

**GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE
MEETING AGENDA**

TUESDAY, SEPTEMBER 22, 2020

12:30 PM (PT) – 1:30 PM (PT)

[Zoom](#) - Meeting ID: 684 5368 8313 - Passcode: 953306

1. Call to Order

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

Proposed Resolution:

THAT the agenda for this September 22, 2020 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations

6. Opportunity for Comments by the Public

7. Consent Package: Nil

8. Adoption of Minutes (p. 3)

App. 8

Proposed Resolution:

THAT the minutes from the June 9, 2020 Governance & Policy Committee of the Whole meeting **BE ADOPTED**.

9. Old Business

10. New Business

A. Terms of Reference and Annual/Priority Plan Review – Committee Chair Walsh (p. 6) App. 10A

Proposed Resolution:

THAT the Governance and Policy Committee of the Whole Terms of Reference and Annual Plan **BE RECOMMENDED** to the Board for approval.

B. Section 500 – Human Resources – Director Singh (p. 10) App. 10B

- Policy 510: Employee Recognition
- Policy 520: Human Resources Employment Practices
- Policy 521: Relocation Assistance for Senior Management
- Policy 530: Whistleblower Protection
- Policy 540: Supervisory Conflict of Interest
- Policy 550: Non-Contractual Leaves of Absence
- Policy 560: Appointment of Principals and Vice-Principals

- Policy 570: Prevention of Violence in the Workplace
- Policy 580: Discrimination and Harassment

Proposed Resolution:

THAT Policies 510, 520, 521, 530, 540, 550, 560, 570, and 580 **BE RECOMMENDED** to the Board for approval.

11. Policy Priority List/Annual Plan (p. 20) App. 11

12. Question Period

13. Meeting Schedule & Reminders (p. 22) App. 13

The next meeting of the Committee is scheduled for November 10, 2020 at the Nelson Board Office.

14. Adjournment of Meeting



**GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE
MEETING MINUTES
TUESDAY, JUNE 9, 2020**

BOARD:

L. Trenaman
S. Walsh
D. Lang
S. Nazaroff (*via video conference*)
B. Maslechko (*via video conference*)
A. Gribbin (*via video conference*)
S. Chew (*via video conference*)
B. Coons (*via video conference*)

DISTRICT STAFF:

C. Perkins, Superintendent
M. McLellan, Secretary-Treasurer
N. Howald, Director of Information Technology
R. Krulitsky, Executive Assistant
B. Eaton, Director of Innovative Learning
D. Holitzki, Director of Inclusive Education

PARTNERS:

D. Kunzelman, KLTF (*via video conference*)
C. Wilson, KLTF (*via video conference*)
J. Konken, KLPVPA (*via video conference*)
M. Doyle, KLPVPA
N. Nazaroff, DPAC (*via video conference*)
A. Early, CUPE (*via video conference*)
M. Bennett, CUPE (*via video conference*)
R. Bens, CUPE

REGRETS:

C. Beebe, Trustee

1. Call to Order

Chair Walsh called the meeting to order at 12:28 PM.

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

UPON a motion duly made and seconded, **IT WAS RESOLVED:**

THAT the agenda for this June 9, 2020 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations: Nil



6. Opportunity for Comments by the Public

7. Consent Package: Nil

8. Adoption of Minutes

UPON a motion duly made and seconded, **IT WAS RESOLVED:**

THAT the minutes from the April 28, 2020 Governance & Policy Committee of the Whole meeting **BE ADOPTED.**

9. Old Business

10. New Business

A. Section 400: Instruction and School Organization

- Policy 410: School Choice and Catchment

Superintendent Perkins advised that the district does not foresee any issues with overcapacity. She reminded that the issue in Winlaw will be resolved with the Seamless Day expansion, and that it is the responsibility of Principals to indicate when their school is full.

A discussion ensued and all were reminded if they wish to make changes to policy, they are welcome to submit a Policy Pro-Forma via the website.

The proposed changes to the policy circulated in advance were accepted.

- Policy 411: Schools and Programs of Choice

A discussion ensued regarding student fees. No changes were made to the existing policy.

- Policy 412: Independent Homeschooler

The proposed changes to the policy circulated in advance were accepted.

- Policy 430: Fees, Deposits and Financial Hardship

A discussion took place about school fees and it was confirmed that there is no profit made from them. No changes were made to the existing policy.

- Policy 440: Extra-Curricular and Co-Curricular Activities

The proposed changes circulated in advance were accepted. Policies 440 and 441 were amalgamated.

- Policy 441: Student Eligibility for Extra-Curricular Activities

The proposal to amalgamate Policy 440 and 441 was accepted.

- Policy 450: Student Services



The proposed changes circulated in advance were accepted.

- Policy 451: Physical Restraint and Seclusion of Student

The proposed changes circulated in advance were accepted.

- Policy 460: Language

The proposed changes circulated in advance were accepted.

- Policy 480: Parent Advisory Councils / District Parent Advisory Council

The proposed changes circulated in advance were accepted.

- Policy 490: School Closure

The proposed changes circulated in advance were accepted.

UPON a motion duly made and seconded, **IT WAS RESOLVED:**

THAT revised policies 410, 411, 412, 430, 440, 450, 451, 460, 480, and 490 be recommended to the Board for approval.

11. Policy Priority List/Annual Plan

12. Question Period

13. Meeting Schedule & Reminders

14. Adjournment of Meeting

The meeting was adjourned at 1:06 PM.



GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE
2020-2021 TERMS OF REFERENCE

Adopted: September 22, 2020

I. PURPOSE

The purpose of the Governance and Policy Committee of the Whole (the “**Committee**”) is to assist the Board in fulfilling its obligations by providing a focus on governing through policy.

II. COMPOSITION AND OPERATIONS

- A. The Committee shall be composed of all trustees of the Board, Directors, Superintendent and Secretary-Treasurer and two representatives from each of the KLTF, KLPVPA, CUPE Local 748 and the Kootenay Lake DPAC.
- B. The Committee will be chaired by a trustee elected at the first Committee meeting every second year following the inaugural meeting of the Board.
- C. The Committee quorum will consist of the Trustee Committee Chair or Committee Chair designate, Superintendent or designate, a minimum of 4 (four) trustees, and one member from any two of the stakeholder groups.
- D. Committee members are voting members of the Committee.
- E. The Committee will strive to make decisions by consensus; failing consensus, committee decisions will be made by a majority of votes cast.
- F. The Committee shall operate in a manner that is consistent with Board [Policy 121: Committee Structure](#) and Board [Policy 160: Policy Development](#).
- G. As scheduled by the Board the Committee will meet periodically during the school year. A schedule of meetings will be provided by the Board to the Committee following the adoption of the Board’s annual Board meeting schedule.
- (i) Additional meetings will be scheduled as necessary;
 - (ii) Special meetings may be held at the discretion of the Board Chair and the Committee Chair or upon the written request to the Board Chair and the Committee Chair from a majority of the Committee members.
 - (iii) Confidential matters such as: property, personnel, litigation or situations involving individual staff or students (i.e., appeals) will not be discussed by the Committee.
- H. The Committee will adopt an Annual Plan/Policy Priority List at the first committee meeting of the school year which includes:
- (i) Goals and objectives for the year
 - (ii) Strategies and structures to achieve goals
 - (iii) Communication strategies
 - (iv) Schedule of meeting dates
- I. The Annual plan/Policy Priority List will be submitted to the Board for approval.



- J. The Committee may create ad hoc sub-committees which will report to the Governance and Policy Committee of the Whole.
- K. The Governance and Policy Committee of the Whole Terms of Reference, Annual Plan/Policy Priority List and meeting minutes will be posted on the District website.

III. DUTIES AND RESPONSIBILITIES

The Committee has the responsibility to:

- A. Facilitate the review annually, for Board approval, Board policies and bylaws under which the Board will operate, with the exception of Section 100 policies, which will be reviewed and updated by the Board of Trustees alone.
- B. Review and recommend Board policies to the Board. Specifically:
 - (i) Any person in the District may request development of a policy or revisions to any policy by submitting a [Policy Pro Forma](#) to the Board of Education;
 - (ii) Board approved Policy Pro Forms will be referred to the Committee for consideration;
 - (iii) Drafting of a policy and revisions will be the Superintendent's responsibility;
 - (iv) The Committee will determine whether further information or consultation is required; and.
 - (v) Once stakeholder comments have been taken into account, the policy will be finalized and recommended by the Committee to the Board for approval.
- C. Support the Board in the alignment of governance and policy.
- D. May review draft Administrative Procedures and provide input when requested by the Board.

IV. Accountability

All meetings will be open to the public. The Committee shall report its discussions to the Board by maintaining minutes of its meetings.

All approved Governance and Policy Committee of the Whole meeting minutes and all Board policies and procedures will be posted to the District's website in a timely manner.



GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE 2020-2021 ANNUAL PLAN

Goals & Objectives

1. Completion of two-year Policy update and complete legal review of all policies
 - a. Bylaw No. 1
 - b. Remaining sections 500-700
2. Governance training for all district partner leaders (G & P Committee and DPAC/PAC Presidents)

Strategies & Structures to achieve Goals

1. Governance Training and Leadership Development
2. Strategic Plan – guiding all decisions (preparation for next Strategic Plan)
3. Legal Review

Communication Strategies

4. Governance and Policy Committee Meetings
5. Media, website and other digital media
6. DPAC/PAC meetings
7. Staff Meetings
8. Meetings w/ community partners as needed

1. Policy Priority List

Policy No.	Policy Name	Status	Originating	Assignment
Policy 540	Supervisory Conflict of Interest	Completed September 2019 – left from May 2019 Review	Board	G&P Committee
Policy 730	Pesticides	Completed September 2019 – left from June 2019 Review	Board	G&P Committee
Section 800	Information and Communications Technology	Completed September 2019 - Review	Board	G&P Committee
Bylaws	Bylaw #3, #4	Completed October 2019	Board	G&P Committee
Policy 840	Use of Video Surveillance	Completed October 2019	Board	G&P Committee
Policy 210	Provision of Menstrual Products to Students	Completed November 2019	Ministry - New Policy	G&P Committee
Policy 850	Cyber-misconduct (from Director Howald)	Completed November 2019	Board Referral – New Policy	G&P Committee
Policy 860	Social Networking-Media	Completed November 2019	Board Referral – New Policy	G&P Committee
Bylaws	Bylaw #1	Review Pending	Board	G&P Committee
Bylaws	Bylaw #2	Repealed	Board	G&P Committee



Policy 270	Memorials for Deceased Students or Staff	Completed December 2019	SafeSchools – New Policy	S. Rothermel (Manager Safe School)
Section 900	Distributed Learning	Completed December 2019 - Onboard by G&P Committee	New policies	G&P Committee
Policy 660	Child Care Providers in Schools	Completed December 2019 – Board Referral	New policy	M. McLellan
Policy 100	Reconciliation	Review Pending	Board Referral - New policy	G. Higginbottom
-	Annual Student Symposium	Completed February 2020. O&F Committee to Host in 2021.		G&P Committee hosted in 2019/20
Section 200	Health & Safety	Completed March 2020 - Review	Board	G&P Committee
Section 300	Students	Completed April 2020 – Review	Board	G&P Committee
Section 400	Instruction and School Organization	Completed June 2020 – Review	Board	G&P Committee
Section 500	Human Resources	2020-2021 - Review	Board	G&P Committee
Section 600	Finance and Business Operations	2020-2021 - Review	Board	G&P Committee
Section 700	Facility Operations and Transportation	2020-2021 - Review	Board	G&P Committee

2. Governance Topics

- a. Terms of Reference – September 22, 2020
- b. Review Annual Plan – September 22, 2020
- c. Emotional Skills for the Board Room: Know the Rules – November 10, 2020
- d. The Ethical Imperative and the Environment, Social and Governance Imperative – November 10, 2020
- e. Data Analysis – March 9, 2020
- f. Running Effective Meetings and dealing with reputation: Issue & Crisis – March 9, 2020
- g. Strategic Planning – May 11, 2020
- h. Establishing priorities and financial commitments – May 11, 2020



POLICY 510: Employee Recognition

The Board of Education of School District No. 8 (Kootenay Lake) recognizes the valuable contributions made by all employees of the District to students and learning. The Board promotes a culture of employee recognition within the District and will formally recognize employees of the District who:

- have provided long service to the students of the District; and
- are retiring from the District.



POLICY 520: Human Resources Employment Practices

The Board of Education of School District No. 8 (Kootenay Lake) seeks to operate with consistent personnel practices; accordingly, the Board authorizes the following practices:

1. Home Office

The Board recognizes that its professional employees may choose to maintain an office with appropriate technology in their place of residence at no cost to the Board of Education.

2. Work From Home

A work from home strategy is intended to create flexible conditions that will assist the School District in a more effective accomplishment of our services, access to a broader pool of talent and support for our employees. Successful work at home arrangements will serve the needs of employees and the organization.

3. Private Vehicles

Employees who are so designated may be required to maintain and operate a vehicle at their own expense for use as required in the performance of their duties with the Board of Education. Such designated employees will be supplied with a T2200 by the Board of Education, if requested.

4. Vandalism

If an employee's vehicle is damaged due to vandalism while on school property or while the employee is on school business, upon receipt of evidence, the Board will reimburse the employee the lesser of actual vehicle damage repair costs, or the cost of any deductible portion of insurance coverage on that vehicle up to a maximum of \$600.

5. First Aid

The Board agrees to underwrite, upon successful completion, the registration expense of at least one employee on each staff who agrees to enroll in a district approved first aid course and act as the school First Aid Attendant. Course classifications may vary dependent on [WorkSafeBC](#). Candidates for the course will be approved by the Superintendent.

Commented [SW1]: Would like to confirm that there are no related KLTF or CUPE contract articles. Also – just noticed that we are inconsistent wrt page numbering in our policy docs. If we're going to have them, and I think we should, then I think it should be "page x of y".



POLICY 521: Relocation Assistance for Senior Management

The Board of Education of School District No. 8 (Kootenay Lake) recognizes the need to attract the best qualified people for positions in senior management. To this end, the Board will provide relocation assistance for incoming senior management (Superintendent, Secretary-Treasurer, Assistant Superintendent and Directors).



POLICY 530: Whistleblower Protection

The Board of Education of School District No. 8 (Kootenay Lake) is committed to the highest standards of ethical conduct, integrity and accountability.

The Board has a responsibility for the stewardship of the District. The Board encourages and supports employees to report, while acting in good faith, and consistent with their applicable Code of Ethics, what they reasonably believe to be substantive improper activity.

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Reportable Activities related to carrying out professional duties might include:

- An unlawful act, whether civil or criminal;
- Abuse of an imbalance of power;
- Actions detrimental to students or staff;
- Questionable accounting practices;
- Falsifying District records;
- Theft of cash, goods, services, time, or fraud;
- Inappropriate use of District assets or funds;
- Decision-making for personal gain;
- A dangerous practice likely to cause physical harm or damage to property; and,
- Retaliation, repercussion or reprisal for reporting under this policy.

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This list is not all-inclusive but is intended to give an indication of the kind of conduct which may be considered as a 'reportable activity'.

Authority

The responsibility for the day-to-day administration and enforcement of this policy rests with the Superintendent/CEO as authorized by the Board of Education.

The provisions of this policy are independent of and supplemental to, the provisions of collective agreements between the Board and its Unions relative to grievance procedures, and to any other terms and conditions of employment.

Duty to Disclose

The Board encourages any employee who is aware of or witnesses any improper activity to bring the matter to the attention of the Superintendent or Board Chair. The District will investigate and take corrective actions appropriate to the circumstances. All reports are considered confidential.

Commented [SW1]: Wondering about propriety of staff reporting to the Board Chair? Should that be a COW discussion?

Protection of Employee and Employer

Employee

Any employee(s) who files a report under this policy will be protected if the employee(s):

Commented [SW2]: Is there a specific report form to file? If not maybe should be worded something like "Any employee(s) who report an activity of concern under this policy..."

Deleted: Whistleblower Protection Act - currently a Bill...

Related Legislation: [Public Interest Disclosure Act \(PIDA\)](#)
Related Contract Article: NII
Adopted: September 11, 2018
Amended: May 28, 2019



- Believes it to be substantially true;
- Does not act maliciously or make false allegations; and,
- Does not seek any personal or financial gain.

All reports under this policy will be handled with strict confidentiality and personally identifiable information from the report will only be shared to the extent necessary to conduct a complete and fair investigation according to the law.

No retaliation, including dismissal or demotion may result from reporting in good faith under this policy.

Employer

Nothing in this policy shall be deemed to diminish or impair the rights of the District to manage its employees under any policy or collective agreement; or to prohibit any personnel action which otherwise would have been taken regardless of the reporting of the information.

Related Legislation: ~~Public Interest Disclosure Act (PIDA)~~
Related Contract Article: NII
Adopted: September 11, 2018
Amended: May 28, 2019

Deleted: Whistleblower Protection Act - currently a Bill...



POLICY 540: Supervisory Conflict of Interest

The Board of Education of School District No. 8 (Kootenay Lake) prohibits employment situations where employees occupy positions where a Direct Supervisory relationship exists between family, significant others or close associates. Exceptions to this policy will only be considered in rare and extraordinary circumstances where staff shortages exist. This policy will not affect such working relationships that were established prior to August 1, 2014, however any transfers or promotions of these employees will be subject to the new policy.

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Related Legislation: Nil
Related Contract Article: Nil
Adopted: April 21, 2015
Amended: May 8, 2018
Amended: October 9, 2018
Amended: September 10, 2019



POLICY 550: Non-Contractual Leaves of Absence

The Board of Education of School District No. 8 (Kootenay Lake) authorizes the Superintendent or designate to approve professional staff leaves of absence after the needs of the students, schools and District have been assured.

Regulations

1. Staff requesting leave for a year's duration or the extension of a year's leave, shall notify the Superintendent no later than March 31st of that year, or a date mutually agreed upon with the Superintendent.
2. Leaves under this policy may include, but not be limited to:
 - 2.1. personal leave.
 - 2.2. early summer school leave.
 - 2.3. Department of National Defence/Exchanges.
3. Leaves for a second year will only be granted in exceptional circumstances.
4. Except where contract provisions apply, people returning from a leave of absence shall be assigned a position in the district and (where possible), an appropriate position within the same community or Family of Schools in which they were working, i.e.:
 - Slocan Valley Family of Schools
 - Creston Family of Schools
 - Nelson Family of Schools
 - Salmo Family of Schools
 - Crawford Bay Family of Schools
 - Kaslo Family of Schools

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Related Legislation: Nil
 Related Contract Article: **KLTF Article G21; CUPE Article 8**
 Adopted: June 23, 1998
 Amended: September 1, 2009
 Amended: October 9, 2018



POLICY 560: Appointment of Principals and Vice-Principals

The Board of Education of School District No. 8 (Kootenay Lake) has the authority to appoint Principals and Vice-Principals but delegates the responsibility for the process of hiring and/or placement of school-based administrators to the Superintendent of Schools subject to the associated Administrative Procedures. Meaningful advisory input and/or representation from trustees, parents, school staff, and high school students where appropriate and possible, shall be included during all stages of the hiring process.

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The Board desires to promote change and growth for both administrators and schools through the process of administrative transfers. Prior to a vacancy being determined, Principals and Vice-Principals may be transferred through self or Board-initiated action during their administrative tenure with the District. The Board may also transfer administrators due to restructuring, financial or contractual reasons.

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POLICY 570: Prevention of Violence in the Workplace

The Board of Education of School District No. 8 (Kootenay Lake) recognizes the right of all employees to work in an environment free from violence. The Board is committed to protecting employees from incidents of violence in the workplace, and as a result will conduct risk assessments when there is any risk of injury to workers from violence arising out of their employment.

It is the responsibility of all personnel to identify situations of risk so that appropriate planning for prevention, intervention and follow-up can be undertaken.

Related Legislation: Occupational Health and Safety Regulation 4.27-4.31
Related Contract Article: Nil
Adopted: November 23, 1999
Amended: June 2, 2009
Amended: October 9, 2018
May 28, 2019

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POLICY 580: Discrimination and Harassment

The Board of Education for School District No. 8 (Kootenay Lake) recognizes the right of all members of the school community, including employees, students, parents and volunteers, to learn, work, consult and otherwise associate in an environment free from harassment and discrimination.

The Board recognizes their role in actively supporting employees' work to prevent discrimination and harassment of students and their families. The Board will strive to ensure that professional development and training is provided for staff to develop the awareness, knowledge, skills and attitudes to accomplish the above.

To accomplish these goals, the Board will endeavor to promote Professional Development opportunities for staff to learn more about social justice issues and different forms of oppression. The Board will encourage staff to build upon their knowledge and to increase their awareness and strategies in these areas.

The Board of Education will also work with education and community partners to endeavor to ensure that classroom and library resources reflect the diversity of society and are free from cultural, racial and gender bias. The Board believes that our students can learn best when they see themselves and the lives of their families accurately reflected within the curriculum.

Everyone is vulnerable to harassment or discrimination, which could occur between members of the same sex, as well as between members of the opposite sex or members of a sexual minority including but not limited to lesbian, gay, bisexual, transgender, and transsexual individuals.

A harasser can be a superior (supervisor or teacher) or a peer (fellow student or co-worker) or a subordinate, or anyone coming into contact with another person, regardless of the relationship.

To this extent, the Board will not tolerate any conduct that could be classified as harassment, sexual harassment, discrimination or bullying and will make every reasonable effort to ensure that no employee, student, or parent is subjected to such behaviours. The Board complies with the B.C. Human Rights Code and is committed to providing healthful environments in which fairness and respect are both taught and modeled.

All persons while on Board premises or while working for the Board or in Board-sponsored programs or activities are covered by this policy. This includes, but is not limited to, students, employees, parents, volunteers, medical practitioners, permit holders and contractors.

District staff at each site shall review this policy on a yearly basis at the first regular staff meeting to ensure that all employees are informed of the content of the Discrimination and Harassment policy.

Commented [SW1]: Should check that terminology in this policy is in alignment with the anti-racism, etc, resolution passed in June.
Also wonder if reference to Human Rights code should include sections 11-14.

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Related Legislation: Human Rights Code [RSBC 1996, Chapter 210, Sections 7 & 8]

[Related Legislation: WorkSafeBC Bullying & harassment](#)

Related Contract Article: Nil

Adopted: January 26, 1999

Amended: February 26, 2008

Amended: October 29, 2008

Amended: May 10, 2010

Amended: October 9, 2018

Amended: February 26, 2019 (former policy 340)



GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE 2020-2021 ANNUAL PLAN

Goals & Objectives

1. Completion of two-year Policy update and complete legal review of all policies
 - a. Bylaw No. 1
 - b. Remaining sections 500-700
2. Governance training for all district partner leaders (G & P Committee and DPAC/PAC Presidents)

Strategies & Structures to achieve Goals

1. Governance Training and Leadership Development
2. Strategic Plan – guiding all decisions (preparation for next Strategic Plan)
3. Legal Review

Communication Strategies

4. Governance and Policy Committee Meetings
5. Media, website and other digital media
6. DPAC/PAC meetings
7. Staff Meetings
8. Meetings w/ community partners as needed

1. Policy Priority List

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Bylaws	Bylaw #3, #4	Completed October 2019	Board	G&P Committee
Policy 840	Use of Video Surveillance	Completed October 2019	Board	G&P Committee
Policy 210	Provision of Menstrual Products to Students	Completed November 2019	Ministry - New Policy	G&P Committee
Policy 850	Cyber-misconduct (from Director Howald)	Completed November 2019	Board Referral – New Policy	G&P Committee
Policy 860	Social Networking-Media	Completed November 2019	Board Referral – New Policy	G&P Committee
Bylaws	Bylaw #1	Review Pending	Board	G&P Committee
Bylaws	Bylaw #2	Repealed	Board	G&P Committee



Policy 270	Memorials for Deceased Students or Staff	Completed December 2019	SafeSchools – New Policy	S. Rothermel (Manager Safe School)
Section 900	Distributed Learning	Completed December 2019 - Onboard by G&P Committee	New policies	G&P Committee
Policy 660	Child Care Providers in Schools	Completed December 2019 – Board Referral	New policy	M. McLellan
Policy 100	Reconciliation	Review Pending	Board Referral - New policy	G. Higginbottom
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Section 300	Students	Completed April 2020 – Review	Board	G&P Committee
Section 400	Instruction and School Organization	Completed June 2020 – Review	Board	G&P Committee
Section 500	Human Resources	2020-2021 - Review	Board	G&P Committee
Section 600	Finance and Business Operations	2020-2021 - Review	Board	G&P Committee
Section 700	Facility Operations and Transportation	2020-2021 - Review	Board	G&P Committee

2. Governance Topics

- a. Terms of Reference – September 22, 2020
- b. Review Annual Plan – September 22, 2020
- c. Emotional Skills for the Board Room: Know the Rules – November 10, 2020
- d. The Ethical Imperative and the Environment, Social and Governance Imperative – November 10, 2020
- e. Data Analysis – March 9, 2020
- f. Running Effective Meetings and dealing with reputation: Issue & Crisis – March 9, 2020
- g. Strategic Planning – May 11, 2020
- h. Establishing priorities and financial commitments – May 11, 2020



2020-2021 Board Calendar

2020-2021 BOARD & COMMITTEE MEETINGS SCHEDULES

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 22, 2020	10:00 am – 12:00 pm	Board Office, Nelson	Closed Board Meeting	
	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financial Statements
October 13, 2020	3:00 pm – 4:30 pm	PCSS, Creston	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
November 10, 2020	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
December 8, 2020	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break (December 19 – January 3)</i>				
January 12, 2021	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
February 9, 2021	2:00 pm – 3:00 pm	Board Office, Nelson	Closed Board Meeting	Working Session: 2020-2021 Amended Budget
	2:00 pm – 3:00 pm	Board Office, Nelson	O&F Committee Meeting	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
March 9, 2021	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Spring Break (March 13 – 28)</i>				
April 6, 2021	3:00 pm – 4:30 pm	PCSS, Creston	Closed Board Meeting	Working Session: 2021-2022 Budget
	5:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
May 11, 2021	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	2021-2022 Budget
June 15, 2021	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Summer Break</i>				

