

## AP 404 – Operations Management (exempt) Staff

### Background

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The purpose of this procedure is to recognize the Operations Management (exempt) staff group of the Abbotsford School District as those employees not included in the support staff and teaching certifications recognized by the Labour Code of British Columbia.

### Procedures

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This section provides guidelines for changing the salaries, benefits, and conditions applicable to exempt staff.

1. Proposed changes to the salaries, benefits, and conditions of exempt staff must be presented in writing by the Secretary-Treasurer, for the approval of the Board of Education prior to implementation, and are subject to the regulations of the BC Public School Employers' Association (BCPSEA) and Public Sector Employers' Council (PSEC).
2. Job descriptions have been established for all operations management staff positions. New job descriptions and those changing materially in content require prior Board approval.

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