

Working with the Teacher Statistics extract from Data BC

Understanding the Completion Rate data extract	Read the following documents: • <i>Teacher Statistics definitions</i> • Ministry of Education data masking policy
How can I work with this data set in Microsoft Excel?	The following tutorials may be helpful: • Importing text (.txt or .csv) files into Excel • Auto-filtering in Excel • Keeping leading zeros and large numbers in Excel

Conventions in this document

BOLDED_WITH_UNDERSCORES	Indicates a column name (for example, EMPLOYMENT_CATEGORY)
'Text within single quotation marks'	Indicates a column value (for example, 'Teacher')

Instructions

1. Open your local copy of the file.
2. Apply auto-filtering to the heading row. (This is not essential, but it makes it easier to work with the data when you have more than a screen's worth of rows.)
3. Use the auto-filter on the **DATA_LEVEL** column to select either 'District level' or 'Province level'.
4. Select the **SCHOOL_YEAR** of interest.
5. Select the **REPORTING_PERIOD**. The quarters (3-month periods) aren't separate, they are cumulative from July 1 (legal start of school year).
6. Filter by **DISTRICT_NAME** or **DISTRICT_NUMBER** if you're looking at the district level.
7. Choose the **EMPLOYMENT_CATEGORY** (e.g. 'Teacher').
8. Filter by **GENDER** or select 'All'.
9. The last 4 columns now display the counts or calculations based on your criteria:
 - **HEADCOUNT**
 - **FTE_VALUE**
 - **AVERAGE_AGE**
 - **AVERAGE_ANNUAL_SALARY_PER_FTE**

Sample Questions

Question:

What is the average age of 'Man/Boy' administrators in the Delta school district in the 4th quarter of 2024/2025?

Path to answer:

1. Filter **DATA_LEVEL** to 'District level'
2. Filter **SCHOOL_YEAR** to '2024/2025'
3. Filter **REPORTING_PERIOD** to 'Q4'
4. Filter **DISTRICT_NAME** to 'Delta'
5. Filter **EMPLOYMENT_CATEGORY** to 'Administrator'
6. Filter **GENDER** to 'Man/Boy'
7. Column J (**AVERAGE_AGE**) = 50.5

Question:

In BC in 2023/2024, what was the 1st quarter average annual salary for all teachers?

Path to answer:

1. Filter **DATA_LEVEL** to 'Province level'
2. Filter **SCHOOL_YEAR** to '2023/2024'
3. Filter **REPORTING_PERIOD** to 'Q1'
4. Filter **EMPLOYMENT_CATEGORY** to 'Teacher'
8. Filter **GENDER** to 'All'
5. Column K (**AVERAGE_ANNUAL_SALARY_PER_FTE**) = \$93,340