

# Policy Manual

## Operational Policy

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### **Operational Policy 16 (OP-16): Dependent Care**

Adopted by: Board of Directors

Adopted on: April 22, 2011

Amended by: Board of Directors

Amended on: November 04, 2014

#### **Summary:**

The Union is a democratic organization that is driven by members' participation. Recognizing that the demands and expenses of childcare can make participation difficult for student-parents, the Union offers a dependent care subsidy to Board members, Board committee members, and members of the Student Caucus to alleviate that burden.

#### **Policy:**

- I. Dependent Care compensation shall be available:
  - a. Only for dependents of Board, Committee, or Student Caucus members and where dependent care is not provided free of charge;
  - b. At rates set out in the British Columbia Ministry of Children and Family Development's Childcare Subsidy Rate table;
  - c. Upon the submission of a completed dependent care compensation form with attached invoices and/or receipts;
  - d. To a maximum of one thousand dollars (\$1,000) per dependent per fiscal year;
- II. Dependent Care compensation shall be available according to the following categories for:
  - a. Members of the Board of Directors:
    - i. For the dependent care required during approved work of the Board of Directors, including Board of Directors meetings and travel;
  - b. Members of Board of Directors Committees:
    - i. For the dependent care required during approved work of a member's committee;
  - c. Members of the Student Caucus:
    - i. For the dependent care required during approved Student Caucus meetings and activities;