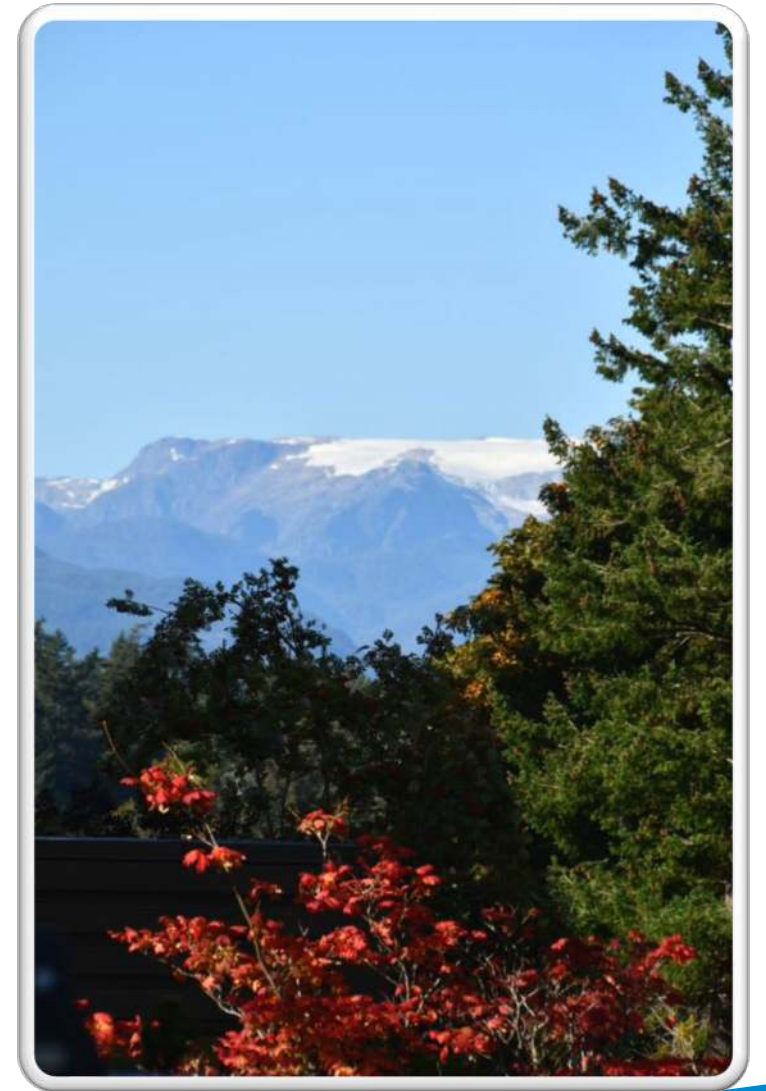
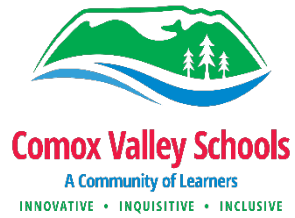


# COMOX VALLEY SCHOOLS

School District No. 71

**Trustee Candidate Information Session  
June 28, 2022**



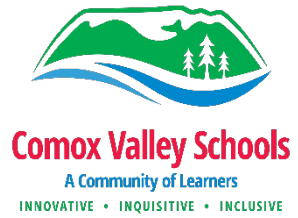


# COMOX VALLEY SCHOOLS

## School District No. 71

# WELCOME

We acknowledge that we are on the traditional territory of the K'ómox First Nation. We are thankful for the opportunity to work with their families and teach their children.



# COMOX VALLEY SCHOOLS

## School District No. 71

# INTRODUCTIONS

# DISTRICT CONTEXT

School District No. 71 is located on the traditional territory of the K'ómoks First Nation. Located within the Comox Valley, it serves the communities of Courtenay, Comox, Cumberland, Black Creek, Merville, Royston, Hornby Island and Denman Island.



# DISTRICT CONTEXT

SD71 includes one First Nations Band, the K'omoks First Nation.



# DISTRICT CONTEXT

- **Approximately 10,500 students**
- **22 schools**
  - 15 Elementary
  - 1 Middle (Community)
  - 3 Secondary
  - 2 Alternate Schools
  - Distributed Learning
- **1 trade center**
  - Sandwich



# DISTRICT CONTEXT



**7 Board of Education Trustees**



## **Staff**

(as at June 13, 2022)

**578 Teachers (Continuing)**

**446 (Teachers Teaching on call - TTOC)**

**680 Support staff (383 Continuing, 297 on call)**

**48 Principals and Vice-Principals**

**31 Exempt staff**



# DISTRICT CONTEXT

The school district is proud to provide students with diverse learning opportunities that include:

Fine Arts	French Immersion
Career Programs	Montessori
Strong Start	Outdoor Education
Sports/Athletics	Indigenous Education
International	Online Learning
Robotics	Environmental Stewardship
Support for diverse and special learners	





# DISTRICT MISSION

To inspire engaged, compassionate, resilient lifelong learners and cultivate a collaborative community together.



# DISTRICT VISION



An inclusive learning community that embraces diversity, fosters relationships and empowers all learners to have a positive impact on the world.

# DISTRICT VALUES

**The school district has adopted the following core values:**

- Trusting relationships based on respect, integrity and ethical behaviour;
- A commitment to Truth and Reconciliation with Indigenous peoples;
- Equity, inclusion, dignity, and acceptance for all;
- Global awareness and environmental stewardship;
- Innovation, creativity, problem solving, and critical thinking;
- Accountability and shared responsibility;
- Open and engaging communication;
- Celebration of learning.

# STRATEGIC PRIORITIES

## 1. Education Excellence

- Optimize innovative practices and learning opportunities

## 2. Community Engagement

- Deepen integration of Indigenous ways of knowing
- Foster relationships with community, parents and educational partners

## 3. Organizational Sustainability & Environmental Stewardship

- Optimize infrastructure to support learning
- Foster environmental stewardship

## 4. Physical Health & Mental Well-Being

- Invest in the holistic well-being of our people



# ANNUAL BUDGET

## **Total Budget - \$129.5M**

- Operating Fund - \$106M
- Special Purpose Funds - \$14.5M
- Capital Fund – \$9.0M

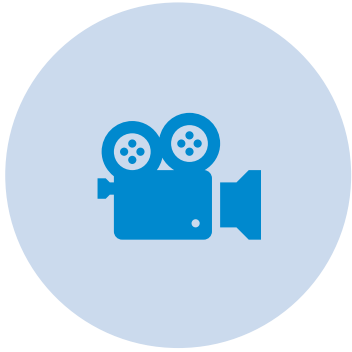
Approximately 83% of the school district's operating budget is spent on instruction, with about 11% for operations and maintenance, 4% for district administration, and 2% for transportation.

# DISTRICT PARTNERS

- Comox Valley Teachers Association (CDTA)
- Canadian Union of Public Employees – Local 439 (CUPE)
- Comox Valley Principal and Vice-Principals Association (CVPVPA)
- Indigenous Education Council (IEC)
- District Parent Advisory Council (DPAC)



# BOARD OF EDUCATION ROLES AND RESPONSIBILITIES



[HTTPS://YOUTU.BE/PP5\\_XUFNR1C](https://youtu.be/pp5_xufnr1c)



ROLES AND RESPONSIBILITIES OF  
ELECTED OFFICIALS

[HTTPS://BCSTA.ORG/RESOURCES-AND-SERVICES/TRUSTEE-ELECTIONS/](https://bcsta.org/resources-and-services/trustee-elections/)



[HTTPS://YOUTU.BE/ZATST8CW\\_IW](https://youtu.be/zatst8cw_iw)

# BOARDS OF EDUCATION What do they do?

## A Guide for School Trustee Candidates 2022

<https://bcsta.org/about/about-trustees/>

<https://bcsta.org/resources-and-services/trustee-elections/>

# BOARDS OF EDUCATION

## What do they do?

- Shares a co-governance relationship with the provincial government and the Ministry of Education
- The Ministry sets the general direction for K-12 education, including curriculum, amounts of funding, and legal framework within which boards operate
- The respective responsibilities of the Ministry of Education and boards of education are described in the *School Act*

# BOARDS OF EDUCATION

## What do they do?

The School Act outlines the primary functions of board of education, including:

- Attending meetings;
- Setting local policy for the effective and efficient operation of schools;
- Employing the staff necessary for school district operations;
- Establishing conditions of employment for employees;
- Preparing and approving the school district's operating budgets and capital plans; and
- Hearing Section 11 Appeals from parents and students where an employee decision significantly affects the education, health or safety of the student.

# BOARD GOVERNANCE POLICIES

## Governance Policies

### Board Policy Handbook and Procedural Bylaw

- Role of the Board – Policy 2
- Trustee Rights and Responsibilities – Policy 3, 4 and 7
- Committees of the Board – Policy 8
- Policy Formation and Review – Policy 10
- Trustee Conflict of Interest – Policy 4 & Appendix
- Trustee Code of Conduct – Policy 4
- Monitoring Performance – Policy 2 Appendix
- Delegation of Authority – Policy 11



# TRUSTEES

## What do they do?

- Trustees are locally elected representatives of the public and they are advocates for public education in their school district.
- A trustee's role is to maintain a focus on student achievement and well-being, and to participate in making decisions that benefit the entire district.



# TRUSTEES

## What do they do?

### **Trustees Establish the District's Strategic Direction**

- The Board is responsible for setting the overall direction for the school district.
- Trustees work together to establish the board's strategic plan, which sets the direction of the district for parents, the public and the board's staff, and lays out the priorities and strategic direction of the school district.

# TRUSTEES

## What do they do?

### **Trustees are Financial Stewards**

- Boards have important responsibilities for approval and oversight of school district financial decisions.
- Trustees must connect district goals, strategic planning and economic realities, through the establishment of the school district's annual budget.

# TRUSTEES

## What do they do?

### **Trustees are Part of a Team**

- A trustee is member of a team: the Board of Education.
- Under the *School Act*, the trustee's power lies in membership on the corporate school board.
- This means that the board has the authority to make decisions or take action; individual trustees do not have this authority.
- It is also important to understand the difference between Governance and Operations.

# TRUSTEES

## What do they do?

### **Trustees are Community Leaders**

- Trustees work with their board of education colleagues and with other community partners to ensure that all the students within the board's jurisdiction have equal opportunities to reach their maximum potential.
- While members of the board act as representatives of their community, their primary job is to participate in policy-making and strategic planning that are in the interests of all the district's students and are ground in promoting student achievement and well-being.

# TRUSTEES

## What do they do?

### **Boards are Employers**

- In their governance role, Boards have 1 employee, the Superintendent, who then oversees all school district staff in his operational role.
- Thus, through the superintendent, boards have legal responsibility for employee relations with the District management, teaching and support staff.

# TRUSTEES

## What do I need to know?

### **Understanding of Official Meeting Procedures and School District Governance Policies**

- Review a copy of Board Bylaws, governance policies and codes of conduct
- Attend local school board meetings
- Connect with existing and former board members, BCSTA or staff to clarify understanding of the process



# TRUSTEES

## What do I need to know?

### **Awareness of the Legal, Political and Legislative Parameters in Which School Boards Operate**

- Board operations are often highly prescribed by legislation, provincial or board policy.
- In executing their duties, trustees will develop an understanding of the legislative process, the structure and relevant provisions of school legislation (especially the *School Act*), government policy and board policy.

# TRUSTEES

## What do I need to know?

### **Financial Literacy**

- Financial oversight of a school district is complex work that requires trustees to be able to interpret financial statements, information and data, ask the right questions, and ultimately govern the financial, business and capital decisions of the school district.
- Trustees, through the BC School Trustees Association, will be provided with the support necessary to fulfil their financial oversight responsibilities.

# TRUSTEES

## What do I need to know?

### **Willingness to Learn**

- The Board has the responsibility to competently protect the interests, image and credibility of the school district, to ensure its financial viability, and to act in accordance with all applicable laws and board policies governing the board and its actions.

# TRUSTEES

## What do I need to know?

### **Remuneration**

- Annual stipend for trustees
- Additional stipend for Board Chair and Vice-Chair

# TRUSTEES

## What do I need to know?

### **Time Commitment**

#### ➤ **Average 20 hours per week**

- Prepare for attending board and committee meetings by researching and reading
- Attending community meetings as a representative of the school board
- Attending DPAC and school PAC meetings
- Attending BCSTA Annual General Meetings
- Attending professional development/training/in-service sessions
- Forwarding the concerns of parents and other community members for appropriate action within policy and procedure

# Getting Ready for the Election....

## **Trustee Electoral Areas**

School District No. 71 - 6 Trustee Electoral Areas



# Getting Ready for the Election....

## Eligibility

- An individual who is, or will be on general voting day or effective date of appointment, age 18 or older;
- Canadian Citizen;
- 18 years or older;
- BC resident for at least 6 months; and
- No disqualification under the *School Act* or any other enactment

# Getting Ready for the Election....

## Fiduciary Duty

- Trustees must act in good-faith and in a manner that is reasonably believed to be in the best interests of the Board as a whole, without regard to his/her personal interests.
- Trustees have a duty to protect the interests, image and credibility of the Board and the school district.
- Trustees have an obligation to avoid conflicts of interest.

# Getting Ready for the Election....

## Conflict of Interest

- Pecuniary (monetary) interest
- Personal interest

# Key Election Dates

- Start of Election Period – Saturday January 1, 2022
- Pre-campaign Period – Monday, July 18, 2022
- Start of Nomination Period – Tuesday, August 30, 2022
- End of Nomination Period & Declaration of Candidates – Friday, September 9, 2022
- End of Election Period and Pre-campaign Period– Friday, September 16, 2022
- Candidate Nomination Withdrawal Deadline – Friday, September 16, 2022
- Start of Campaign Period – Saturday, September 17, 2022
- Required Advance Voting Day - Wednesday October 5, 2022
- End of Campaign Period – Saturday, October 15, 2022
- **General Voting Day – Saturday, October 15, 2022**



# Filing Your Nomination

- Submit paperwork to the local Chief Election Officer
- Include written disclosure of your financial interests
- (section 2(1) – *Financial Disclosure Act*)
- Comply with election rules and submit nomination by the deadline
- Campaign financing rules – *Local Elections Campaign Financing Act*
- Campaigning rules

# Mark Your Calendars!! Once You Are Elected...

- Inaugural Board Meeting – Oath of Office
  - Tuesday, November 29, 2022
- Trustee Orientation sessions – Trustees and Staff
  - November 25 and 26, 2022
  - January 20 and 21, 2023
- BCSTA Trustee Orientation and Academy
  - November 30 to December 3, 2022

# Resources

- BCSTA [www.bcsta.org](http://www.bcsta.org)
- BC Ministry of Education  
<https://www2.gov.bc.ca/gov/content/governments/organizational-structure/ministries-organizations/ministries/education>
- School Act [https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/96412\\_02](https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/96412_02)
- Elections BC [www.elections.bc.ca](http://www.elections.bc.ca)  
<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/legislation-policy/school-trustee-election-procedures#forms>
- Civic Info BC [www.civicinfo.bc.ca](http://www.civicinfo.bc.ca)
- Local Elections Campaign Financing <https://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-candidates-and-their-financial-agents.pdf>

# COMOX VALLEY SCHOOLS

## School District No. 71

If you are considering running for school trustee, we thank you for your commitment to public education in BC.

### Questions?

