

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

POLICY STATEMENT

Section: Human Resources

• Compensation Policy Code: HR-2.1

Policy: COMPENSATION FOR EMPLOYEES Page 1

It is the policy of the Board that employees will be compensated in a fair and equitable manner, taking into account the funding formula set out by the Government of the Province of Ontario, the Board's approved operating budget, pay equity legislation, and/or the provisions of a collective agreement. By definition, the Board believes that employee compensation includes wages paid to employees, benefits, and other terms and conditions of employment such as sick leave, recognized holidays and hours of work. Within these parameters, it is the philosophy of the Board to obtain the best available combination of wages and benefits for its employees, through the collective bargaining process, where applicable.

The Board will administer benefit plans in accordance with the provincial Employee Life and Health Trust for non-union employees, and/or in accordance with current and valid terms and conditions of employment or collective agreement approved by the Board.

It is the policy of the Board that the right to administer the benefit plans not provided for through a Provincial Employee Health and Life Trust and to select the carrier for such plans will be the prerogative of the Board, or in accordance with the provisions of a collective agreement for employees subject to the terms and conditions of a collective agreement. The appointment of a benefit consultant is subject to approval by the Board.

1. Compensation for Senior Administrative Positions¹

Compensation for senior administrative positions¹ will be as outlined in the terms and conditions of the individual personal services contracts as approved by the Board.

2. Compensation for Non-union Administrative Leadership Positions and Principal and Vice-principal Positions

- 2.1 It is the policy of the Kawartha Pine Ridge District School Board to ensure that its Non-union Administrative and Leadership Employee Group and Principals and Vice-principals, are paid equitably in relation to one another based on job responsibilities as determined through a formal job evaluation process (where applicable) in compliance with Pay Equity legislation; that salary ranges for jobs are competitive with the community-at-large in order to attract and retain qualified employees; and that the effective control of compensation costs is maintained within the Board's ability to pay.
- For purposes of this policy, senior administrative position will mean the positions of Director of Education and Secretary, and Superintendent.

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2.2 The Board will establish salary ranges for compensation of each job category that reflect the values, and operational and program requirements of the System. The ranges will group jobs of similar responsibility level, be sufficient in width to provide scope and incentive for promotion, recognize significant differences in job levels, and provide sufficient width to recognize progress on the job.

2.3 The Board may make adjustments to those salary ranges on an annual or periodic basis. The actual salaries paid to individuals will be established by senior administration within the salary ranges approved by the Board.

3. Compensation for Employees Subject to the Terms and Conditions of a Collective Agreement

Compensation for employees subject to the terms and conditions of a collective agreement will be determined in the collective agreements approved by the Board.

4. Sick Leave Benefit

The Board recognizes the importance of protection against loss of wages provided to employees by sick leave benefit in the event of absence due to illness. Accordingly, sick leave plans may be established either through legislation and/or the collective bargaining process for employee groups subject to the provisions of a collective agreement, or in the terms and conditions of employment and/or Administrative Regulation for the non-union employee groups.

4.1 Sick Leave Benefit Eligibility

Where a sick leave benefit plan is in effect for an employee group, it will be made available to employees of the Board subject to the provisions of a collective agreement, or in the terms and conditions of employment and/or Administrative Regulation.

Administrative regulations will be maintained and will reflect the philosophy and intent of this policy.

Established: December 17, 1998 Revised/Reviewed: June 14, 2000

May 10, 2001 April 27, 2006 June 23, 2011 October 24, 2013 November 23, 2017