



BOARD OF EDUCATION

GUIDELINES FOR STAKEHOLDER FEEDBACK ON THE 2020-21 BUDGET

These guidelines are for the *Stakeholder Budget Feedback Session* on *April 14, 2020*.

WELCOME & OVERVIEW

- The Board values feedback from individuals and groups and the budget feedback session has been planned to make people feel as comfortable as possible.
- To ensure that the business of governing education takes place as smoothly as possible and that all viewpoints are heard, Board meetings follow structured rules of order. These guidelines have been prepared specifically for stakeholders interested in providing feedback on the 2020-21 budget.

PROVIDING FEEDBACK

- As the Board of Education held a meeting on Tuesday, February 11, 2020 to receive stakeholder and community input into the 2020-2021 Budget process, we would like to remind you that the upcoming session on Tuesday, April 14, 2020 is an opportunity for stakeholders and community members to provide their feedback on the budget that will be tabled at the April 7, 2020 Public Board Meeting.
- Please note that these are public meetings, with the potential for media coverage and other members of the public in attendance, who may receive a copy of your budget comments and may report on the proceedings.
- Budget feedback is to be directed to the corporate Board, not individual Trustees. It is requested that stakeholders avoid written or verbal comments that negatively reflect on any individual.
- You may submit your request to provide feedback, by providing the following information via email to budgetfeedback@sd43.bc.ca:
 - name, title and email (required)
 - Which stakeholder group you are representing
 - any attachments you may wish the Board to receive to support your feedback (optional)
- Due to meeting time constraints, PowerPoints and/or videos cannot be accepted as part of your presentation.

- To permit the Board to hear all feedback in a timely manner, stakeholders are asked to keep their comments, to no more than five (5) minutes.
- Stakeholders should be prepared to answer questions from Trustees wishing to learn more about your feedback.
- Stakeholders will be placed on the agenda to provide feedback only after the above guidelines have been met.

THE PROCESS

- If you or your group would like to provide feedback on the 2020-2021 budget, please submit the required information **by 9:00 am on Thursday, April 9th**, via email to budgetfeedback@sd43.bc.ca
- You will receive confirmation from the Office of the Secretary-Treasurer regarding your request to provide budget feedback to the Board of Education.

KEY DATES

BUDGET STAKEHOLDER INPUT		
Monday, February 3 rd 9:00 am	Deadline for Stakeholder Input Submission	Please submit the information as outlined above at the link provided here
Tuesday, February 11 th 6:30 pm	Special Board Meeting (Winslow Centre Gym)	Opportunity for stakeholders to provide input on budget priorities
PRESENTATION OF PRELIMINARY BUDGET		
Tuesday, April 7 th 7:00 pm	Regular Board Meeting (Winslow Centre Gym)	Presentation of 2020/20 Preliminary Budget
BUDGET STAKEHOLDER FEEDBACK		
Thursday, April 9 th 9:00 am	Deadline to sign up to provide Stakeholder Budget Feedback	Please submit the information as outlined above at the link to be provided on the Budget Process website
Tuesday, April 14 th 6:30 pm	Special Board Meeting (Winslow Centre Gym)	Opportunity for stakeholders to provide feedback on the proposed budget
PRESENTATION & APPROVAL OF BUDGET		
Tuesday, April 21 st 7:00 pm	Regular Board Meeting (Winslow Centre Gym)	Final presentation and approval of 2020/20 Budget which incorporates any changes requested by Board

Please note that there will be opportunities for questions at each of the meetings outlined above.