



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

**May 30, 2016, 10:30 a.m.
Board Office**

Committee Members	Co-Chair Trustee Brown (Chair) Co-Chair Trustee Ayling
In Attendance:	Trustee McPhee Trustee Helgesen
Regrets:	Nil
Board/District Staff in Attendance:	Trustee Bellina Trustee Blumhagen Trustee Johns Chairperson Lento Trustee Whalen Lynn Hauptman, Superintendent Diane Casault, Director of Student Learning/Innovation Jason Tichauer, Director of Student Learning/Aboriginal Educ. Janice Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of May 30, 2016 was called to order at 10:40 a.m. by Co-Chair Brown.

1.2. Approval of the Agenda

POL-2016-07

M/S that the agenda for the Policy Committee meeting of May 30, 2016 be approved as circulated.

1.3. Approval of the Minutes

POL-2016-08

M/S that the minutes of the Policy Committee meeting of April 25, 2016 be approved as circulated.

2. POLICIES DELETED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy - Use of School Board Property by Licensed Child Care Providers

Discussion included:

- an extra sentence has been added to under General Conditions pertaining to shiftwork in the Elk Valley
- there is currently no room in an elementary school to house a child care centre (policy has been created as per direction from the Ministry)
- rental rates are based on a cost recovery basis, which may be higher/lower than local rates
- concerns about how space is being used at the old Mountain View Elem. School (should be discussed at a different meeting as it doesn't pertain to policy)
- make reference to the School Act at bottom of policy.

Recommendation A

“M/S that the draft Policy Use of School Board Property by Licensed Child Care Providers be sent to the Board of Education for approval.”

3.2 Revised Policy 7.4 Software Licensing

There is a need for this policy as with the new infrastructure, people are now the administrator of their own machines so they do have the ability to download software. The policy clearly explains to employees what is expected prior to them downloading software.

Recommendation B

“M/S that the revised Policy 7.4 Software Licensing be sent to the Board of Education for approval.”

3.3 Revised Policy 7.5 Web Page Publishing

Policy has now been changed to reflect employee work (not student).

Recommendation C

“M/S that the revised Policy 7.5 Web Page Publishing be sent to the Board of Education for approval.”

3.4 Draft Policy – Partnership/Sponsorship

Discussion included:

- Guiding Principles - delete #3
- Approval - #2 - change 3rd bullet to #3
- make reference to the School Act at bottom of policy
- Partnership – add *between ‘the school district or’ an educational institution*

The draft policy will now be sent to partner groups for feedback and brought back to the September meeting.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Revised Policy 4.2 Travel Allowance Per Diem

Recommendation D

“M/S that the revised Policy 4.2 Travel Allowance Per Diem be sent to the Board of Education for approval.”

An email will be sent to all partner groups advising of the update (effective July 1, 2016).

5. INFORMATION ITEMS

Update on recent/new/future policies:

- waiting to work with Mr. Verbeurgt on the Seclusion Policy
- there will be changes to School Code of Conduct (Jason working on this with Principals)
- still reviewing other policies for any housekeeping and/or new updates required
- starting to review policies for principals for the Fall (what do they need to know/share with staff)
- reviewing what policies require training/action, etc. at the beginning of the school year
- waiting until the Technology Committee has been formed to continue reviewing technology policies.

6. ADJOURNMENT

The meeting adjourned at 11:10 a.m.