenty (20) weeks.

- **Paid time off**, including an annual vacation entitlement of thirty-five (35) days. Pursuant to the *Public Sector Employers Act*, carry forward of unused accumulated vacation is not permitted. If, however, the individual employment contract does allow for carry forward of unused accumulated vacation, then such vacation may be carried forward for one year only and at the end of that year, the unused accumulated vacation must be used in full, paid out, or a combination of the two.

In addition, executive/senior management employees receive ten (10) days of paid time off annually, in addition to annual vacation entitlement, in recognition of attendance at meetings during evenings and weekends.

Accountability

Underlying the Board's compensation philosophy and approach is the understanding that legal and regulatory mandates are considered a baseline for implementing any compensation plan or practice. Compensation administration in the K-12 public education sector currently operates within the following context:

- 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 *Public Sector Employers Act*.
- Compensation mandates adopted by the Public Sector Employers' Council from time to time. Any adjustments to exempt staff compensation levels are considered within the context of the applicable compensation mandate.

Under the current compensation administration system in the K-12 sector:

- the Board of Education is solely responsible for the establishment and maintenance of compensation levels for the position of Superintendent of Schools. The elected Board is accountable to the public for proper human resources practices with respect to executive and exempt staff compensation.
- proposed compensation adjustments for all other executive and exempt positions in the district must be reviewed and approved by BCPSEA prior to implementation.

School District 22 (Vernon)

Summary Compensation Table at 2017

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2016/2017 Total Compensation	Previous Two Years Totals Total Compensation	
							2015/2016	2014/2015
Sterling Olson, Secretary-Treasurer	\$ 139,015	-	\$ 24,174	\$ 14,755	\$ 7,795	\$ 185,739	\$ 158,971	
Joseph Rogers, Superintendent of Schools	\$ 176,659	-	\$ 14,939	\$ 20,450	\$ 15,121	\$ 227,169	\$ 227,798	\$ 222,278
Malcolm Reid, Director of Teaching Personnel	\$ 124,450	-	\$ 15,385	\$ 17,123	\$ 5,500	\$ 162,458		
Truman Spring, Director for Student Support Services	\$ 126,214	-	\$ 14,278	-	\$ 6,600	\$ 147,092		
Silke Yardley, Director for Student Learning	\$ 63,275	-	\$ 8,490	\$ 8,225	\$ 3,300	\$ 83,290		

Summary Other Compensation Table at 2017

Name And Position	All Other Compensation	Severance	Vacation payout	Leave payout	Vehicle / Transportation Allowance	Perquisites / other Allowances	Other
Sterling Olson, Secretary-Treasurer	\$ 7,795	-	-	-	\$ 7,795	-	-
Joseph Rogers, Superintendent of Schools	\$ 15,121	-	\$ 8,521	-	\$ 6,600	-	-
Malcolm Reid, Director of Teaching Personnel	\$ 5,500	-	-	-	\$ 5,500	-	-
Truman Spring, Director for Student Support Services	\$ 6,600	-	-	-	\$ 6,600	-	-
Silke Yardley, Director for Student Learning	\$ 3,300	-	-	-	\$ 3,300	-	-

Notes

Sterling Olson, Secretary-Treasurer	
Joseph Rogers, Superintendent of Schools	
Malcolm Reid, Director of Teaching Personnel	General Note: this employee changed from a school principal part way through the school year
Truman Spring, Director for Student Support Services	
Silke Yardley, Director for Student Learning	General Note: Hired January 1, 2017.