



School District No. 91 (Nechako Lakes)

P.O. Box 129, Vanderhoof, BC V0J 3A0

Telephone: (250) 567-2284 Fax: (250) 567-4639

October 11, 2016

Christina Zacharuk
Interim President and CEO
Public Sector Employers' Council Secretariat
Suite 201, 880 Douglas Street
Victoria, BC V8W 2B7

Dear Ms. Zacharuk:

This will confirm that the Board of Education of School District No. 91 (Nechako Lakes) is aware of the total compensation paid to executive staff during the 2015-2016 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,

Nadine Frenkel
Board Chair



Public Sector Executive Compensation Reporting

Fiscal Year 2015 / 16

Statement of Executive Compensation for the Superintendent of Schools / CEO

Compensation Philosophy

The Board of Education encourages practices that enable the district to attract and retain qualified, high-performing employees who help deliver quality public education programs to students in School District No. 91 (Nechako Lakes).

Inherent in the Board's compensation philosophy are the following objectives:

- To attract, support and retain qualified, experienced, motivated, and high-potential employees who are committed to the Board's overarching goal of delivering a high-quality public education experience to our students.
- To develop and maintain executive compensation that is rational, defensible, competitive and able to be effectively administered.

Labour Market Comparators

The compensation philosophy needs to maintain a meaningful level of competitiveness with the external labour market. For executive positions in the BC K-12 public education sector, the relevant labour market is:

1. Other BC school districts
2. Other Canadian school districts
3. Other public sector organizations
4. Selected private sector organizations.

Compensation Administration

Compensation administration for the Superintendent of Schools operates within the context of the *Public Sector Employers Act*, which establishes the legislative policy framework for exempt staff compensation administration in the public sector.

Since 2008/09, the Board of Education is solely responsible for the establishment and maintenance of compensation levels for the position of Superintendent of Schools. Prior to 2008/09, the compensation administration for the Superintendent of Schools was capped by BCPSEA and PSEC and any proposed compensation adjustments were submitted to BCPSEA for review and approval prior to implementation.

Summary Compensation Table: Fiscal 2015 / 16 (for the year ending June 30, 2016)

Summary Compensation Table at FISCAL, 2016

Name and Position (a)	Salary (b)	Holdback / Bonus / Incentive Plan Compensation (c)	Benefits (d)	Pension (e)	All Other Compensation (expanded below)	2015/16 Total	Previous Two Years Totals	
							2014/15	2013/14
Charlene Seguin, Superintendent	\$ 135,952	\$ -	\$ 4,368	\$ 26,130	\$ 37,241	\$ 203,691	\$ 165,208	\$ 182,805

Summary Other Compensation Table at FISCAL, 2016

Name and Position (a)	All Other Compensation	Severance (f)	Vacation payout (g)	Leave payout (h)	Vehicle / Transportation Allowance (i)	Perquisites / other Allowances (j)	Other (k)
Charlene Seguin, Superintendent	\$ 37,241	\$ -	\$ 9,517	\$ -	\$ -	\$ -	\$ 27,724

Notes:

Charlene Seguin, Superintendent	Other compensation includes retroactive grid adjustment.
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