



**The Board of Education of  
School District No. 5 (Southeast Kootenay)  
MINUTES - EDUCATION/POLICY MEETING  
October 25, 2010, 10:30 a.m.  
Board Office**

**IN ATTENDANCE - COMMITTEE MEMBERS**

**Co Chair Trustee Ayling**

Trustee Ellis  
Trustee Gordon-Hooker  
Trustee Hall  
Trustee Bellina  
Trustee Lento  
Trustee Johns  
Bill Gook, Superintendent of Schools  
Glenn Dobie, Director of Student Learning  
Janice McElwee, Executive Assistant (Recorder)

**REGRETS**

Co-Chair Trustee Damstrom  
Trustee Ellis

**IN ATTENDANCE – BOARD/DISTRICT STAFF**

**CALL TO ORDER**

The meeting was called to order at 10:52 a.m.

**ADDITIONS TO OR DELETIONS FROM THE AGENDA**

8.1 - Field Trip Application – Sparwood Secondary School

**PRESENTATIONS**

Nil

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

Nil

## **ITEMS FORWARDED FROM PREVIOUS MEETING**

### **8.1 Field Trip Application – Sparwood Secondary School**

Mr. Dobie advised that the application meets all district requirements.

#### **Recommendation A**

*“That Sparwood Secondary School’s Field Trip to Istanbul, Turkey and Greece in March 2011 be sent to the Board of Education for approval.”*

### **8.2 Draft Policy – Students Registered for Distance Education**

The policy had been sent to partner groups and there was no feedback.

#### **Recommendation B**

*“That the Draft Policy Students Registered for Distance Education be sent to the Board of Education for approval.”*

Mr. Dobie asked for a review of procedures when processing policies. The following points were made in discussion:

- policies should also be emailed to DSAC for review
- the DPAC partner group email will be expanded to include PAC Chairs at each school
- a list of partner groups will be attached to the policies being reviewed
- all comments/feedback received will be distributed along with the policy to Trustees
- the current two week turn around for feedback is not enough time – changed to one month with a review in May 2011
- post draft/revised policies on the website

### **8.3 Pesticide Update**

Trustee Johns advised there is a lot of information coming in. He would like to meet with Trustees who volunteered to be on the Pesticide Committee today after committee meetings are done.

A progress report will be provided each month at Policy Committee Meetings.

### **8.4 Revised Policy 2.1 – Tobacco Free District**

Tabled to the November meeting.

## **8.5 Revised Policy 2.10 – District Health/Safety Program**

Tabled to the November meeting.

## **8.6 Draft Policy – Access to Information and Protection of Privacy**

The Draft Policy was reviewed and Trustee questions were answered. Discussion included:

- WCB regulation states teachers should have access to student information if that information has a safety component for that employee and/or other students in the class. The Draft Policy does not cover that. (W. Turner)
- Should there be a separate policy to address this concern?
- Clarify the ‘volunteer’ basis in the third paragraph – too vague.
- Should we delete ‘volunteer’? Mr. Dobie will consult with lawyer.
- Should the Appeal Process be included in the policy? Mr. Dobie will consult with lawyer.
- Printing confidential documents - staff should be informed of confidential printer options in schools.
- Retired equipment (i.e. photocopiers/computers) and how they are disposed of.

A clean version of the draft policy will be brought back to the November meeting for a second reading.

## **8.7 Playground/Garden Installation**

Tabled to the November meeting.

## **8.8 Revised Policy 2.9 – School Closure**

Tabled to the November meeting.

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

Nil

## **INFORMATION ITEMS**

### **10.1 Section 2 Update**

Tabled to the November meeting.

## **ADJOURNMENT**

Meeting adjourned at 12:10 p.m.