

Wednesday, November 16, 2016
Time: 6:00 p.m.

District Education Office
22225 Brown Avenue
Maple Ridge BC V2X 8N6

"The art of teaching is the art of assisting discovery" Mark Van Doren

A G E N D A

- | | |
|--|--------|
| A. OPENING PROCEDURES | ITEM 1 |
| <ol style="list-style-type: none"> 1. Call to Order | |
| B. ANNUAL ORGANIZATIONAL MEETING MATTERS | ITEM 2 |
| <ol style="list-style-type: none"> 1. Annual Report of Chairperson 2. Election of Board Officers/Nomination and Election Procedure <ul style="list-style-type: none"> • Chairperson of the Board • Vice-Chairperson of the Board 3. Remarks of Board Chairperson and Vice-Chairperson | |
| C. OPENING PROCEDURES: ORDINARY BUSINESS MEETING MATTERS | ITEM 3 |
| <ol style="list-style-type: none"> 1. Correspondence <ul style="list-style-type: none"> • Honourable M. Bernier, Minister of Education • F. Lento, Chair, School District No. 5 (Southeast Kootenay) • M. Baxter, Chair, School District No. 23 (Central Okanagan) • L. Dixon, Chair, School District No. 37 (Delta) • M. Murray, Chair, School District No. 42 (Maple Ridge-Pitt Meadows) • M. Tarr, Chair, School District No. 53 (Okanagan – Similkameen) • E. Loring-Kuhanga, Chair, School District No. 61 (Greater Victoria) • L. Van Alphen, Chair, School District No. 67 (Okanagan Skaha) • P. Craig, Chair, School District No. 70 (Alberni) • V. Adrian, Chair, School District No. 74 (Gold Trail) • R. McKamey, Chair, School District No. 75 (Mission) • G. Swan, Vice-President, BC School Trustees Association • BC School Trustees Association North West Branch and Northern Interior Branch • Maple Ridge Teachers' Association • N. Read, Mayor, City of Maple Ridge 2. Approval of Agenda 3. Invitation for Public Input to matters on the Agenda - <i>Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. This agenda item has a time limit of 10 minutes.</i> | |
| D. APPROVAL OF MINUTES | |
| <ol style="list-style-type: none"> 1. October 19, 2016 | ITEM 4 |
| E. PRESENTATIONS - <i>Individuals and groups invited by the Board to make presentations. Time limits for individual presentations will be established to allow all speakers to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.</i> | |
| <ol style="list-style-type: none"> 1. PEAK Program: Webster's Corners Elementary | ITEM 5 |

F. DELEGATIONS - *Registered delegations can make presentations to the Board. Time limits for individual delegations will be established to allow all registered delegations to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*

G. DEFERRED ITEMS

H. DECISION ITEMS

1. Chairperson
 - a) Proposed Committee Appointments ITEM 6
2. Superintendent of Schools
 - a) Establishment of a Parent Advisory Council at District Alternate SD 42 School ITEM 7
3. Secretary Treasurer
4. Board Committees
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - d) Education
 - i. Board Authorized Approved Courses ITEM 8
 - e) Aboriginal Education

I. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) District Class Size Report ITEM 9
 - b) Superintendent's Update ITEM 10
3. Secretary Treasurer
4. Board Committees & Advisory Committee Reports
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - i. Procedure 4435.1 Scholarships, Bursaries and Student Awards ITEM 11
 - d) Education
 - e) Aboriginal Education
 - f) Inclusive Education
 - g) French Immersion Advisory
 - h) District Student Advisory
 - i) Round Table with Partners
 - i. Minutes of Meeting ITEM 12

J. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

K. TRUSTEE REPORTS

1. BC School Trustees Association Provincial Council
 - a) Synopsis: October 2016 Provincial Council ITEM 13
 - b) BCSTA 2017/18 Budget Planning –
Invitation to Provide Feedback ITEM 14
2. District Parent Advisory Council
3. Joint Parks and Leisure Services
4. Municipal Advisory & Accessibility
5. Maple Ridge-Pitt Meadows Arts Council
6. Ridge Meadows Education Foundation
7. Social Planning Advisory:
<http://www.mapleridge.ca/AgendaCenter/Social-Planning-Advisory-Committee-10>
8. Tzu Chi Foundation
9. Youth Centre Society
10. Other Board Liaison Representative Reports
 - a) Good News Items

L. QUESTION PERIOD – *Questions, with the exception of Trustee questions, will be limited to one question per person with one follow-up clarification question, if necessary. Question period will be restricted to questions only – statements and debate will not be permitted. This agenda item has a time limit of 10 minutes; extension is at the discretion of the Board.*

M. OTHER BUSINESS

1. Public Disclosure of Closed Meeting Business ITEM 15

N. ADJOURNMENT



ITEM 1

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES:**

Date: November 16, 2016
(Public Board Meeting)

Decision

1. CALL TO ORDER



ITEM 2

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **ANNUAL ORGANIZATIONAL MEETING
MATTERS**

Date November 16, 2016
(Public Board Meeting)

Decision

1. ANNUAL REPORT OF CHAIRPERSON

RECOMMENDATION:

THAT the Board receive the Annual Report of the Chairperson for information.

2. ELECTION OF BOARD OFFICERS

BACKGROUND/RATIONALE:

In accordance with Procedure 2915.1: Trustee Elections – Chairperson and Vice-Chairperson, prior to the commencement of the election, the process for the election of the Board Chairperson and Vice-Chairperson will be approved at the public Board meeting by Board Resolution (Attachment A).

RECOMMENDATION:

THAT the Board approve the Trustee Elections proceedings in accordance with Procedure 2915.1: Trustee Elections – Chairperson and Vice-Chairperson.

NOMINATION AND ELECTION PROCEDURE

RECOMMENDATION:

THAT the Board proceed to elect a new Chairperson and Vice-Chairperson in accordance with the attached nomination and election procedure (2915.1).

Attachment

3. REMARKS OF BOARD CHAIRPERSON AND VICE-CHAIRPERSON



SD 42 PROCEDURE: 2915.1

TRUSTEE ELECTIONS - CHAIRPERSON and VICE-CHAIRPERSON

1. NOMINATION

(a) Process Approval

Prior to the commencement of the election, the process for the election of the Board Chairperson and Vice-Chairperson will be approved at the public Board meeting by Board Resolution.

(b) Nomination Procedure

(i) The Chairperson will call for a motion:

THAT the Board proceed to elect a new Chairperson and Vice-Chairperson following the attached nomination and election procedure.

(ii) The Chairperson passes the gavel to the Secretary Treasurer who will Chair the meeting during the election process.

(iii) The Chairperson will call a first time for nominations, for Chairperson for a one year term. A seconder will not be required for nominations.

(iv) Each nominee will be asked whether he/she agrees to stand for election and can speak to the nomination.

(v) The Chairperson will call a second and third time for nominations for Chairperson for a one year term.

(vi) If after three (3) calls, there is only one nominee for the office, and that nominee accepts, the Chairperson declares that person the duly elected Chairperson of the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows), for a one (1) year period ended the next November.

2. ELECTION PROCEDURE

- (a) If more than one person is nominated, the Chair will call on scrutineers to distribute, collect and count the ballots.
- (b) The Chairperson will call for a motion to appoint scrutineers. The motion will read as follows:

THAT _____ and _____ be appointed scrutineers for the election of Board Chairperson and Vice-Chairperson.

- (c) Trustees will vote by secret ballot.
- (d) Scrutineers will report the results of each ballot to the Chairperson of the meeting, who shall announce the Trustee who has received the majority of the votes cast.
- (e) The Trustee receiving the majority of votes cast shall be declared elected. In accordance with *Robert's Rules of Order*, if on the first or subsequent ballots a nominee does not receive a majority, voting for the office with all nominees remaining on the ballots shall continue until a majority vote is obtained for a single candidate.
- (f) The Chair will then call for nominations for Vice-Chairperson of the Board of Education for a one (1) year term and repeat the above process, beginning at Item III.
- (g) If ballots were required, the Chairperson will call for the following motion:

THAT the scrutineers destroy the ballots for the election of either Chairperson or Vice-Chairperson, or both and that the scrutineers are discharged with gratitude.
- (h) The Chairperson will then return the gavel to the newly elected Chairperson who will conduct the balance of the meeting.

RECEIVED: October 10, 2012

AMENDED: February 3, 2016

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES: ORDINARY
BUSINESS MEETING MATTERS**

Date: November 16, 2016
(Public Board Meeting)

Information/Decision

1. *CORRESPONDENCE (Information Item)*

- Honourable M. Bernier, Minister of Education
- F. Lento, Chair, School District No. 5 (Southeast Kootenay)
- M. Baxter, Chair, School District No. 23 (Central Okanagan)
- L. Dixon, Chair, School District No. 37 (Delta)
- M. Murray, Chair, School District No. 42 (Maple Ridge-Pitt Meadows)
- M. Tarr, Chair, School District No. 53 (Okanagan – Similkameen)
- E. Loring-Kuhanga, Chair, School District No. 61 (Greater Victoria)
- L. Van Alphen, Chair, School District No. 67 (Okanagan Skaha)
- P. Craig, Chair, School District No. 70 (Alberni)
- V. Adrian, Chair, School District No. 74 (Gold Trail)
- R. McKamey, Chair, School District No. 75 (Mission)
- G. Swan, Vice-President, BC School Trustees Association
- BC School Trustees Association North West Branch and Northern Interior Branch
- Maple Ridge Teachers' Association
- N. Read, Mayor, City of Maple Ridge

RECOMMENDATION:

THAT the Board receive all correspondence for information.

Attachments

2. *APPROVAL OF AGENDA (Decision Item)*

RECOMMENDATION:

THAT the Agenda be approved as circulated.

3. *INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA - Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. The agenda item has a time limit of 10 minutes.*



November 2, 2016

Ref: 190796

Teresa Rezansoff, President
BC School Trustees Association
Email: trezansoff@bcsta.org

Sherry Elwood, President
BC School Superintendents Association
Email: selwood@sd38.bc.ca

Kelvin Stretch, President
BC Association of School Business Officials
Email: president@bcasbo.ca

Dear Ms. Rezansoff, Ms. Elwood and Mr. Stretch:

Thank you for your September 30, 2016 letter, following up on our recent discussion about the application of government policy to British Columbia school districts. I appreciated the opportunity to hear your concerns and to discuss this very important issue with all of you.

I certainly share your views about the importance of consistency in the Ministry of Education's interaction with districts, and I fully appreciate the significance of the concerns you have expressed to me. Our success as co-governors of the public education system is dependent in large part on maintaining a strong foundation of mutual respect and trust. As you have pointed out, perceived inconsistency or unfairness in one party's approach can destabilize that foundation, to the detriment, ultimately, of the system as a whole.

I am committed to ensuring that all districts are treated fairly. Given the diversity of school districts in this province, it is not always possible or appropriate to apply the same approach in every set of circumstances. From time to time, the Ministry must review the specific circumstances at hand, and take a different approach to addressing issues in a particular district in order for the final result to be equitable. I appreciate that this may raise questions and concerns about fairness, and I want to emphasize that it is always the Ministry's intention to ensure equitable treatment for all districts, regardless of location, size or other factors.

In my view, the relationship between the Ministry and your organizations is highly valued on both sides, and is the most open and productive in recent history. I will continue to share as much information as possible with you, and welcome further discussion of the concerns you have raised.

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Again, thank you for taking the time to bring these important issues to my attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Bernier", with a stylized flourish at the end.

Mike Bernier
Minister



SCHOOL DISTRICT 5

S O U T H E A S T K O O T E N A Y

October 14th, 2016

Honourable Michael De Jong
Minister of Finance and Government House Leader
PO Box 9048 Stn Prov Govt
Victoria BC V8W 9E2

Honourable Mike Bernier
Minister of Education
PO Box 9045 Stn. Prov. Govt
Victoria BC V8W 9E2

Dear Ministers De Jong and Bernier:

RE: SD5 Needs Budget for 2016/17

Please find attached the School District 5 (SD5) Southeast Kootenay Needs Budget for 2016/17. As per Board policy, this budget is sent to your Ministry each year following our legislated, balanced budget.

As you will note, our District is once again short of the funding necessary to provide adequate education to ALL students – this year by over \$6.5 million. We would also like to point out that over \$800,000 of that shortfall represents monies needed – but not provided - to deliver the necessary supports to our Special Needs students.

We would like to remind government that the **NEED** for increased spending to education is an Ongoing Theme of the Select Standing Committee on Government Finances and Services (SSCGFS) recommendations *each year*. Most recently, in their 2016 report the Committee clearly indicated that education constituted a *significant portion* of the public's budget input and that *no other area of expense exceeded K-12 education as a public spending priority*.

Despite these bipartisan findings, K-12 education continues to be significantly underfunded and the SSCFGS recommendations unheeded while Boards scramble to fund yearly inflationary costs like Hydro and MSP, the new MyEdBC

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program, the training and resources required to implement the renewed curriculum, PVP/exempt staff compensation etc., over and above basic funding categories.

And, while our Board acknowledges that government has provided limited funding envelopes to address *some* capital concerns such as transportation and minor building upgrades, this funding does not address Boards' ongoing need for **stable, predictable and adequate funding**.

Our Board cannot understand why, despite BC's AAA credit rating and one of the lowest debts among provinces, the BC government continues to choose to pay down debt faster than scheduled in last year's budget rather than invest that money in such an essential service as education.

Nor can we understand why, given the funding challenges faced by all 60 Boards of Education across the province, government is still focused on a \$100 million "Prosperity Fund" whose "lead priority" is debt retirement.

Most difficult to understand however, is why government continues to choose investment in private over public education year over year as illustrated by the 61.7% funding increase independent schools have received since 2005, in comparison to the paltry 19.7% increase provided to public education during that same period.

Once again, our Board urges your government to listen to the taxpayers of British Columbia –as per the findings of multiple SSCFGS reports — and make a real and significant investment in public education.

Sincerely,



Frank Lento, Board Chair,
SD5

*Cc: Christy Clark, Premier
Bill Bennett, MLA Kootenay East BC
John Horgan, Leader, BC New Democratic Party
Rob Fleming, Education Critic, BC New Democratic Party
Wm. Scott Hamilton, Chair, Select Standing Committee on Finances and Government Services
Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

Teresa Rezasnoff, President, BCSTA
BCSTA for distribution to member Boards of Education
Mike Lombardi, Chair, Vancouver School Board
Glen Hansman, President BC Teachers' Federation
John Bird, President, BCCPAC
Shelley Balfour & Christina Smith, CFTA Co-Chairs
Debbie Therrien, DPAC Chair
Aaron Thorn, President, SD5 Administrators' Association
Charley Beresford, Columbia Institute
Catherine Shaw, FACE BC Vancouver
Media

*This correspondence is public and transparent. Please feel free to share and/or respond with comment.

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• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

940 Industrial Road #1, Cranbrook BC, V1C 4C6 • Tel: 250.417.2055 • Fax: 250.489.5460 • www.sd5.bc.ca

SD5 Needs for Budget 2016/17

Select Standing committee recommendation

Description	Staff	Amount
Teacher Librarians Elem	7.6	775,200
Teacher Librarians Sec	3.2	326,400
Resource Center - Teacher	0.5	51,000
Secondary offerings - Teachers	4.0	408,000
Fine Arts and Band - Teachers	3.0	306,000
Learning thru the Arts - Teacher	1.0	102,000
Science Helping - Teachers	2.0	204,000
District Psychologist	1.0	102,000
ELL teacher coordinator	1.0	102,000
Speech language pathologists	2.0	204,000
Counsellors - Teachers	2.0	204,000
Physical Literacy	2.0	204,000
Steeple .4 Vice Principal	0.4	40,800
Reduce Class size - Teachers	17.0	1,734,000
Administration time - Teachers	3.0	306,000
Early Years Coordinator	1.0	102,000
Coding support - Hardware/software		30,000
Shops Equipment		100,000
Training for Specialist		10,000
IEP meeting improvement		30,000
EA support for K - Sept		66,000
MyEd training		40,000
Operations - Mgmt	1.0	94,000
Education Assistants	3.0	120,000
Elem School Supplies		30,000
PVP/Exempt compensation		200,000
Local capital program		250,000
Technology		100,000
MYEd Technologist		75,000
New Curriculum Implementation		30,000
IT Technician		66,000
PVP Mentoring		10,000
School Professional Learning rounds		40,000
School Transition Meetings		10,000
PARTY program		10,000
District Science Fair		5,000
Violent Threat Risk Assessment		30,000
Total		6,517,400

**Southeast Kootenay School District 5 Education Advocacy on Student Services
for the Select Standing Committee (October 2016)**

Overview of our District's Student Services staffing for 2016-17

- Student Services Teacher = 25.2 FTE (up from 23.9)
- Education Assistants = 75 elementary (down two); 43 secondary (down 3)
- Student Services Coordinators = 1.9 FTE
- School Psychologist = 0.9 FTE
- Vision Resource Teacher = 1 FTE
- Hearing Resource Teacher = 1 FTE
- Speech Language Pathologists = 5 FTE
- Youth Care Workers = 11

And funding for 2016-17

- Generated funding generated from Level 1, 2, 3 = \$7.67 million for school level services
 - 10 students who are physical dependent (up one)
 - 101 students who have moderate to profound intellectual disabilities, chronic health or physical disabilities, visual or hearing impairments (down ten)
 - 113 students on the autism spectrum (up seven)
 - 156 students who require intensive supports for mental illness or externalized behavior (down 13)
- Basic Allocation from District = \$1.73 million for school level services
 - Additional 373 students on an Individual Education Plan
- Community LINK funding = \$373,000
- Additional \$1 million in Education Fund and Support Learning Improvement Fund

There are additional funds that support School Counsellors and Aboriginal Education Support Workers.

There are many additional program supports in place including the Breakfast and Lunch programs, Friends program, Mind-Up Program, positive mental wellness plans, meetings with parents, school community and outside agencies for kids needing more intensive supports.



SCHOOL DISTRICT 5

S O U T H E A S T K O O T E N A Y

October 14th, 2016

Honourable Christy Clark
Premier, Province of British Columbia
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Honourable Michael De Jong
Minister of Finance and Government House Leader
PO Box 9048 Stn Prov Govt
Victoria BC V8W 9E2

Honourable Mike Bernier
Minister of Education
PO Box 9045 Stn. Prov. Govt
Victoria BC V8W 9E2

Dear Premier Clark and Ministers De Jong and Bernier:

RE: \$1 Million Funding to "Specialized Education Schools"

At the School District 5 (SD5) Southeast Kootenay Public Board Meeting on October 11th, our Board carried the following motion:

That the Board send a letter to the Premier, Minister of Finance & Minister of Education, cc'd to regular stakeholders and inclusion/equitable access advocates re: Government commitment to funding of an additional \$1 million to Specialized Education Schools, with zero special education funding increases for public school districts, and follow-up with a media release.

This motion is in response to government's October 4th 2016 funding announcement of a \$1 million investment in private education "to boost its support for special needs students attending specialized independent schools in B.C....more than doubling the number of designated Special Education Schools (SES) from six to 15, and providing \$2,000 to support each qualified student".

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• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

In the government's media release, Minister Bernier is quoted saying "*All students in our province deserve a learning environment that helps them succeed.*" Our Board agrees with this statement but finds Minister Bernier's use of this sentiment most disingenuous given government's choice to fund the 6,262 special needs students whose parents Can Afford to pay private school tuition fees while underfunding the 58,000 students currently identified as special needs in the public education system.

Our Board recently sent to government our District's Needs Budget for 2016/17. This document outlines those line items for which SD5 does NOT have funding, but of which are necessary to fund if our District is to provide equal, accessible and adequate education to ALL students in our District. This year's Needs Budget totals over \$6.5 million. **More than \$800,000 of that shortfall represents monies needed –but not provided—to deliver the necessary supports to our Special Needs students.**

To say that "*expanded support for special education schools is expanding choice for parents and support for some of our most vulnerable children,*" when, every day in this province, tens of thousands of our most vulnerable children continue to go without these "*tailored and specialized learning programs that help bring countless benefits to these children and their families*", is simply incorrect.

"Choice" based on the disproportionate ability of a higher income family over an average –or low income—family to pay for these superior, tax-payer subsidized educational services is not a "choice" for most British Columbians, negating the ideal of **equal opportunity**.

Yet, government has a history of increasing the percentage of private education over that of public funding, as illustrated by the 61.7% funding increase independent schools have received since 2005, in comparison to the paltry 19.7% increase provided to public education during that same period.

While government "justifies" private education funding increases given that private institutions are "only" funded at 50% the FTE of public education, our Board would argue that, having satisfied its obligation to provide the *essential service of universal, public education* to the citizens of BC, the provincial government has **zero obligation to fund alternate forms of education, i.e. private education.**

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In fact our Board would argue that the concept of ANY level of government funding for private education abrogates equal benefit of law, as access to education with lower class sizes, higher teacher-to-student ratios, increased services for special needs students etc. becomes circumstantial of a family's economic situation and therefore *provides benefit only to those individuals who can afford it.*

And, given that one in five children in this province currently lives in poverty, this condition automatically disqualifies 20% of BC students from receiving the lower class sizes, higher teacher-to-student ratios, increased services for special needs students etc. of which their own parents' tax dollars help support.

Our Board respectfully asks that government reconcile their prejudicially exclusive funding of "Specialized Education Schools" and provide **the same \$2000 increase in funding to ALL students in the public education system that have been designated as special needs.** Additionally, our Board would appreciate a timely response to this most important concern.

Sincerely,



Frank Lento, Board Chair, SD5

Cc*: Bill Bennett, MLA Kootenay East BC
John Horgan, Leader, BC New Democratic Party
Rob Fleming, Education Critic, BC New Democratic Party
Teresa Rezasnoff, President, BCSTA
BCSTA for distribution to member Boards of Education
Mike Lombardi, Chair, Vancouver School Board
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Debbie Therrien, DPAC Chair
Aaron Thorn, President, SD5 Administrators' Association
Charley Beresford, Columbia Institute
Catherine Shaw, FACE BC Vancouver
Media

*This correspondence is public and transparent. Please feel free to share and/or respond with comment.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen



BOARD OF EDUCATION

SCHOOL DISTRICT No. 23

(CENTRAL OKANAGAN)

1940 Underhill Street, Kelowna, B.C. V1X 5X7

Tel. (250) 860-8888 Fax (250) 860-9799

Website: www.sd23.bc.ca

"Together We Learn"

October 19, 2016

The Honourable Mike Bernier
Minister of Education
PO Box 9045, STN PROV GOVT
Victoria, BC V8W 9E2

The Honourable Michael de Jong
Minister of Finance
PO Box 9048, STN PROV GOVT
Victoria, BC V8W 9E2

Dear Honourable Minister Bernier and Honourable Minister de Jong:

RE: Principals and Vice-Principals – Funding for Approved Compensation Increases

At the September 28, 2016 Public Board Meeting, the Central Okanagan Board of Education passed the following Motion:

THAT: The Board of Education write a letter to the Minister of Finance and the Minister of Education requesting that funding be provided to Provincial School Districts for the recently approved compensation improvements for Principals and Vice-Principals.

The lengthy salary freeze for Principals and Vice-Principals, combined with the government supported contract settlement with the Teachers, had resulted in significant compensation and inversion challenges for the Principal and Vice-Principal group. The recently approved compensation improvements for Principals and Vice-Principals and the plan to move to step A on the new scales, while welcomed and appreciated, will cause significant challenges to Boards of Education's budgets.

The financial pressures on school districts is a direct result of government actions and the Central Okanagan Board of Education is of the opinion that the government should recognize these additional costs to the system and financially support school districts. Budget

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Board of Education - Trustees

Moyra Baxter
Christopher L. Gorman

Deb Butler
Lee Mossman

Rolli Cacchioni
Lee-Ann Tiede

Julia Fraser

reductions have already placed significant pressure on school districts to maintain programs for students. Providing funding for the increased compensation for Principals and Vice-Principals will support the ongoing excellence in our public education system.

Thank you for your consideration of this request.

Yours sincerely,

A handwritten signature in black ink that reads "Moyra Baxter". The signature is written in a cursive, flowing style.

Moyra Baxter
Board Chair

copy: Central Okanagan Board of Education Trustees
The Honourable Christy Clark, Premier of British Columbia
Dan Ashton, MLA
The Honourable Norm Letnick, MLA
The Honourable Steve Thomson, MLA
Central Okanagan Principals' and Vice-Principals' Association
All Boards of Education c/o BCSTA

October 14, 2016

Select Standing Committee on Finance and Government Services
c/o Parliamentary Committees Office
Room 224, Parliament Buildings
Victoria, BC V8V 1X4

Sent by email

Dear Select Standing Committee on Finance and Government Services,

The Delta Board of Education thanks the Select Standing Committee for its “Report on the 2016 Budget Consultations” in particular for the recommendations on funding for K-12 Education. We believe these recommendations are as applicable today as they were one year ago, in particular, the recommendation on administrative staff compensation.

In our October 2015 submission to the Select Standing Committee, we spoke to research showing the benefits to global communities of higher levels of education and how our District Vision reflects that belief. We also advised of the strong alignment between the changing BC Curriculum and our District Goals arising from our Vision. These Goals are centered on three main Vision themes; Student Engagement, Student Sense of Belonging and Connectivity, and Preparing Learners for their Future. In the first half of 2016 we undertook a Re-Visioning initiative to assess the continuing relevance of our Vision, including our successes and where we need to work harder. Trustees, staff, students, parents and the community at large participated. The results showed continued support for our Vision, identified where we have made progress and helped to identify where we still have more work to do. We currently have the energy and desire to deeply engage in this work, and connect and embed it into the Provincial Education Transformation initiatives.

In our October 2015 submission, we also spoke to the sources of funding, in particular, enrolment holdback funding and International Student Program funding, to fund learning improvement initiatives in Delta and how that learning contributes as we make strides towards our District Vision. Subsequent to that submission, we learned that, as a result of increasing provincial student enrolment, there was no holdback funding in 2015/16, and likely none for 2016/17 or potentially the foreseeable future. This creates additional pressures not only for Delta as we work towards our Vision, but the resulting reduction in resources means we have had to curtail some of our plans to meet our District Goals at the very time investment is most needed.

2/.....

With regard to administrative staff compensation, we request that funding be provided to cover the cost of compensation increases for all staff on a go forward basis. While teacher compensation increases have been funded, there have been unfunded increases for both support staff and exempt staff in recent years. Although only teachers are covered by a provincial collective agreement, the reality is that teacher salaries have a significant impact on the compensation of all other employee groups, especially the compensation required to attract teachers to the administrative roles of Vice-Principal and Principal. While British Columbia has one of the top education systems in the world, funding of increases to support staff and exempt staff will free up funds to do even more.

We are in the middle of one of the most significant transformations in education ever undertaken in our District and in this Province. We are excited to be working with the Ministry of Education on our shared goals for our students so they fulfill their full potential as well-educated and well-trained citizens. The Delta Board of Education believes our public education system is the wisest investment we as a society can make for our collective future prosperity. Our request, through the Select Standing Committee, is that in order for our Board of Education to be able to continue to make multi-year goals and properly sustain them, a practice which is consistent with the recommendations in the recent May 2016 report *"Improving Budgeting and Expenditure Management in the Public Education System"* from the Auditor General, the Delta Board of Education Trustees require stable, predictable ongoing funding. We are doing everything we can to ensure that our goals are achieved in Delta but we urge the Select Standing Committee recommend that the Ministry of Education be provided with the budget required to ensure that we can achieve our shared goals.

Thank you for the opportunity to make this submission.

Sincerely,



Laura Dixon
Chairperson, Delta Board of Education
P: 604-999-2053
E: ldixon@deltasd.bc.ca

cc: Mr. Scott Hamilton, MLA - Delta North
Ms. Vicki Huntington, MLA - Delta South
CUPE Local 1091
Delta Teachers' Association
Delta Parent Advisory Council
Association of Delta School Administrators
BCSTA for circulation to all Boards of Education

October 25, 2016

The Honourable Mike Bernier
Room 134, Parliament Buildings
Victoria, British Columbia V8V 1X4

The Honourable Stephanie Cadieux
PO Box 9057 Stn Prov Govt
Victoria, British Columbia V8W 9E2

The Honourable Dr. Terry Lake
Room 337, Parliament Buildings
Victoria, British Columbia V8V 1X4

Re: Provincial Standards for Addressing Drug Use and Possible Incidents of Overdose in B.C. Schools

Dear Ministers Bernier, Cadieux and Lake,

The Board of Education for School District 42 (Maple Ridge – Pitt Meadows) adopted a motion that requests that the Ministries of Education, Children and Family Development, and Health work jointly to create provincial standards for strategies addressing drug use and possible incidents of overdose in our schools. A piece of this broader set of strategies should address protocols for training and administering of Naloxone (Narcan) in all middle and secondary schools in B.C..

In the development of these strategies, we encourage the ministries to seek input from stakeholders including educational partner groups (i.e. BCPVPA, BCTF, CUPE, BCCPAC). Consideration should also be given to collective agreements and liabilities in the event Naloxone is administered by school staff.

Our school district and community share the concerns of the provincial government and B.C. Health Officer around the current fentanyl health crisis. Saving lives is the province's first priority in this public health emergency so intervening during an overdose is imperative to preventing fatal outcomes.

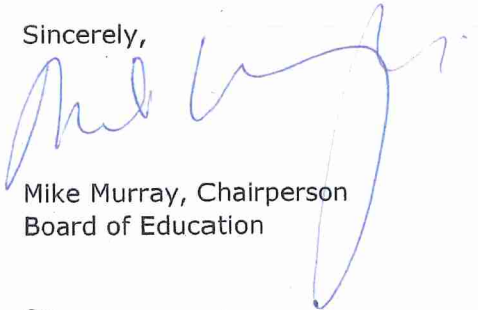
While we realize the undertaking of establishing Naloxone training and administering protocols in schools will require thorough consideration, consultation and expertise, it is the opinion of this board that the establishment of such protocols should be given high priority.

In our school district, provincially mandated student health and safety preparedness protocols include diabetes, anaphylaxis, physical restraint and seclusion, as well as practice drills addressing earthquake, lockdown and fires. We ask our provincial government to provide all school districts in B.C. with guidance regarding preparedness plans that potentially include lifesaving Naloxone intervention.

"Every day families and friends are losing loved ones to deaths that could have been prevented. No one is immune. People with long histories of drug use are overdosing, as are people trying drugs for the very first time. It's crucial to remind people that no matter who you are, illicit drugs can be deadly, and that there are steps you can take to reduce the chance of overdose." - Dr. Perry Kendall, Provincial Health Officer

We thank you for your attention and action on this emergent issue.

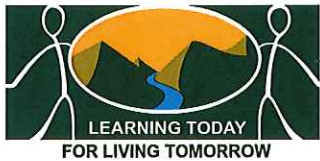
Sincerely,



Mike Murray, Chairperson
Board of Education

Cc:

The Honourable Christy Clark, Premier Province of British Columbia
Mr. Dan Ruimy, MP House of Commons
Dr. Doug Bing, MLA Maple Ridge - Pitt Meadows
Mr. Marc Dalton, MLA Maple Ridge - Mission
Board of Education for School District 42 Maple Ridge-Pitt Meadows
Sylvia Russell, Superintendent of School, School District 42 Maple Ridge-Pitt Meadows
Flavia Coughlan, Secretary Treasurer, School District 42 Maple Ridge-Pitt Meadows
Mayor Nicole Read, Maple Ridge
Mayor John Becker, Pitt Meadows
Kiersten Duncan, Maple Ridge City Councillor, Co-Chair Strong Kids Team
Tony Cotroneo, Strong Kids Team Maple Ridge
Teresa Rezanoff, President, BCSTA for distribution to All Boards of Education
Sherry Elwood, President BCSSA
Mary Ellen Turpel-Lafond, Representative for Children and Youth
Dr. Perry Kendall, Provincial Health Officer, Co-Chair BC Joint Task Force on Overdose Response
Dr. Bonnie Henry, Deputy Provincial Health Officer
Dave Fleugel, Officer in Charge Ridge Meadows RCMP
Kit Krieger, Executive Director BCPVA
Catharine Watkins, President, Maple Ridge Principals' and Vice Principals' Association
Glen Hansman, President BCTF
George Serra, President, Maple Ridge Teachers' Association
Paul Faoro, President CUPE BC
Leslie Franklin, President, CUPE Local 703
John Bird, President BCCPAC
Kim Dunmore, Chair, District Parent Advisory Council
Sherri Skerratt, District Student Advisory Council
Annika Polegato, Executive Director, Alouette Addictions
Ingrid Tyler, Medical Health Officer
Clair Hall, Unit Chief Maple Ridge BCEHS
Barbara Fitzsimmons, Sr. Provincial. Executive Director Learning and Medical Programs BCEHS
Helena Swinkels, Fraser Health



SCHOOL DISTRICT NO. 53
(OKANAGAN SIMILKAMEEN)

Box 1770, 6161 Okanagan Street
Oliver BC V0H 1T0
Phone: 250-498-3481
Fax: 250-498-4070
Website: www.sd53.bc.ca

October 17, 2016

The Honourable Mike Bernier
Minister of Education
PO BOX 9045, Stn Prov Govt
Victoria, BC V8V 9E2

Dear Minister Bernier:

RE: Stable and Predictable Funding and Funding for Principal/Vice-Principal Salary Increases

School District No. 53 (Okanagan-Similkameen) is a small rural district with unique needs and demographics that affect funding pressures. The Board of Education for School District No. 53 would like to thank you for the new funding dollars recently announced including REEF and the transportation fund, both of which our district applied for. We also appreciate the additional opportunities to apply for capital funds to improve our aging facilities. This has helped us not just to deliver a balanced budget but to also keep all of our schools open in the district. Although this has been very positive, we are hopeful that this is not just one-time funding but that these additional dollars will now become part of the consistent, stable and predictable long-term funding that we will be able to rely on. Our communities, parents, students and staff rely on us to deliver quality programs and we are expected to be predictable and reliable when we set goals and five year plans; for us to be able to provide this we need predictable, stable and sustainable funding especially in an environment of ever increasing costs.

A major concern that this Board now faces is the unfunded salary increases for principals and vice-principals. This group of employees is as important as teachers and support staff and their compensation increases should be funded in the same way as other employee groups are. Our district has set aside \$75,000 in our current budget; however, our obligation for the compensation increases is \$150,000. This has been another cost that has been approved but not funded by the government and the district will have to find these funds in an already stretched budget.

We have heard from Premier Clark that our economy is leading the nation and that this surplus is comprised of new tax revenue which suggests that the surplus will be sustainable over time. Investing in classrooms and educational leaders, we believe, will ensure the continued success of our students. This will allow Boards of Education to invest extra dollars in the implementation of the new BC curriculum and also fund innovative local and provincial initiatives.

We are hopeful that our continued advocacy will result in improved predictable long-term funding for the education of all students in BC as we believe this is the best investment any government can make.

Yours sincerely,

Marieze Tarr, Chair

- c. Trustees, SD53
BCSTA for all Boards of Education
B. Young, Superintendent of Schools
L. Minnabarriet, Secretary Treasurer
S. Paliappa, Assistant Secretary Treasurer



BOARD OF EDUCATION

*Chair: Edith Loring-Kuhanga Vice-Chair: Diane McNally
Trustees: Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcherton
Rob Paynter, Jordan Watters, Ann Whiteaker*

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
556 BOLESKINE ROAD, VICTORIA, BC V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112**

October 28, 2016

The Honourable Mike Bernier
Minister of Education
PO Box 9045, STN PROV GOVT
Victoria, BC V8W 9E2

RE: SD61 Support of elected Boards of Education

Dear Minister Bernier,

At our regular meeting of October 24, 2016 the Board passed the following motion:

That the Board of Education of School District No. 61 (Greater Victoria) write to the Minister of Education expressing their support of the democratic right of the public to an elected Board of Education. Therefore, the Board of Education call on the Minister of Education to amend the School Act to require the Lieutenant Governor in Council to order an election be held within six months in the event that an "official trustee" has been appointed to a District Board of Education.

It is the Board's opinion that democratically elected Boards of Education are fundamental to the success of public education. Furthermore, as the Ministry is committed to a "co-governance" model of public education, the lack of democratically elected Boards of Education undermines the basis of our joint governance..

Let me be clear that the Board is not supporting the firing of democratically elected Boards in BC. However in the event that you decide to fire democratically elected boards, we are encouraging changes to the *School Act* that would enshrine the requirement to call elections within six months of a Board being fired.

Since Boards of Education (and previously School Boards) have been a fundamental building block of Canadian democracy since prior to confederation, we believe that the election should be called in a timely manner. School Districts have a right to be guided by the public that it serves. Finally, the lack of a democratically elected Board undermines the decisions of a District and also undermines public education more broadly.

We look forward to a timely response to our request. Thank you.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Edith Loring-Kuhanga'.

Edith Loring-Kuhanga
Chair, Board of the Education of School District No. 61 (Greater Victoria)

Cc: Piet Langstraat, Superintendent of Schools
Mark Walsh, Secretary-Treasurer
Board of Trustees
All BC School Boards, c/o BCSTA



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)**

425 Jermyn Avenue
Penticton, BC, Canada V2A 1Z4

Telephone: 250-770-7700
Fax: 250-770-7722
E-mail: lvanalphen@summer.com
Website: www.sd67.bc.ca

Office of the Chair of the Board

File No.: 00470
OPR: SECTR

October 7, 2016

The Honourable Mike Bernier
Minister of Education
PO Box 9045, Stn Prov Govt
Victoria, BC V8V 9E2

Re: Consistent Expectations and Effects for All School Districts

Dear Minister Bernier,

The Board of Education for School District No. 67 (Okanagan Skaha) is writing this letter in support of the joint letter dated September 30, 2016 from the BCSTA, BCSSA and BCASBO associations that requests consistent and equitable application of Ministry policy decisions and *School Act* requirements for all districts.

The Board sincerely appreciates your consideration of this important matter for all school districts throughout British Columbia.

Yours truly,

A handwritten signature in black ink, reading "Linda Van Alphen".

Linda Van Alphen
Chair
Board of Education

LVA:kk



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)**

425 Jermyn Avenue
Penticton, BC, Canada V2A 1Z4

Telephone: 250-770-7700
Fax: 250-770-7722
E-mail: Ivanalphen@summer.com
Website: www.sd67.bc.ca

Office of the Chair of the Board

File No.: 00470
OPR: SECTR

October 7, 2016

The Honourable Mike de Jong
Minister of Finance
PO Box 9048, Stn Prov Govt
Victoria, BC V8V 9E2

Re: Request for Funding of Principal and Vice-Principal Compensation Improvements

Dear Minister de Jong,

As you are aware, Boards of Education currently must provide for any wage increases for the educational leaders in our schools, our Principals and Vice-Principals. With no provincial funding for compensation improvements, Boards are forced to use current funding and budget to cover these added costs in order to properly compensate these hard working and dedicated individuals. Unfortunately, this gives the public perception that valuable resource dollars that could be used for student programs are being diverted to senior staff pay cheques. School Districts need your support; therefore, at our regular Board of Education meeting held on October 3, 2016, the following motion was carried:

That the Board of Education writes a letter to the Minister of Finance expressing support for compensation funding for principals and vice-principals.

We believe that this group of employees are just as important to education as are the classroom teachers and that the province should be funding these compensation increases no differently than the funding provided to cover the teachers collective agreements including the recent economic dividends. Further, the province has just announced a substantial budget surplus; indications from Premier Clark suggest that our economy is leading the nation and that this surplus is comprised of new tax revenue, suggesting that it will be sustainable over time. The amount of funding

required to satisfy these compensation needs are small in the big picture, but would allow Boards of Education to continue to pass balanced budgets. We know that government's greatest investment in the future is education and this small investment in our educational leaders ensures that British Columbia remains one of the strongest systems in the nation and the world.

In conclusion, The Board of Education for School District No. 67 (Okanagan Skaha) strongly urges government for 100% funding for compensation improvements for principals and vice-principals.

Thank you for your consideration of this significant issue for all school districts.

Yours truly,

A handwritten signature in cursive script that reads "Linda Van Alphen".

Linda Van Alphen
Chair
Board of Education

LVA:kk

November 1, 2016

The Honourable Mike Bernier
Minister of Education
PO Box 9045 Stn Prov Govt
Victoria, B.C. V8W 9E2

Dear Minister Bernier:

In the 2012/13 school year School District 70 (Alberni) received a 68% reduction in transportation funding equalling approximately \$950 000. No other school district incurred as significant a reduction as SD70. At the time, SD70 raised its concerns with both Ministry officials and the Technical Review Committee about the Ministry of Education's revised student location factor and how the reduced transportation amount failed to capture the actual student transportation needs of the district. While sympathetic to the district's concerns, trustees and staff were advised that no significant changes to the transportation allocation were forthcoming especially since the district was projected to remain in funding protection for years to come.

In 2016/17, the school district is no longer in funding protection yet continues to feel the long term impact of reduced transportation funding. While grateful for the \$71 717 transportation funding adjustment received on August 10, 2016, the adjustment remains tied to the Ministry of Education's student location factor formula – a formula that the school district maintains does not accurately reflect student transportation needs of the district.

The August 10, 2016 Ministry press release, backgrounder and FAQ's suggest that the additional transportation funding was in "recognition of the difficult decisions many school districts have made, specifically with respect to transportation" and was intended to "level the playing field." School District 70 (Alberni) has made many difficult decisions regarding transportation funding, yet the additional funds fail to recognize these decisions and certainly do not level the playing field.

Rather than charging eligible riders for standard bus service to catchment schools, SD70 made the difficult decision to revise student walk limits, amend bus routes and adjust pick up/drop off times to ensure adequate school bus service for students. This decision was very mindful of issues of poverty in our communities and came at the financial expense of other programs and services. In retrospect, had SD70 charged students for standard bus service starting in 2013 it surely would have received a larger transportation allocation on August 10, 2016 based on the Ministry expectation to fund existing transportation services. Instead, the transportation funding adjustment represents a negligible addition in comparison to the significant reduction experienced in 2012/13.

It is challenging to look at past funding changes and recent funding announcements and not see districts as 'winners or losers'. It is disappointing to receive a transportation funding adjustment based on a formula you believe is flawed and continues to perpetuate inequity among districts. It is frustrating to know that basic school bus and water taxi services are inadequately funded and force the district to rely on other district funds to offset legitimate transportation costs.

School District 70 (Alberni) has previously implemented many of the recommended best practices in student transportation and has submitted a plan to the Ministry of Education regarding the planned expenditure of additional transportation funds. Neither best practice nor supplemental funding, however, address the real, ongoing concern of inadequate funding of standard transportation services in our district.

Once again, Trustees in SD70 ask that Ministry officials return to the question of adequate transportation funding in SD70, especially given the district's emergence from funding protection and the lack of sufficient funding to offset standard transportation services.

Sincerely,

A handwritten signature in cursive script that reads "Pam Craig".

Pam Craig
Board Chair

cc: Honourable Michael de Jong
George Farkas, Assistant Deputy Minister - RMCS
BCSTA for all Boards of Education

November 1, 2016

The Honourable Mr. Mike Bernier
Minister of Education
PO Box 9045 Stn Prov Govt
Victoria, B.C. V8W 9E2

Dear Minister Bernier:

On behalf of the Board of Education for School District 70 (Alberni) I write to express our extreme disappointment at the recent announcement of an additional \$1 million to fund special needs students attending BC independent schools. Public Boards of Education across British Columbia continue to grapple with chronic underfunding of public education and remain dismayed at the allocation of public dollars to fund private education.

Trustees in SD70 firmly believe that all students with unique or special needs can be included in neighbourhood public schools and that adequate funding should be provided to public schools to ensure student success within the public school system. Further, trustees note that “tailored and specialized programs” provided by “highly trained teachers and specialists” at low teacher to student ratios are also important attributes of inclusive education in public schools, and that all public schools should be considered for additional funding for special needs students.

Rather than an increase in funding limited to Specialized Education Services independent schools, then, the Board of Education for SD70 (Alberni) urges government to direct additional funds to all public schools to provide the programs, services and personnel necessary to educate vulnerable learners in neighbourhood public schools.

Sincerely,



Pam Craig
Board Chair

Cc: SD 70 Board of Education
BCSTA for all Boards of Education
G. Smyth, Superintendent of Schools
L. Cheetham, Secretary-Treasurer

October 17, 2016

Honourable Michael De Jong, Q.C.
PO Box 9048 STN PROV GOVT
Victoria, BC V8W 9E2

Dear Minister DeJong,

The Board of Education met recently and passed the following motion:

THAT the Board write a letter to the Ministry of Finance requesting that the 2016/17 exempt staff/principals and vice-principals' compensation be fully funded.

The Board recognizes the compensation increase is necessary and long overdue, however, all boards are experiencing financial pressures to fund the increases while maintaining and improving educational services for students. The Board requests that you reconsider your position and fully fund the 2016/17 exempt staff/principals and vice-principals' compensation.

Thank you for your consideration.

Sincerely,

ON BEHALF OF THE BOARD


VALERIE ADRIAN
Co-Chair


CARMEN RANTA
Co-Chair

cc Honourable Mike Bernier, Minister of Education
Jackie Tegart, MLA (Fraser-Nicola)
BC Boards of Education



October 18, 2016

The Honourable Mike Bernier, MLA
Minister of Education
Room 310
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Bernier,

Re: Government Appointed Official Trustee Concern

With regard to your letter dated October 17, 2016, the Gold Trail Board of Education wishes to express its gravest concern that one of the largest school districts in BC is now being run by one person; your appointed official trustee. As this is now the second board in BC currently being run by an individual person and not by a democratically elected Board, we urge you to begin the by-election process to ensure that the communities, schools and students in School District No. 39 (Vancouver) and School District No. 83 (North Okanagan-Shuswap) have a voice in who governs their districts.

If the Minister of Education and/or the Province of BC does not begin the process in the immediate future, it will reflect poorly on the government. Too much time has already passed for School District No. 83 (North Okanagan-Shuswap) with no indication that a by-election is imminent. The Board does not wish to see a school district run by an individual for the same extended period of time as in School District No. 79 (Cowichan Valley).

The Board is unanimous in requesting the Ministry and Government show confidence in Canadian and British Columbian democratic processes and when a Board of Education is fired, to set an election date for local trustees for **no more than six months** following any appointment of a non-elected trustee by the provincial government.

Sincerely,

THE BOARD OF EDUCATION

A handwritten signature in dark ink, appearing to read "Valerie Adrian".

VALERIE ADRIAN
Co-Chair

A handwritten signature in dark ink, appearing to read "Carmen Ranta".

CARMEN RANTA
Co-Chair

Cc Honourable Christy Clark, MLA Premier of BC
Jackie Tegart, MLA (Fraser-Nicola)
BC Boards of Education

October 13, 2016

Ministry of Education
PO Box 9045 Stn Prov Govt
Victoria, BC
V8W 9E2

Attention: Honourable Mike Bernier, Minister of Education

Dear Honourable Minister:

Re: Student Transportation Funding

The Mission Public School District (School District No. 75) recently submitted a Transportation Plan to receive the additional funding to support student transportation needs. In considering the options for the plan, the Board discussed the significant cost of providing student transportation in Mission. In the 2015/2016 school year, the School District's transportation costs exceeded \$1 million. This new Provincial funding covers approximately 19% of the total cost of the service, and primarily replaces user fee funding.

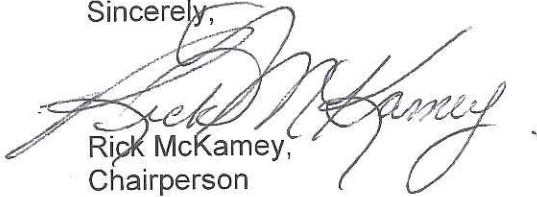
The Mission School District is certainly appreciative of the funding the Ministry of Education has provided to support parents transporting children to school. However, it has come at a cost to other programs funded by the School District. While the increased funding for busing service is appreciated, it has a negative effect on our ability to provide other programming.

The requirement to eliminate the transportation fees levied to parents created an increased demand to provide busing services. As parents no longer have to pay for busing fees out of their pocket, many have registered their children for busing. The increased demand is causing additional financial challenges for our School District as the cost of this increased service exceeds the additional funding received and the School District must divert funding from other areas to support busing. The School District now has a waiting list for busing services, which may trigger the need for additional buses in the near future. If the funding is not sustainable in the future, this of course could lead to a rollback of transportation services, and/or the reintroduction of user fees, neither of which would be welcome.

Our School District informally sought input from stakeholders on the use of these additional funds. First Nations' communities and other rurally located students' families advocated for additional transportation so they could fully partake in extra curricular activities, tutoring and other academic supports, and additional counselling. A number of parents also advocated for additional bus runs for safety issues (eg. bears and wildlife), while others demanded shorter walk limits or transportation to optional programming like French Immersion. Several school Principals hoped for additional supervisors for our long bus rides to improve safety and reduce the chances of bullying. In short, there were many ideas that went far beyond what the fund could offer, but perhaps they demonstrate the broad view of needs that many School Districts face.

Again, we wish to emphasise our gratitude for the additional funds, but hope that future funding announcements will be relayed a little earlier, with some consideration of the hidden impacts of sudden funding. Use of avenues such as the Technical Review Committee might assist the Ministry as it continues to deliberate on funding to support education in the Province. We thank you for your ongoing commitment to improving public education in British Columbia.

Sincerely,

A handwritten signature in dark ink, appearing to read "Rick McKamey". The signature is fluid and cursive, with a large, stylized initial "R".

Rick McKamey,
Chairperson

RM/to

cc: Board of Education
BCSTA: All Boards of Education
Angus Wilson, Superintendent of Schools
Corien Becker, Secretary Treasurer
Derek Welsh, Assistant Secretary Treasurer



October 3, 2016

Select Standing Committee on Finance and Government Services
Room 226, Parliament Buildings
Victoria, BC, V8V 1X4

Re: BC School Trustees Association 2017 Budget Consultation Submission

The British Columbia School Trustees Association (BCSTA), representing 59 of our province's 60 boards of education, appreciates this opportunity to participate in the budget consultation process. As locally elected officials, we are the stewards of over \$4 billion dollars of public money and fully recognize our responsibility in helping to ensure the greatest value possible is provided through each and every dollar entrusted to us. Likewise, we recognize there are limitations on both personal and corporate taxation as sources of funding for government initiative, including public education. With this in mind, I will put forward to you what I believe is a strong case for public education to be a spending priority for government as well as a core investment in this province's future. We trust that this committee, representing the entire legislative assembly, will give full consideration to our submission and see it as a significant contribution to your future deliberations.

Let me start by emphasizing that Boards of Education across the province tell us that they have reached the limits of program and facility sustainability within current budgets, and that further unfunded expectations cannot be met without cuts elsewhere in the system. Current school district operational budgets, already under inflationary pressures from rising energy, transportation, infrastructure and labour costs, simply cannot support current programming unless overall funding is increased or service cuts are made. Increasing expectations and the expanding mandate of the public school system have outpaced current funding.

So yes, I am today advocating for the increased funding of our public education system at a level that will realistically allow us to sustain what is recognized as one of the top performers in the world. Trying to 'do more with less' will not allow us to maintain the system as it currently exists. Increased investment in the K-12 education system is an appropriate policy choice and one that can be justified as a valuable financial commitment to public priorities and the future economic well-being of British Columbia.

I would also like to provide you with a number of specific recommendations on how current funding might be better utilized, and how we can improve our joint management of the \$5.5b Kindergarten to Grade 12 education system.

With the support of our membership, I respectfully make the following 7 recommendations to you:

- Sustainable, stable and predictable funding of our K-12 public education system. While we appreciate the additional funds provided to boards this past summer, they could have been used much more effectively and efficiently had they had been provided in a timely manner. If government wants us to meet goals identified in the Taxpayer Principles, funding that is sustainable and predictable would assist us greatly.
- Appropriate funding for exempt staff compensation increases. The acknowledged leaders of our K-12 education system should receive fair and equitable compensation improvements in line with unionized staff contracts. Failure to invest in system leadership will have significant long-term negative impact on our schools.

- A review of the current Ministry of Education funding formula with specific attention to the distribution model for school districts in funding protection.
- The immediate dismissal of the public administrator overseeing the BC Public School Employers' Association and the return of a co-governance with school trustees overseeing their own employers' association.

How can Boards of Education properly manage our education system when they have no real voice in the sector's bargaining or labour relations processes?

- Resourcing of a professional development program for school trustees and senior management officials to address areas of focus identified by the Office of the Auditor General and other system audits.
- Implementation of common financial management measurements and terminology across the Ministry of Finance, Ministry of Education and school districts.
- Clear policy guidelines and reporting measures regarding appropriate financial reserves for school districts (currently misreported and misrepresented as school district 'surpluses')

It is time to put aside the politics that have recently distracted us from sound education funding and instead focus on actually improving how we deliver services to the students of B.C.

These 7 recommendations are intended to both ensure the future of a world class public education system AND to improve financial management practices and policies within the sector. Putting them into practice will require the cooperation and support of the Ministry of Finance, the Ministry of Education, and all Boards of Education.

We believe there is room for improvements in how funding is allocated and its effectiveness measured. This cannot, however, be accomplished without a willingness to work effectively together as co-governors of the education system.

There are significant financial policy issues that need to be addressed. Asking Boards of Education to effectively manage a system where they have no representation in the governance of their employees' union contracts including pay scales cannot be appropriate. Likewise, singling out a small group of employees to shoulder the burden of government trying to balance budgets is bad public policy. The BCSTA, on behalf of our members Boards of Education, is seeking change to these financial management decisions.

The truth is that every BCSTA member Board of Education in this province has delivered a balanced budget year after year. Boards of Education have done exactly what was asked of them: to make tough decisions regarding the appropriate allocation of limited resources, even when the answers weren't popular. It is in everyone's best interest, and certainly that of the education system, to stop assigning blame and instead to work together to determine and foster best practices. I am certain the taxpayers of B.C. would understand and appreciate that initiative.

We believe 'Public Education is the Key' to unlocking a prosperous and well-functioning society. An investment in K-12 education is a wise investment in the future of this province. Please work with us to ensure appropriate funding is provided and that those tax payer dollars are used most effectively.

Thank you for your time today, and I am happy to answer any questions that you might have.
Gordon Swan – BCSTA Vice-President

BCSTA North West Branch
c/o School District No. 52 (Prince Rupert)
634 – 6th Avenue East
Prince Rupert, BC V8J 1X1

BCSTA Northern Interior Branch
c/o School District No. 57 (Prince George)
2100 Ferry Avenue
Prince George, BC V2L 4R5

September 29, 2016

BCSTA
4th Floor – 1580 West Broadway
Vancouver, BC V6J 5K9

Attention: Ms. Teresa Rezansoff
President

Dear Teresa,

Re: Performances by Northern Students

We are writing on behalf of the North West Branch and the Northern Interior Branch of BCSTA. On Saturday, September 24 our branches held a joint meeting and passed a resolution requesting action by BCSTA. That resolution is as follows:

“That the Presidents of the North West Branch and the Northern Interior Branch lobby BCSTA Directors to make every effort to find a way for Northern students to perform at BCSTA and International events.”


The members of our branches discussed the April 15, 2016 motion of the North West Branch, which was discussed at the BCSTA Education Committee meeting in May, 2016, and the response noted in those minutes that BCSTA could provide support up to \$1,000. We are sure you are aware that \$1,000 might cover the cost for one student to attend the AGM, but would be wholly inadequate for a group of students to come and perform.

Trustees in Northern districts have had many opportunities to witness stirring performances from our students in many venues. We believe it is critically important to share these performances with trustees and visitors from across the Province.

In recent years BCSTA has rarely held meetings away from the Lower Mainland, with a view to saving travel costs for districts. The question was raised at our meeting, "Where are those savings?" We would like to see those savings used to support the necessary travel costs that would allow our students to perform at major BCSTA events.

At the urging of our branches, we implore the Board of Directors of BCSTA – individually and as a corporate board – to work with us to find a way to make this trip happen. If we can find a way to make this happen for the 2017 AGM, we are hopeful that future trips will also be arranged, so that Northern students from a number of districts can experience the thrill of performing before a Provincial audience.

Yours sincerely,
North West Branch

A handwritten signature in black ink, appearing to read 'Tina Last', with a long horizontal line extending to the right.

Mrs. Tina Last
President

Northern Interior Branch

A handwritten signature in black ink, appearing to read 'Tim Bennett', with a long horizontal line extending to the right.

Mr. Tim Bennett
President

Maple Ridge Teachers' Association

TELEPHONE: (604) 467-2111

11771 Fraser Street, Maple Ridge, B.C. V2X 6C6

Oct 13, 2016

Board of School Trustees
School District #42 (Maple Ridge-Pitt Meadows)
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

Request for Information Re Status of Multiculturalism Policy

Dear Trustees,

At their most recent meeting, the MRTA Social Justice Committee requested that our Association follow up/pose inquiries to the Board of Trustees, School District #42 pertaining to the current status of the Multiculturalism Policy, which was originally presented to the School Board at their meeting of Sept 23, 2015.

Further, the committee would like to know what the anticipated time frame might look like, who the members of the Board Policy Committee are, and any related information that might be provided. With respect to the policy, the new curriculum should be taken into consideration, with its emphasis on multiculturalism and aboriginal knowledge. An additional consideration is the growth of ELL students in our community, which reflects the growing diversity in our district.

Our Social Justice committee members are passionate and committed to this policy development and implementation and as such, are very willing to meet in the interests of tweaking the policy, presenting a follow-up presentation, and/or engaging in further discussions.

We will contact the district with at least two proposed dates for such to take place. Please contact us at the MRTA office (604-467-2111) regarding further discussion.

Sincerely,



George Serra,
President,
Maple Ridge Teachers' Association

Sincerely,



Suzanne Hall
First Vice-President,
Maple Ridge Teachers' Association

GS/SH/em

cc – MRTA Social Justice Committee

Maple Ridge Teachers' Association

TELEPHONE: (604) 467-2111

11771 Fraser Street, Maple Ridge, B.C. V2X 6C6

Nov 8, 2016

Board of School Trustees
School District #42 (Maple Ridge-Pitt Meadows)
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

Request for Action re Vancouver School Board of Trustees Firing

Dear Trustees,

At the MRTA Executive Council meeting of November 2, 2016, the following motion was passed without dissent:

That the MRTA send a letter to SD42 School Trustees asking that the Board write a letter to the Minister of Education highlighting the inappropriateness of firing a democratically elected School Board and calling for a by-election in order to elect Vancouver School Board replacements as soon as possible.

Across the province, Boards of Education are expressing their frustration at what is clearly an abuse of the democratic process. To suggest that the Vancouver School Board was not following their responsibilities as a Board clearly tells us that government does not see their role as representing the community that elected them.

The range of letters provincially includes those that are asking for an immediate by-election, letters that support the Vancouver School Board in their courageous stand against school closures on behalf of their students and parents, and also a letter that highlights the frustration one Board is feeling with the continuous underfunding for public education while private schools funding continues to increase.

The Liberal government has once again overstepped boundaries of democratic principle; we feel it is categorically inappropriate to fire a democratically elected School Board. The MRTA applauds a Board that forced Senior Management to look elsewhere to balance their budget as opposed to closing schools like many others have been forced to do.

Our teachers in Maple Ridge-Pitt Meadows would like to know where SD42 trustees stand on this issue and we are asking that the Board of School Trustees write to the Minister of Education expressing the collective disapproval of our school community and calling for a by-election in order to elect Vancouver School Board trustee replacements as soon as possible. Thank you for your attention to this matter.

Sincerely,



George Serra,
President,
Maple Ridge Teachers' Association

Sincerely,



Suzanne Hall
First Vice-President,
Maple Ridge Teachers' Association

GS/SH/em

cc - MRTA Executive Council
- S. Russell, DEO
- Vancouver Elementary School Teachers' Association
- Vancouver Secondary Teachers' Association
- D. Turner
- I. Preite
- M. Lombardi
- C. Harris, BCTF

leu42:usw-2009

Correspondence/DEO/Trustees/HD



Office of the Mayor

October 21, 2016

Mr. Mike Murray, Chairperson
Board of Education
School District No. 42
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

RE: Parks and Leisure Services Commission

Thank you for your letter of September 16, 2016, inquiring into the future planning for a Parks Commission or Citizen Advisory Committee.

This item is a priority for the City. Staff will be recommending School District No. 42 representation on the proposed structure. Staffing recommendations will be discussed with School District No. 42 in advance of being brought back to Council for endorsement.

We look forward to keeping in touch and will provide further updates as soon as they are available.

Yours sincerely,

Nicole Read
Mayor

C: Ted Swabey, Chief Administrative Officer
Kelly Swift, General Manager: Community Development, Parks and Recreation Services

City of Maple Ridge



ITEM 4

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: November 16, 2016
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the October 19, 2016 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, October 19, 2016 (6:00 PM)
Board Room**

IN ATTENDANCE:

BOARD MEMBERS:

Chairperson – Mike Murray
Vice Chairperson – Susan Carr
Trustee – Lisa Beare
Trustee – Korleen Carreras
Trustee – Ken Clarkson
Trustee – Eleanor Palis
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell
Secretary Treasurer – Flavia Coughlan
Deputy Superintendent – Laurie Meston
Executive Assistant – Karen Yoxall

A. OPENING PROCEDURES

1. Call to Order

The meeting was called to order at 6:00 p.m. The Chairperson welcomed and thanked everyone for attending. The Chairperson acknowledged that this meeting is taking place on the traditional territory of Katzie First Nation and Kwantlen First Nation.

2. Correspondence

Moved/Seconded

- Greg Moore, Chair, Metro Vancouver Board
- Frank Lento, Chair, School District No. 5 (Southeast Kootenay)
- School District No. 38 (Richmond)
- Mike Murray, Chair, School District No. 42 (Maple Ridge-Pitt Meadows)
- School District No. 43 (Coquitlam)
- Betty Baxter, Chair, School District No. 46 (Sunshine Coast)
- Eve Flynn, Chair, School District No. 69 (Qualicum)
- Nicole Read, Mayor, City of Maple Ridge

THAT the Board receive the correspondence for information.

CARRIED

3. Approval of Agenda

Moved/Seconded

Amendment:

Move correspondence from Greg Moore, Chair, Metro Vancouver Board to Decision Item, Chairperson.

Addition:

Add correspondence from Nicole Read, Mayor, City of Maple Ridge under Correspondence.

THAT the Agenda be approved as amended.

CARRIED

4. Invitation for Public Input to matters on the Agenda

B. APPROVAL OF MINUTES

1. September 14, 2016

Moved/Seconded

THAT the Minutes of the September 14, 2016 Public Board Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

1. Community Connections and Healthy Living: Drea Owen

Moved/Seconded

Drea Owen, program manager Community Connections and Healthy Living, presented information on the after-school programs that have been established in the school district through the partnership with the United Way.

THAT the Board receive the presentation on Community Connections and Healthy Living by Drea Owen, Program Manager Community Connections and Healthy Living, for information.

CARRIED

D. DELEGATIONS

Moved/Seconded

Carol Ann Cooper-Paterson, a community member, shared her reservations regarding the placement of Narcan Kits in schools.

THAT the Board receive the presentation regarding Narcan Kits (Naloxone) in Schools by Carol Ann Cooper-Paterson for information.

CARRIED

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson

- a) Correspondence from Greg Moore, Chair, Metro Vancouver Board

Discussion ensued on correspondence received from Greg Moore, Chair, Metro Vancouver Board, regarding *Consideration of the Five-Year Review of Metro Vancouver 2040: shaping our Future, the Regional Growth Strategy*.

2. Superintendent of Schools

a) Learning Improvement Fund

Moved/Seconded

The Superintendent reported that as indicated in the Learning Improvement Fund Regulation 2 (6), a Board requesting, in a fiscal year, a grant under section 115.2 of the Bill 22 – Education Improvement Act, must submit a spending plan to the Ministry of Education by October 31, 2016.

The Director of Learning Services reported on the collaborative process that the school district continues to have with the two unions and staff.

THAT the Board authorize the Superintendent to complete and submit the Learning Improvement Fund Report to the Ministry of Education.

CARRIED

3. Secretary Treasurer
4. Board Committees
 - a) Budget
 - b) Finance
 - c) Board Policy Development
 - d) Education Committee
 - e) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) Summer Learning Update

Moved/Seconded

The Superintendent reported on estimated revenue and expenses, student enrolment and program descriptions for elementary, secondary, international and online students in the summer learning program.

THAT the Board receive the Summer Learning Update for information.

CARRIED

- b) Superintendent's Update

Moved/Seconded

The Superintendent provided an update on school events and activities.

THAT the Board receive the Superintendent's Verbal Update, for information.

CARRIED

3. Secretary Treasurer
4. Board Committees & Advisory & Advisory Committee Reports
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - d) Education

- e) Aboriginal Education
- f) Inclusive Education
- g) French Immersion Advisory
- h) District Student Advisory
- i) Round Table with Partner Groups
- j) Facilities Planning

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

1. Request to Jointly Create Provincial Standards Around Training And Administering of Naloxone in Schools

Moved/Seconded

That the Board authorize the Board Chair to send a letter to the Minister of Health, Minister of Education and Minister of Children and Family Development requesting that they jointly create provincial standards for addressing drug use and possible incidents of overdose in BC schools including protocols for training and administering of Naloxone (Narcan) in all middle and secondary schools in BC.

CARRIED

I. TRUSTEE REPORTS

BC School Trustees Association Provincial Council

Trustee Carreras requested feedback from trustees on the motions that will be considered at the Provincial Council meeting scheduled to take place on October 28- 29, 2016 in Vancouver.

Joint Parks and Leisure Services

Trustees reported that this committee has now been dissolved.

Maple Ridge-Pitt Meadows Arts Council

Trustee Carreras reported on the Annual General Meeting.

Ridge Meadows Education Foundation

Trustee Rempel reported on a meeting to raise awareness of the foundation's mission and activities.

Social Planning Advisory

Trustee Carr reported on the four public forums that have been organized by the City of Maple Ridge regarding homelessness.

Good News Items

Trustees reported on the delivery by Meadow Ridge Rotary of dictionaries to classrooms, the 15th anniversary of the Greg Moore Youth Centre, the Terry Fox run, a traffic calming meeting in Pitt Meadows, attendance at the Pitt Meadows Secondary School awards and the Golden Harvest culinary event.

J. QUESTION PERIOD

Questions were posed on the aboriginal under expended target that was reported to the Ministry of Education and staff training in the community connections and healthy living program.

K. OTHER BUSINESS

L. ADJOURNMENT

Moved/Seconded

THAT the Board adjourn the meeting.

CARRIED

The Public Board meeting adjourned at 8:11 p.m.

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 5

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **PEAK PROGRAM: WEBSTER'S CORNERS
ELEMENTARY**

Date: November 16, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation on the PEAK Program at Webster's Corners Elementary, for information.



ITEM 6

To: **Board of Education**

From: Chairperson

Re: **PROPOSED COMMITTEE
APPOINTMENTS**

Date: November 16, 2016
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Board receive and approve the attached proposed committee appointments for a period of one year commencing November 16, 2016.

Attachment

Proposed Committee Appointments for 2017

Committees of the Board

Budget	Committee of the Whole
Finance	Committee of the Whole
Policy Development	Susan Carr, Mike Murray, Lisa Beare (Alternate)
Roundtable with Partner Groups	Ken Clarkson – Committee Chairperson Mike Murray (Alternate) All Trustees can attend

Advisory Committees

Education	Susan Carr, Dave Rempel Lisa Beare (Alternate)
Aboriginal Education	Korleen Carreras, Susan Carr Eleanor Palis (Alternate)
Inclusive Education	Ken Clarkson, Korleen Carreras Lisa Beare (Alternate)
French Immersion Advisory	Lisa Beare, Mike Murray Eleanor Palis (Alternate)
District Student Advisory ("DSAC")	All Trustees Rotating
District Parent Advisory Council ("DPAC")	All Trustees Rotating
Facilities Planning	Mike Murray, Dave Rempel Susan Carr (Alternate)

Contract Representation

Principals/Vice Principals	Dave Rempel
MRTA	Korleen Carreras
CUPE	Ken Clarkson
Exempt	Mike Murray

External Representation

BCSTA Provincial Council	Korleen Carreras, Mike Murray (Alternate)
BCSTA Fraser Valley Branch	Mike Murray
BCPSEA and BCSTA Bargaining	Lisa Beare
Municipal Advisory Committee on Accessibility ("MACAI")	Mike Murray
Maple Ridge Pitt Meadows Arts Council	Dave Rempel
Ridge Meadows Education Foundation	Susan Carr, Mike Murray, Dave Rempel
Tzu Chi Foundation	Dave Rempel, Susan Carr (Alternate)
Social Planning Advisory	Susan Carr, Mike Murray (Alternate)
City of Maple Ridge Active Transportation Advisory Committee	Lisa Beare

To: **Board of Education**

From: Superintendent of Schools
Sylvia Russell

Re: **ESTABLISHMENT OF A PARENT
ADVISORY COUNCIL AT DISTRICT
ALTERNATE SD 42 SCHOOL**

Date: November 16, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

As per Section 8 (1) of the School Act, parents of students of school age attending a school or a Provincial school may apply to the board or to the minister, as the case may be, to establish a parents' advisory council for that school.

The attached request has been received from parents of students attending District Alternate SD42 School to establish a Parent Advisory Council and is supported by Steve Wiebe, Principal of the school.

RECOMMENDATION:

THAT the Board approve the establishment of a Parent Advisory Council at District Alternate SD42 School.

Attachment

District Education Office
22225 Brown Avenue
Maple Ridge, BC
V2X 8N6

October 18, 2016

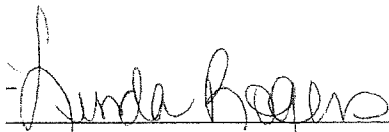
Dear Board of Education:

We request the establishment of a Parent Advisory Council (PAC) at the District Alternate SD 42 School (12854 232nd Street Maple Ridge BC V2X 6T9).

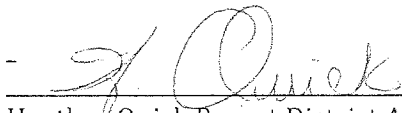
Sincerely,



Steve Wiebe Principal District Alternate SD 42 School



Linda Rogers Parent District Alternate SD 42 School



Heather Quick Parent District Alternate SD 42 School



Deborah Redmond Parent District Alternate SD 42 School



ITEM 8

To: **Board of Education**

From: Education Committee

Re: **BOARD AUTHORIZED APPROVED COURSES:** Date: November 16, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

As per the *School Act*, Boards of Education must approve Board authorized courses, academies, trade and partnership programs proceeding their implementation.

The Education Committee has met, reviewed, approved, and recommends implementation of the attached courses:

- Astronomy 11 (Attachment A)
- Languages for Travel 11 (Attachment B)

RECOMMENDATION:

That the Board approve the following Board Authorized Approved Courses:

- **Astronomy 11**
- **Languages for Travel 11**

Attachments

Board Authorized Course Framework: Astronomy 11

District Name: Maple Ridge – Pitt Meadows

District Number: School District No. 42

Developed by: Mr. David McIntosh

Date Developed: Adapted April, 2016 by D McIntosh. Originally approved in School District #43 (Coquitlam) April 2004 and SD #73 (Kamloops/Thompson) January 2005.

School Name: Thomas Haney Secondary School

Principal's Name: Mr. Grant Frend

Board/Authority Approval Date: May, 2016

Board/Authority Signature:

Course Name: Astronomy 11

Grade Level of Course: 11, 12

Number of Course Credits: 4

Number of Hours of Instruction: 110

Prerequisite(s): Science 10

Special Training, Facilities or Equipment Required:

Computer/Wi Fi access. Woodshop/Metal shop access for student projects for cross-enrolled students and team teaching with the woodshop teacher. Student access to both solar and deep sky telescopes at a good site for morning, daytime and evening astronomy activities. All of these items are available currently at THSS or privately.

Course Synopsis:

Astronomy 11 is an introductory course for students interested in a "larger world." Students will develop a more complete understanding of how astronomy affects our daily lives, from navigation to tides and seasons. They will develop skills for identifying objects in the night sky and using a telescope. Working from the inside out, students will gain an appreciation of the size and scale of the Solar System, the Milky Way, and the universe. They will examine the dynamics inside stellar fusion and the big bang theory. Students will develop analytical skills to evaluate space missions and judge the realism of science fiction in various media. This course could also give students a head start on University studies in Physics and Astronomy, Engineering or Mathematics. Rationale: This is a course that allows students to pursue an interest in astronomy that has no major outlet past the new Science 10 course. The course picks up on the topics covered in Science 10 such as the solar system and stars and further develops the ideas such as the formation of planets and evolution of stars. Students also have an opportunity to explore some of the cutting edge research that is broadening our understanding of the universe, how it came about, and how it will evolve.

Unit Descriptions:**Unit 1: The history of Astronomy (10 hours)****It is expected that students will:**

- Describe the mythology of ancient peoples and how it related to astronomy
- List specific contributions by Greek astronomers
- Explain how astronomy survived the middle ages
- List achievements of important astronomers such as: Brahe, Copernicus and Galileo
- State Kepler's Laws
- Use Newton's Laws to explain motion of celestial bodies

Unit 2: Telescopes and Observatories (10 hours)**It is expected that students will:**

- List the main types of telescopes
- Locate visible light on the electromagnetic spectrum
- Compare redshift and blueshift of stars
- Give reasons why some telescopes need to be located in space
- Define parallax
- Calculate distance using parallax
- Define celestial sphere
- Define right ascension and declination
- Use spherical geometry to locate objects in the sky
- Build their own telescope
- Describe an ideal location for an observatory

Unit 3: The Earth and Moon (20 hours)**It is expected that students will:**

- Describe the formation of the Earth
- Describe the protection provided by the Earth's atmosphere and magnetosphere
- Define Satellite
- List some effects of the Earth's tilt

- Describe the three theories for the Moon's formation
- Compare the layers of the Earth and Moon
- Describe tidal forces
- Compare surface conditions on the Earth and Moon
- Describe the Moon's orbit and spin
- List the Moon's phases
- Compare a Solar and Lunar eclipse

Unit 4: The Solar System (15 hours)

It is expected that students will:

- Define Solar System
- Describe the formation of the Sun and planets
- Compare the planets
- Do a presentation on the planet of their choice
- Compare and contrast comet, asteroid, meteor, meteorite, meteoroid
- Analyze craters and their formation
- Compare the asteroid belt, Kuiper belt, Oort cloud
- Use Kepler's laws to explain planetary orbits

Unit 5: Stellar Evolution (15 hours)

It is expected that students will:

- Define proton, neutron, electron
- Describe the process of Fusion
- Use a Hertzsprung-Russell graph
- Compare the Sun with other stars in the Solar neighbourhood
- Describe the lifetime of a typical star
- Compare white dwarf, red dwarf, red giant, pulsar, neutron star
- Predict the final state of a star based on its mass
- Describe the conditions leading to a supernova
- Compare emission and absorption nebulae

Unit 6: Cosmology (15 hours)

It is expected that students will:

- Compare methods for determining stellar distance and magnitude
- Define black hole, galaxy, quasar, and big bang
- Classify galaxies
- Describe the structure of the Milky Way
- Describe the processes involved in the big bang and the early Universe
- Use current research to predict the future state of the Universe.
- Investigate current issues in cosmology such as GUT, strings, dark matter and dark energy

Unit 7: Space Travel and ET Life (15 hours)

It is expected that students will:

- Describe the cold war and space race
- Analyze past space missions and learn from their successes and mistakes
- Plan a space mission to a distant planet or star
- Describe ongoing space missions such as the ISS, shuttle missions, Hubble, Huygens and MOST.
- Consider the chances of finding ET life in our Solar System
- Describe the processes of searching for ET life.
- Make up a description of possible alien life based on its environment

Unit 8: Science Fiction (10 hours)**It is expected that students will:**

- Analyze science fiction in the following media: novels, television and movies
- Compare the predictions made by the authors
- Describe how the authors address the scientific challenges of space travel, colonization, and alien life.
- Create their own science fiction future world, including details on the above.

Instructional Component:

- direct instruction
- indirect instruction
- interactive instruction
- scientific experimentation
- hands on learning
- group work
- online video
- internet research projects

Assessment Component:

Assessment will be composed of projects, class activities and extensions. Extensions components may include topics requiring Principles of Mathematics 11 or higher, or participation in observations outside of class time. Students hoping for top marks in this course should complete as many of the extensions as possible.

Learning Resources:

This course will include a variety of current resources for astronomy including: printed texts, RASC publications, internet research, university websites, NASA, CSA, SETI etc. and other sources.

Board Authorized Course Framework: Languages for Travel 11

District Name: Maple Ridge

District Number: 42

Developed by: Heather Fischer and Deborah Preddy

Date Developed: 2016-03-02

School Name: Thomas Haney Secondary

Principal's name: Grant Frend

Board/Authority Approval Date:

Board/Authority Signature:

Course Name: Language for Travel

Grade Level of Course: 11

Number of Course Credits: 4

Number of Hours of Instruction: 120 hours: 80 hours (in class instruction) and 40 hours (one on one time with teacher in Languages Area)- 1 school year

Prerequisite(s): Students must be taking a grade 11 or 12 Languages Course (Not a Beginner). Must have had some Languages experience.

Special Training, Facilities, or Equipment Required:

Consistent access to a computer, computer projector, stereo, television, DVD player will be needed. Teacher needs to have skills and knowledge of the languages to be included in the course.

Course Synopsis:

This course is being offered to give students the opportunity to learn various European Languages and to encourage their interest in Culture and Travel. It is being developed to provide students with functional oral ability to aide in their future for traveling abroad. Students will study the geography, culture, landmarks and language of 3 regions of Europe.

The "big idea" of Language for Travel is to help students become more aware of different languages and cultures around the world. One core theme is to explore the day -to- day interactions when travelling abroad in particular in Europe, as this is where many of the major international languages are spoken. Students will also explore their own backgrounds to investigate their own languages heritage.

The languages studied in this course will be an introduction of 3 different European languages, French, Spanish and German. These languages represent 3 heavily travelled regions of Europe.

The introductions of the languages will focus on the use of languages in day-to-day situations. Due to the fact that the focus will be on travel, grammatical concepts will not be emphasized. Instead the focus will be on speaking and reading skills and the culture of the language being studied at that time.

At the end of each unit, there will be oral presentations where the students demonstrate what they have learned. Students will also complete a final project to explore their family background and research if a language other than English has been spoken in their family history. This project is to encourage students' awareness of other languages spoken in the world.

Rationale

Global society is becoming more diverse and with the advancements in technology, there is a greater need for people to not be monolingual. We want our students to become global thinkers and to appreciate different languages and cultures. Our goal is to expose students to a variety of languages and have them come away with travel oriented communication abilities and cultural appreciation. Students will participate in discussions, presentations, research projects and use technology as part of the course.

Organizational Structure

Unit/Topic	Title	Time (Hours)
Unit 1	Introduction	2
Unit 2	France and French	25
Unit 3	Germany and German	25
Unit 4	Spain and Spanish	25
Unit 5	Course Project	3
Total in-class hours		80 hours

Unit/Topic/Module Descriptions:

Unit 1: Introduction (2 hours)

- What are my current beliefs about languages, culture and language learning?
- How many languages are there in the world?
- What are the largest and smallest world languages?
- Why are languages important?
- What languages are part of my heritage?
- What languages are almost extinct?

Units 2, 3 and 4: French speaking countries, Spanish speaking countries, German speaking countries (25 in- class hours per unit)

Each language will be organized in the following sections:

A. KWL pre-activity (journal)

- What do I know about this language and these countries?
- What do I want to know about this language and these countries?
- What have I learned? What surprised me and why?

B. Research Assignments

Students will do internet research assignments about the language, tourist attractions, culture and traditions of the countries. General topics will include:

- Where the languages is spoken, by whom and linguistic history
- Aspects of travel and tourism
- Monetary system

C. Language Learning Section: Curriculum Organizers and Learning Outcomes

Curriculum organizers

- Introducing yourself
- Directions/city vocabulary
- Food/Clothing
- Prices/Numbers
- Transportation
- Emergencies

Learning Outcomes:

Students will:

- Use a growing number of strategies to construct and negotiate meaning.
- Participate in short conversations
- Express themselves with developing fluency orally
- Identify examples of how cultural identity is expressed through creative works.
- Recognize that choice of words affects meaning.

D. Unit Project (Oral Presentation)

At the end of each unit, students will apply the language in an authentic oral situation. This could take the form of an in-class presentation, or pre-filmed presentation.

E. Tests and Quizzes

Students will complete various speaking and written assessments.

F. Journal Reflections

Students will complete an on-going journal based on their learning experiences.

Unit 5: Final Course Project (to be worked on throughout the course)

Students will complete a final course project where they will explore their own family language heritage. This project will help students gain an appreciation for other world languages and hopefully, will encourage students to further explore one of these languages. The project will be open to discussion on an individual basis.

Instructional Component:

The Language for Travel 11 course will operate over one school year. Strategies will include:

- Teacher and Student led instruction
- Cooperative learning
- Brainstorming
- Independent research and presentations

After instruction in the languages and cultures of each country, it is expected that students will:

- Use a growing number of strategies to construct and negotiate meaning.
- Participate in short conversations
- Express themselves with developing fluency orally
- Identify examples of how cultural identity is expressed through creative works.
- Recognize that choice of words affects meaning.
- Respond to and ask simple questions.
- Show cultural sensitivity in everyday situations

Assessment Component:

The following will be considered in evaluating the student:

- Assessment of completed assignments, reflections and projects
- The use of language in class
- Quizzes on vocabulary and expressions
- Oral tests

Marking System:

Assignments and Projects	40%
Oral Presentations and Tests	40%
Quizzes	20%

Learning Resources

A textbook will not be required
Internet access
Tourism videos and cultural films
Various linguistic resources as teaching aids

To: **Board of Education**

From: Superintendent of Schools
Sylvia Russell

Re: **DISTRICT CLASS SIZE REPORT**

Date: November 16, 2016
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

The District Class Size Report was recently submitted to the Ministry of Education. The number of classes which exceed 30 in the district is 68 classes. The Class Size and Compensation Regulation stipulates that the following classes are not subject to the 30 student limit: Music, Band, Choir, Planning 10, Leadership and Drama. There are 26 classes in our secondary schools which exceed 30 and which are not subject to the 30 student limit.

The teachers of the remaining 42 classes over 30, qualify for additional monthly compensation as stipulated in the Class Size and Compensation Regulation.

This year, our district Class Size report adheres to the definition of a class stipulated in the *School Act* and Regulation: "class means a group of students scheduled to be together at least twice a week with a teacher for the purposes of engaging in an education program".

	District Average Class Size				Number of reported class sizes in the district with > 30
	<i>K</i>	<i>1-3</i>	<i>4-7</i>	<i>8-12</i>	
2016-17	19.9	22.0	26.9	25.9	68
2015-16	19.9	22.2	26.7	25.8	62
2014-15	20.1	22.0	26.5	23.7	89
2013-14	19.3	21.5	26.0	22.1	47
2012-13	18.2	20.3	25.5	23.1	27
2011-12	18.3	20.3	26.3	25.9	171

RECOMMENDATION:

THAT the Board receive the District Class Size Report for Information.



ITEM 10

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: November 16
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the Superintendent's Verbal Update, for information.



ITEM 11

To: **Board of Education**

From: Board Policy Development
Committee

Re: **PROCEDURE 4435.1: SCHOLARSHIPS,
BURSARIES AND STUDENT AWARDS**

Date: November 16, 2016
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

Procedure 4435.1: Scholarships, Bursaries and Student Awards (Attachment A) has been updated to incorporate feedback received from the District Scholarship Committee, reviewed by the Board Policy Development Committee and is being presented to the Board for information.

RECOMMENDATION:

THAT the Board receive Procedure 4435.1: Scholarships, Bursaries and Student Awards for information.

Attachment



SD 42 PROCEDURE: 4435.1

SCHOLARSHIPS, BURSARIES AND STUDENT AWARDS

STUDENT FINANCIAL AWARDS

Many organizations and individuals in Maple Ridge and Pitt Meadows sponsor scholarships, bursaries and awards that benefit students in School District No. 42.

This procedure outlines the steps involved in the vetting, setting up, and advertising of all such scholarships, bursaries and awards, regardless of their origin.

ROLES AND RESPONSIBILITIES

School District No. 42 New Award Application Review Team

- Provide overall direction
- Review and approve new award applications

School District No. 42 Finance

- Prepare annual financial status of all awards
- Pay awards to recipients
- Distribute T4As to award recipients
- Issue Tax Receipts to Award Donors

School District No. 42 District Education Office

- Prepare Awards book and administer awards selection process

School District No. 42 Donor Relations

- Confirm award information and financial commitment from donors on an annual basis
- Coordinate procedure for new awards; set criteria/details of award with donor
- Prepare contract between donor and School District No. 42

DISTRICT SCHOLARSHIP TEAM

New Award Application

Review Team: Superintendent, Secretary Treasurer and Executive Assistant to Superintendent or designates

Finance: Assistant Secretary Treasurer or designate

Awards Book/Selection: Superintendent of Schools and District Selection Committee *

Donor Relations: Superintendent of Schools, Executive Assistant to Superintendent and Finance Department designate

Clerical Administration: Executive Assistant to the Superintendent of Schools

***DISTRICT SELECTION COMMITTEE:**

Chair: Superintendent of Schools
MRPVPA: Three (3) Principals or Vice-Principals
MRTA: One (1) Teacher Representative
CUPE: One (1) Support Staff or Education Assistant
French Language: District Person Responsible for Program

ROLES AND RESPONSIBILITIES OF DISTRICT SELECTION COMMITTEE

1. The District Selection Committee will receive all applications, review and select the recipients of all awards that are included in the School District No. 42 awards book, with the exception of the Ministry of Education awards, which will be selected by the individual School Selection Committees and forwarded to the District Selection Committee.
2. Select award winners based on the merits of the students applying for them and the eligibility criteria established by the award donor.
3. The approach of the selection committee, is to recognize as many of the outstanding accomplishments of as many students from SD42 that meet the criteria set out in the award description, in cases where a student may meet the criteria of a number of awards, prior to awarding multiple awards to a single student, the selection committee will ensure that all applicants demonstrating outstanding accomplishment in meeting the criteria are considered.
 - If the accomplishments of a student are of such an outstanding nature as to set them significantly apart from all other's in meeting the criteria than the committee shall award accordingly.

PROCEDURE FOR NEW AWARD APPLICATIONS

1. A donor interested in offering an award contacts School District No. 42.
2. All donor applicants are referred to Donor Relations who will gather preliminary information regarding the proposed award.
3. This information is forwarded to the New Award Application Review Team for vetting to ensure the award aligns with the beliefs and values of School District No. 42 and is deemed appropriate for the School District No. 42 awards book.
4. Once concerns have been addressed, a contract is prepared and signed with the Donor and forwarded to the Finance Department/Donor Relations.

PROCEDURE FOR AWARDS TO BE INCLUDED IN SCHOOL DISTRICT No. 42 SCHOLARSHIP BOOK

1. Donor Relations must have the contract and donor funding in place to include the award in the School District No. 42 awards booklet.

RECEIVED FOR INFORMATION:



ITEM 12

To: **Board of Education**

From: Roundtable with Partners

Re: **MINUTES OF MEETING**

Date: November 16, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Minutes of the November 2, 2016 Roundtable with Partners Meeting be received as circulated.

Attachment



**MINUTES OF THE
ROUNDTABLE WITH PARTNER GROUPS MEETING
Wednesday, November 2, 2016 (9:00 AM)
DEO Board Room**

IN ATTENDANCE:

BOARD MEMBERS:

Trustee – Ken Clarkson
Trustee – Susan Carr
Trustee – Korleen Carreras
Trustee – Mike Murray

STAFF:

Superintendent – Sylvia Russell
Secretary Treasurer – Flavia Coughlan
Director of Instruction – Shannon Derinzy

PARTNER GROUPS

CUPE – Leslie Franklin, Suzanne Bonny
DSAC – Kristi Blakeway, Sherri Skerrett, Dimitri, Kaleigh, Hudson, Sidney, Piper, Kaitlin
DPAC – Kim Dumore, Nicole Bowden
MRPVPA – Cathie Watkins
MRTA – George Serra, Suzanne Hall
GUESTS – Katie Carr, Holly Coughlan

1. Call to Order

The meeting was called to order at 9:04 a.m. The Chairperson welcomed and thanked everyone for attending.

2. Focus/Interests of Partner Groups

The Superintendent asked the members to share each groups planning, goals and initiatives for the school year.

The group discussed the work being done with reporting, new curriculum implementation, focus on SEL and student voice initiatives.

3. Activity and Discussion:

The Superintendent shared data from the MDI School District and Community report and gave a brief overview of the results.

Participants discussed how they felt the data will help inform district planning.

The Superintendent shared a SEL video "Just Breathe".

Participants discussed at the classroom level – what is important for us to know about student achievement/wellness and at the district level what is important for us to know about student achievement/wellness.

The Chairperson thanked all the participants for coming and their input.

The meeting adjourned at 10:57 a.m.



ITEM 13

To: **Board of Education**

From: Trustee
Korleen Carreras

Re: **SYNOPSIS: OCTOBER 2016 PROVINCIAL
COUNCIL**

Date: November 16, 2016
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

Attached is a summary of the October 28-29, 2016 Provincial Council meeting, which took place at the Morris J. Wosk Centre for Dialogue in Vancouver. Provincial Councillors passed six motions and referred one to the 2017 Annual General Meeting.

Attachment

BCSTA PROVINCIAL COUNCIL: OCTOBER 2016

SYNOPSIS

Introduction

The following is a summary of the October 28-29, 2016 Provincial Council meeting, which took place at the Morris J. Wosk Centre for Dialogue in Vancouver. Provincial Councillors passed six motions and referred one to the 2017 Annual General Meeting. You can view both the [draft copy of the Provincial Council Meeting Minutes](#) (which will be approved at the February 2017 Provincial Council) and the [Disposition of Motions](#) online. For further details, please contact BCSTA CEO Mike Roberts at mroberts@bcsta.org.

Presentation from the Ministry of Education

On Friday evening, Assistant Deputy Minister of Education, George Farkas, gave a presentation on *K-12 Sector Financial Health*. He gave an overview of recommendations from recent reports and an update on the current state of work that's underway to assess the K-12 sector's financial health and considerations for assessing it. He took questions from Provincial Councillors following his presentation.

[ADM George Farkas' slides are available here for your review.](#)

President's Report

Teresa Rezansoff, BCSTA President, provided an oral report that touched on several current issues. An item of particular note was the upcoming provincial election, set for May of 2017, along with a reminder of BCSTA's non-partisan stance going into it. She spoke of BCSTA having proactively formed an Elections Engagement Committee to ensure that public education be made a paramount issue in the election, and emphasized how important the time leading to the election will be. Rezansoff also spoke of recent successes in advocating government in the areas of additional funding for school districts, capital construction, rural education, and countering required administrative savings. Her closing remarks reminded those in attendance that solidarity amongst our

membership is a key factor in ensuring that students come first in BC.

[Read the full President's Report here.](#)

CEO's Report

CEO Mike Roberts' report detailed BCSTA staff changes, progress on BCSTA's Curriculum Writing Project, the rewriting of a New BCSTA Guide to Legislation in BC, and rebuilding the BCSTA website. He also invited boards to partake in BCSTA's Board Performance Self-Review process.

[Read the full CEO's Report here.](#)

CSBA Report

The CSBA Board of Directors met in Montreal on October 23 and 24. Mike Roberts, BCSTA CEO, and Lynn Green, Acting Director, Education Services, were also in attendance.

CSBA has developed a work plan based on its strategic goals with four primary areas of concentration, those being a focus on national voice, advocacy, support for school boards, and governance. CSBA also is very actively pursuing the development of a national all-partners table to tackle issues and areas of common interest for public education in Canada. First Nations education has been identified as a first area of common concern to bring to a national table.

Tom Getzner, Executive Director of the National School Boards Association, provided a presentation to the CSBA board detailing a possible membership deal for CSBA and its member provincial associations. This would include reduced conference fees, access to their publications, and the ability to join in on leadership discussion forums and meetings.

Copyright concerns were also highlighted in response to a legislative review coming in 2017.

[Read the full CSBA Report here.](#)

Education Committee Report

The Education Committee meeting began with a joint meeting with the Board of Directors, which included discussion about the following three items in this report. The opportunity to discuss these topics with the Board was appreciated.

A name change from "Education Committee" to "Professional Learning Committee" was proposed and discussed. It was agreed that the new name would better reflect the work of the Committee.

There was considerable discussion regarding the Northern Interior and Northwestern Branch's letter pertaining to student performances that was received by the BCSTA President. The Education Committee will look for direction from the Board of Directors on how to move forward with future student performances.

An **update** was provided by Anne Cooper, the Former Superintendent, SD19 (Revelstoke). As the coordinator and chief editor of this project, Anne is working with a BCSTA Curriculum Development Committee to review and rewrite the curriculum which is intended to be a resource for all trustees.

[Read the full Education Committee Report here.](#)

Aboriginal Education Committee Report

Gloria Jackson presented a drum gifted by the First Nations Health Authority to Frank Johnson and Fannie Vance as elder representatives of the committee. Frank Johnson will be the keeper of the drum for BCSTA.

Prior to the October and February meetings, members of the committee contacted the Presidents and Board Chairs of their assigned liaison Branches. The questions asked during the recent round of call-outs were:

- What Early Learning opportunities are available for Aboriginal children, including StrongStart, in your District and community?
- What is the uptake by Aboriginal families?
- How are you engaging Aboriginal families?

During the call-outs, members noted some confusion about whether Aboriginal Enhancement Agreements are required. This led members to propose a pair of motions, detailed in the full report, that were passed to the Board of Directors.

The BCSTA Strategic Plan has tasked the Aboriginal Education and Education Committees to increase collaboration. Chairs, Candace Spilsbury and Carolyn Broady, have met and implemented changes to the structure and format of the joint committee meetings to facilitate this.

Members also brainstormed ideas for a booth at the National Trustee Gathering on Aboriginal Education in July, and will now explore the feasibility of implementing these ideas via the Aboriginal Education Committee ListServ.

[Read the full Aboriginal Education Committee Report here.](#)

Legislative Committee Report

The Legislative Committee delivered two reports to Provincial Council. The first report addressed the Legislative Committee's review of Provincial Council motions.

According to BCSTA Bylaws, the role of the Legislative Committee is to "examine, correlate, amend, reject, and report on motions." Additionally, for Provincial Council meetings the Legislative Committee is required to determine whether the motions are of an emergent nature, where emergent is defined as "matters that if delayed until the AGM will impact negatively on Boards' ability to influence public policy or a public education issue."

The Legislative Committee does not assess the merits of the motions that are submitted to Provincial Council.

For this Provincial Council meeting, the Committee received seven motions by the motion submission deadline. The Legislative Committee recommended merging three motions which BCSTA received on the topic of exempt staff compensation into one motion. The Committee also recommended merging two motions which BCSTA received regarding the Rural Education Enhancement Fund into one motion. The sponsoring boards accepted the Committee's recommendations. The Committee has, therefore, approved for debate by Provincial Council motions 9.1-9.4 which appear in the agenda package.

The Committee would like to thank sponsoring boards for their co-operation in accepting our recommendations.

[Read the full Legislative Committee Report here.](#)

Finance Committee Report

The members of the Finance Committee reviewed with the October Provincial Council a number of factors likely to impact BCSTA's 2017/2018 operating budget, including:

- Student enrollment
- Staffing changes
- A market-rate adjustment in lease costs
- Reinstatement of BCSTA's membership in the National School Boards Association (NSBA)
- Declining interest rates
- A staff salary grid increase of one-half of one percent to be applied on July 1, 2017, followed by an additional increase of one percent to be applied on May 1, 2018

The Finance Committee asked Provincial Council for feedback to assist with the development of BCSTA's 2017/2018 draft budget, which will be forwarded to the February 2017 Provincial Council. Additional feedback will be requested at that time, which the Finance Committee will use to develop BCSTA's final budget draft, which will ultimately be adopted by the April 2017 Provincial Council.

Feedback regarding the development of BCSTA's 2017/2018 budget can be sent to the Finance Committee by mail or by e-mail to:

BCSTA Finance Committee

c/o Jodi Olstead, Director of Finance and Human Resources
BC School Trustees Association
4th Floor, 1580 West Broadway
Vancouver, BC V6J 5K9
jolstead@bcsta.org

Issues Forum

The following questions were discussed during the afternoon issues forum:

1. What would be your key priorities for change, or the key concepts that you feel should be retained, if the current Ministry of Education funding distribution formula were changed?
2. What are the needs of your board in ensuring you are providing appropriate fiscal oversight for your school district?
3. What are the biggest financial challenges your district will face over the next two years, and how will your board try to address these concerns?

Disposition of Motions

The following motions were carried:

- 9.1 Funding of Exempt Staff Salary Increases
- 9.2 Excluding Rural Schools from Districts' Capacity Utilization Calculations
- 9.3 Funding
- 10.1 Foundation Skills Assessment
- 10.2 Time Limit for Specially Appointed Trustees (as amended)
- 10.3 Grades 10-12 Curriculums

The following motion was tabled to the 2017 Annual General Meeting:

- 9.4 Impact of Homeless Issue on School Sites

[See the full Disposition of Motions.](#)

OCTOBER 29, 2016 PROVINCIAL COUNCIL Meeting

NO.	TITLE	SPONSOR	MOTION	ACTION
9.1	Funding of Exempt Staff Salary Increases	SD 28 (Quesnel), SD 38 (Richmond) SD 52 (Prince Rupert)	That BCSTA request that the Minister of Education and the Minister of Finance provide full funding to school districts to pay for the salary increases which were recently approved by the Public Sector Employers Council for exempt and executive staff.	Carried
9.2	Excluding Rural Schools from Districts' Capacity Utilization Calculations	SD 8 (Kootenay Lake) SD 67 (Okanagan Skaha)	That BCSTA urge the Ministry of Education to exclude rural schools from districts' capacity utilization calculations for capital and other purposes.	Carried
9.3	Funding	SD 28 (Quesnel)	That BCSTA advocate to the Ministry of Finance and the Ministry of Education to change the current funding model for public education and replace it with a funding model that: (a) encompasses all costs incurred by boards of education; (b) is stable; and (c) is predictable.	Carried
9.4	Impact of Homeless Issue on School Sites	SD 33 (Chilliwack)	That BCSTA urge the Attorney General's Ministry of the provincial government to write emergency legislation to make it an offence to trespass and litter on property used by school children; AND that BCSTA request that the provincial government reimburse school districts for the extra cost of hiring additional security and increasing maintenance staff time to address the impact of homelessness on the school district extra funding and dialogue with our municipalities to address the impact of poverty, mental health and addiction on our school district properties.	Tabled to AGM as Amended

NO.	TITLE	SPONSOR	MOTION	ACTION
L 10.1	Foundation Skills Assessment	VISTA Branch	That BCSTA support government collaborative approaches, including pilot programs, to find ways to approach provincial assessment as it relates to the newly designed curriculum. However, BCSTA does not support the added expense and time associated with the administration of an FSA test which the government acknowledges as outdated and incongruent with the re-designed curriculum. BCSTA requests that the Minister of Education exempt all districts from administering the January/February 2017 Foundation Skills Assessment.	Carried
L 10.2	Time Limit for Specially Appointed Trustees	Thompson Okanagan Branch	That BCSTA board of directors urge the Ministry of Education to immediately include in the terms of reference for official trustees, a date for a by-election which shall be set within six months of a board being fired and that SD 83 and SD 39 be affected by the said change immediately. Additionally that the BCSTA Board of Directors call on the Minister of Education to amend the School Act Section 1.72 (3) to require a by-election be held within one year in the event that an "official trustee" has been appointed to a District Board of Education.	Carried as Amended
L 10.3	Grades 10-12 Curriculums	SD 61 (Victoria)	That BCSTA call on the Ministry of Education to extend the implementation timeline of the revised grade 10-12 curriculums.	Carried



ITEM 14

To: **Board of Education**

From: Trustee
Korleen Carreras

Re: **BCSTA 2017/18 BUDGET PLANNING –
INVITATION TO PROVIDE FEEDBACK**

Date: November 16, 2016
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

At the October 29, 2016 Provincial Council meeting, the Finance Committee agreed to send an invitation to all member Boards of Education to provide feedback to be used to develop BCSTA's 2017/2018 operating budget.

Feedback with regard to budget and service priorities is to be submitted to the Finance Committee by Friday, December 9, 2016.

Attachments

BCSTA Budget 2016/2017

**Approved
April 17, 2016**

BCSTA 2016/2017 Budget

Budget Cycle

Following BCSTA's budget cycle, illustrated on page eight, the Finance Committee requested feedback from the October 2015 Provincial Council to assist in preparing BCSTA's 2016/2017 draft budget. The first budget draft is presented to the February 2016 Provincial Council for review and will ultimately be adopted by the April 2016 Provincial Council, directly following BCSTA's Annual General Meeting.

Budget Considerations

At the October 2015 Provincial Council meeting, the Finance Committee reviewed a number of factors that were expected to impact the 2016/2017 budget. The items that have impacted the development of BCSTA's draft 2016/2017 budget are:

1. Student Enrollment

As shown on page nine, BCSTA member fees are calculated for individual member Boards based on fee formulas set by Provincial Council. As these formulas are based on the FTE student enrollment of each Board of Education, enrollment decline has a negative impact on member fees.

Boards of Education experienced enrollment decline between 2000/2001 and 2015/2016, which resulted in a reduction in BCSTA member fees over that sixteen-year period. In 2012/2013, with the addition of full-day kindergarten, FTEs were increased for the first time since 2000/2001; however, as a result of the structure of BCSTA's fee formulas, the movement of FTE students from rural to urban centers resulted in a \$4,070 reduction in member fee revenues even though enrollment increased by 889 FTE students.

FTE student enrollment data for September 2015 was used as the basis for calculating 2016/2017 member fees. An increase of 4,690 FTE students has resulted in a member fee increase of approximately \$8,000 for 2016/2017. As SD39 (Vancouver) is currently a non-member Board, their FTEs and fees have not been included in these calculations.

SD08 (Kootenay Lake)'s member fees were not included in BCSTA's 2015/2016 budget, as they were a member not in good standing at the time the budget was adopted. As member fees for SD08 (Kootenay Lake) have been included in BCSTA's 2016/2017 budget draft, member fees are increased \$32,000. Member fees are therefore increased a total of \$40,000 in 2016/2017.

BCSTA 2016/2017 Budget

2. **Membership**

BCSTA had full membership between 2007/2008 and 2013/2014; however, with SD39 (Vancouver)'s notice of withdrawal for the 2014/2015 fiscal year, BCSTA's membership is currently comprised of 59 of British Columbia's 60 Boards of Education. As shown on page one, member fees for SD39 (Vancouver) are therefore not included in the 2016/2017 operating budget.

3. **Member Equity**

Whenever a member equity surplus exists, the Board of Directors determines how best to use those funds to meet Association and member needs. For instance, in 2003 Boards received a 50 per cent reduction in AGM registration fees; in 2009, Boards received a two-per cent member fee rebate; in 2013, Boards received a reduction of \$55 per person on Academy registration fees; and in 2013/2014, the member fee increase of one-and-one-half per cent was funded out of surplus revenues set aside by the Board of Directors in 2013/2014.

In 2015/2016 a member equity surplus was available and has been allocated by the Board of Directors for use in implementing the Board's current and future strategic planning initiatives, which are based on priorities and directions identified by the membership at Provincial Council and Annual General Meetings. Some of these funds have been allocated for use to support the Board Chairs' meeting held on October 22, 2015.

4. **Interest Revenue**

This budget line was reduced \$33,000 in 2010/2011 as a result of declining interest rates, but was subsequently increased by \$10,000 in 2011/2012; \$4,000 in 2012/2013; \$3,000 in 2014/2015; and \$2,000 in 2015/2016, to reflect slight rate improvements. Based on current projections, no change to this budget line is recommended for 2016/2017.

5. **Grant Funds**

BCSTA has not received funding from government grants since 2007/2008 and has therefore been reducing its reliance on grant funds to support its operating budgets. Between 2008/2009 and 2013/2014, use of grant funds to support BCSTA events was reduced from \$75,000 to \$15,000, a total reduction of \$60,000.

Given the financial pressures Boards of Education are facing, BCSTA has increased its use of grant funds to support BCSTA's operating budgets, allocating a total of \$30,000 to support AGM 2017 and \$20,000 to offset costs associated with the 2016 Learning Forward Conference. A total of \$50,000 in grant funds has therefore been allocated to support BCSTA's 2016/2017 operating budget.

BCSTA 2016/2017 Budget

6. **AGM**

In 2015/2016, this budget line was reduced \$8,000 by providing the *AGM Handbook* in an electronic format and by limiting the use of an externally hired professional photographer. Based on actual costs for 2015/2016, it is projected that this budget line could be reduced an additional \$5,000 in 2016/2017.

7. **Trustee Academy**

The December 2016 Academy has been cancelled to enable trustees to attend the 2016 Learning Forward Conference, which will be held in Vancouver from December 3 - 7, 2016.

8. **Provincial Council**

This budget line was increased from \$94,000 to \$96,000 in 2015/2016. No change to this budget line is recommended for 2016/2017.

9. **Board of Directors**

In 2006/2007, the Board of Director Honouraria Review Committee recommended that Board of Director honouraria be reviewed annually, with increases to be based on Vancouver's Consumer Price Index (CPI).

In 2011/2012, The Review Committee recommended that annual cost-of-living increases, based on the most recent five-year rolling average of Vancouver's CPI, be automatically applied to Board honouraria to ensure that budget issues don't arise in future years when large increase are needed to adjust honouraria amounts to market and to ensure that trustees are not excluded from serving as a member of the Board of Directors for financial reasons.

Based on the Vancouver CPI average of 1.31 per cent for 2010 through 2014, total Board of Director honouraria amounts for 2016/2017 would increase approximately \$1,000.

10. **Standing Committees**

In 2014/2015, the Aboriginal Education Committee expressed concerns about its budget, given that the remote locations many committee members live in results in high travel costs. The Finance Committee therefore agreed to monitor the Committee's travel costs for 2014/2015 and the beginning of 2015/2016 and agrees that this budget line needs to be increased in 2016/2017.

11. **Advocacy**

No change to this budget line is recommended for 2016/2017.

BCSTA 2016/2017 Budget

12. In-District/Professional Development Services

This budget line has been used historically for providing facilitations to individual member Boards on topics such as governance roles, strategic planning, board roles and responsibilities, and to provide support for board self-reviews, superintendent reviews, superintendent searches, etc.

Based on feedback received from member Boards, BCSTA hosted a Board Chairs' meeting on October 22, 2015. Based on subsequent member feedback, this meeting will become an annual event. Costs for this meeting will be included in this budget line; however, as member fees will not be increased in 2016/2017, funding for the in-district services portion of this budget will be reduced accordingly.

13. Communications

In 2014/2015, the Communications Department was reduced from three to two FTEs to offset the loss of revenues resulting from the withdrawal of a member Board. This budget line was consequently reduced from \$45,000 to \$30,000 in 2015/2016. No change to this budget line is recommended for 2016/2017.

14. Legal Counsel

This budget line provides funds for external legal opinions to support the work of BCSTA's in-house Legal Counsel. Given the addition of numerous committee assignments to this portfolio, this budget line was increased from \$45,000 to \$65,000 in 2015/2016. No change to this budget line is recommended for 2016/2017.

15. Building

BCSTA renewed its lease for an additional five-year term beginning on September 1, 2014, with a lease rate adjustment based on market rates. This resulted in a \$4,000 increase to this budget line for the first three years of the five-year term, after which an additional \$12,000 increase will be applied.

Savings of \$10,000 was previously achieved in this budget line through the elimination of paid parking from staff compensation packages. In 2015/2016, \$4,000 of this \$10,000 savings was used to fund the market rate adjustment and this budget line was reduced a total of \$6,000. While no increase to this budget line is recommended for 2016/2017, an increase will be required in 2017/2018 to address the second market rate adjustment of \$12,000, which is to be applied as of September 1, 2017.

16. Audit

BCSTA contracts its audit firms for a five-year term. The current audit firm, D&H Group, LLP, was appointed in 2013/2014, making 2016/2017 the fourth year of their five-year term. An increase to this budget line is not projected for 2016/2017.

BCSTA 2016/2017 Budget

17. Depreciation

BCSTA's capital assets are depreciated in accordance with their expected useful life. In practice, asset replacements are deferred until such time as equipment becomes problematic. The following replacements are expected to impact this budget line in 2016/2017:

- The replacement of four heavy-use workstations in 2014/2015. These workstations have an estimated useful life of three years.
- The replacement of BCSTA's nine remaining workstations in 2015/2016. These workstations have an estimated useful life of four years.
- BCSTA's seven servers are on a three-year rotation, with at least two of its seven servers replaced each year. Two servers are scheduled for replacement in 2016/2017.
- The replacement of BCSTA's mailing machine has been deferred until such time as required by either equipment failure or obsolescence; alternatively, BCSTA may contract out its mailing needs, if feasible to do so.

Although depreciation costs will increase in 2016/2017 as a result of workstation and server replacements, this increase will be offset by the full depreciation of other capital assets. The total increase to this budget line is estimated at \$2,000 for 2016/2017.

18. Salaries/Benefits

BCSTA's staff salary grid increases have been historically tied to teacher salary negotiations. Based on the teacher salary negotiations concluded in September 2014, BCSTA's salary grid increases, not including future economic stability dividends, are as follows:

September 1, 2014.....	2.00%
January 1, 2015	1.25%
May 1, 2016.....	0.45%
July 1, 2016	1.00%
July 1, 2017	0.50%
May 1, 2018.....	1.00%
July 1, 2018	0.50%
May 1, 2019.....	1.00%

In 2014/2015, with the withdrawal of a member board, BCSTA's staff complement was reduced from 12 to 10.8 FTEs and the Director, Information and Education Technology position was downgraded to that of part-time Manager, Information Technology. This budget line was therefore reduced a total of \$104,000 in 2015/2016. In the current fiscal year, one full-time position has been replaced with two part-time positions, increasing BCSTA's staff complement from 10.8 to 11 FTEs.

As a result of staffing changes; applicable salary grid increases as noted above; movement on the salary grid; and changes to benefit costs, a \$46,000 increase to this budget line is recommended for 2016/2017.

BCSTA 2016/2017 Budget

Budget Impact Summary

As shown on pages one through five, BCSTA is facing cost pressures in a number of budget areas in 2016/2017, summarized as follows:

- the cancellation of the 2016 Academy
- Aboriginal Education Committee travel costs
- the addition of an annual Board Chairs' meeting
- costs associated with participation in the 2016 Learning Forward Conference
- capital asset replacements
- staffing and salary grid changes
- changes in benefit costs

These 2016/2017 cost pressures have been offset as follows:

- SD08 (Kootenay Lake)'s member fees, which were not included in BCSTA's 2015/2016 operating budget, are included in BCSTA's 2016/2017 budget draft
- Increased FTE students has resulted in a member fee increase in 2016/2017
- Grant funds will be used to support AGM 2017 and to offset Association costs pertaining to the 2016 Learning Forward Conference.
- BCSTA will not send representatives to attend the 2017 National School Boards Association (NSBA) Conference
- Costs for the 2016 Board Chairs' meeting will be absorbed by the *In-District/Professional Development Services* budget line
- BCSTA's National School Boards Association (NSBA) membership will be discontinued
- The office supplies/repairs has been reduced

Budget details are shown on pages 11 through 18 of this budget draft.

BCSTA 2016/2017 Budget

Impact on Member Fees and Member Services

Member fees are affected each year by changes in FTE students, approved inflationary increases to maintain current service levels, and approved increases or decreases to specific budget lines.

Over the sixteen year period between 2000/2001 and 2015/2016, member fee decreases resulting from declining enrollment have been offset by member fee increases of 13 percent. However, as member fee increases have not addressed inflationary increases, it has been necessary for BCSTA to offset inflationary cost pressures with efficiencies in numerous individual budget lines, including:

- use of an online meeting format for Board of Director and standing committee meetings, whenever possible
- update of the *Education Leader* from a print to a digital publication
- provision of digital, rather than printed, agenda packages for governance, committee and annual general meetings
- use of BCSTA staff, rather than an external photographer, at BCSTA events
- use of government grants to offset AGM, Academy, and other expenses
- cancellation of BCSTA's National School Boards Association (NSBA) membership
- reduction of funding available to provide in-district services
- reduction of professional development opportunities for BCSTA's Board of Directors and staff
- reduction of BCSTA's staff complement (in 2008/2009, BCSTA eliminated the position of Associate Executive Director, reducing its staff complement from 13 to 12 FTEs. BCSTA further reduced its staff complement to offset the loss of member fee revenue resulting from withdrawal of a member board in 2014/2015. BCSTA currently has a total of 11 FTE staff)
- downgrade of the Director, Information and Education Technology position to Manager, Information Technology.

Understanding that Boards of Education are facing significant financial challenges, the Finance Committee has prepared a balanced draft budget for 2016/2017 that **does not increase member fees**. The Finance Committee is also aware, however, that grant funds are being used each year to support BCSTA's operating budgets and that, since BCSTA is no longer receiving grants, this strategy is not sustainable. The Finance Committee, Board of Directors, and BCSTA staff will therefore continue to search for opportunities to achieve efficiencies and reduce costs while continuing to focus on member service priorities.

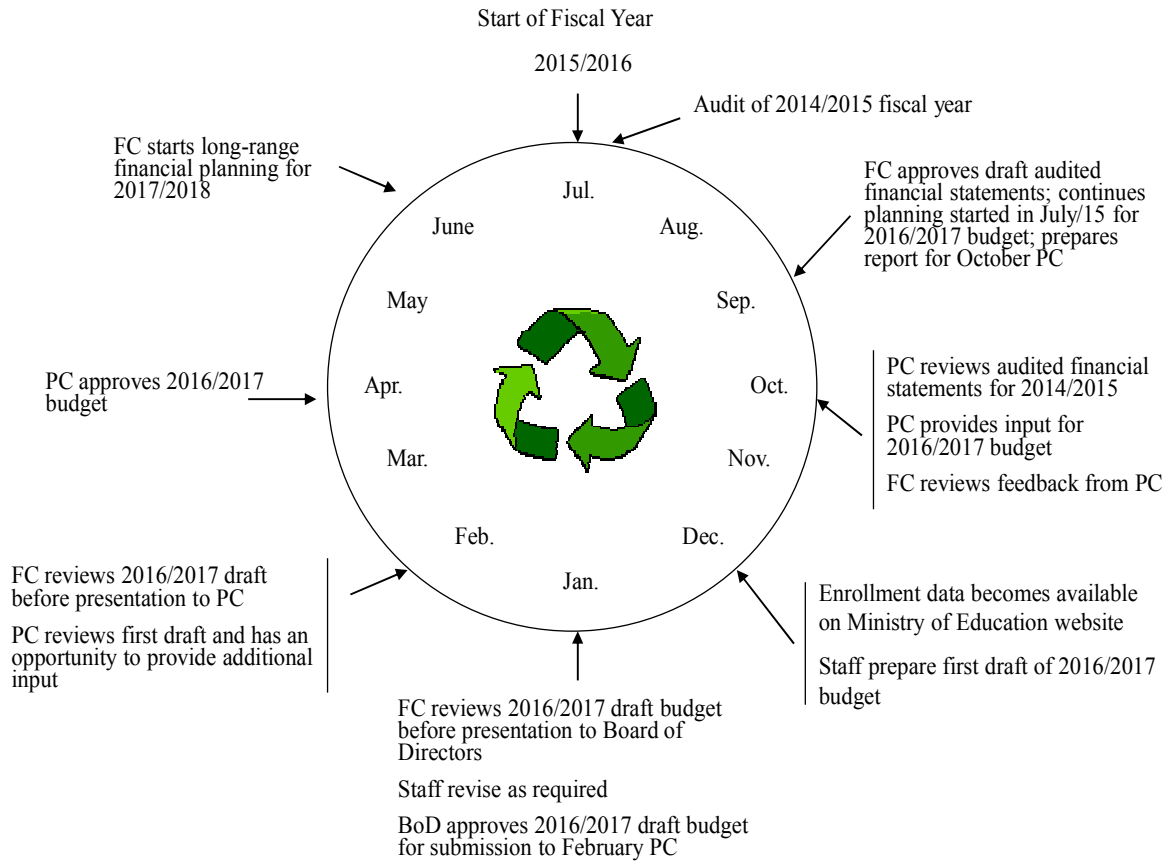
As shown in Appendix I, changes in member fees from 2015/2016 are solely the result of changes in FTE students.

BCSTA 2016/2017 Budget



British Columbia
School Trustees
Association

2016/2017 Budget Cycle



BCSTA 2016/2017 Budget

BCSTA Categories and Fee Formulas

At the February 1995 Provincial Council meeting, a new method for calculating BCSTA member fees was adopted. The purpose of adopting the new schedule was to eliminate distortions under the prior methodology caused by enrollment fluctuations. The new method was based on a set range of FTEs and fees for each of four categories. At the February 2001 Provincial Council, Category 4 was adjusted to address an inequity and a fifth category was added. The categories and corresponding ranges are:

<u>Category</u>	<u>Range of FTEs</u>	<u>Range of Fees</u>
1	0 – 4,000	\$ 4,000 – 28,000
2	4,001 – 10,000	\$28,000 – 38,000
3	10,001 – 30,000	\$38,000 – 65,000
4	30,001 – 75,000	\$65,000 – 80,000
5	75,001 – 125,000	\$80,000 – 95,000

Using these ranges, the following fee formulas were calculated:

Category 1	Fees = (\$6.1 x FTEs + 2,600) x 0.9955
Category 2	Fees = (\$1.45 x FTEs + 21,750) x 0.9955
Category 3	Fees = (\$1.33 x FTEs + 23,400) x 0.9955
Category 4	Fees = (\$0.3333 x FTEs + 55,000)
Category 5	Fees = (\$0.30 x FTEs + 57,500)

This method provides for a straight-line relationship between FTEs and fees, with costs per FTE student decreasing as the number of FTE students increase. When fee adjustments are applied, this relationship remains constant for each category and the integrity of the prescribed formulas is maintained.

For instance, in 2004/2005 and 2005/2006, the Provincial Council approved a two-per cent increase to member fees, and in 2006/2007 a one-per cent member fee increase was approved. These increases were consecutively applied to, and consequently changed, the fee formulas to the following:

Category 1	Fees = (\$6.10 x FTEs + 2,600) x 1.0462
Category 2	Fees = (\$1.45 x FTEs + 21,750) x 1.0462
Category 3	Fees = (\$1.33 x FTEs + 23,400) x 1.0462
Category 4	Fees = (\$0.3333 x FTEs + 55,000) x 1.0508
Category 5	Fees = (\$0.30 x FTEs + 57,500) x 1.0508

Thus, the fee formulas set by the February 1995 and 2001 Provincial Councils remain constant over time. They are increased or decreased, based on member needs, by adjusting the multiplier to the formula for each category.

BCSTA 2016/2017 Budget

TOTAL REVENUE AND EXPENDITURE SUMMARY

TOTAL REVENUE

(All amounts are in thousands of dollars)

Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
Member Fees	1965	1835	1875	+ 40
AGM	191	195	221	+ 26
Interest	79	81	81	--
Academy	210	146	--	- 146
Grant Admin/ Entrepreneurial	13	11	12	+ 1
Total	2458	2268	2189	- 79

TOTAL EXPENDITURES

(All amounts are in thousands of dollars)

Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
Core Services	883	806	684	- 122
Office	288	279	276	- 3
Salaries	1287	1183	1229	+ 46
Total	2458	2268	2189	- 79

CORE BUDGET REVENUE

(All amounts are in thousands of dollars)

R – REVENUE					
No.	Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
R1	Member Fees*	1965	1835	1875	+ 40
R2	AGM*	191	195	221	+ 26
R3	Interest	79	81	81	--
R4	Academy*	210	146	--	-146
R5	Grant Administration, Entrepreneurial*	13	11	12	+ 1
	Total	2458	2268	2189	- 79

- R1. *Member Fees* has been **increased \$40,000** in 2016/2017. This increase is comprised of \$32,000 in member fees for SD08 (Kootenay Lake), which were not included in BCSTA's 2015/2016 budget, plus \$8,000 resulting from changes in FTE student enrollment.
- R2. *AGM* is **increased \$26,000** to reflect additional government grant support (increased to \$30,000 in 2016/2017) plus estimated revenues for an AGM pre-conference.
- R4. BCSTA will not be hosting a 2016 winter Academy to enable trustees to attend the 2016 Learning Forward Conference, which will be held in Vancouver from December 3 – 7, 2016.
- R5. Grant Administration/Entrepreneurial is **increased \$1,000**, to more accurately reflect actual revenues.

BCSTA 2016/2017 Budget

CORE BUDGET EXPENDITURE SUMMARY

(All amounts are in thousands of dollars)

		Budget Amount	Per centage of Budget
A1.	Advocacy		
	Program	\$ 544	25%
	Staff Salaries	\$ 753	34%
	Total	<u>\$ 1,297</u>	<u>59%</u>
A2.	Trustee and Board Services		
	Program	\$ 140	6%
	Staff Salaries	\$ 430	20%
	Total	<u>\$ 570</u>	<u>26%</u>
B1.	Office Operations		
	Program	\$ 276	13%
	Staff Salaries	\$ 46	2%
	Total	<u>\$ 322</u>	<u>15%</u>

Detailed information on Program expenditures can be found on pages 13 through 18 following. For instance, the Program portion of B1. *Office Operations* is made up of Building, Equipment Maintenance, Office Administration, and other items.

BCSTA 2016/2017 Budget

CORE BUDGET EXPENDITURES

(All amounts are in thousands of dollars)

PROGRAM A: CORE SERVICES

A1 – ADVOCACY					
No.	Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
A1(a)	Advocacy Services	71	71	71	--
A1(b)	CSBA	40	40	40	--
A1(c)	AGM*	190	182	177	- 5
A1(d)	Provincial Council	94	96	96	--
A1(e)	Board of Directors*	85	86	87	+ 1
A1(f)	Finance Committee	10	10	10	--
A1(g)	Education Committee	18	18	18	--
A1(h)	Aboriginal Ed. Committee*	18	18	26	+ 8
A1(i)	Legislative Committee	2	2	2	--
A1(j)	Branch Support	17	17	17	--
	Total	545	540	544	+ 4

A1(c). The AGM budget line is **decreased \$5,000** to more accurately reflect actual costs.

A1(e). In 2006/2007, the Board of Director Honouraria Review Committee recommended that Board of Director honouraria be reviewed annually, with increases to be based on Vancouver's CPI.

In 2011/2012, The Review Committee recommended that cost-of-living increases, based on the most recent five-year rolling average of Vancouver's CPI, be applied annually to Board honouraria to ensure that:

- budget issues do not arise in future years resulting from a need to implement large increases required to bring honouraria amounts in line with market levels; and
- trustees with an interest in serving on the Board of Directors will not be excluded from doing so for financial reasons.

BCSTA 2016/2017 Budget

Based on the Vancouver Consumer Price Index (CPI) average of 1.31 per cent for 2010 through 2014, this budget line is **increased \$1,000** for 2016/2017.

Recommended Board of Director Honouraria increases are:

President:	\$ 16,179 to \$ 16,391/annum
Vice-President:	\$ 8,089 to \$ 8,195/annum
Director:	\$ 5,779 to \$ 5,854/annum

- A1(h). The *Aboriginal Education Committee* budget line is **increased \$8,000** to more accurately reflect actual costs.

BCSTA 2016/2017 Budget

CORE BUDGET EXPENDITURES

(All amounts are in thousands of dollars)

A2 - TRUSTEE AND BOARD SERVICES					
No.	Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
A2(a)	Academy*	203	126	--	-126
A2(b)	In-District/Pro-D Services	45	45	45	--
A2(c)	Communications/Publications	45	30	30	--
A2(d)	Legal Counsel	45	65	65	--
	Total	338	266	140	-126

A2(a). As shown under R4 on page 11, BCSTA will not be hosting a 2016 winter Academy; instead, trustees will have an opportunity to attend the 2016 Learning Forward Conference, which will be held in Vancouver from December 3 – 7, 2016.

TOTAL CORE SERVICES (A1 – A2)	883	806	684	-122
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BCSTA 2016/2017 Budget

OFFICE EXPENDITURES

(All amounts are in thousands of dollars)

PROGRAM B: OFFICE SUPPORT

B - OFFICE OPERATIONS					
No.	Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
B1	Building	122	116	116	--
B2	Equipment Maintenance	70	70	70	--
B3	Office Administration*	25	25	20	- 5
B4	Financial	51	49	49	--
B5	Depreciation*	20	19	21	+2
	Total	288	279	276	- 3

- B3. This budget line has been **decreased \$5,000** to reflect the elimination of BCSTA's membership in the National School Boards Association (NSBA) and a reduction in funding for office supplies/repairs
- B5. As shown on page five, the *Depreciation* budget line will be affected by the replacement of four BCSTA workstations in 2014/2015, the replacement of nine BCSTA workstations in 2015/2016, the replacement and updating of BCSTA's exchange server in 2015/2016, and the planned replacement of two additional servers in 2016/2017. This budget line is therefore **increased \$2,000** in 2016/2017.

BCSTA 2016/2017 Budget

STAFF SALARIES

(All amounts are in thousands of dollars)

S – STAFF SALARIES					
No.	Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
S1	Salaries/Benefits*	1287	1183	1229	+46
	Total	1287	1183	1229	+46

TOTAL POSITIONS (FTEs)	12	10.8	11	
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S1. The *Salaries/Benefits* budget line is **increased \$46,000** in 2016/2017 to address a number of factors, as shown on page five:

- consistent with historical practice, BCSTA's staff salary grid has been increased in accordance with teacher-negotiated salary increases. Increases that will affect this budget line in 2016/2017 are:
 - 0.45% effective May 1, 2016
 - 1.00% effective July 1, 2016
- 2015/2016 staffing changes, which include the replacement of BCSTA's Executive Assistance with an Administrative Assistant and the replacement of a full-time program assistant supporting both Education and Legal Services, with two part time program assistants, one supporting each of these two departments. BCSTA's staff complement was therefore increased from 10.8 to 11 FTEs in 2015/2016.
- changes in benefit costs
- movement on the salary grid

TOTAL CORE EXPENDITURES (PROGRAMS A, B, and S)	2458	2268	2189	-79
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GRANT ADMINISTRATION AND ENTREPRENEURIAL ACTIVITY

(All amounts are in thousands of dollars)

Item	Budget 2014/15	Budget 2015/16	Budget 2016/17	Dollar Change
<u>Revenue</u>				
Books	3	--	--	--
Government Grants	--	--	--	--
Contracts	11	11	12	+1
<hr/>				
Total	14	11		
 <u>Expenditures</u>				
Books	1	--	--	--
Government Grants	--	--	--	--
Contracts	--	--	--	--
<hr/>				
Total	1	--	--	
<hr/>				
Net Contribution	13	11	12	+1
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PROVINCIAL COUNCIL MEETING: October 29, 2016

AGENDA ITEM 8.3: 2017/2018 BCSTA Budget Planning

BACKGROUND:

The Finance Committee (Committee) is responsible for developing BCSTA's annual operating budgets. The process for budget development is as follows:

- In June, the Committee begins its long range budget planning
- In September, the Committee discusses factors that are expected to impact BCSTA's operating budget for the following fiscal year
- In October, the Committee reviews these factors with Provincial Council and requests feedback to assist with development of a budget draft
- In February, based on the feedback received from the October Provincial Council, the Committee develops the first budget draft, which will be reviewed and received by the February Provincial Council. Additional feedback is requested.
- Based on feedback received from February Provincial Council, the budget draft is adjusted, as needed
- In April, the Committee presents the final budget draft to Provincial Council for adoption.

At its September 23, 2016 meeting, the Finance Committee discussed a number of factors that are expected to impact BCSTA's 2017/2018 operating budget. These factors, for consideration by the October Provincial Council, are listed below:

1. Student FTE enrolment data as at September 30th of each year is used to calculate BCSTA member fees for the following year, based on fee formulas set by the Provincial Council in 1995 and updated in 1999.

Since student enrolment declined from 1999 through 2014, BCSTA member fees were reduced as a result. In 2015, however, student enrolment for member boards of education increased a total of 4,060 FTEs, which resulted in an increase of \$8,015 in BCSTA member fee revenue in 2016/2017.

September 2016 student enrolment information will be available in December 2016.

2. BCSTA had a member equity surplus at the end of 2015/2016. The Finance Committee conducts an annual review of member equity and BCSTA's contractual obligations. Should total member equity exceed the amount required to meet all of BCSTA's contractual obligations, the Board of Directors may elect to use the member equity surplus to:
 - a. offset the effects of member Board withdrawal, should the need arise
 - b. offset unbudgeted, emergent expenses, should the need arise
 - c. undertake a specific, unbudgeted project
 - d. reduce member fees
 - e. reduce registration fees for AGM or Academy.

3. BCSTA did not have full membership in 2015/2016 and does not have full membership in 2016/2017. It is not yet known if BCSTA will have full membership in 2017/2018.
4. The *Interest* budget line was increased a total of \$20,000 between 2011/2012 and 2015/2016 to reflect slight improvements in interest rates as well as a change in BCSTA's investment policy to allow the purchase of Guaranteed Investment Certificates (GICs). However, with a decline in interest rates in 2015/2016, this budget was overestimated by approximately \$3,000 in 2015/2016. As interest rates are currently still declining, it is expected that this budget line may need to be reduced in 2017/2018.
5. BCSTA will be hosting the 2017 Canadian School Boards Association (CSBA) Congress and the National Trustee Gathering on Aboriginal Education. As these combined events are expected to break-even, they are not expected to impact BCSTA's 2017/2018 operating budget.
6. BCSTA has signed hotel contracts for BCSTA events through 2019/2020. This will enable BCSTA to keep costs for these events, including Academies and AGMs, to a minimum.
7. The Provincial Council budget line was increased from \$94,000 to \$96,000 in 2015/2016. An increase to this budget line is not projected for 2017/2018.
8. As a means of reducing the cost of holding meetings, committees moved to an online, rather than an in-person meeting format whenever feasible. Cost savings are also achieved by holding mixed-format meetings.

In 2009/2010, the Aboriginal Education Committee was increased from seven members to eight and this budget line was increased accordingly; however, given the high cost of travel for its members, many of whom live in remote locations, an additional increase, totalling \$8,000, was made to this budget line in 2016/2017. No changes to committee budget lines are projected for 2017/2018.

9. The *Advocacy* budget line was increased from \$57,000 to \$71,000 in 2014/2015. No change to this budget line is projected for 2017/2018.
10. With the withdrawal of a member board in 2014/2015, the Communications Department was reduced from three FTEs to two with the elimination of the Director, Communications position. The *Communications/Publications* budget line was therefore reduced from \$45,000 to \$30,000 in 2015/2016, to reflect a reduction in the scope of work of this department. No change to this budget line is expected for 2017/2018.
11. In 2011/2012, the Board of Director Honouraria Review Committee recommended that Board of Director honouraria be automatically increased each year by the most recent five-year rolling average of Vancouver's CPI. A small increase to Board of Director honouraria is therefore expected for 2017/2018.
12. In 2016/2017, BCSTA offset costs associated with participation in the 2016 Learning Forward Conference by cancelling its National School Boards Association membership and by electing not to send representatives to the 2017 NSBA Conference. As this offset will only be needed in 2016/2017, BCSTA's NSBA membership will be reinstated in 2017/2018. The *Office Operations* budget line will therefore be increased \$3,000 in 2017/2018.

13. Under its current lease agreement with SD39 (Vancouver), BCSTA exercised its final option to renew its lease for a five-year term beginning on September 1, 2014. The adjustment to market rates resulted in a \$4,000 increase to this budget line for the first three years of the final five-year term, with an additional increase of \$12,000 to be applied in years four and five. As the fourth year in the final five-year lease term commences on September 1, 2016, this budget line will require an increase of \$10,000 in 2017/2018.

Since BCSTA's current lease expires on August 31, 2019, the Finance Committee has been tasked with investigating lease options prior to the expiration of the current lease.

14. BCSTA contracts its audit firms for a five-year term. The current audit firm, D&H Group, LLP, was appointed in 2013/2014, making 2017/2018 the fifth year of their five-year term. An increase to this budget line is therefore not projected for 2017/2018.
15. The *Depreciation* budget line is affected by BCSTA's capital asset purchases. These assets are purchased or replaced on an as-needed basis. Whenever possible, BCSTA defers the replacement of equipment until such time as it becomes obsolete or problematic. As the replacement of several of BCSTA's workstations, initially scheduled for replacement in 2017/2018, has been deferred, this budget line is expected to decrease approximately \$4,000 in 2017/2018.
16. BCSTA's staff salary grid increases have been tied historically to teacher salary negotiations. As a result, the salary grid will be increased as follows in 2017/2018:
- one half of one percent increase, effective July 31, 2017
 - one percent increase, effective May 31, 2018
 - increase equivalent to the Economic Stability Dividend applied to the teacher salary grid, effective May 31, 2018, should there be one

Additionally factors expected to affect the *Salaries/Benefits* budget line in 2017/2018 are:

- changes to benefit costs
- 2015/2016 and 2016/2017 staffing changes

At this time it is not known what the impact of all of these factors will be.

17. BCSTA no longer receives government grants; consequently, BCSTA has been reducing its reliance on these funds, with the intention of phasing grant support out of its operating budgets.

The Board of Directors previously set aside the 2006/2007 Student Achievement Grant to support education programs provided at BCSTA events. As \$135,000 remains in this grant, funds are available to support the 2017/2018 operating budget.

Budget Impact

Based on an initial analysis, offsetting costing factors are expected to impact several of BCSTA's budget lines in 2017/2018, including:

- Interest Revenue
- Board of Directors
- Building
- Office Administration
- Depreciation
- Salaries/Benefits

As FTE student data is not yet available for 2016/2017, member fees cannot yet be calculated for 2017/2018. Additionally, it is not yet known what the changes to the *Salaries/Benefits* budget line will be as a result of staffing changes. At this time, therefore, the overall budget impact for 2017/2018 cannot be estimated.

SUBMITTED BY: BCSTA Board of Directors



RECORD

Pursuant to provisions of 72 (1) of the *School Act*, the following report is a general statement of: (a) matters discussed; and (b) the general nature of decisions resolved at the following meetings from which persons other than Trustees or officers of the Board, or both were excluded:

September 14, 2016 Special Closed

Call to Order	Meeting called to order at 2:28 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as circulated
Decision Item	Approved as circulated
Adjournment	Meeting adjourned at 2:37 p.m.

September 14, 2016 Closed

Call to Order	Meeting called to order at 2:38 p.m.
Motion of Exclusion	Approved
Correspondence	Received for information
Approval of Agenda	Approved as amended
Approval of Minutes	Approved as circulated
Human Resources Update	Received for information
Superintendent Decision Item	Approved as circulated
Secretary Treasurer Decision Item	Approved as circulated
Superintendent Information Item	Received for information
Secretary Treasurer Information Item	Received for information
Committees	Received for information
Question Period	Received
Other Business	Approved
Adjournment	Meeting adjourned at 4:04 p.m.