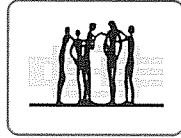


John G. Johnston



Calgary Board of Education

OFFICE OF THE SUPERINTENDENT OF HUMAN RESOURCES

515 Macleod Trail SE, Calgary, Alberta T2G 2L9 Telephone: 403-294-8189 Fax: 403-294-8694

January 29, 2010

Jean Minifie
 Chairperson
 CBE Staff Association
 #3, 1915 – 32 Avenue NE
 Calgary, Alberta T2E 7C8

Ms. Minifie,

The Calgary Board of Education and Staff Association are pleased to communicate to all Staff Association members that, through the hard work and commitment of the Job Evaluation Committee, the challenges surrounding Job Evaluation Process are well on the road to resolution.

Since 2008, the Calgary Board of Education and Staff Association have worked extremely hard to understand the issues that arose as part of the last round of negotiations and on building the relationship that could overcome these issues. Today we can say that we are compliant with the intent of the Letter of Understanding in the collective agreement and have fostered strong working relationships, consisting of open, honest and direct communication. While there is still work to do to address some of the challenges of the past; we would like all Staff Association members to know that we are moving forward in a positive way and believe that we will ultimately be successful in bridging the gaps that were created.

The Job Evaluation process is a culmination of efforts of many stakeholders within the organization. For your information, we are outlining the process below:

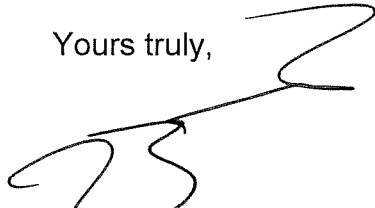
- 1) Principal/Leader identifies the need for a new or updated position description.



- 2) Principal/Leader works with Human Resources to develop/update the position description (with input from incumbent?)
- 3) Position description is forwarded to compensation for finalization and evaluation.
- 4) Position is brought forward to Job Evaluation Committee for review and approval.
- 5) Changes are made to the position description as necessary.
- 6) Chair of the Staff Association and CBE designate provide final sign-off.
- 7) Outcome from Job Evaluation Committee communicated to Principal/Leader.
- 8) Principal/Leader posts new position or informs employee of Job Evaluation Committee outcome.

Please feel free to share this information.

Yours truly,

A handwritten signature in black ink, appearing to read 'John G. Johnston', written over a horizontal line.

John G. Johnston
Superintendent, Human Resources