



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - POLICY MEETING**

**April 28, 2014, 10:00 a.m.
Board Office**

Committee
Members in
Attendance:

Co-Chair Trustee Brown
Trustee Ayling

Regrets:

Co-Chair Trustee Damstrom
Trustee Besanger

Board/District Staff
in Attendance:

Trustee Bellina
Trustee Johns
Chairperson Lento
Trustee Whalen
L. Hauptman, Superintendent of Schools
R. Norum, Secretary Treasurer
B. Reimer, Director of Instruction/Human Resources
D. Casault, Director of Instruction/Student Learning/Innovation
J. Tichauer, Director of Instruction/Student Learning/Abor. Educ.
D. Verbeurgt, District Principal/Student Services
J. Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of April 28, 2014 was called to order at 10:29 a.m. by Co-Chair Brown.

**1.2. Approval of the Agenda
POL-2014-05**

M/S that the agenda for the Policy Committee meeting of April 28, 2014 be approved as circulated.

CARRIED

**1.3. Approval of the Minutes
POL-2014-06**

M/S that the minutes of the Policy Committee meeting of February 24, 2014 be approved as circulated.

CARRIED

2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING

Policy 3.15 French Immersion

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1. Revised Policy 1.2 Procedural Bylaw

Partner group feedback was reviewed and discussed.

Recommendation A

"M/S that the revised Policy 1.2 Procedural Bylaw be sent to the Board of Education for approval."

3.2. Revised Policy 3.1 Student Registration, Enrolment and Placement

Partner group feedback was reviewed. Discussion included:

- add school locator link in the section regarding catchment areas
- waiting for new registration form from the new Student Information System (MyEducationBC)
- registration forms will be accessible on-line, but parents will still need to submit them in person
- all factors are considered when reviewing family requests for transfers.

Recommendation B

"M/S that the revised Policy 3.1 Student Registration, Enrolment and Placement be sent to the Board of Education for approval."

3.3. Revised Policy 3.2 Creating Safe Schools

Partner group feedback was reviewed. Discussion included:

- Threat Violence Reporting Flowchart still requires a few modifications
- more/better connection re near misses (connection between behaviour referrals to the office and safety of the staff - need to flag students before behaviour escalates to a threat/violence incident - staff need to feel they are supported when reporting these 'near misses' (CFTA)
- staff members are encouraged to come forth if they feel there has been a threat and/or the risk of a threat - comes from the Threat/Risk Assessment training the District has been engaged in over the last few years
- Mrs. Casault and Mr. Tichauer are currently reviewing protocols and procedures.

Recommendation C

"M/S that the revised Policy 3.2 Creating Safe Schools be sent to the Board of Education for approval."

3.4. Draft Policy Workplace Bullying and Harassment

- changes have been made as per recommendations by legal counsel
- Report Form - change alleged bully to respondent
- Discussion regarding Section 177 of the School Act. Currently there is no avenue for an appeal and no review required. (DPAC) This is currently under review by the Ministry.

Recommendation D

"M/S that the Draft Policy Workplace Bullying and Harassment be sent to the Board of Education for approval."

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1. Revised Policy 3.10 Student Service Programs

Brief discussion on revisions.

The revised policy will now be sent to partner groups for feedback.

4.2. Revised Policy 7.8 British Columbia Student Information System

Brief discussion on whether or not the policy is needed.

The revised policy will now be sent to partner groups for feedback.

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 11:13 a.m.