

## **NON-CERTIFICATED STAFF PENSION**

### **Background**

Elk Island Catholic Schools supports the Local Authorities Pension Plan (LAPP) for eligible non-certificated staff.

### **Procedures**

1. Eligibility shall be determined by the requirements of the LAPP and the collective agreement of the employee.
2. In accordance with the LAPP, effective January 1, 2008, when an employee works in an acting capacity and receives acting pay, the acting pay is to be considered pensionable salary for the purposes of LAPP.
3. Under the requirements of the LAPP, the Division has set its mandatory participation threshold at a fulltime equivalency (F.T.E.) for the following groups:
  - a. Non-Association: 0.50 F.T.E.
  - b. UNIFOR, Local 71: 0.40 F.T.E.
  - c. Canadian Union of Public Employees Local 1961: 0.75 F.T.E.
4. Employees on a temporary contract are not eligible for LAPP.
5. Staff shall be eligible to participate in the LAPP after serving a one (1) year probationary period, unless they previously participated in the LAPP with no break in service. Up to five (5) years after the probationary year has passed, an eligible employee who continues to work at Elk Island Catholic Schools has the option to purchase the year of service by paying the employee portion.
6. Staff on Extended Disability shall have the option of purchasing the service for their leave period by paying the employee portion.

Reference: Local Authorities Pension Plan Member Handbook  
Communications, Energy and Paperworkers Union of Canada, Local 71 Collective Agreement  
Canadian union of Public Employees Local 1961 Collective Agreement