



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

**September 26, 2016, 10:30 a.m.
Board Office**

Committee Members	Co-Chair Trustee Ayling (Chair) Co-Chair Trustee Brown
In Attendance:	Trustee McPhee
Regrets:	Trustee Helgesen
Board/District Staff in Attendance:	Trustee Bellina (by phone) 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 September 26, 2016 was called to order at 10:12 a.m. by Co-Chair Ayling.

1.2. Approval of the Agenda

POL-2016-09

M/S that the agenda for the Policy Committee meeting of September 26, 2016 be approved as circulated.

1.3. Approval of the Minutes

POL-2016-10

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

2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING

4.2 Travel Allowance Per Diem

4.13 Use of School Board Property by Licensed Child Care Providers

7.4 Software Licensing

7.5 Web Page Publishing

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy - Seclusion

Discussion included:

- Mr. Verbeurgt outlined the draft policy and regulations
- all recommendations and guidelines received from the Ministry are included in the documents
- several amendments have been noted
- Regulations #6 and #7 regarding training – are there plans to train not only those directly in contact with students, but also NHS, bus drivers, etc.? There is some project money available for training. We focus on de-escalation prior to restraint. Custodians are not normally involved in any hands on, direct involvement with students.
- reporting form will provide feedback as incidents come in and modifications will be made as is deemed necessary
- There has been NCI training in the past. Not sure exactly what the training will look like in the future. We want ‘in district’ trainers so situations can be dealt with in a timely manner.
- There is overall training and then there is training for the team dealing with a specific student in a school.
- Bus drivers are trained to handle behaviour issues and when needed, how to deal with specific issues i.e. autistic.

The policy will be brought back to the October meeting with noted amendments.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Revised Policy 3.7 Code of Conduct

- It was decided that further changes are necessary in order to reflect all of the recent changes to legislation. As well, in keeping with the model of a separate policy and regulations, this allows for easier updating as changes seem to come so quickly these days.
- Discussion included:
 - brief outline of proposed changes
 - some language is mandated by provincial standards, etc.
 - there are more instances where students are reporting information regarding other students being ‘at risk’
 - research is strongly showing that the culture of the school will determine if students will come forward with pertinent information in this regard
 - need the ability/flexibility to look at each situation individually and ask how do we best help that student in that specific situation
 - Sexual Orientation and Gender Identity policy will also have a minor tweak
 - SOGE (Sexual Orientation and Gender Equity)

- VTRA – we work much more cohesively with partners/agencies in the community now
- contact with parents remains a prominent step for all incidents
- Appeal Procedure 1.3 has not changed
- Definitions – it is important to keep this easily understood by all (i.e. parents)
- How do we get the new information in to student handbooks so it goes home for all students/parents to see? Unfortunately, many changes seem to come in August/September and student handbooks for the next school year are already printed by that time.

Revisions will come back to the October meeting.

4.2 Revised Policy 2.1 Tobacco Free District

- Recent changes to tobacco legislation require an amendment to this policy.
- *No student, staff or school visitor is permitted to use any tobacco product at any time including non-school hours – on any public property neighbouring the school, which is ~~three (3)~~ six (6) meters of doorways, open windows, and/or air intakes to the school.*

Partner groups will be notified of the change.

Recommendation A

“M/S that the revised Policy 2.1 Tobacco Free District be sent to the Board of Education for approval.”

4.3 Revised 3.1R – Family Request for Student Placement Form

- A new line was added regarding whether a student was receiving support services and/or has a designation, which is important to know prior to approving a transfer, etc.
- Discussion included:
 - Change ‘designation’ to ‘an IEP’
 - Perception of bias - can we let parents know there is no bias in the decision making because their student receives services and/or has an IEP?
 - take new line out
 - add district logo to top of form
 - move ‘circumstances/reason for request’ under personal information
 - no action required as the form has not been changed.

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 11:16 a.m.