

BUDGET STAKEHOLDER ENGAGEMENT COMMITTEE
2017-2018 BUDGET PROCESS
November 8, 2016

Preamble:

In past years, BSEC has had success in improving transparency. Last year there was a focus on understanding the "Big Themes" in our district, the complexity of our system and how departments are all interconnected.

BSEC continues to struggle to connect individual committee membership needs to the final outcome: the preliminary budget.

BSEC has also focussed the past four years, on a model of historical budget or status quo with cuts and additions.

To shift the focus of our work this year, the Chair of the Committee, the Superintendent and the Secretary-Treasurer are proposing a process that aligns the budget to the values of committee members and takes the District through a zero-based budgeting exercise (rather than status quo with additions/reductions, start with zero and build the budget 'up').

The following framework provides BSEC with the planning group's thinking around how best to meet as many committee members' needs as possible in the 17-18 budget process.

| Description | | Attendees | Date | Time | Location |
|----------------------------|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|-------------------|-----------------|---------------------------------|
| Prep Work | Preliminary Budget Overview Preparation | Staff | October 31, 2016 | N/A | N/A |
| BSEC Meeting #1 | Terms of Reference, Annual Plan (Proposed Process), Overview Presentation (Appendix A) | Committee Members | November 8, 2016 | 1:30-3:30 pm | Nelson |
| BSEC Meeting #2 | Values Setting (Appendix B) | Committee Members | November 22, 2016 | Noon | Nelson |
| Student Symposium | Value Setting with Students (Appendix C) | Students, Committee Members | November 30, 2016 | 10 am - 2:30 pm | Mount Sentinel Secondary School |
| BSEC Meeting #3 ***NOTE*** | Values Sharing and Presentations (Appendix D) | Committee Members | December 13, 2016 | Noon | Nelson |
| BSEC Meeting #4 | Zero-Based Budget Starting Point Presentation from Staff and Develop Mechanism to Engage Public (Appendix E) | Committee Members | January 24, 2017 | Noon | Nelson |
| Talking Tables#1 | Dinner Event similar to Winter 2016 | Committee Members, Additional members of DPAC, KLTF, PVPA, CUPE | TBD (February) | 5 pm | TBD |
| Invitation | Invitation to Public to Make Budget Submissions; collating responses for Committee use (if needed) | Staff | TBD (February) | | |
| BSEC Meeting #5 | Aligning Budget to Values / Submissions from the Public (Appendix F) | Committee Members | March 7, 2017 | Noon | Nelson |
| BSEC Meeting #6 | Post Funding Announcement Updates, Superintendent's Recommendations | Committee Members | April 4, 2017 | Noon | Nelson |
| Regular Open Board Meeting | Reading #1, Reading #2 Part I | Board | April 4, 2017 | 5 pm | Nelson |
| Talking Tables #2 | Superintendent's Recommendations; Values Check-In | Trustees, Senior Staff & PVP | April 6, 2017 | Noon | Nelson |
| BSEC Meeting #7 | Superintendent's Recommendations Revised | Committee Members | April 18, 2017 | Noon | Nelson |
| Regular Open Board Meeting | Reading #2 Part II, Reading #3 | Board | April 18, 2017 | 5 pm | Nelson |
| BSEC Meeting #8 | "Just in Case" meeting to complete readings | Committee Members | May 2, 2017 | Noon | Salmo Secondary |
| BSEC Meeting #9 | Debrief | Committee Members | May 16, 2017 | Noon | Nelson |

Appendix A: Overview Presentation

During past budget processes we've greatly improved transparency and access to information by providing a myriad of detail.

Some committee members appreciate the detail as their main tool for advancing the budget, others find it overwhelming, unnecessary and delving too much into the minutia.

Some committee members would appreciate more of the conversation being about the big picture.

How can we meet the needs of the two types (or more) of committee members?

By providing a budget overview at the front of the process, and updating it as we go along, it's hoped we can attend to the committee members that appreciate the detail while leaving more meeting time(s) to discuss larger topics, such as values alignment.

By focusing more of the 17-18 BSEC's work on articulating and understanding values and aligning the budget to those values, it's hoped the the 17-18 budget helps achieve desired outcomes.

In other words, this process is intended to meet committee member need and connect resources to priorities of each member.

Appendix B: Values Setting Facilitated Working Session

In past years, BSEC has had success in improving transparency. Last year there was a focus on understanding the "Big Themes" in our district, the complexity of our system and how departments are all interconnected.

At the end of the budget process, there still seems to be an uneasy, or unsatisfied feeling on behalf of some committee members.

We question whether or not the budget met student need and whether or not we represented our constituents adequately.

We ask ourselves - how can we build on the big themes from the 16-17 budget and come out at the end of the 17-18 budget process feeling like our needs were met or at the very least, that we've made an educated compromise?

We propose to shift the 17-18 budget process from a detail oriented, minutia driven process to one where there is articulation of values at the outset of the budget process.

By establishing our values at the outset, we can "check-in" throughout the process to ensure we're on track and better meeting the needs of committee members.

We envision a facilitated conversation about values setting to happen on this day and that homework be given to committee members between November 22 and December 13.

The homework will be for committee members individually, then in natural groups (trustees, management, stakeholder etc.), to begin to articulate their values and to prepare to present those values to the Committee.

By articulating what each of us needs in order to feel successful in the budget process, we'll understand our team dynamic more and be more receptive to understanding each person's needs, style and mandate.

Appendix C: Student Symposium

Because we've had a values conversation with BSEC members, the timing to have the same conversation with students would be valuable to the Committee.

This will be useful information for committee members during the 'homework' period. Our students will provide insight to member values and priorities.

In this way, we have the 'client' needs articulated as well as the decision makers'.

SD8's first district-wide student symposium was held in Spring 2014 in Salmo, the second and third symposiums were held in Nelson and Creston respectively. Therefore it is suggested that the next symposium be held in Slocan.

As a jumping off point we could take the #EDCOW symposium summary and try to go a bit deeper with some of the themes.

This will be a stand alone and not combined with another committee.

Appendix D: Values Sharing and Presentations

At this meeting Committee members will present to the Committee the values and goals that the member wants fulfilled in the 17-18 BSEC process. By the end of the December 13 BSEC meeting, the goal is to have a rubric/matrix/chart of values that may look something like:

| Committee Member Type | Member Specific Value (Individual) | Stakeholder Mandate (Group) | Ministry of Education Mandate (Legislated) | Connects to Student Expectation : | Connects to District Goal: | Other |
|-----------------------|------------------------------------|-----------------------------|--------------------------------------------|-----------------------------------|----------------------------|-------|
| CUPE | | | | | | |
| DPAC | | | | | | |
| KLTF | | | | | | |
| Staff | | | | | | |
| Trustees | | | | | | |

Appendix E: Zero-Based Budget Starting Point Presentation from Staff and Develop Mechanism to Engage Public

At this meeting staff present the zero based budget ("go to jail"/legislated items only; barest of bones).

By the end of this meeting the Committee will have:

1. an idea of projected 17-18 revenue and the zero-based budget expenditure total, which should be significantly less
2. a "spend" amount (revenue minus the legislated/bare bones expenditures) to align to the values set out at the beginning of the process.

The Committee will also decide if it is going to engage the public (asking for budget submissions, asking for presentations etc.).

The homework for the committee, similar to the surplus and returned admin savings allocation done on October 11th, will be to come up with a spending plan that aligns to each group's/stakeholder's values and priorities.

Since we've taken the budget down to bare bones, we've made room to re-align priorities to meet committee member need, values and various mandates.

Appendix F - Aligning Budget to Values / Submissions from the Public

At this meeting committee members or groups will present their spending plans for the excess of zero based expenditures over projected revenues. Committee members should start to see how other members are addressing their values, priorities and mandates through the choices they make in their spending plans.

Committee members should be able to understand why other members are making the choices they do because each member understands each member's values.

By the end of this meeting we will all have a good understanding of spending priorities by group, find commonalities and differences and begin to build a balanced budget.

At this meeting, if the Committee has decided to engage the public, the Committee will receive public input to the 17-18 budget.