

Management Staff Benefits

This procedure is applicable to all management staff except those covered by individual contracts.

General Benefits

Pension

In accordance with the BC Pension (Municipal) Act. This plan is a condition of employment.

Sick Leave

1 ½ days per month.

Statutory Holidays

New Year’s Day, Good Friday, Easter Monday, Victoria Day, Canada Day, BC Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day.

Medical, Extended Health and Dental Plan Benefits

Per Teacher MSP and support staff for EHB and Dental Plan. Premiums for Medical, Dental, Extended Health Benefits and Group Insurance shall be paid 100% by the Board effective on commencement of employment.

Long Term Disability

Per BSSTA / BCSSA plan. The employee shall pay 100% of the premium for the Long Term Disability Plan.

Severance Pay and Retirement Pay

Upon retirement or resignation, the Board of Education shall pay 40% of unused accumulated sick leave based on current salary after five (5) years of service to a maximum of 72 days for time accumulated on or before December 31, 2002. This provision applies to management staff hired or appointed prior to September 1, 1995.

Annual Vacation

Years of Service	Annual Vacation (weeks)
1	4
8	5
15	6

Anniversary date for calculating vacation shall be July 1st. Vacations are to be taken at a time mutually agreed upon with the employee’s supervisor. Of this entitlement, a maximum of ten (10) days may be carried forward to the next vacation period subject to the carry over being fully utilized in the subsequent year.

Previous Experience

Any excluded employee who has had previous employment within the BC School Districts shall have 50% of their sick leave accumulation, up to a maximum of fifty-four (54) days sick leave transferred to this district and shall be credited with these days. This sick leave accumulation recognizes three year's prior service in previous districts with an accumulation of eighteen (18) days per year.

Vacation entitlement shall be based on the aggregate of a maximum of three years prior service and current employment with BC School Districts. Three years has been used to be consistent with sick leave accumulation.

Employee Assistance Plan

The board will provide an Employee Assistance Plan. The board shall pay eighty percent (80%) of the cost of this benefit.

Mileage

Where applicable. For in district travel, allowances on a monthly basis will apply wherever possible. If applicable, monthly basis will apply wherever possible. If applicable, monthly allowances will be established by the Secretary-Treasurer.

Death Benefits

In the event of death of an exempt employee, who at the time of death has been employed by the Board continuously or six months, the Board shall pay two months' salary to the beneficiary of the deceased or to the estate if there is no beneficiary named. An additional one month's salary is paid for any exempt employee who has been in the service of the Board for more than ten (10) years.

If a payment upon death is paid under the recognition of service provision, this death benefit will not be paid.

General

New employees in these positions shall be placed on probation for a period of six (6) months.

Date Adopted: May 2003

Revised: October 14, 2008