

**DATE:** January 31, 2017

**TO:** Board of Trustees

**FROM:** Trustee Michelle Draper, Caucus Committee Chair

**SUBJECT:** Report #1 of the Caucus Committee (From the Meeting Held January 17, 2017)

**ORIGINATOR:** Karen Mills, Director Board and Superintendent Relations

**REFERENCE:** [Trustees' Handbook](#) – Caucus Committee - Section 5.4  
[Trustees' Handbook](#) – Section 6 – Board Committees  
[School Act](#) - Section 61

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#### **ISSUE**

The Board approved the following recommendations at the March 3, 2015, Board meeting: That a resolution be approved directing that Section 5.4 of the Trustees' Handbook be revised to give the Caucus Committee final decision-making power on certain types of matters, and yet constrain that power so it is used only when absolutely necessary.

The following recommendation was approved at the January 17, 2017, Caucus Committee meeting:

#### Exempt Management and Non-Management Terms and Conditions

2. *That the amended terms and conditions of employment for both non-management and management staff be approved.*
3. *That the implementation of a 1.75% general wage increase, retroactive to September 1, 2016, for all eligible staff be approved.*

#### **BACKGROUND – Recommendations 2 and 3**

The Exempt Terms and Conditions of Employment for both Non-Management and Management staff expired on August 31, 2016. As part of the renewal process, Human Resources undertook a complete review and updating of the documents.

#### Trustee Policy Review Committee Annual Work Plan 2016-2017

2. *That Annual Policy Review Work Plan 2016–2017 be approved.*

#### **BACKGROUND – Recommendation 2**

On October 4, 2016 the Board appointed Committee members to the Policy Review Committee for 2016–2017. The Committee held one meeting and established an Annual Policy Review Work Plan for 2016–2017, as well as a proposed Policy Review Plan projected to the end of the 2018–2019 school year. The proposed work plan is prioritized to address required policy review timelines and is organized to reflect a balanced workload and approach over a three-year period.

KM: sj