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**HORIZON SCHOOL DIVISION****POLICY HANDBOOK**

**Policy Code:** GCBC  
**Policy Title:** LAPP Membership  
**Cross Reference:**  
**Legal Reference:**  
**Adoption Date:** February 19, 2004  
**Amendment or Re-** March 6, 2017  
**affirmation Date:** **September 28, 2020**

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**POLICY**

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION SHALL PROVIDE MEMBERSHIP IN THE LOCAL AUTHORITIES PENSION PLAN (LAPP) TO THE CATEGORIES OF EMPLOYEES DEEMED TO BE OF A PERMANENT NATURE.

**DEFINITION**

Membership in the Plan allows members to accumulate pensionable service and salary toward eventual benefit payments. Members pay contributions and earn benefit entitlements as a condition of their employment. Once employees are registered, plan rules state they continue to participate until employment ends or until the end of the year in which they turn age 69.

Permanent employees, as defined by LAPP, means there is no foreseen end to employment other than retirement.

**REGULATIONS**

1. Membership is compulsory for permanent employees.
2. Employee categories considered to be permanent include employees as follows:
  - 2.1. School Secretaries,
  - 2.2. Family School Liaison Counsellors,
  - 2.3. Mental Health Capacity Building Coordinator
  - 2.4. Operations and Maintenance Staff,
  - 2.5. Division Office Staff,
  - 2.6. Career Counsellors,
  - 2.7. First Nations Metis and Inuit Liaison Workers,
  - 2.8. Computer Technicians,
  - 2.9. School Library Support Staff
  - 2.10. Secretary Assistants,
  - 2.11. Early Learning Educators,
  - 2.12. Speech Language Pathologists,
  - 2.13. Sign Language Interpreters
  - 2.14. Educator Behavioral Specialists.
3. Full time non-permanent employees and part-time non-permanent employees will not be offered membership.
4. Membership will begin when the employee commences employment.