



# Associate Member Society

of FISABC

[info@AMSoFISA.ca](mailto:info@AMSoFISA.ca)

604.684.6023

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## HOW TO BECOME AN AMS of FISABC MEMBER

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Thank you for your interest in joining the Associate Member Society of FISABC (AMS). We are the most diverse society within FISA BC encompassing over 130 individual member schools with a wide variety of pedagogical and faith-based approaches. Our member schools include Montessori, Waldorf, International Baccalaureate, First Nations, special needs, and faith-based schools (among them Protestant, Seventh-day Adventist, Jewish, Sikh, Muslim) with a combined enrolment of over 21,000 students.

### AMS MEMBERSHIP REQUIREMENTS:

Per the AMS Constitution and Bylaws, Members shall:

- (a) be an authority as defined in the Independent School Act;
- (b) operate an independent school in British Columbia;
- (c) ensure all schools operated by the Member maintain certificates of group classification pursuant to the Independent School Act;
- (d) comply with the Independent School Act and all other applicable Acts, Regulations, Ministerial Orders, Orders in Council, and Inspector's Orders as apply from time to time;
- (e) uphold the Constitution and Principles of the Society and comply with these Bylaws;
- (f) maintain responsible educational programs and standards;
- (g) comply with FISA BC's Code of Good Practice;
- (h) pay all fees as the Directors determine.

### GROUP 4 SCHOOL ADDITIONAL MEMBERSHIP REQUIREMENTS

- (a) Group 4 certified independent schools may apply for AMS membership after three successive years of operating a certified independent school in British Columbia provided, they have a minimum of 50 students at the time of application.
- (b) Group 4 schools with less than three successive years of operation that intend to transfer their AMG membership to AMS membership, will be visited by a representative of AMS once per year during the school's first three years of operation, to ensure that the school is operating according to the FISA BC Code of Good Practice.

### APPLICATION PROCESS:

Once AMS receives a membership application form, we undertake the following process:

1. The Authority is contacted in order to arrange for a meeting to be attended by the school's senior Administrator and a representative of the Board of Directors. The Authority is asked to provide the AMS team with the latest external evaluation report, the latest financial statement (preferably audited), and a schematic diagram of the school and property one week prior to the visit.
2. The AMS team is usually made up of an AMS Director along with the Executive Director and/or Assistant Executive Director of FISA BC.
3. The visit includes:
  - A conversation based on a template used by the AMS team, which is included as an attachment to this document.

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**Associate Member Society of FISABC Board of Directors**

President – Kent Dykstra, Vice President – Phil Hudema

Treasurer - Gabe Linder, Secretary - Amber Papou; Rabbi Don Pacht

- Reviewing the external evaluation report, the financial statement, and a schematic of the school and property.
  - A conversation of what AMS membership entails: fees, probation, agreement with AMS Constitution, and the FISA BC Code of Good Practice.
  - A tour of the school that includes visits to a number of classrooms.
  - The AMS team’s recommendation to AMS Directors.
4. The AMS team prepares a written report, which is forwarded to all the AMS Directors for their recommendation. The Authority is notified as to acceptance or denial of membership.

### **MEMBER RESPONSIBILITIES**

#### Authorized Representatives

Successful applicants must appoint an individual to be its Authorized Representative. The Authorized Representative will receive communications from the Society and vote at general meetings.

### **ANNUAL MEMBERSHIP FEES**

Fees are due to the AMS office within one month of notification of membership approval. For the 2019-2020 school year AMS fees are \$3.00/FTE student. FISA BC will provide a separate invoice for the FISA BC fees which are \$6.25/FTE student.

### **FISA BC**

AMS membership automatically leads to membership in the Federation of Independent School Associations in BC (FISA BC). FISA BC represents over 300 independent schools through five separate member societies (Association of Christian Schools International in BC, Associate Member Society of FISA BC, Catholic Independent Schools of BC, Independent School Associations of BC, Society of Christian Schools in BC). FISA BC advocates for parental choice, recognition and funding, the pursuit of excellence, strengthening educational practice, and contributing to the public good. The six AMS Directors serve as FISA BC Directors.

#### *Attachments:*

- i. Application for Membership*
- ii. Evaluation for Membership in AMS – (School Visit Template to be completed by AMS team)*

If you have any questions or wish to submit an AMS Membership Application, please contact us at [info@AMSofFISA.ca](mailto:info@AMSofFISA.ca) or at [janet@fisabc.ca](mailto:janet@fisabc.ca).

Sincerely,

AMS Directors



**Associate Member Society**  
of FISABC  
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## APPLICATION FOR MEMBERSHIP

This application for membership in the Associate Member Society of FISABC is made on behalf of (*Name of Authority*)

(“Authority” is the term in the Independent School Act to indicate the legal name of the group operating the school, usually the name of an incorporated society or company.)

(Address of Authority only if different from the school address)

**The Authority operates the following school(s) at the address(es) shown.:**

Name of School	Phone	Enrollment
Address		Postal Code

Please list any additional schools on the back. If schools are operated under one school name but at distinctly different addresses, list each campus as a school.

The Authority acknowledges that membership dues will be paid to AMS, upon receipt by the Authority of a letter from AMS indicating acceptance of membership by AMS Board. Additionally, the Authority acknowledges that membership dues will be paid to FISA BC. Membership is not effective until the appropriate fees have been received by AMS and FISA BC offices.

The Authority hereby authorizes the release of information to the President of the AMS or his or her appointee acting on behalf of the AMS, by the Office of the Inspector of Independent Schools and/or the Private Post-Secondary Education Commission about any aspect of the school and its Authority he or she may choose to enquire after with respect to this membership application.

***Signed on behalf of the above-named applicant.***

<b><i>NAME:</i></b>		<b><i>Position in Authority</i></b>	
<b><i>Email Address</i></b>		<b><i>Phone</i></b>	
<b><i>Signature</i></b>		<b><i>Date</i></b>	

**Space for additional Schools the Authority operates:**

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Name of School	Phone	Enrollment
Address		Postal Code
Name of School	Phone	Enrollment
Address		Postal Code
Name of School	Phone	Enrollment
Address		Postal Code
Name of School	Phone	Enrollment
Address		Postal Code