



**The Board of Education of
School District No. 5 (Southeast Kootenay)
MINUTES - EDUCATION/POLICY MEETING
April 26, 2011, 10:30 a.m.
Board Office**

IN ATTENDANCE - COMMITTEE MEMBERS

Co Chair Trustee Damstrom

Co Chair Trustee Ayling

Trustee Gordon-Hooker

Cynthia Stuart, Director of Instruction/Human Resources

Janice McElwee, Executive Assistant (Recorder)

REGRETS

Glenn Dobie, Director of Student Learning

Trustee Ellis

IN ATTENDANCE – BOARD/DISTRICT STAFF

Trustee Bellina (by phone)

Trustee Lento

Trustee Johns

Bonnie Spence-Vinge, District Principal of Special Education

1.0 CALL TO ORDER

The meeting was called to order at 10:15 a.m.

2.0 ADDITIONS TO OR DELETIONS FROM THE AGENDA

Item 5.1 Mt. Baker Sec. School Field Trip Application moved to 6.2

3.0 PRESENTATIONS

Nil

4.0 POLICIES PASSED BY THE BOARD SINCE LAST MEETING

Policy 2.10 – District Health/Safety Program

Policy 3.42 – Students Registered for Distance Education

5.0 ITEMS FORWARDED FROM PREVIOUS MEETING

5.1 Revised Policy 2.9 – School Closure

Discussion included:

- reconfiguration of grades - does it go with school closure or should there be a separate policy?
- plural/singular references to schools – make consistent throughout the policy
- development of a flowchart reflecting the process
- referral sheet for agencies/partner groups to provide their input (consistency)
- protocol for public consultation
- protocol for implementation
- Mr. Norum will review the School Act for any relevance on these items
- #4, a) on Page 2: 5th bullet – change ‘a representative’ to ‘the Co-Chairs’

The revised policy (with changes noted today) and a draft flowchart will be brought back to the May meeting.

5.2 Draft Policy – Application of Pesticides to District Buildings/Grounds

Tom Walkley and Jeannie Murdoch (Operations Department) were present and provided the following information:

- need time to try new products/processes that are coming out (some products tried in recent years are not working)
- Fernie would be a good test area with the recent City ban on pesticides
- best time to attack certain weeds is the first week of May
- large push for the use of composted manure on fields, build up soils with good micro organisms to battle weeds underground.(requires a large planning stage and results are not seen overnight)
- putting full ban on pesticides closes doors to new products coming out which are not harmful
- intent for this year is to explore new products

Committee discussion included:

- intent is to move in the direction of banning all pesticides - the draft policy is good for where we are at today
- would like a recommendation from Operations Department with the proposed application process for the remainder of the year

- What are we doing to move towards “pesticides not being used for cosmetic purposes?”
- The Board will have ownership of decisions made regarding the use of pesticides
- fields must be appealing for students/parents to use
- is more time needed for feedback from partner groups?

Recommendation A

“That the Draft Policy Application of Pesticides to District Buildings or Grounds be sent to the Board of Education for approval.”

5.3 Revised Draft Policy – Distribution of Union/Political Information

A new draft policy has been developed. Tabled to the May meeting due to time constraints.

5.4 Draft Policy – Disposal of Land or Improvement

Tabled to the May meeting due to time constraints.

5.5 Draft Policy – Budget

Tabled to the May meeting due to time constraints.

6.0 CORRESPONDENCE AND/OR NEW ITEMS

6.1 Revised Policy 3.13 – Student Records

Mrs. Spence-Vinge reviewed the changes to the policy and the reasons for those changes, some of which were as a result of the Ministry’s Special Education Audit.

Discussion included:

- establishing a district-wide procedure for signing in/signing out of students’ files at schools
- check on 55 year retention period for the PR Card
- should there be a requirement to have a staff member present while a parent is reviewing the file?
- Policy is still paper orientated – is there any movement towards using technology for the storage of student records?
- reference to transfers within the district
- Is the period of seven years long enough to retain cumulative files? Mrs. Spence-Vinge will check with legal counsel.
- Monitoring the process of all files being updated/organized on a regular basis

- Upcoming training for administrators on issues of special education, including the RED files
- A report on all issues resulting from the Special Ed. Audit is almost ready to be forwarded to the Board from Mrs. Spence-Vinge.
- TOC release time for the audit

The revised policy will be brought back to May meeting.

6.2 Field Trip Application – Mt. Baker Secondary School, Laurie Middle School & Parkland Middle School

Discussion included:

- application was for all three schools, not just Mt. Baker Sec.
- application should have all three Principal's signatures
- pressure on families who cannot afford these trips
- teachers are volunteering their own time during spring break
- more information required on the educational objectives/rational
- support for students who cannot afford these trips
- a presentation to the Board required prior to approval given
- review of the policy at the May meeting

Committee Action A

Send an invitation to the teachers involved in the field trip to do a presentation at the May meeting.

7.0 INFORMATION ITEMS

- 7.1 Revised Policy 5.5 – Curricular/Extra-Curricular School Trips
- 7.2 Revised Policy 5.5d – Field Trip Application Check List

Mr. Dobie has a meeting scheduled for May 3rd with school reps to look at a District Orientation Manual for coaches.

Meeting adjourned at 12:00 p.m.