

## **2007-2008 Exempt Staff Labour Market Adjustment Process**

### **Background**

The *Public Education Negotiating Framework Compensation Plan – Exempt Staff* (PENFCP), distributed to school districts in March 2006, contains provision for consideration of labour market adjustments in each year of a four year period (2006-2010). The PENFCP recognizes that there are labour market challenges, including salary compression, faced by some but not all public school employers. These labour market challenges are affected by collective agreements with unionized staff and by the specific community or communities from which districts draw their employees.

The BCPSEA proposal for allocation of LMA funds for the 2006-2007 school year was approved by the Ministry of Finance in November 2007. Please see *Exempt Staff Issues* bulletin No. 2007-03, dated November 16, 2007, for more information on the PENFCP and the 2006-2007 LMA process (on our public website at <http://www.bcpsea.bc.ca/access/publications/exemptstaff/2007/es07-03.pdf>).

### **The LMA Process for 2007-2008**

School districts must submit an application to BCPSEA in order to access LMA funding available for the 2007-2008 school year (effective July 1, 2007).

The district must demonstrate evidence of any of the following:

- Recruitment/retention issues
- Salary compression/internal equity issues.

In support of the district's application, the district must provide:

- The specific positions and number of full-time equivalent employees affected
- The amount of the increase proposed
- Costing of the proposal, including wage-sensitive benefits.

Allocation of LMA funding for the 2007-2008 school year will be based upon consideration of the demonstrated criteria and supporting documentation. It should be noted that the LMA funds are limited and will be allocated where the demonstrated need is greatest on a priority basis.

### **Timeline**

The deadline for submission of applications to access LMA funds for the 2007-2008 school year is the end of the business day **Monday, February 18, 2008**.

### **Questions and Submissions**

Questions and submissions should be directed to Deborah Stewart, Senior Human Resources Consultant (604.730.4506, [deborahs@bcpsea.bc.ca](mailto:deborahs@bcpsea.bc.ca)).

Attachment

## Sample Exempt Staff LMA Application Format

**School District:** \_\_\_\_\_

**Contact Name and Position:** \_\_\_\_\_

### 2007-2008 Labour Market Adjustment Proposal

- Specify:
  - the positions included in the district's proposal
  - the number of full time equivalent employees in each identified position
  - the amount of the increase proposed for each position identified.
- Provide the costing of the labour market adjustment proposal, including the cost of wage-sensitive benefits.

### Supporting Documentation

#### ➤ **Recruitment/Retention**

Provide evidence of recruitment/retention challenges; e.g., repeated advertising (including cost of advertising), high turnover, lack of qualified applicants, qualified candidate(s) who have declined a position citing compensation concerns, etc.

#### ➤ **Salary Compression**

Provide evidence of salary compression/internal equity issues.

#### ➤ **Relevant Labour Market Compensation Data**

Provide evidence of, where applicable, advertisements of competitor organizations referencing higher salary rates for similar positions; provide compensation data from a relevant labour market comparator group of organizations.

#### ➤ **Other**

Provide any other information you believe supports the district's labour market adjustment application.

#### ➤ **Current Salary Structure**

Provide a copy of the exempt staff/principal vice principal salary structure currently in effect in the district.