



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

**February 23, 2015, 10:30 a.m.  
Board Office**

Committee Members  
in Attendance: Co-Chair Trustee Brown  
Co-Chair Trustee Ayling  
Trustee McPhee

Regrets: Trustee Helgesen

Board/District Staff in  
Attendance: Trustee Bellina  
Trustee Blumhagen  
Trustee Johns  
Chairperson Lento  
Trustee Whalen (by telephone)  
L. Hauptman, Superintendent of Schools  
D. Casault, Director of Instruction/Student Learning  
J. Tichauer, Director of Instruction/Aboriginal Education  
D. Verbeurgt, District Principal/Student Services  
Gail Rousseau, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Policy Committee meeting of February 23, 2015 was called to order at 10:57 a.m. by Co-Chair Brown.

**1.2. Approval of the Agenda**

**POL-2015-03**

M/S that the agenda for the Policy Committee meeting of February 23, 2015 be approved as circulated.

**1.3. Approval of the Minutes**

**POL-2015-04**

M/S that the minutes of the Policy Committee meeting of January 26, 2015 be approved as circulated.

**2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING**

**2.1. Legacy of Learning**

### **3. BUSINESS ARISING FROM PREVIOUS MEETING**

#### **3.1. Revised Draft Policy - Advertising**

Comments/Suggestions/Changes:

- Section – the term “requires prior approval” - would like to see this expanded to define who gives approval either the Principal or the Superintendent
- Draft Regulations - Section # R, point 2. - “standards of good taste” – need to define what this is. Superintendent Hauptman clarified that the Board approves Policies and the Regulations are written by District Management so this should be at the discretion of the Superintendent and District Management as all advertising comes through the Superintendent's office. This will be reflected in the Regulations.
- Provide a definition of “reasonable” in 3.

A discussion took place regarding if there were public concerns and if there is a mechanism in place to deal with it. An example was if someone's picture was taken at an event without permission and it gets out to the media or on Facebook and an issue arises from it. This type of thing would come to the Board to deal with.

Trustee Ayling commended Diane Casault on this first draft as this is very difficult topic to write policy on. Diane Casault stated that this policy will help support our schools as they are bombarded with advertising information/requests on a daily basis and at least this is a start and something we can speak to.

A further discussion took place as to the Appeals Procedure Policy 1.3 which should be referenced at the bottom on the page as well as the general process for advertising in schools. It is not a school's role or the district's role to advertise for community events.

Changes will be made to the Procedures section of the Advertising Regulations and then brought back to the Committee, out to partner groups for feedback and then to the Board for approval.

Clarification was provided on how staff is educated when a new policy is approved. All partner groups receive the approved policy and they are to share with their members. ThoughtExchange is used to get feedback from partner groups and training does occur on most policies as well.

### **4. CORRESPONDENCE AND/OR NEW ITEMS**

#### **4.1. Draft Policy - Social Media**

- Draft Regulations - Definitions section – take out reference to “using mobile device using iOS or Android operating systems” and say also including, “but not limited to” current examples: Facebook etc.”

- In “Electronic communications”, 2<sup>nd</sup> line should read “any one or more individuals”
- should read “employees should understand that there is no expectation”
- 4.1 and 4.4 - site which policies we are referring to
- Add references to policies and forms at bottom of page
- 4.2 - concern around personal privacy and professionalism; the Ministry of Education recommends teacher not friending any student; the Union has also advised their members not to have any social media contact with students and/or an alias
- Chairperson Lento would like to see “10 commandments for social media” for our district; brief and to the point
- some schools have Facebook accounts which is encouraged
- The White Hatter is a Social Media Safety Expert/Advocate website for advice along with Jesse Miller who provides advice to the Ministry of Education on internet safety

## **5. INFORMATION ITEMS**

### **5.1. Sponsorship and/or Partnership**

For reference only - still working on this in conjunction with advertising and social media policies.

### **5.2. Registration Form**

- new form for schools created in conjunction with MyEd BC
- under gender identification - add "other"

### **5.3. Personal Information Consent**

For information only.

### **5.4. Release of Student Records**

For information only.

### **5.5. Outside Media in Schools**

A discussion took place regarding parents who attend events and take pictures of their children and sometimes other children. We can do our best to stop these

situations by having parents tell their children and for parents to let staff know about their wishes, but we can't police it. There is a list of students who are not allowed to have their pictures taken at each school. DPAC will also make sure PACs are aware of this and communicate this to parents.

Please send any more comments directly to Diane by email.

**5.6. Request for Consent – Anti-Spam**

For information only.

**5.7. Aboriginal Education Permission Form**

For information only.

**5.8. Request for Consent – Information and Technology**

For information only.

**5.9. Bus Student Registration Form**

For information only.

**6. ADJOURNMENT**

The meeting adjourned at 11:45 a.m.