



LOCAL AUTHORITIES PENSION PLAN

Background

All eligible permanent non-certificated employees of the Division will participate in the Local Authorities Pension Plan in accordance with the procedures below.

Procedures

1. Participation in LAPP is mandatory for those full-time, permanent non-certificated employees, under the age of seventy-one (71), who regularly work not fewer than thirty (30) hours per week over the normal working year as defined as July 1 – June 30.
2. Participation in LAPP is mandatory for those part-time, permanent non-certificated employees, under the age of seventy-one (71), who regularly work not fewer than fourteen (14) hours per week.
3. Participation in LAPP is mandatory for those part-time, permanent non-certificated employees, under the age of seventy-one (71), who regularly work multiple positions if the combined hours of work total more than fourteen (14) hours per week.
4. The following employees are excluded from participation in LAPP:
 - (a) Full-time temporary employees, including those employees hired on a contract basis where there is an end date or event specified in the contract;
 - (b) Part-time temporary employees, including those employees hired on a contract basis where there is an end date or event specified in the contract;
 - (c) Part-time permanent employees who regularly work fewer than fourteen (14) hours per week;
 - (d) Employees who are seventy-one (71) years of age or older;
 - (e) Employees who are currently receiving a monthly pension from LAPP.
5. Pensionable service is determined by the full-time equivalent base unit established annually for each position classification. Part-time pensionable service is determined by dividing the actual time worked by the full-time equivalent base unit.
6. The following salary payments are not considered pensionable:
 - (a) Expense allowance payment;
 - (b) Maternity Leave – health related portion;
 - (c) Parental Leave;



- (d) Overtime payments;
 - (e) Merit pay;
 - (f) Variable pay;
 - (g) Holiday and vacation pay paid in a lump sum (payout);
 - (h) Severance;
 - (i) Special Remuneration.
7. The permanent, non-certificated employee may be required to serve a “waiting period” or “probationary period” to become eligible to participate in LAPP in accordance with LAPP requirements. This waiting period shall be one (1) calendar year less any previous period of employment with the Division, regardless of the nature of the employment or when it occurred and any previous period of service with another employer that participates in the plan, if the employee moved immediately from the former employer to the Division with no break in service.
8. LAPP pensioners may recommence work for a LAPP employer and their pension will not be suspended no matter when the work commences or how long the work continues. The Division recognizes that there is a significant cost savings to the employer to facilitate re-employment of an employee who is eligible to collect LAPP Pension Benefits through a termination, rehire process or move to a position that does not require participation.

Reference: Section 33, 52, 53, 68, 222 Education Act
Employment Standards Code