



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

**September 29, 2014, 10:00 a.m.
Board Office**

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

Regrets: Trustee Besanger

Board/District Staff in
Attendance: Trustee Bellina
Trustee Johns
Chairperson Lento
Trustee Whalen
L. Hauptman, Superintendent of Schools
D. Casault, Director of Student Learning and Innovation
J. Tichauer, Director of Student Learning and Aboriginal Education
B. Reimer, Director of Instruction/Human Resources
J. Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of September 29, 2014 was called to order at 10:00 a.m. by Co-Chair Damstrom.

1.2. Approval of the Agenda

POL-2014-09

M/S that the agenda for the Policy Committee meeting of September 29, 2014 be approved with the following addition:

5.1 Proposed Education Heritage Policy

CARRIED

1.3. Approval of the Minutes

POL-2014-10

M/S that the minutes of the Policy Committee meeting of May 26, 2014 be approved as circulated.

CARRIED

2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1. Policy 3.10 Student Service Programs

- Thoughtexchange feedback was reviewed.
- Changes to policy:
 - incorporate 'collective responsibility' phrase from T5 - Page 12
 - change 'conditions' to 'needs' in last sentence of the last paragraph
 - first sentence should read 'to learn, to contribute and to participate'
- Changes to regulations:
 - #10 - leave 'model' in first sentence

The policy will now be sent to the Board of Education for approval.

3.2. Policy 7.8 British Columbia Student Information System

- Thoughtexchange feedback was reviewed.
- The new system has many securities in place that would address any concerns regarding FOIPPA and/or security of data.
- Add: *Any student information system will be in compliance with the Freedom of Information and Protection of Privacy Act (FOIPPA)* and insert a link to the document.

The policy will now be sent to the Board of Education for approval.

3.3. Policy 3.2 Creating Safe Schools

The flowchart for handling violence or threats was reviewed.

Discussion included:

- reduced number of forms for people to complete and the process has been streamlined
- updated Emergency Procedures Handbooks have been distributed to every room in the district
- both the Emergency Procedures Handbook and the Crisis Response Manual have step by step actions plans for different types of emergencies
- district follows protocol for contacting parents that has been laid out by Safe Schools (provincially)
- flowchart is for the use of employees only
- would like to see parents (consultation, involvement, contact, etc.) mentioned somewhere in the flow chart (District Management will review)
- put 'If a Staff Member' in bold and/or make it bigger

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1. Policy 2.1 Tobacco Free District

Discussion included:

- inclusion of e-cigarettes and ENDS (electronic nicotine delivery system) in the policy
- enforcing the policy for non-district employees (i.e. contractors)

The revised policy will be sent to the Board of Education for approval.

4.2. Policy 3.27 Student Lockers

The RCMP is no longer allowed to bring dogs in to schools to do searches so the policy had to be updated.

The revised policy will now be sent to the Board of Education for approval.

5. INFORMATION ITEMS

5.1. Proposed Education Heritage Policy

Trustee Johns has been working Derryll White (Columbia Basin Institute of History) to put together an Education Heritage Policy. A draft policy will be brought back to the October meeting.

6. ADJOURNMENT

The meeting was adjourned at 10:45 a.m.