



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes – Policy Committee**

**May 27, 2019, 11:30 a.m.
Board Office**

**Committee Members
In Attendance:** Co-Chair Trustee Turner
Co-Chair Trustee Ayling
Trustee McPhee

Regrets: Trustee Whalen

**Board/District Staff in
Attendance:** Chairperson Lento
Trustee Bellina (by Zoom)
Trustee Damstrom
Trustee Johns
Trustee Kitt
Lynn Hauptman, Superintendent
Diane Casault, Director of Student Learning/Innovation
Jason Tichauer, Director of Student Learning/Aboriginal Education
Darcy Verbeurgt, District Principal/Student Services
Jennifer Roberts, District Principal/Transformative Learning
Janice Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of May 27, 2019 was called to order at 10:50 a.m. by Co-Chair Trustee Turner.

1.2. Approval of the Agenda

POL-2019-07

Addition: 4.1 Interior Health Correspondence

M/S that the agenda for the Policy Committee meeting of May 27, 2019 be approved as amended.

1.3. Approval of the Minutes

POL-2019-08

M/S that the minutes of the Policy Committee meeting of April 29, 2019 be approved as circulated.

2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Revised 5.5 Curricular Field Studies and Extra Curricular School Trips

Discussion Included:

- Mrs. Casault reviewed feedback from partner groups
- Youth Safe Outdoor guidelines were revised in 2017, which are what we are using to develop our policy and regulations
- forms and lists for schools to use are being reviewed and updated in the district portal as they are ready
- our YSO team will be meeting again in June and will be looking at the regulations for 5.5 and the volunteer policy
- all PVPs have been trained on the guidelines and YSO website
- all teachers have information on how to log in and use the YSO website
- a field set has been created in MyEd which allows schools/teachers to select the students going on the trip and run a report which provides all relevant information needed (i.e. medical, emergency contacts, etc.)
- we will be looking at options regarding the cell phone back-up for when a teacher doesn't have one

Recommendation A

"M/S that Revised Policy 5.5 Curricular Field Studies and Extra Curricular School Trips be approved by the Board of Education."

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Interior Health Correspondence

We recently received correspondence from Interior Health reminding us to ensure our signage and policies pertaining to the use of tobacco, cannabis and/or vapor products are up to date with current information.

Discussion included:

- information from Interior Health will be reviewed and any required changes will be brought forward to the September meeting
- we will review signage on all sites/buildings
- might be a good idea to remind parents about our policies as well.

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 11:10 p.m.

"What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?"