



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

February 11, 2014 at 5:00 p.m.

Boundary Central Secondary School Library

Agenda

Call to Order

Presentations/Delegations

Four School Connections – Jennifer Macdonald, Vice Principal and Brian Foy, Principal

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

January 14, 2014 – Regular Board Meeting Minutes

Report on In-Camera Meeting from January 14, 2014

The Board discussed personnel issues, properties/facilities, that the Support Staff Agreement was ratified, and the process for hiring the BCSS Principal and the Budget Process.

Correspondence

Nil

Business Items

1. Superintendent's Report

- January 2014 Report (Attachment)
- WBES 6/7 Trip (Attachment)

2. Secretary-Treasurer's Report

- January 2014 Report (Attachment)
- Enrollment Report (Attachment)
- Expenditure Report (Attachment)

3. Director of Instruction's Report

- January 2014 Report (Attachment)

4. Amended Budget Bylaw

MOTION: "That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 11, 2014."

MOTION: A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (Boundary) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year

2013/2014 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 51 (Boundary) Amended Annual Budget Bylaw for fiscal year 2013/2014.
3. The attached Statement 2 showing the estimated revenue and expense for the 2013/2014 fiscal year and the total budget bylaw amount of \$17,932,212 for the 2013/2014 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2013/2014.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2013/2014 fiscal year, as read a first, second and third time, passed and adopted the 11th day of February 2014."

5. Talking Break

6. Capital Project Bylaw No. 116619 (Bus Replacement)

MOTION: "That the Board of Education unanimously agrees to give the Capital Project Bylaw No. 116619 all three readings at this meeting of February 11, 2014."

MOTION: "A BYLAW by the Board of Education of School District No. 51 (Boundary) (hereinafter called the "Board") to adopt a Capital Project of the Board pursuant to Sections 143 (2) and 144 (1) of the School Act, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act"). WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved Capital Project No. 116619.

NOW THEREFORE the Board agrees to the following:

- (a) Upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement;
- (b) Observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) Maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

The Capital Bylaw of the Board approved by the Minister and specifying a maximum expenditure of \$328,431 for Project No. 116619 is hereby adopted.

This Bylaw may be cited as "School District No. 51 (Boundary) Capital Project Bylaw No. 116619.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Capital Project Bylaw No. 116619 as read a first, second and third time, passed and adopted the 11th day of February 2014.

7. BCSTA Provincial Council Meeting – Motions (Attachment)

8. Committee Reports

- AbEd Committee
- Finance Committee
- Operations Committee
- Policy Committee (Attachment)

MOTION:

"That the Board approve for circulation the following policy: "Gender and Sexual Minorities".

9. Trustee Reports

- | | |
|----------------------------------|--|
| • Rec Commission | * BCPSEA/BCSTA Rep Council – AGM Report Out |
| • BISM | * BCSTA Provincial Council |
| • BCSTA Kootenay Boundary Branch | * Okanagan Labour Relations Council |
| • District Literacy | |

10. Around the Boundary January 2014

11. Trustee Activities and Upcoming Events

BCSTA Provincial Council Meeting – February 21-22, 2014

BCSTA 110th AGM – April 24-27, 2014

Future Agenda Items

Next Board Meeting: March 11, 2014 – 6:00 p.m.
School Board Office

Adjournment

QUESTION PERIOD

The purpose of this portion of the Agenda is to provide the opportunity to members of the public, press, radio and staff to ask questions or request clarification on items placed on this evening's Regular Meeting Agenda.

Questions which do not arise from the Agenda may certainly be addressed. Points may be raised before or after the meeting days by approaching the Executive Officers or Chairperson. If such queries require formal address by the Board, they can be submitted, in writing, and considered for placement on the Agenda for subsequent meetings. Such inquiries are welcomed as many routine questions can be handled by the staff.

School District No. 51 (Boundary)

Minutes of a Regular Meeting of the Board of Education of School District No. 51 (Boundary)
held Tuesday, January 14, 2014 at Boundary Secondary School Library

The Chairperson called the meeting to order at 5:03 p.m.

Present:	Mrs. T. Rezansoff	Chairperson
	Mrs. V. Gee	Trustee
	Mr. K. Harshenin	Trustee
	Mr. D. Reid	Trustee
	Mrs. C. Strukoff	Trustee
	Mrs. R. Zitko	Trustee
	Mr. K. Argue	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
	Mr. D. Lacey	Director of Learning

Absent:	Mrs. C. Riddle	Vice Chair
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Presentations/Delegations

BCSS students shared their experiences in the BCSS Theatre and the production of West Side Story.

Adoption of Agenda

MOVED	Reid
2ND	Strukoff

“That the Agenda for January 14, 2014 be adopted as circulated.”

CARRIED

Adoption of Minutes

MOVED	Harshenin
2ND	Gee

“That the Minutes of the December 10, 2013 Board Meeting be adopted as circulated”

CARRIED

Report on In-Camera Meeting from December 10, 2013

The Board discussed personnel issues, properties/facilities, and that the review of the four school model will take place in February after the Board meeting.

Correspondence

Nil

Business Items

1. Superintendent’s Report

The Superintendent reported on school visits, meetings attended in and out of the District and the process being used to determine when the District will be implementing the new student information system ConnectEdBC.

MOVED	Harshenin
2ND	Reid

“That the Board approve in principle the Victoria Music tour 2014.

CARRIED

2. Secretary-Treasurer’s Report

The Secretary-Treasurer provided an update on the finances as well as presented the month end expenditure and enrolment reports.

3. Director of Learning Report

The Director of Learning reported on school visits, December meetings in and out of the District and reported on the Special Education and Aboriginal Education events for December.

Agenda

4. White Paper On Election Expenses

The Board discussed the paper as well as the questions. Board Chair Rezansoff will respond.

5. Talking Break

The Secretary-Treasurer reviewed the final funding allocation and the current status of the amended budget.

6. Committee Structures

Chair Rezansoff reported that the committee chairs will remain the same for 2014.

7. Committee Reports

- AbEd Committee – Trustee Gee reported on the FNEESC Conference.
- Finance Committee – Chair Rezansoff reported out.
- Operations Committee – Trustee Harshenin reported out.

8. Trustee Reports

- Rec Commission – Trustee Strukoff reported that the Rec Commission is looking into a Community Garden.
- BISM- Trustee Strukoff reported out.
- PAC Meetings - Trustee Zitko reported on the Big White PAC meeting and Superintendent Argue reported on the Greenwood/Midway PAC meeting.

9. Around the Boundary December 2013

Around the Boundary for December 2013 was presented.

Meeting adjourned at 6:30 p.m.

Chairperson

Secretary-Treasurer

Kevin Argue
SD51 Superintendent of Schools
Month-End Report
February 11, 2014



School Visitations

- West Boundary Elementary School
 - Attended a WBES PAC meeting and gave the SD51 presentation.
- Beaverdell Elementary
 - Attended Beaverdell Elementary School PAC meeting and gave the SD51 presentation.
- Boundary Central Secondary School
 - Visited BCSS classes.
 - Met with BCSS parents and school community to build BCSS Principal profile.
 - Met with all BCSS students to complete BCSS Principal profile on-line survey.
 - Met with all interested BCSS staff to complete BCSS Principal profile on-line survey.
 - Attended BCSS Aboriginal Mural Blessing.
- Christina Lake Elementary School
 - Visited classrooms and met with Principal Lockhart.
- Perley Elementary School
 - Visited school and met with Principal Chapman.
- Grand Forks Secondary School
 - Met with Principal Stewart and Vice Principal Phelan regarding timetable.
 - Attended GFSS Aboriginal Mural blessing at the Art Gallery.
 - Attended GFSS PAC meeting and gave the SD51 presentation.
- Greenwood Elementary School
 - Attended Greenwood and Midway Elementary School PAC meeting and gave the SD51 presentation
- Midway Elementary School
 - Visited classes after they had returned from a 4-school skating activity.
 - met with Principal Foy.
- Big White Community School
 - Attended Big White Community School PAC meeting and gave the SD51 presentation.

District Planning

The four goals of the SD51 Achievement Contract are:

1. To embed the Inquiry Process into teaching and learning throughout SD51.
2. To improve student achievement in Reading, Writing and Numeracy.
3. To implement emerging technologies in teaching and learning in all classrooms for all students in School District 51.
4. To develop a District-shared vision to embed Health Promoting Schools initiatives into the schools and classrooms of School District 51.

*Doug, Jeanette and I were able to share these goals with the Parent Advisory Councils from GFSS, GES/MES, WBES, BES, BWCS.

District Initiatives

- SPERAS Consulting will be providing Suicide and Self Harm Prevention workshops in Midway and Grand Forks – March 5th and 6th.
- Jesse Miller of Mediated Reality will be providing Social Media workshops in Midway and Grand Forks on May 14th and 15th.
- District Trades Day – March 7th – Larry Espe, Superintendent of Trades and Transitions from the Ministry of Education and Sue Crighton of UBC-O will be facilitating 'Maker Day'.

Ministry Initiatives

- We have committed to being part of Wave 1 of the new SIS – MyEducationBC.
- Attending District Planning day with Ministry of Education guest David Albury.

Meetings in District

- Meeting with Angus Graeme – President of Selkirk College.

Meetings out of District

- Meeting with Zone School Districts regarding the WKTEP at Selkirk College.

January 27, 2014

Mr. Kevin Argue
Superintendent
Boundary #51
PO Box 640
Grand Forks, BC V0H 1H0

Dear Mr. Argue;

On behalf of the grade 6/7 students and the planning committee, I am writing this letter asking for approval in principle for our West Boundary Elementary grade 6/7 Fieldtrip to Vancouver/Victoria on June 9 – 12, 2014. We have a committee of dedicated parents/staff and students who are looking forward to this 4 day curricular trip.

Thank you for your consideration.

Sincerely,
Jennifer MacDonald, Chaperone/ Co - Planner



Secretary-Treasurer's Report

January 2014

J. Hanlon, Secretary-Treasurer

February Enrolment Count

The second enrolment count is due February 14, 2014. This count does not affect our funding because we are still in funding protection. It also does not fund the regular enrolment increases.

On February 15th I will be submitting our enrolment projections for the next three years.

Finance

The Board and District Leadership team met to go over the current year's budget and to start planning for 2014/2015. Principals worked on preliminary class configurations and looked at preliminary staffing allocations based on rollover. We are expecting timetables from the secondary schools to be done sooner this year.

PAC Meetings

The Superintendent, Director of Learning and I attended PAC meetings in January at the following schools:

- Greenwood/Midway
- Beaverdell
- West Boundary Elementary
- Big White
- GFSS

Meetings were all well attended.



Felting Project, BCSS

Facility Visits

The Operations Manager and I visited all schools in January and met with Principals to discuss capital projects. We are compiling the information from these visits, and from the previously



mentioned PAC meetings, to prioritize projects. Some projects will qualify under Annual Facilities Grant funding (AFG), while others may have to be funded out of operating.

Carbon Neutral Grant

We applied for a Carbon Neutral Grant for upgrades to the boiler and heating units at Hutton Elementary School. We applied for \$110,000 of a \$270,000 project. The remainder of the project will need to be funded out of AFG.

School District No. 51 (Boundary)
Enrolment
As of January 31, 2014

Head Count

	31-Jan-14	31-Dec-13	Increase (Decrease)	30-Sep-13
GFSS	340	342	(2.0000)	342
Perley	257	261	(4.0000)	264
Hutton	242	245	(3.0000)	241
CLES	77	78	(1.0000)	85
BCSS	126	127	(1.0000)	123
MES	32	33	(1.0000)	32
GWD	32	32	-	31
WBES	106	106	-	107
BES	10	10	-	10
Big White	37	37	-	27
Walker	25	30	(5.0000)	22
Total	1284	1301	-17.0000	1284

Expenditure Report

Object	Title	January	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	82,566.25	562,166.98		995,249	433,082	44
11	Teacher Salaries	558,944.48	2,820,768.18		5,750,161	2,929,393	51
12	Non-Teachers Salaries	239,369.95	1,402,261.97		2,879,075	1,476,813	51
13	Management Salaries	32,589.83	228,128.81		403,401	175,272	43
14	Substitute Salaries	16,716.55	183,870.42		489,159	305,289	62
19	Trustees Indemnity	6,268.40	43,878.80		75,223	31,344	42
21	Statutory Benifits	71,110.45	214,197.42		573,573	359,376	63
22	Pension Plans	117,239.17	665,739.60		1,327,038	661,298	50
23	Medical And Life Benifits	51,090.85	318,372.23		614,496	296,124	48
31	Services	62,202.65	277,857.88	10,184.64	592,517	304,474	51
33	Student Transportation	4,926.97	35,342.49		83,105	47,763	57
34	Training & Travel	8,804.92	145,827.77		229,810	83,982	37
36	Rentals & Leases		16,764.00		33,528	16,764	50
37	Dues And Fees	41.76	58,748.16		71,790	13,042	18
39	Insurance		61,114.00		67,400	6,286	9
51	Supplies	100,063.92	460,784.39	22,790.44	1,075,192	591,618	49
54	Electricity	11,451.24	110,468.93		283,000	172,531	61
55	Heat	27,258.03	57,761.01		143,000	85,239	60
56	Water And Sewage	144.41	4,983.76		21,000	16,016	76
57	Garbage And Recycling	2,626.25	7,468.99		17,000	9,531	56
Totals		1,393,416.08	7,676,505.79	32,975.08	15,724,717.00	8,015,237.00	51



January 2014 Report

Director of Learning

Doug Lacey

School/PAC Visits

Greenwood Elementary School

- Attended and made presentation to the Greenwood/Midway Parent Advisory Council with Jeanette Hanlon and Kevin Argue (Jan. 6).

Boundary Central Secondary School

- Participated in the parent consultation for the new Boundary Central Secondary School principalship.

Midway Elementary School

- Attended and made presentation to the Greenwood/Midway Parent Advisory Council with Jeanette Hanlon and Kevin Argue.
- Visited the two classrooms at Midway Elementary (Jan. 27).



West Boundary Elementary School



- Attended and gave presentation to Big White Parent Advisory Council with Jeanette Hanlon and Kevin Argue (Jan. 22).
- Visited and observed the Literacy Day Assembly at West Boundary Elementary, observed the new primary reading program being piloted, and was able to visit each classroom in the school (Jan. 27).

Grand Forks Senior Secondary School

- Met with Scott Stewart and Mike Phelan regarding the work their timetable committee is working on for possible changes in the future (Jan.7).
- Attended and gave presentation to Grand Forks Secondary Parent Advisory Council with Jeanette Hanlon and Kevin Argue (Jan. 14).

Christina Lake Elementary School

- Attended and gave presentation to Beaverdell Parent Advisory Council with Jeanette Hanlon and Kevin Argue (Jan. 21).

Big White Community School

- Attended meeting with Big White parents regarding P.E. facilities (Jan. 13).
- Attended and gave presentation to Big White Parent Advisory Council with Jeanette Hanlon and Kevin Argue (Jan 13).

Special Education and Student Services

- Joanne Gidney spent day on I.E.P. mentoring with Special Ed. staff from GFSS and Hutton (Jan. 8 and 15).
- Toni Hoffman completing I.E.P mentoring with Special Ed. staff at WBES.
- Met with Joanne Gidney and Brenda Fitzner to set up schedule of Psych. Ed. assessment for the winter/spring (Jan. 16).
- Brenda Fitzner completed two more Psych. Ed. assessments by end of January.



Aboriginal Education

- Met with Aboriginal Support Teachers to plan next month's agendas, to discuss future planning and begin process of completing the Aboriginal student self-reporting survey for Grade 5, 6, and 9 students (Jan. 15).
- Attended Boundary Central Secondary Blessing Ceremony for the Terry Jackson mural (Jan. 21).
- Attended Blessing Ceremony at the Grand Forks Art Gallery for the Terry Jackson mural completed at GFSS (Jan. 22).

Learning Initiatives

- January 22 – Along with Mike Phelan, planned and held an inaugural meeting on the concepts of Project-Based Learning for twenty interested teachers from across the Boundary. This is an on-going initiative.
- January 23 – Held a morning of professional development for Kindergarten teachers and began the process of completing the Early Development Instrument (E.D.I.) for every Kindergarten student.



Partnership Meetings

- January 13 – Attended monthly Boundary Integrated Service Model meeting.
- January 16 – Participated on regional conference call regarding initiatives taking place on suicide prevention for youth and shared the great work unfolding in the Boundary.
- January 16 – Participated in inter-agency meeting working on Child, Youth and Mental Health issues and initiatives in the Boundary.
- January 27 – Attended a meeting of the Community Literacy Advisory Group.
- January 28 – Attended a meeting of the Boundary Early Years Advisory Committee/Child, Youth and Mental Health group.

Other

- January 20 – Participated in District leadership and Trustee budget planning session.



8.1 2014/2015 BCSTA DRAFT BUDGET

SUBMITTED BY: *BCSTA Board of Directors*

BE IT RESOLVED:

That Provincial Council receive the 2014/2015 BCSTA Draft Budget and provide additional input to the Finance Committee prior to adoption of the final budget immediately following AGM 2014.

RATIONALE:

At the October 2013 Provincial Council meeting, the Finance Committee discussed several **factors expected to impact BCSTA's 2014/2015 operating budget and** requested input for development of the budget draft. Based on revenue and cost projections as well as input received from Boards of Education, the Finance Committee has prepared a 2014/2015 BCSTA Draft Budget for receipt by the February 2014 Provincial Council.

For 2014/2015, the Finance Committee focused on developing a balanced budget draft that maintains low registration fees for BCSTA events and, despite the \$7,000 decrease in member fees resulting from declining enrollment, does not include a member fee increase.

In order to deliver a balanced budget draft with no increase to member fees and minimal increases to conference registration fees, the Finance Committee and the Board of Directors are recommending cost reductions in a number of areas:

- The cancellation of the Spring 2015 Post-election Academy;
- Providing AGM Handbooks in electronic format only with printed copies available on a cost-recovery basis;
- Reduced photography at events;
- A reduction of In-District Services to individual Boards from \$60,000 to \$40,000; and
- A reduction in contractor/event support from \$40,000 to \$30,000.

Based on projected revenues and expenditures, additional grant support for the December 2014 Academy and AGM 2015 will also be required in order to minimize the impact on registration fees. Although BCSTA has not been receiving government grants since 2008/2009 an additional \$50,000 from the remaining grants account will be needed to support these events in 2014/2015.

At its January 27, 2014 meeting, the Board of Directors approved the submission of the budget draft to the February 2014 Provincial Council, and have highlighted some areas of concern:

- Member fee revenues are decreasing as a result of declining enrollment; AGM and Academy registration fees are being maintained at a subsidized level to ensure affordability; and a member fee increase has not been applied, which means that overall revenues are declining while inflationary cost pressures and salary and benefit costs continue to increase, resulting in an impact on member services.
- As mentioned on page two, BCSTA has not received government grant funds since 2008/2009. Consequently, the Board of Directors previously set aside \$150,000 in grant funds to support BCSTA events, \$65,000 of which has been included in the 2013/2014 budget and the 2014/2015 budget draft.

As the availability of grant funds is limited, continued use of grant funds to **support BCSTA's operating budget is not sustainable. Additionally,** use of grant funds to subsidize BCSTA operating budgets could ultimately result in a larger future increase in member and/or registration fees or in corresponding **budget cuts, which will further impact BCSTA's ability to deliver member services.**

For instance, the \$50,000 grant allocation in the 2014/2015 budget draft is equivalent to a member fee increase of approximately two-and-one-half **percent. If increases to member and/or registration fees aren't applied on an incremental basis,** a significant increase will eventually be required to maintain member service; alternatively, services levels will need to be further reduced.

- **BCSTA's staff salary grid increases are based on teacher-negotiated salary increases. The current teachers' contract expired on June 30, 2013,** but as it is not known if the teachers will negotiate an increase for 2013/2014 or **2014/2015, BCSTA's 2013/2014 budget and 2014/2015 budget draft do not reflect salary-grid increases. If the teachers do negotiate a salary increase, BCSTA's budget will be negatively impacted.**

For instance, if teachers negotiate a two-percent increase in salaries, it would result in a salary grid increase of approximately \$20,000, which is equivalent to a member fee increase of approximately one percent.

The Finance Committee, Board of Directors, and staff are committed to the prudent fiscal management of member dollars and continue to look for more efficient and effective program delivery options and cost-saving measures while focusing on providing the highest possible level of service to member Boards. As the recommended and future budget cuts will impact member services, the Finance Committee, Board of Directors, and staff will strive to implement reductions that will have the least impact on member Boards. If further budget cuts are required,

8.1

2014/2015 BCSTA DRAFT BUDGET

Boards of Education will be given an opportunity to provide feedback regarding additional cuts to service areas.

As the Finance Committee is recommending that member fees not be increased in 2014/2015, all changes to member fees, as shown in Appendix I, are solely the result of changes in FTE student enrollments.

The 2014/2015 BCSTA Draft Budget has been submitted to the February 2014 Provincial Council for receipt only and Councillors are encouraged to provide the Finance Committee **with additional feedback prior to March 21, 2014. BCSTA's** 2014/2015 Draft Budget will be adopted by the April 2014 Provincial Council.

BCSTA Draft Budget 2014/2015

BCSTA 2014/2015 Draft Budget

Budget Cycle

Following BCSTA's budget cycle, illustrated on page eight, the Finance Committee requested feedback from the October 2013 Provincial Council to assist in preparing BCSTA's 2014/2015 draft budget. This first budget draft will be presented to the February 2014 Provincial Council for review and will ultimately be adopted by the April 2014 Provincial Council, directly following BCSTA's Annual General Meeting.

Budget Considerations

At the October 2013 Provincial Council meeting, the Finance Committee reviewed a number of issues that were expected to impact the 2014/2015 budget. The items that have impacted the development of BCSTA's draft 2014/2015 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.

Student enrollment has been declining since 2000/2001, which has resulted in a reduction in member fees over the subsequent twelve-year period. In 2012/2013, with the addition of full-day kindergarten, FTEs were increased for the first time since 2000/2001. However, because of the structure of BCSTA's fee formulas, the trend of FTE movement from urban to rural centers resulted in a reduction in member fee revenues in 2012/2013 as well.

For instance, while total FTEs actually increased by 889 for 2012/2013, member fees decreased a total of \$4,070. This decrease was offset by a two percent increase in member fees in 2012/2013.

In 2013/2014, fees decreased a total of \$17,000 as a result of declining enrollment; however, as BCSTA was able to achieve savings in other budget lines, a member fee increase was not required.

FTE student enrollment data for September 2013 was used as the basis for calculating 2014/2015 member fees. Declining enrollment of nearly 3,000 FTE students has resulted in a \$7,000 reduction in member fees.

BCSTA 2014/2015 Draft Budget

2. **Membership**

BCSTA has had full membership since 2007/2008. In accordance with BCSTA practice, if withdrawal of a member Board occurs, member equity (BCSTA's unrestricted net assets) would be used to fund the loss of member fees for the first year of Board withdrawal. Member fees would therefore not be affected by a change in membership in 2014/2015.

3. **Member Equity**

BCSTA does not have a member equity surplus available for use in 2014/2015. When a surplus exists, it is used to offset member, Academy, or AGM fees. For instance, in 2003 Boards received a 50 percent reduction in AGM registration fees; in 2009, Boards received a two-percent member fee rebate; and in 2013, Boards received a reduction of \$55 per person on Academy registration fees.

4. **Interest Revenue**

This budget line was reduced by \$33,000 in 2010/2011 as a result of declining interest rates and subsequently increased by \$10,000 in 2011/2012 and \$4,000 in 2012/2013 to reflect slight rate improvements.

At its October 2011 meeting, Provincial Council approved the Finance Committee recommendation that "interest-bearing accounts or investment securities that are issued or guaranteed by Canadian Chartered banks, trust companies or credit unions" be added to BCSTA's Investment Policy. As a result, BCSTA has benefitted from a slight improvement in investment rates and a minor increase to this budget line is recommended for 2014/2015.

5. **Entrepreneurial Activity**

In 2013/2014, BCSTA will be making an electronic version of the *Guide to School Legislation* available at no charge to all trustees of member Boards. Sales revenues, which will therefore be limited to universities and colleges within British Columbia, are expected to decrease in 2013/2014 with no change anticipated in 2014/2015.

6. **Government Grants**

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 was reduced from \$75,000 to \$15,000, a total reduction of \$60,000; however, given the financial pressures currently experienced by Boards of Education, BCSTA will be using \$50,000 in grant funds in 2014/2015 to maintain AGM and Academy registration fees at minimum levels.

BCSTA 2014/2015 Draft Budget

7. **CSBA Congress**

BCSTA hosted CSBA Congress 2013 and was therefore responsible for all associated revenues and expenses. As the Ontario Public School Boards' Association will be hosting CSBA Congress 2014 and will therefore be responsible for all associated revenues and expenditures, these budget lines have been eliminated in BCSTA's 2014/2015 budget draft.

8. **BCSTA Meetings and Events**

Based on the Vancouver Consumer Price Index (CPI) average of 1.55 percent for 2008 through 2012, inflation is projected to be approximately one-and-one-half percent for 2014/2015. Inflationary increases have the largest impact on the AGM, Academy and Provincial Council budget lines, but also affect the Branch Support, Board of Director and Committee budget lines. Hotel, meal, speaker and audio-visual costs are also expected to increase in 2014/2015, which will further impact these budget lines.

Although 2014/2015 is a municipal election year, the Finance Committee has recommended that BCSTA not host a spring 2015 Academy. This recommendation takes into consideration the additional cost to BCSTA of hosting the event and the additional cost to Boards of Education to have members attend it.

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 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. Based on the Vancouver Consumer Price Index (CPI) average of 1.55 percent for 2008 through 2012, total Board of Director honouraria amounts for 2014/2015 would increase approximately \$1,000.

10. **Standing Committees**

The *Finance Committee*, *Education Committee*, and *Aboriginal Education Committee* budget lines were all decreased in 2009/2010 to reflect cost savings achieved by moving to an online meeting format and by holding meetings in conjunction with other BCSTA events.

The *Aboriginal Education Committee* budget line was increased \$4,000 in 2011/2012 to accommodate the increase from seven to nine members in 2010/2011.

BCSTA 2014/2015 Draft Budget

The *Legislative Committee* budget line was reduced from \$6,000 to \$2,000 in 2013/2014 to reflect the completion of its review of BCSTA's policies.

11. **Advocacy**

Given the provincial government's mandate to change the current teacher collective bargaining structure, BCSTA is anticipating an increase in the number of meetings with Ministry personnel, Boards of Education, and members of a bargaining committee or council. While an increase to this budget line is projected for 2014/2015, costs are expected to be of a temporary nature. As a result, funds that have been internally restricted by the Board of Directors in 2013/2014 will be used to support the projected temporary increase in expenditures to this budget line.

12. **Building**

BCSTA's 15-year lease term with SD 39 (Vancouver) expires on August 31, 2014; however, BCSTA has an option to renew its lease for an additional five-year term beginning on September 1, 2014. In accordance with the license agreement, BCSTA has provided SD 39 (Vancouver) with one-year's notice of its intention to renew. As the contract specifies that lease rates be adjusted to market rates at the time of renewal, an increase to the *Building* budget line is expected for 2014/2015.

In 2012/2013, the Board of Directors adjusted staff compensation packages by eliminating paid parking, which has resulting in savings of approximately \$10,000 per year in this budget line. These savings will offset, at least in part, the market-rate increase in lease costs. As the amount of the actual increase to market won't be known until the time of lease renewal, any adjustment to the rate will be incorporated in the 2015/2016 operating budget.

13. **Audit Fees**

Every five years, BCSTA negotiates a contract for services with a suitable audit firm. Every five years, therefore, BCSTA issues a request for proposal to potentially suitable firms, based on criteria developed by the Finance Committee. As 2012/2013 was the fifth year in BCSTA's five-year contract with its current auditors, BCSTA is undertaking a review of audit firms for the next five-year term, beginning in 2013/2014.

Costs for BCSTA's annual audit are captured in the *Financial* budget line. This budget line was increased in 2012/2013 to reflect increased costs resulting from additional audit work required as a result of BCSTA's adoption of new not-for-profit accounting standards. As this increase is expected to accommodate the increase to market rates for the five-year contract beginning in 2013/2014, no change to this budget line is recommended for 2014/2015.

BCSTA 2014/2015 Draft Budget

14. 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 2014/2015:

- BCSTA's telephone system was replaced in 2012/2013;
- BCSTA's document management system was replaced in 2013/2014;
- BCSTA's servers are on a three year rotation, with two of its six servers replaced each year. Two servers are therefore scheduled to be replaced in 2013/2014 and in 2014/2015;
- BCSTA replaced all of its workstations in 2010/2011. While the majority of these workstations were expected to have an estimated useful life of four years, with the heavy-use machines having a useful life of three years, hard-drive upgrades implemented in 2011/2012 are expected to extend the useful life of these machines by one additional year. BCSTA's heavy-use workstations are therefore scheduled for replacement in 2014/2015, with the replacement of the remainder of the workstations deferred to 2015/2016;
- BCSTA's mailing machine is currently scheduled for replacement; however, rather than replace this asset, BCSTA is looking into contracting mailing services from the Vancouver School Board.

Although a number of capital asset replacements are scheduled for 2013/2014 and 2014/2015, several of BCSTA's current capital assets will be fully depreciated by 2014/2015. In addition, BCSTA has reduced its server complement from nine to six, which has reduced the number of annual server replacements from three to two. This budget line will therefore be decreased in 2014/2015.

15. Salaries/Benefits

BCSTA's staff salary grid increases have been historically tied to teacher salary negotiations. As a result of the provincial government's net-zero mandate, the salary grid was not increased in 2011/2012 or 2012/2013.

The current teachers' contract expired on June 30, 2013. Since it is not known if teachers will negotiate a salary increase for 2013/2014 and/or 2014/2015, a salary grid increase was not included in 2013/2014 and is not included in this budget draft. If an increase is negotiated before adoption of the 2014/2015 budget, an increase to this budget line will be incorporated. If a teacher-negotiated salary increase occurs after Provincial Council adopts the 2014/2015 budget, the corresponding salary grid increase will be funded out of member equity (unrestricted net assets) in 2014/2015 with an adjustment to be incorporated in the 2015/2016 operating budget.

BCSTA 2014/2015 Draft Budget

For 2014/2015, there are a number of offsetting variables that will impact the *Salary* budget line:

- movement on the salary grid;
- rising benefit costs;
- 2012/2013 staffing changes;
- replacement of the Senior Director of Education, who retired on December 31, 2013; and
- replacement of the Executive Director, who will be retiring on December 31, 2014.

As a result of these offsetting cost factors, this budget line will be minimally affected in 2014/2015, unless, as shown on page five, a teacher-negotiated salary increase occurs prior to adoption of BCSTA's 2014/2015 Budget by the April 2014 Provincial Council.

BCSTA 2014/2015 Draft Budget

Budget Impact

As shown on pages one through six, the Finance Committee has considered a number of factors that are expected to impact the 2014/2015 operating budget. These factors include declining enrollment, inflation, the need to replace capital assets, the rising cost of hotels, meals, and audio-visual support at BCSTA events, as well as the cancellation of the spring 2015 Academy.

Given the success of the CSBA Congress 2013, with attendance and sponsorships well in excess of projections, the Board of Directors allocated a portion of the surplus to an internally restricted fund to be used to offset one-time costs in future years. For 2014/2015, the internally restricted fund will be used to defray expenditures associated with conducting an Executive Director search and costs associated with additional advocacy work that may need to be undertaken in 2014/2015 resulting from changes to the teacher collective bargaining structure.

Impact on Member Fees

Member fees are affected each year by changes in BCSTA's membership; changes in FTE students; changes in fee categories, as shown on page nine; approved inflationary increases to maintain current service levels; and approved increases or decreases to specific budget lines.

For 2014/2015, the Finance Committee has prepared a balanced draft budget focused on keeping Academy and AGM registration fees at minimum levels while also ensuring that **member fees not be increased.**

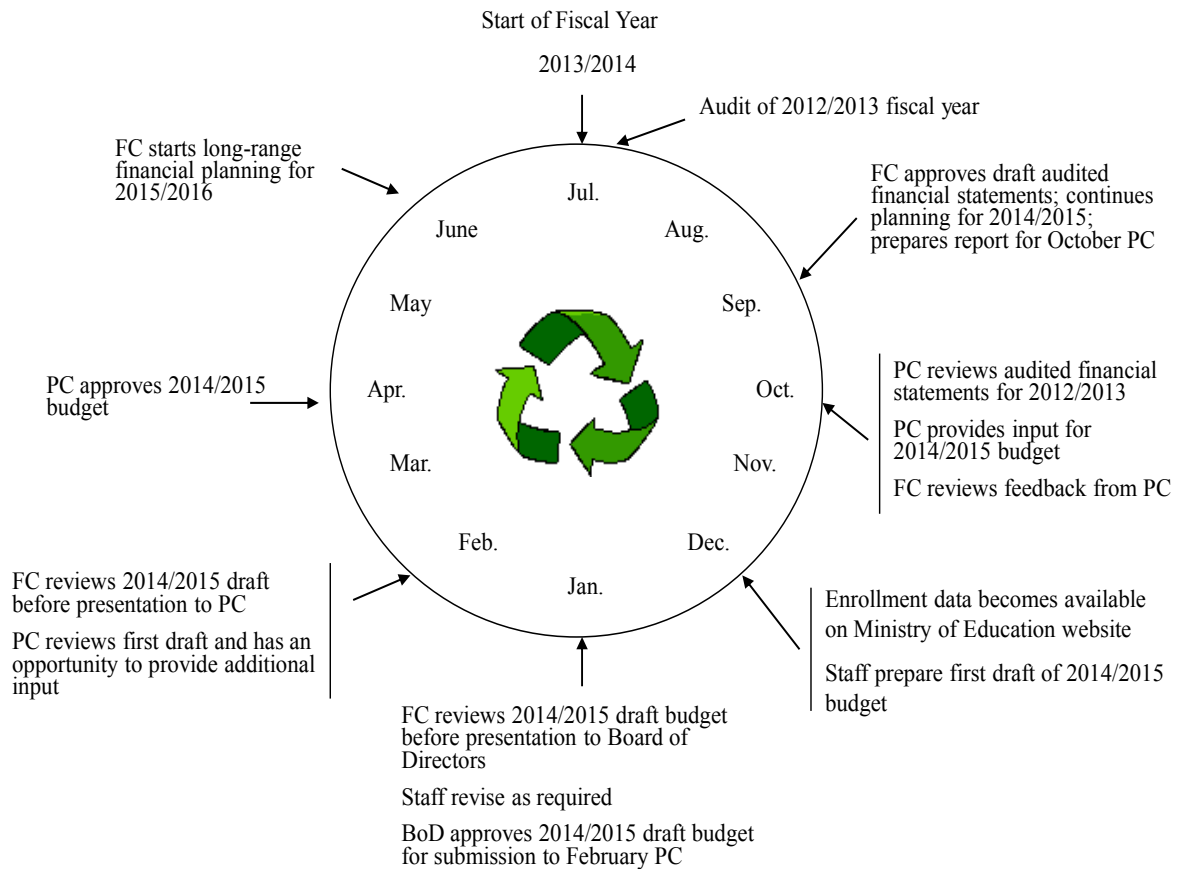
While maintaining a high level of service to member Boards remains a focus of the Association, service levels are expected to be impacted in 2014/2015 in order to accommodate the \$7,000 decrease in member fees resulting from declining enrollment and in order to subsidize BCSTA events so registration fees can be kept at minimum levels. The decrease in service levels has been minimized by using member dollars effectively, by using restricted funds for one-time extraordinary costs, by increasing allocations of government grant funds to support BCSTA events, and by cutting costs in areas that will have the least impact on member services.

BCSTA 2014/2015 Draft Budget



British Columbia
School Trustees
Association

2014/2015 Budget Cycle



BCSTA 2014/2015 Draft 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-percent increase to member fees, and in 2006/2007 a one-percent 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 2014/2015 Draft Budget

TOTAL REVENUE AND EXPENDITURE SUMMARY

TOTAL REVENUE

(All amounts are in thousands of dollars)

Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
Member Fees	1960	1943	1936	- 7
AGM	161	179	191	+ 12
CSBA Congress	--	364	--	- 364
Interest	79	76	79	+ 3
Academy	--	176	210	+ 34
Grant Admin./ Entrepreneurial	13	13	13	--
Total	2213	2751	2429	- 322

TOTAL EXPENDITURES

(All amounts are in thousands of dollars)

Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
Core Services	579	1171	859	- 312
Office	267	289	283	- 6
Salaries	1263	1291	1287	- 4
Total	2109	2751	2429	- 322

BCSTA 2014/2015 Draft Budget

CORE BUDGET REVENUE

(All amounts are in thousands of dollars)

R – REVENUE					
No.	Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
R1	Member Fees*	1960	1943	1936	- 7
	AGM*	161	179	191	+ 12
R3	CSBA Congress*	--	364	--	- 364
R4	Interest*	79	76	79	+ 3
R5	Academy*	--	176	210	+ 34
R6	Grant Administration, Contributions, Entrepreneurial	13	13	13	--
	Total	2213	2751	2429	- 322

- R1. *Member Fees* is **decreased a total of \$7,000** as a result of changes in FTE student enrollment.
- R2. *AGM* is **increased \$12,000** to reflect \$15,000 in increased support from government grant funds, which is offset by a projected \$5,000 decrease in AGM sponsorships and a slight decrease in projected attendance.
- R3. As CSBA Congress 2014 will be hosted by the Ontario Public School Boards' Association, this budget line has been deleted in 2014/2015.
- R4. Interest is **increased \$3,000** to reflect a slight improvement in interest rates.
- R5. *Academies* is **increased \$34,000** to reflect an increase of \$20,000 in government grant funds, plus a projected increase in attendance consistent with high attendance rates in an election year.

BCSTA 2014/2015 Draft Budget

CORE BUDGET EXPENDITURE SUMMARY

(All amounts are in thousands of dollars)

		Budget Amount	Percentage of Budget
A1.	Advocacy		
	Program	\$ 531	22%
	Staff Salaries	\$ 712	29%
	Total	<u>\$1,243</u>	<u>51%</u>
A2.	Trustee and Board Services		
	Program	\$ 328	14%
	Staff Salaries	\$ 513	21%
	Total	<u>\$ 841</u>	<u>35%</u>
B1.	Office Operations		
	Program	\$ 283	12%
	Staff Salaries	\$ 62	2%
	Total	<u>\$ 345</u>	<u>14%</u>

Detailed information on Program expenditures can be found on pages 13 through 17 following. For instance, the Program portion of B1. *Office Operations* is made up of Building, Equipment Maintenance, Office Administration, and other items.

BCSTA 2014/2015 Draft Budget

CORE BUDGET EXPENDITURES

(All amounts are in thousands of dollars)

PROGRAM A: CORE SERVICES

A1 – ADVOCACY					
No.	Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
A1(a)	Advocacy Services*	59	57	57	--
A1(b)	CSBA	48	40	40	--
A1(c)	AGM	133	190	190	--
A1(d)	Provincial Council	91	94	94	--
A1(e)	Board of Directors*	89	84	85	+ 1
A1(f)	Finance Committee	7	10	10	--
A1(g)	Education Committee	14	18	18	--
A1(h)	Aboriginal Ed. Committee	16	18	18	--
A1(i)	Legislative Committee	1	2	2	--
A1(j)	Branch Support	16	17	17	--
	Total	474	530	531	+ 1

A1(a). Expenditures relating to advocacy undertaken as a result of changes to the teacher collective bargaining structure will be covered by internally restricted funds. **No change** to this budget line is therefore recommended for 2014/2015.

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 2014/2015 Draft Budget

Based on the Vancouver Consumer Price Index (CPI) average of 1.55 percent for 2008 through 2012, honouraria amounts have **increased \$1,000** for 2014/2015.

Recommended Board of Director Honouraria increases are:

President:	\$ 15,757 to \$ 16,002/annum
Vice-President:	\$ 7,878 to \$ 8,000/annum
Director:	\$ 5,628 to \$ 5,715/annum

BCSTA 2014/2015 Draft Budget

CORE BUDGET EXPENDITURES

(All amounts are in thousands of dollars)

A2 - TRUSTEE AND BOARD SERVICES					
No.	Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
A2(a)	Academy*	--	171	203	+ 32
A2(b)	CSBA Congress*	--	325	--	- 325
A2(c)	In-District Services*	29	60	40	- 20
A2(d)	Communications/Publications	36	40	40	--
A2(e)	Legal Counsel	40	45	45	--
	Total	105	641	328	- 313

A2(a). The *Academy* budget line is **increased \$32,000** to reflect rising hotel, meal, travel, speaker, and audio-visual costs.

A2(b). BCSTA hosted CSBA's annual Congress in 2013. As the 2014 Congress will be hosted by the Ontario Public School Boards' Association, this budget line has been deleted for 2014/2015.

A2(c). *In-District Services* is **reduced \$20,000** to more accurately reflect actual expenditures. As in-house staff provide the majority of these services, associated costs are captured under *Salaries/Benefits*.

TOTAL CORE SERVICES (A1 – A2)	579	1171	859	- 312
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BCSTA 2014/2015 Draft Budget

OFFICE EXPENDITURES

(All amounts are in thousands of dollars)

PROGRAM B: OFFICE SUPPORT

B - OFFICE OPERATIONS					
No.	Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
B1	Building*	119	122	122	--
B2	Equipment Maintenance*	49	41	70	+ 29
B3	Office Administration*	20	17	20	+ 3
B4	Messaging Charges*	24	32	--	- 32
B5	Financial*	35	51	51	--
B6	Depreciation*	20	26	20	- 6
	Total	267	289	283	- 6

- B1. In 2012/2013, the Board of Directors adjusted staff compensation packages by eliminating paid parking, resulting in savings of approximately \$10,000 per year in this budget line.

BCSTA's current five-year lease term expires on August 31, 2014, after which the lease will be renewed for an additional five-year term, based on market rates at the time of renewal.

Given these two offsetting factors, the Finance Committee recommends that the \$10,000 savings achieved from eliminating paid parking for staff be used to offset the increase to market lease rates in September 2014. As the amount of the actual increase to market won't be known until the time of lease renewal, any adjustment to the rate will be incorporated in the 2015/2016 operating budget. **No change** to this budget line is therefore recommended for 2014/2015.

- B2. *Equipment Maintenance* has been combined with *Messaging* in 2014/2015 to reflect oversight responsibility as well as the nature of transactions included in the *Messaging* budget line, such as maintenance of BCSTA's photocopier, postage machine and fax machines.

BCSTA 2014/2015 Draft Budget

B3. This budget line (formerly called *Supplies*) was increased a total of \$8,000 in 2012/2013 to reflect a change in oversight responsibility. An initial \$3,000 was moved from the *Messaging Charges* budget line and \$5,000 was moved from the *Building* budget line. An additional \$3,000 has been moved from the *Messaging* budget line in 2014/2015 to more accurately reflect costs associated with the 2012/2013 changes.

B4. As shown above, \$3,000 from this budget line has been moved to the *Office Administration* budget line.

Also, as shown in B2, in order to reflect oversight responsibility, as well as the nature of transactions included in this budget line, such as maintenance of BCSTA's photocopier, postage and fax machines, this budget has been combined with *Equipment Maintenance*.

B5. As shown on page four, in 2012/2013, the *Financial* budget line was increased to address additional audit costs associated with transitioning to new not-for-profit accounting standards, which BCSTA adopted in the 2012/2013 fiscal year.

As 2012/2013 was also the fifth year in BCSTA's five-year term with its current auditors, BCSTA will be undertaking a review of audit firms for the next five-year term, beginning in 2013/2014. As the 2012/2013 increase was expected to cover the projected increase in audit fees for the new five-year term, this budget line was not increased in 2013/2014. An **increase to this budget line is also not recommended** for 2014/2015.

B6. As shown on page five, in 2014/2015, the *Depreciation* budget line will be affected by the following capital asset purchases:

- BCSTA's telephone system, which was replaced in 2012/2013;
- BCSTA's document management system, which was replaced in 2013/2014;
- the planned replacement of two of BCSTA's six servers in 2013/2014;
- the planned replacement of two of BCSTA's six servers in 2014/2015; and
- the planned replacement of five workstations in 2014/2015.

Increased depreciation expense resulting from the purchase of capital assets has been reduced by the following factors:

- replacement of two, rather than three, servers each year;
- cancellation of the mailing machine replacement;
- full depreciation of some computer equipment in 2014/2015.

As a result of these offsetting factors, the budget line will be **decreased \$6,000** in 2014/2015.

BCSTA 2014/2015 Draft Budget

STAFF SALARIES

(All amounts are in thousands of dollars)

S – STAFF SALARIES					
No.	Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
S1	Salaries/Benefits*	1263	1291	1287	- 4
	Total	1263	1291	1287	- 4

TOTAL POSITIONS (FTEs)	12	12	12	--
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- S1. *Salaries/Benefits* is **decreased \$4,000** to reflect savings achieved as a result of staffing changes made in 2012/2013 and anticipated savings resulting from 2013/2014 staffing changes; however, these savings are offset by increases resulting from movement on the staff salary grid and rising benefit costs. This budget line has been additionally reduced by decreasing the contractor/event support budget line from \$40,000 to \$30,000. While this reduction was necessary to offset cost pressures in this and other budget lines, it is believed that this reduction will have a minimal impact on member services.

As BCSTA staff salary grid increases have been historically tied to teacher-negotiated settlements and a settlement has not yet been negotiated for 2013/2014 or 2014/2015, a salary-grid increase is not recommended at this time. However, if a salary increase is negotiated subsequent to the approval of the 2014/2015 budget, any increase to BCSTA's staff salary grid would be funded out of member equity (unrestricted net assets) in 2014/2015 with an adjustment to be incorporated in the 2015/2016 operating budget.

BCSTA will be contracting the services of a recruitment firm to conduct an Executive Director search in 2014/2015. Given the extraordinary one-time nature of these expenses, the internally restricted funds set aside by the Board of Directors in 2013/2014 will be used to cover the costs associated with filling the Executive Director position. This budget line will therefore not be affected by costs to conduct the Executive Director search in 2014/2015.

TOTAL CORE EXPENDITURES (PROGRAMS A & B)	2109	2751	2429	- 322
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BCSTA 2014/2015 Draft Budget

GRANT ADMINISTRATION, CONTRIBUTIONS AND ENTREPRENEURIAL ACTIVITY

(All amounts are in thousands of dollars)

Item	Actual 2012/13	Budget 2013/14	Budget 2014/15	Dollar Change
<u>Revenue</u>				
Books	2	3	3	--
Restricted Fund				
Contributions	--	--	48	+ 48
Government Grants	7	--	--	--
Contracts	11	11	11	--
<hr/>				
Total	20	14	62	+ 48
 <u>Expenditures</u>				
Books	1	1	1	--
Restricted Fund				
Contributions	--	--	48	+ 48
Government Grants	6	--	--	--
Contracts	--	--	--	--
<hr/>				
Total	7	1	49	+ 48
<hr/>				
Net Contribution	13	13	13	--
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APPENDIX I
2014/2015 BCSTA FEE REVENUE COMPARED TO 2013/2014 FEE REVENUE

No.	School District	Total FTE Pupils Sep 30/12	Total FTE Pupils Sep 30/13	Difference	Category	2013/2014 Fees (0% Inc.)	2014/2015 Fees (0% Inc.)	Difference 0% Fee Increase	2014/2015 Fees (1% Inc.)	Difference 1% Fee Increase	2014/2015 Fees (2% Inc.)	Difference 2% Fee Increase
5	Southeast Kootenay	5,162.9	5,159.6	(3.3)	2	32,616.90	32,611.64	(5.26)	32,937.76	320.86	33,263.87	646.97
6	Rocky Mountain	3,000.0	2,999.9	(0.1)	1	23,316.78	23,315.93	(0.85)	23,549.08	232.30	23,782.24	465.46
8	Kootenay Lake	4,846.8	4,722.4	(124.3)	2	32,105.51	31,904.37	(201.14)	32,223.41	117.90	32,542.45	436.94
10	Arrow Lakes	498.4	468.3	(30.1)	1	6,292.71	6,087.69	(205.02)	6,148.57	(144.14)	6,209.45	(83.26)
19	Revelstoke	1,014.8	948.3	(66.4)	1	9,806.41	9,354.27	(452.14)	9,447.82	(358.59)	9,541.36	(265.05)
20	Kootenay-Columbia	3,889.8	3,784.3	(105.6)	1	29,372.28	28,653.89	(718.39)	28,940.43	(431.85)	29,226.97	(145.31)
22	Vernon	8,000.4	7,840.7	(159.8)	2	37,207.09	36,948.67	(258.42)	37,318.15	111.06	37,687.64	480.55
23	Central Okanagan	21,431.2	21,440.6	9.4	3	57,905.35	57,919.26	13.91	58,498.45	593.10	59,077.64	1,172.29
27	Cariboo-Chilcotin	4,962.4	4,829.2	(133.2)	2	32,292.61	32,077.10	(215.51)	32,397.87	105.26	32,718.64	426.03
28	Quesnel	3,261.6	3,217.0	(44.6)	1	25,097.23	24,793.54	(303.69)	25,041.48	(55.75)	25,289.41	192.18
33	Chilliwack	12,505.6	12,519.6	14.1	3	44,661.55	44,682.42	20.87	45,129.24	467.69	45,576.07	914.52
34	Abbotsford	18,870.4	18,888.4	18.0	3	54,105.72	54,132.43	26.71	54,673.75	568.03	55,215.08	1,109.36
35	Langley	18,753.8	18,792.1	38.3	3	53,932.72	53,989.52	56.80	54,529.42	596.70	55,069.31	1,136.59
36	Surrey	67,240.8	67,485.6	244.8	4	86,745.89	86,837.32	91.43	87,705.69	959.80	88,574.06	1,828.17
37	Delta	15,483.3	15,282.0	(201.2)	3	49,079.83	48,781.26	(298.57)	49,269.08	189.25	49,756.89	677.06
38	Richmond	21,093.0	20,681.2	(411.8)	3	57,403.55	56,792.51	(611.04)	57,360.44	(43.11)	57,928.36	524.81
39	Vancouver	51,814.3	51,338.2	(476.1)	4	80,984.23	80,806.43	(177.80)	81,614.49	630.26	82,422.55	1,438.32
40	New Westminster	6,206.6	6,229.1	22.6	2	34,305.24	34,341.74	36.50	34,685.16	379.92	35,028.58	723.34
41	Burnaby	23,485.5	23,304.1	(181.4)	3	60,953.53	60,684.40	(269.13)	61,291.25	337.72	61,898.09	944.56
42	Maple Ridge-Pitt Meadows	13,725.0	13,665.5	(59.5)	3	46,470.95	46,382.66	(88.29)	46,846.49	375.54	47,310.31	839.36
43	Coquitlam	30,344.9	30,331.3	(13.7)	4	72,965.65	72,960.53	(5.12)	73,690.14	724.49	74,419.74	1,454.09
44	North Vancouver	15,113.9	15,137.8	23.8	3	48,531.85	48,567.18	35.33	49,052.85	521.00	49,538.52	1,006.67
45	West Vancouver	6,684.9	6,676.9	(7.9)	2	35,078.99	35,066.15	(12.84)	35,416.82	337.83	35,767.48	688.49
46	Sunshine Coast	3,074.1	3,042.6	(31.4)	1	23,820.80	23,606.85	(213.95)	23,842.92	22.12	24,078.99	258.19
47	Powell River	1,983.6	1,962.9	(20.8)	1	16,399.96	16,258.75	(141.21)	16,421.34	21.38	16,583.93	183.97
48	Sea to Sky	4,243.9	4,368.9	125.0	2	31,130.36	31,332.57	202.21	31,645.89	515.53	31,959.22	828.86
49	Central Coast	193.8	218.1	24.4	1	4,219.19	4,385.07	165.88	4,428.92	209.73	4,472.78	253.59
50	Haida Gwaii	576.5	566.3	(10.2)	1	6,823.95	6,754.62	(69.33)	6,822.17	(1.78)	6,889.71	65.76
51	Boundary	1,291.9	1,262.6	(29.3)	1	11,692.77	11,493.29	(199.48)	11,608.22	(84.55)	11,723.15	30.38
52	Prince Rupert	2,096.0	2,083.6	(12.4)	1	17,164.72	17,080.50	(84.22)	17,251.31	86.59	17,422.11	257.39
53	Okanagan-Similkameen	2,349.4	2,346.9	(2.5)	1	18,889.45	18,872.44	(17.01)	19,061.17	171.72	19,249.89	360.44
54	Bulkley Valley	2,214.3	2,188.4	(25.9)	1	17,969.88	17,793.37	(176.51)	17,971.30	1.42	18,149.23	179.35
57	Prince George	12,918.7	12,656.1	(262.6)	3	45,274.59	44,884.96	(389.63)	45,333.81	59.22	45,782.66	508.07
58	Nicola-Similkameen	2,110.3	2,106.6	(3.7)	1	17,262.12	17,236.81	(25.31)	17,409.18	147.06	17,581.55	319.43
59	Peace River South	3,708.9	3,604.4	(104.5)	1	28,140.94	27,429.77	(711.17)	27,704.07	(436.87)	27,978.37	(162.57)
60	Peace River North	5,524.6	5,642.0	117.4	2	33,201.99	33,391.97	189.98	33,725.89	523.90	34,059.81	857.82
61	Greater Victoria	18,573.6	18,400.4	(173.2)	3	53,665.28	53,408.30	(256.98)	53,942.38	277.10	54,476.47	811.19
62	Sooke	8,968.6	9,074.6	106.0	2	38,773.25	38,944.72	171.47	39,334.17	560.92	39,723.62	950.37
63	Saanich	7,062.9	6,953.3	(109.6)	2	35,690.58	35,513.24	(177.34)	35,868.37	177.79	36,223.50	532.92
64	Gulf Islands	1,690.3	1,684.3	(5.9)	1	14,403.44	14,363.03	(40.41)	14,506.66	103.22	14,650.29	246.85
67	Okanagan Skaha	5,970.4	5,765.3	(205.1)	2	33,923.27	33,591.44	(331.83)	33,927.36	4.09	34,263.27	340.00
68	Nanaimo-Ladysmith	13,234.7	13,173.9	(60.8)	3	45,743.42	45,653.19	(90.23)	46,109.72	366.30	46,566.25	822.83
69	Qualicum	4,090.1	4,029.3	(60.9)	2	30,881.54	30,783.07	(98.47)	31,090.90	209.36	31,398.73	517.19

APPENDIX I
2014/2015 BCSTA FEE REVENUE COMPARED TO 2013/2014 FEE REVENUE

No.	School District	Total FTE Pupils Sep 30/12	Total FTE Pupils Sep 30/13	Difference	Category	2013/2014 Fees (0% Inc.)	2014/2015 Fees (0% Inc.)	Difference 0% Fee Increase	2014/2015 Fees (1% Inc.)	Difference 1% Fee Increase	2014/2015 Fees (2% Inc.)	Difference 2% Fee Increase
70	Alberni	3,799.6	3,939.1	139.4	1	28,758.52	29,707.45	948.93	30,004.52	1,246.00	30,301.60	1,543.08
71	Comox Valley	7,904.0	7,763.2	(140.8)	2	37,051.14	36,823.40	(227.74)	37,191.63	140.49	37,559.87	508.73
72	Campbell River	5,191.3	5,147.3	(44.0)	2	32,662.80	32,591.62	(71.18)	32,917.54	254.74	33,243.46	580.66
73	Kamloops/Thompson	14,031.1	13,937.5	(93.6)	3	46,925.17	46,786.25	(138.92)	47,254.12	328.95	47,721.98	796.81
74	Gold Trail	1,192.5	1,144.0	(48.5)	1	11,016.06	10,685.79	(330.27)	10,792.65	(223.41)	10,899.50	(116.56)
75	Mission	5,836.6	5,764.3	(72.3)	2	33,706.70	33,589.73	(116.97)	33,925.62	218.92	34,261.52	554.82
78	Fraser-Cascade	1,682.5	1,638.4	(44.1)	1	14,350.69	14,050.41	(300.28)	14,190.91	(159.78)	14,331.42	(19.27)
79	Cowichan Valley	7,707.0	7,406.6	(300.4)	2	36,732.46	36,246.55	(485.91)	36,609.01	(123.45)	36,971.48	239.02
81	Fort Nelson	868.6	807.6	(61.1)	1	8,811.97	8,396.42	(415.55)	8,480.38	(331.59)	8,564.35	(247.62)
82	Coast Mountains	4,823.5	4,697.6	(125.9)	2	32,067.90	31,864.28	(203.62)	32,182.92	115.02	32,501.56	433.66
83	N. Okanagan-Shuswap	6,102.8	6,019.1	(83.7)	2	34,137.41	34,002.03	(135.38)	34,342.05	204.64	34,682.07	544.66
84	Vancouver Island West	410.9	403.3	(7.7)	1	5,697.02	5,644.92	(52.10)	5,701.37	4.35	5,757.82	60.80
85	Van. Island North	1,378.6	1,372.2	(6.4)	1	12,282.71	12,238.90	(43.81)	12,361.29	78.58	12,483.68	200.97
87	Stikine	198.0	198.9	0.9	1	4,248.12	4,254.07	5.95	4,296.61	48.49	4,339.15	91.03
91	Nechako Lakes	3,929.6	4,011.5	81.9	1/2	30,621.81	30,754.35	132.54	30,502.42	(119.39)	30,804.42	182.61
92	Nisga'a	383.9	390.4	6.6	1	5,513.06	5,557.73	44.67	5,613.30	100.24	5,668.88	155.82
93	Francophone Ed. Auth.	4,758.3	5,084.0	325.8	2	31,962.35	32,489.31	526.96	32,814.20	851.85	33,139.09	1,176.74
TOTALS		529,465.5	526,597.42	(2,868.1)		1,942,849.96	1,936,152.08	(6,697.88)	1,954,954.13	12,104.17	1,974,310.09	31,460.13
			526,297.42									

Table 2B: Enrollment-Based Funding
(includes Regular and Continuing Education, Distributed Learning, and Alternate Schools)

5% of total fees: \$ 97,142.50



British Columbia
School Trustees
Association

8.2 MEMBERSHIP OF NORTHERN INTERIOR AND NORTH WEST BRANCHES

SUBMITTED BY: Northern Interior Branch and North West Branch

BE IT RESOLVED:

That Provincial Council vary the composition of the North West and Northern Interior Branches by transferring the Board of Education of School District No. 87 (Stikine) from the Northern Interior Branch to the North West Branch of BCSTA.

RATIONALE:

SD87 (Stikine) passed a motion to request that BCSTA move SD87 from the Northern Interior Branch to the North West Branch. Geographically and in consideration of transportation options, it is more cost effective for SD87 to become a member of the North West Branch. BCSTA Bylaw 19 provides Provincial Council with the "...power to vary the composition of the district branch association between AGMs".

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.



8.3 PROVINCIAL FUNDING OF TRADITIONALLY COVERED ITEMS

SUBMITTED BY: Thompson Okanagan Branch

BE IT RESOLVED:

That BCSTA continue to strongly advocate for BC public education funding to cover all traditionally covered cost items.

RATIONALE:

This motion is emergent because the provincial government will be determining the 2014/15 school year funding prior to the BCSTA AGM 2014.

Over the past 5-10 years public education funding in BC has become increasingly limited based on the cost of providing K-12 public education. Recognizing all sectors are required to do more with less does not negate the public education funding formula and lack of 'cost of living' increases in funding.

For example, increased MSP, BC Hydro, pension assessments, and Extended Healthcare administrative costs are ancillary costs fundamental to public education operation. Board of Education costs are increasing across the board, including the cost of information technology, program adjustments and updates, resources, and paper products.

Traditionally the BC provincial government has funded employee contract costs. The current CUPE contract obligations to be covered by districts through 'non-core savings plan' are over and above historical funding regimens. Districts are concerned that a funding trend or expectation of covering employee contract obligations will increase or be the norm.

The majority of BC school districts have 'tightened their belts' with the introduction of environmental and 'green' projects, closed schools and adjusted public education program delivery. There are less and less options for school districts to continue to reduce expenses outside of the core educational programs and classrooms, therefore funding appropriately and respectfully is critical to direct student achievement.

To summarize, and at minimum, all provincially negotiated employee contracts should be funded by the BC provincial government.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

Relates to Policy Statement 8.1.6P Future Offloading Costs to School Districts



8.4 FUNDING BC HYDRO RATE INCREASES

SUBMITTED BY: Metropolitan Branch

BE IT RESOLVED:

That BCSTA submit, in writing, an urgent request to the government of British Columbia that student funding grants to school districts for the 2014-2015 school year, and forward on an ongoing basis, be increased to completely cover the increases in rates by BC Hydro and, where applicable, other power utility rates.

RATIONALE:

In its **Report on the Budget 2014 Consultations**, the Select Standing Committee on Finance and Government Services concludes on p. 27 that: "Sufficient evidence was presented to the Committee indicating that the K-12 system is experiencing cost pressures as a result of inflation and aging school facilities. The Committee therefore recommends that enough funding be provided to schools to meet rising costs and capital needs while ensuring strong educational outcomes for BC students."

The Report recommends (recommendation #24): "Provide sufficient funding for the K-12 system to enable BC students to become top performers nationally; and address cost increases for school districts (e.g., rising BC Hydro rates)."

BCSTA supports the conclusion and recommendation made in the 2014 Budget Consultation Report, specifically the direct reference to the recent announcement of substantive increases in BC Hydro rates which represent one of many cost pressures faced by school districts throughout the province.

Without additional funding to fully cover the increase in BC Hydro rates, and other increases which are anticipated, Boards of Education throughout British Columbia will have no option but to implement substantive reductions in spending which will have a direct impact on programs and services and which will adversely affect the educational outcomes for all students. The majority of BC school districts have 'tightened their belts' with the introduction of environmental and 'green' projects, closed schools, and adjusted public education program delivery. There are less and less options for school districts to continue to reduce expenses outside of the core educational programs and classrooms, therefore funding appropriately and respectfully is critical to direct student achievement.

To summarize, and at minimum, all provincially negotiated employee contracts should be funded by the BC provincial government.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

Relates to Policy Statement 8.1.6P Future Offloading Costs to School Districts



British Columbia
School Trustees
Association

8.5 BOARDS OF EDUCATION EXEMPTION FROM FUNDING SHORTFALLS IN THE BC TEACHERS' PENSION PLAN

SUBMITTED BY: SD70 (Alberni)

BE IT RESOLVED:

That BCSTA request that the provincial government exempt Boards of Education from the funding shortfalls to the BC Teachers' Pension Plan arising due to forces outside the control of Boards of Education.

RATIONALE:

This motion is emergent due to the timelines for Board of Education and provincial government budget deliberations. Boards and the provincial government are building their budgets now and pension plan contributions will affect these budgets.

Effective July 1, 2013, plan member and plan employer contribution rates to the Teachers' Pension Plan increased by 1.3% of salary. The Teachers' Pension Board of Trustees approved this contribution increase in order to address an unfunded liability of \$855 million.

The motion is necessary as Boards are seeking extreme measures to balance budgets strained by costs outside their control. Unexpected and unfunded shortfalls in pension plan investments should not be funded from school district budgets which are already strained. Having to make up for unfunded pension shortfalls is not an efficient use of Board resources.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

Relates to Foundational Statements 2.1FS Co-Governance; 3.1FS Accountability of Boards of Education

Relates to Policy Statements 2.1.1P Co-Governance Principles



British Columbia
School Trustees
Association

8.6 AUDITED FINANCIAL STATEMENTS UTILIZING AMENDED BUDGET BYLAW

SUBMITTED BY: Thompson Okanagan Branch

BE IT RESOLVED:

That BCSTA lobby both the Ministry of Education and BC Office of the Auditor General expressing the importance of the Amended Annual Budget Bylaw; and, that school districts continue to be permitted to state the amended figures in the audited financial statements.

RATIONALE:

This motion is emergent because all provincial school districts will undergo the year-end audit process with their local auditors in the Summer of 2014. If this motion is passed by the February 2014 Provincial Council, it will provide the government and the Auditor General with time to permit Boards to use amended figures when preparing 2013-2014 audited financial statements. If this motion is delayed until AGM, it will be too late to affect the 2013-2014 audit process.

Recognizing the recent provincial changes to the PSAB (Public Sector Accounting Board) financial reporting practices, Boards of Education have a strong preference to utilize the most current district financial figures to be the foundation of their annual auditing procedure.

Given the BC Education and Finance Ministries' mandatory requirements for District Amended Annual Bylaw, and the administrative reporting task to provide this bylaw, districts have a strong preference to utilize the most current and up-to-date financial data within their audited statements.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.



British Columbia
School Trustees
Association

8.7 BC FERRIES CHANGES TO SCHEDULES

SUBMITTED BY: SD50 (Haida Gwaii)

BE IT RESOLVED:

That BCSTA lobby BC Ferries and the provincial government to ask them to maintain ferry schedules in order to have the least effect on the educational needs of the rural districts' students and districts' administration by maintaining these ferry sailings.

RATIONALE:

The last of the Community Engagement meetings were in December 2013 and the proposed changes to the BC Ferries schedules are to start in April 2014 thus making this motion of an emergent nature.

Students, staff, and trustees in rural areas already have challenges in coordinating daily commutes that involve the BC Ferries schedules and decreasing the amount of sailings will make it impossible to get to school, work, and meetings at a decent time especially if the first or night sailings are cancelled.

People in rural areas that require ferry only access will be negatively affected. The school district in many rural areas is often the largest employer and the proposed sailing changes will make a sizeable impact on the ability to get to work.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

Relates to Policy Statement 5.1.2P Rural Education



8.8 TRANSPORTATION OF BC PUBLIC EDUCATION STUDENTS

SUBMITTED BY: SD73 (Kamloops/Thompson), SD67 (Okanagan Skaha), and SD58 (Nicola-Similkameen)

BE IT RESOLVED:

That BCSTA lobby the BC Ministry of Education and provincial government to enact legislation recognizing that directly accountable and safe district student transportation is fundamental to the equity of public education in BC.

RATIONALE:

This motion is emergent because:

1. The dire need for public education transportation legislation formally recognizing that student transportation is a fundamental need throughout the vast geographical areas of rural and urban BC; and
2. The limited legislative calendar. The government would need to enact legislation in order to facilitate the request. This matter would need to be considered at February Provincial Council in order to allow for sufficient lead time to craft legislation for the Fall legislative session.

Whether rural or urban BC school districts formally should:

1. Have mandatory direct authority over the transportation of students, not indirectly through private contracting;
2. Recognize public education equity of experience and not be required to charge student busing fees to provide the obligated service;
3. Be recognized for subsidizing student transportation costs reducing core education operation funding; and
4. BC Ministry of Education needs to recognize formally through legislation that districts are ultimately charged with the transportation and safety of all students.

This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO.
HEALTH/SAFETY	<u>Gender and Sexual Minorities</u>	

DATE ADOPTED:

DATE AMENDED:

The Board of Education is committed to establishing and maintaining a safe and positive learning and working environment for the entire school community of students, staff and families, including those who identify as, or are perceived to be of a gender or sexual minority (GSM).

Gender or sexual minorities may include, but are not limited to, people who self-identify as gay, lesbian, transgender, two-spirit, intersex, asexual, queer, or who are questioning their sexual orientation or gender identity.

The Board of Education bases its commitment to promote respect for human sexual diversity on the following values and beliefs:

- Sexual orientation and gender identity form significant and integral aspects of the unique development and personality of every person.
- Diversity found within individuals contributes to the strength of the District's culture.
- All persons have the right to function in their various roles in the school community feeling included and valued for who they are, free from discrimination, harassment, intimidation and violence.

The Board of Education is committed to the following objectives:

- People in our school community who are of a GSM are welcome and included in all aspects of school life.
- Individual diversity is valued.
- Reducing homophobia and transphobia.
- Reducing systemic barriers identified by GSM students, staff and families.
- Ongoing, constructive and open dialogue with communities who self-identify as a GSM to increase co-operation and collaboration among home, school and the community.
- Complaints of homophobic, transphobic and heterosexist behaviours, including discrimination, harassment and exclusion, will be dealt with expeditiously through consistently applied policy and procedures.
- Consequences will be designed to educate and to promote personal and social development.

The Board of Education will enact practices and commit resources to achieve the above purposes.

REGULATIONS

Staff Development

The District will provide and promote opportunities to:

- Increase awareness and understanding of the GSM community.
- Increase skills in promoting respect for human rights and diversity
- Increase skills to intervene effectively in incidents of discrimination, endangerment, harassment or bullying and provide appropriate student support and referral in a timely manner.
- Expand capacity to act on teachable moments.

Counselling and Student Support

- All counselors and child and youth care workers shall be trained to support GSM students.
- All schools are encouraged to have a staff contact for students experiencing GSM issues.

Programs, Curriculum and Resources

- Students will be educated in areas of healthy relationships, diversity and social justice.
- The impact of harassment and homophobia/transphobia will be part of student learning.
- GSM resources will be inventoried, assessed and updated.
- Teachers are encouraged to integrate age-appropriate GSM resources throughout a variety of subject areas, so that individuals who identify as a GSM see themselves and their lives made visible and reflected positively in the curricula.

School/Community Relations

- District and school administration shall work to increase parental awareness of the needs of GSM students and families.
- The District will reach out to partner with GSM communities to achieve the spirit of this policy.

Safety, Anti-harassment and Privacy

- Language or behaviour that deliberately stereotypes, discriminates against or harasses anyone based on real or perceived GSM identification will not be tolerated.
- Students and staff will be aware of reporting mechanisms.
- All persons have a right to privacy, including the right to keep private one's GSM identity. School personnel will not disclose information that may reveal a staff member's or student's gender identity or sexual orientation to others, including parents or other school personnel, unless legally required to do so (as in the case of risk or self-harm), or unless the person has authorized such disclosure.

Systemic Changes:**School Forms and Records**

- School forms will reflect inclusive language.
- A process will be in place for members of the school community who wish to change their gender identity on school records

Washroom Facilities

- Wherever possible, schools will publicize the location of a gender-neutral, single-stall washroom.

Review Process

- A process will be put in place to evaluate and assess this policy.

Legislative and Contract References

- Canadian Charter of Rights and Freedoms
- B.C. Human Rights Act
- CUPE Collective Agreement
- Boundary District Teachers Association Collective Agreement

APPENDIX 1 – Research and Rationale

Research over the last two decades has shown that students of gender or sexual minorities experience greater levels of abuse and discrimination at school than heterosexual students. The following research highlights the importance of policies that promote and facilitate safer and more accepting schools.

Verbal, physical and sexual abuse

Compared to their heterosexual counterparts, GSM students are more likely to:

- Experience verbal, physical and sexual abuse at school and discrimination in the community;
- Report higher levels of emotional stress, suicidal thoughts and suicide attempts;
- Feel less safe and connected to family and school.¹

In fact, during 1992-2003 GSM students were twice as likely to report having been verbally or physically abused and 20 times more likely to experience discrimination due to sexual orientation compared to heterosexual students.¹ In addition, GSM students reported that they felt many teachers looked the other way or failed to take action when they heard homophobic and transphobic comments.²

Harassment experienced by non-GSM students

Non-GSM students are also affected by discrimination and harassment based on perceived gender identity or sexual orientation. Research shows:

- One in ten non-GSM students had rumours or lies spread about their sexual orientation at school;
- About 50% of non-GSM students have seen homophobic graffiti at school.²
- 40% of the non-GSM student population was the target of homophobic slurs.³

Safer schools policies

Policies that promote inclusive environments can help improve the school climate for GSM students. Comparing schools with gender and sexual minority policies in place to schools without such policies, it has been found that:

- 80% of GSM students from schools with GSM policies reported never having been physically harassed compared to only 67% of GSM students from schools without GSM policies;
- 46% of GSM students from schools with GSM policies reported never having been verbally harassed due to their sexual orientation versus 40% of GSM students from schools without GSM policies.²

¹ Saewyc E, Poon C, Wang N, Homma Y, Smith A & the McCreary Centre Society. (2007). *Not Yet Equal: The Health of Lesbian, Gay & Bisexual Youth in BC*. Vancouver, BC: McCreary Centre Society.

² Taylor C, Peter T, McMinn T, Elliot T, Beldom S, Ferry A, Gross Z, Paquin S & Schachter K. (2011). *Every Class in Every School: The First National Climate Survey on Homophobia, Biphobia, and Transphobia in Canadian Schools*. Toronto, ON: Egale Canada Human Rights Trust.

³ University of Fraser Valley Centre for Safe Schools & Communities. (2007). *Homophobia and Heterosexism Fact Sheet*. Abbotsford, BC.

APPENDIX 2 - Glossary of Terms

Please note: these definitions can be imperfect and are evolving.

Ally: an individual who is supportive of the GSM community. An ally believes in the dignity and respect of all people, and is willing to stand up in that role. However, it is the GSM community or individuals who are in the position to decide who is their ally and when. People who wish to be allies need to start by working in solidarity with GSM individuals and community.

Asexual: may be considered as another form of sexual orientation. It may include a lack of sexual attraction to anyone or a low or absent interest in sexual activity. It is distinct from celibacy or from someone who abstains from sexual activity as these are usually behaviourally motivated; whereas a sexual orientation is considered more enduring. People who identify as asexual may engage in sexual activity for a variety of reasons.

Binary: refers to the western binary gender system of man and woman.

Bisexual: generally used to describe people who are romantically and/or sexually attracted to people of more than one sex or gender.

Cisgender: a type of gender identity where an individual's self-perception of their gender matches the sex they were assigned at birth.

Cissexism: refers to the assumption that all people are cisgender and that cisgender identities are superior and more normal than transgender identities.

Drag: Dressing in the clothing and styles of another gender for entertainment purposes.

Gay: a man who is romantically and sexually attracted to other men. It is sometimes used to refer to the general GLBTQ community, but most often refers to just gay men.

Gender and Sexual Minority (GSM): may include, but is not limited to people who self-identify as gay, lesbian, transgender, two-spirit, intersex, asexual, queer, or who are questioning their sexual orientation or gender identity.

Gender Expression: How one chooses to express their gender identity.

Gender Identity: A person's gender identity is the way in which they define and act on their gender.

Genderism: refers to the assumption that one's gender identity or gender expression will conform to traditionally held stereotypes associated with one's biological sex.

Heterosexism: refers to the assumption that all people are heterosexual and that heterosexuality is superior and more desirable than homosexuality.

Heterosexual: created around the same time as 'homosexual' to describe individuals who

are exclusively sexually attracted to the opposite sex/gender.

Homophobia: is the irrational fear and hatred of, aversion to, and discrimination against people based on an actual or assumed sexual orientation.

Homosexual: a scientific term invented in the 1800's to refer to individuals who are sexually attracted to their own sex/gender.

Intersex: "Intersex" is a general term used for a variety of conditions in which a person is born with a reproductive or sexual anatomy that doesn't seem to fit the typical definitions of female or male." (*Intersex Society of North America*)

Lesbian: a woman who is romantically and sexually attracted to other women. This term originates with the female poet Sappho who lived in a community comprised predominantly of women on the Isle of Lesbos in ancient Greece.

Non-binary: is a catch-all category for gender identities other than man and woman.

Queer: Can refer to people who identify themselves based on sexual orientation or gender identity or who resist these categories as too simplistic. The term queer has a history of being used as a derogatory name for members of the GLBTQ (and Ally) community and those whose sexual orientation is perceived as such.

Questioning: People who are in the process of questioning their sexual orientation are often in need of support and understanding during this stage of their identity. They are seeking information and guidance in their self-discovery.

Sex & Gender: It is easy to confuse these two concepts and terms; however, they are different. Sex refers to the biological sex of a person. Gender refers to their societal appearance, mannerisms, and roles.

Sexual Orientation: is a personal characteristic that covers the range of human sexuality from gay and lesbian, to bisexual, transgender and heterosexual orientations.

Straight: a slang word used to refer to the heterosexual members of our community.

Transgender: an umbrella term used to refer to people who transcend the traditional concept of gender. Some may feel as though they are neither a man nor a woman specifically, and some may feel as though their assigned sex at birth (male, female, etc.) and their socialized gender (man, woman, etc.) don't match up. Some opt to change/reassign their sex through hormones and/or surgery and some may change their outward appearance, or gender expression, through clothing, hairstyles, mannerisms, etc., while some do not.

Transphobia: is the irrational fear and hatred of, aversion to, and discrimination against people based on an actual or assumed sexual orientation.

Transsexual: used to describe those individuals who use hormone therapy and/or surgery to alter their sex in order to match their gender.

Two-Spirit: used by some First Nations to describe people in their culture who are gay, lesbian, bisexual or transgender or who transcend Eurocentric/Colonial ideas of gender and sexuality.

DRAFT

APPENDIX 3 – Related District Policies

SD 51 currently has the following policies which relate to this policy, such as how complaints are made and processed, expectations, progressive discipline and codes of conduct:

- 1120 Concerns and Complaints
- 1160 Freedom of Information and Protection of Privacy
- 1180 Non Sexist Environment
- 1190 Inclusive Environment
- 1350 Guiding Principles (Mission, Vision, Values)
- 4700 Harassment/Sexual Harassment
- 4090 Violence, Intimidation, Harassment, Threats
- 5000 District Code of Conduct for Students