

**DATE:** January 23, 2024

**TO:** Board of Trustees

**FROM:** Trustee Sawyer, Caucus Committee Chair

**SUBJECT:** Report #03 of the Caucus Committee (From the meeting held on December 12, 2023)

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

**REFERENCE:** [Trustees' Handbook](#) – Caucus Committee - Section 5.4

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#### ISSUE

The Board approved the following recommendation at the March 3, 2015, Board meeting: 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 recommendations were approved at the December 12, 2023, Caucus Committee meeting:**

1. Sherwood School Disposition

That the disposition of the Sherwood School site be approved.

#### BACKGROUND

On May 2, 2023, the Board of Trustees declared the Sherwood School as surplus to Division needs. In accordance with the Joint Use Agreement: Land and the *Disposition of Property Regulation (AR #86/2019)*, Alberta Education, CSCN, Edmonton Catholic Schools and the City of Edmonton were notified of the surplus declaration. CSCN has indicated they are interested in acquiring the school site.

2. Exempt Staff Salary Adjustment for 2023/24 and Amendment to Exempt Terms and Conditions of Employment

That approval be provided for Exempt Non-Management and Exempt Management staff to receive a 2.00 per cent wage adjustment on February 1, 2024.

That approval be provided for the Exempt Management and Non-Management Terms and Conditions of Employment to be amended as indicated, effective immediately.

#### BACKGROUND

The Exempt Non-Management and Exempt Management Terms and Conditions of Employment require the Division, on an annual basis, to determine if a general wage increase will be provided to eligible employees and, if approved, the amount.

Section 5.1.2. of the Terms and Conditions of Employment (both Management and Non-Management) will be amended to provide greater clarity, with the new text indicated in bold:

5.1.2 A ten (10) month position is one that requires ten (10) months of continuous service during a school year. **For 10-month staff, this shall be for the general ten (10) month period between September and June of the following year, with the annual fall return to work date determined on the basis of each year's respective school calendar and in consideration of the DU's operational needs.**

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