



September 15, 2010

Paul Straszak
President and CEO
Public Sector Employers' Council
PO Box 9400 Stn Prov Govt
Victoria, BC V8V 9V1

Dear Mr. Straszak:

Re: **Executive Compensation**

This will confirm that the Board of Education of School District No. 37(Delta) is aware of the total compensation paid to executive staff during the 2009-2010 fiscal year and further, that we verify the amount of compensation paid was within the compensation plan as approved by the Board and as reported in the Summary Compensation Table.

Yours truly,



Dale Saip
Board Chair

Delta School District Management Compensation

Compensation Philosophy

As a key element in the provision of quality educational programs to the students of Delta, the Delta School District seeks to attract, retain and motivate a highly capable management team. It is therefore necessary to make School District No. 37(Delta) an attractive employer of choice. To do so the District must, in addition to other factors, compensate management staff competitively relative to other employers with whom we compete for staff.

It is also important to provide sufficient differentials to successively more responsible positions. This will ensure that staff in these positions are appropriately compensated for the additional responsibility and thereby increase retention. As well, these positions will be more attractive to staff in more junior positions which in turn will assist with succession planning.

Labour Market Competitiveness

To maintain competitiveness, the District makes compensation decisions based on information obtained from the B.C. Public School Employers' Association (BCPSEA), supplemented by information from other external sources. Every three years the BCPSEA conducts a compensation survey of school districts and other relevant public sector employers both within BC and in other selected provinces. The District also seeks guidance from the BCPSEA regarding appropriate comparator employers and positions.

In balancing external competitiveness with fiscal responsibility, the Board has considered that the reference point for management compensation is the 65th to 75th percentile of the relevant comparator labour market, recognizing that this is based on a given point in time. In order to maintain competitiveness, the Delta Board of Education has approved a motion that management compensation be reviewed every two years.

Definition of Compensation

In this report compensation includes base salary, allowances for vehicle and vehicle operating expenses, payout of unused vacation, severance pay, professional development, and employer contributions to health benefits (basic medical, extended medical, dental, group life), pension (Teachers or Municipal Pension Plan) and statutory benefits (Employment Insurance and Canada Pension Plan).

Accountability

Compensation administration in the K-12 public education sector operates within the following legislative and regulatory 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 legislation, and

- the Public Education Negotiating Framework Compensation Plan – Exempt Staff (2006-2010).
- To ensure consistency with the legislative and regulatory requirements, the District works with BCPSEA throughout compensation plan development. Finally, prior to implementation, compensation adjustments are submitted to BCPSEA for review and approval.

Summary Compensation Table: Fiscal 2009-2010 (year ending June 30, 2010)

Name and Principal Position (a)	Salary (\$) (b)	Pension (\$) (d)	All Other Compensation (\$) (e)*	Total (\$) (f)	Previous 2 Years Totals (g)
Steve Cardwell Superintendent	\$74,476	\$10,423	\$45,792	\$130,691	2007/08 - \$178,980 2008/09 - \$189,758
Garnet Ayres Assistant Superintendent/Acting Superintendent	\$139,866	\$18,483	\$19,563	\$177,912	2007/08 - n/a 2008/09 - \$160,437
Dianne Turner Assistant Superintendent/Superintendent	\$134,021	\$17,652	\$17,999	\$169,672	2007/08 - n/a 2008/09 - \$146,698
Michelle Miller Secretary Treasurer	\$131,618	\$11,455	\$85,691	\$228,764	2007/08 - n/a 2008/09 - \$114,812**
Doug Sheppard Assistant Superintendent	\$50,591**	\$6,070	\$9,325	\$65,987	2007/08 - n/a 2008/09 - n/a

Notes:

*This amount includes vehicle allowance and expenses, payout of unused accumulated vacation, severance payment, employer-paid CPP and EI benefits premiums, professional development, and employer-paid health and welfare benefits premiums.

**Commenced employment after the start of the fiscal year.

n/a means not applicable.