



POLICY AND GOVERNANCE COMMITTEE OF THE WHOLE

AGENDA

BOARD OF EDUCATION
School District No. 8 (Kootenay Lake)
570 Johnstone Road, Nelson, B.C.

TUESDAY, MAY 22, 2018

12:30 – 2:00 P.M.

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 #8.

3. **INSERTIONS/DELETIONS TO PROPOSED AGENDA** 

4. **ADOPTION OF AGENDA**

Proposed Resolution: 

The Policy and Governance Committee of the Whole Agenda for the May 22, 2018 meeting, BE ADOPTED, as circulated.

5. **OPPORTUNITY FOR COMMENTS BY THE PUBLIC** 

6. **ADOPTION OF POLICY AND GOVERNANCE COMMITTEE OF THE WHOLE MINUTES** (p. 4) App. A

Proposed Resolution: 

The Policy and Governance Committee of the Whole Minutes from the April 24, 2018 meeting, BE ADOPTED.

7. **OLD BUSINESS**

A. **Action**

a) **Policy 202 – Whistleblower Protection** Handout

Resolution from the April 24, 2018 Policy and Governance Committee of the Whole meeting:
'That Policy 202 – Whistleblower Protection be re-drafted with consultation from CUPE and KLTF.'

Proposed Resolution: 


That Policy 202 – Whistleblower Protection, be recommended to the Board for approval.

- b) Section 500 Policies – Director Holitzki

Proposed Resolution: 

That Section 500 Policies, be sent for field testing.

B. Information/Discussion

- a) Fundraised Monies for Extra-Curricular Activities – Pro Forma (p. 10) App. B 

From the November 28, 2017 Policy & Governance Committee of the Whole Meeting:
‘By consensus DPAC committee representatives will contact PACs to gather information and bring to future meeting.’

8. NEW BUSINESS

A. Action

- a) Section 700 Policies (p. 11) App. C

Proposed Resolution: 

That Section 700 Policies, be sent for field testing.

B. Information/Discussion

- a) Section 600 Policies Update – Secretary-Treasurer Morris

Proposed Resolution: 

The Section 600 Policies Update, BE RECEIVED.

- b) Dogs on School District Property – Pro Forma – Superintendent Perkins

9. POLICY NEXT ON LIST (p. 21)  App. D

10. QUESTION PERIOD 

An opportunity to ask for clarification.

11. MEETING SCHEDULE (p. 26) 

App. E

The next Policy and Governance Committee of the Whole Meeting is scheduled for June 26, 2018 at the Nelson Board Office.

The Draft 2018/2019 Schedule of Board and Committee Meetings will be presented at the May 22, 2018 Special and approved at the June 12, 2018 Regular Board Meetings.

12. ADJOURNMENT 

A School District No. 8 (Kootenay Lake) Policy and Governance Committee of the Whole meeting was held in the Board Room, 570 Johnstone Road, Nelson, B.C., on Tuesday, April 24, 2018.

TRUSTEES PRESENT: L. Trenaman, B. Maslechko, S. Nazaroff, R. Huscroft, D. Lang, B. Wright, C. Beebe

REGRETS: C. Bendig, Trustee
H. Suttie, Trustee
J. Lih, DPAC
B. Cross, KLPVPA

ALSO PRESENT: C. Perkins, Superintendent
K. Morris, Secretary-Treasurer
B. MacLean, Director of Operations (12:42 pm)
D. Holitzki, Director of Human Resources
B. Eaton, Director of Independent Learning
L. Fehr, Director of Innovative Learning Services
N. Howald, Director of Information Technology
S. Shaw, Executive Assistant
E. Zdebiak, DPAC (12:46 pm)
D. Sabourin, KLTF
V. McAllister, KLPVPA
M. Bennett, CUPE
N. Latham, CUPE

VIA VIDEO CONFERENCE IN CRESTON: D. Kunzelman, KLTF

CALL TO ORDER

Secretary-Treasurer Morris called the meeting to order at 12:38 pm.

ELECTION OF POLICY & GOVERNANCE COMMITTEE OF THE WHOLE CHAIR

Secretary-Treasurer Morris called for nominations from the floor for the position of Policy & Governance Committee of the Whole Chair.

Trustee Nazaroff nominated Trustee Trenaman.

Secretary-Treasurer Morris called for nominations a second time.

Trustee Lang nominated Trustee Huscroft.

Secretary-Treasurer Morris called for nominations a third time and hearing no further nominations, declared the nominations closed.

Trustee Trenaman declined the nomination.

Trustee Huscroft accepted the nomination.

Trustee Huscroft was declared Policy & Governance Committee of the Whole Chair by acclamation.

Committee Chair Huscroft assumed the chair.

Trustee Huscroft thanked outgoing committee chair H. Suttie for her leadership on the committee.

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 #8.

INSERTIONS/DELETIONS TO PROPOSED AGENDA

Nil

ADOPTION OF AGENDA

Moved by Trustee Beebe and seconded by Trustee Nazaroff AND RESOLVED THAT:

The Policy and Governance Committee of the Whole Agenda for the April 24, 2018 meeting, BE ADOPTED, as circulated.

OPPORTUNITY FOR COMMENTS BY THE PUBLIC

Nil

ADOPTION OF POLICY AND GOVERNANCE COMMITTEE OF THE WHOLE MINUTES

Moved by Trustee Trenaman and seconded by Director Fehr AND RESOLVED THAT:

The Policy and Governance Committee of the Whole Minutes from the February 27, 2018 meeting, BE ADOPTED.

OLD BUSINESS

A. Action

a) Policy 220 – District Computer Network/Internet User Agreement

Committee members discussed that this is a starting point and the Director of Information Technology will revisit this policy at a later date.

Moved by Superintendent Perkins, seconded by Trustee Trenaman AND RESOLVED THAT:

Whereas no field testing comments were received, be it resolved:
That Policy 220 – District Computer Network/Internet User Agreement, be recommended to the Board for approval.

b) Policy 300 – Code of Conduct

Moved by Superintendent Perkins, seconded by Trustee Beebe AND RESOLVED THAT:

Whereas no field testing comments were received, be it resolved:
That Policy 300 – Code of Conduct, be recommended to the Board for approval.

c) Policy 546 – Conflict of Interest

Moved by Superintendent Perkins, seconded by Trustee Beebe AND RESOLVED THAT:

Whereas no field testing comments were received, be it resolved:
That Policy 546 – Conflict of Interest, be recommended to the Board for approval.

Opposed: N. Latham, CUPE and M. Bennett, CUPE
Carried

d) Policy 721 – Pesticides/Herbicides

Moved by Superintendent Perkins, seconded by Director Fehr AND RESOLVED THAT:

Whereas no field testing comments were received, be it resolved:
That Policy 721 – Pesticides/Herbicides, be recommended to the Board for approval.

B. Information/Discussion

a) Policy 202 – Whistleblower Protection

Committee members discussed protection for a person bringing concerns of wrongdoing that are in a position with less authority than the person they are

reporting on. No protections are noted in the draft policy. Director Holitzki added that whistleblower protection legislation exists and would apply to this policy.

Moved by Superintendent Perkins, seconded by Trustee Trenaman AND
RESOLVED THAT:

Policy 202 – Whistleblower Protection be re-drafted with consultation from
CUPE and KLTF.

b) Policy 210 – Smoking and Vaping Free Environment

Superintendent Perkins advised to wait until the cannabis law is passed to include it in a policy. Committee members discussed that once cannabis is considered legal, this policy may cover it, or could draft another policy if required.

Moved by Trustee Trenaman, seconded by Trustee Beebe AND RESOLVED THAT:

Policy 210 – Smoking and Vaping Free Environment, be recommended to
the Board for approval.

NEW BUSINESS

a) Section 500 Policies

Superintendent Perkins advised that all policies are considered a priority, with a goal to update all section 100 – 700 policies by Fall 2018, and prioritized section 500 this meeting because they are ready for review.

Director Holitzki advised that

- Section 500 Policies have been reviewed in consultation with A Z Cooper Consulting; Some have been renumbered from Section 200 based on the purpose the policy serves for the district; and
- Suggested revisions are as follows:
 - Policy 510 (former 208) – Minor revisions; detailed procedures are included in administrative procedures.
 - Policy 520 (former 502) – Minor revisions; the board cannot make recommendations relative to compensation for unionized or non-unionized staff and must go through a bargaining process.
 - Policy 521 (former 543) – Minor revisions; suggestion to remove “Assistant Superintendent” since SD8 does not have this position.
 - Policy 530 (former 202) – Addressed in Old Business.
 - Policy 540 (former 546) – Minor revisions.

- Policy 560 (former 540) – Minor revisions; Principals and Vice-Principals go through the same hiring process; all Principals and Vice-Principals are hired to the District and the Superintendent determines placement in schools.
- Policy 570 (former 200) – Substantial revisions; the Joint Safety Advisory Committee is covered by legislation and WorkSafeBC; strong language is needed to protect our staff in all situations; violent acts are reported to Director of Independent Learning and responded to immediately; Director of Operations responds to certain violent acts and there are processes that would be enacted; Violence Threat Risk Assessment training is being hosted to maximize success so everyone feels safe at school.
Concern was raised that not all staff members receive email communications regarding fire drills and other safety issues; all staff should receive these email communications and this issue will be fixed.
- Policy 541 – Incorporated into new 560.
- Policy 240 – Recommend abandon as covered by Criminal Records Review Act; there are administrative procedures that identify specific details; administrative procedures govern what we do in the district and don't necessarily need to be tied to a policy number; suggestion that payment for criminal record checks for trustees be included in section 100 policies.
- Policy 504 – Recommend abandon; covered by Freedom of Information and Protection of Privacy Act (FOIPPA) and other legislation.
- Policy 501 – Recommend abandon; covered by CUPE and KLTF collective agreements.
- Policy 503 – Recommend abandon; covered by CUPE and KLTF collective agreements.
- Policy 510 – Recommend abandon; covered by CUPE and KLTF collective agreements; personal leaves of absences are referred to in collective agreements.
- Policy 515 – Recommend abandon; covered by CUPE and KLTF collective agreements.
- Policy 545 – Recommend abandon; covered by expense reimbursement policy and practice; legislation and regulations take precedence over policies.

Moved by Trustee Wright, seconded by Trustee Beebe AND RESOLVED THAT:

The Policy Manual Revisions – Section 500, BE RECEIVED, as presented.

b) Dogs on School District Property – Pro Forma

By consensus, the Dogs on School District Property Pro Forma, referred by Superintendent Perkins on April 24, 2018, be placed in the 700's on the Policy Priority List.

POLICY NEXT ON PRIORITY LIST

By consensus, Section 700 Policies will be top priority at the next Policy and Governance Committee of the Whole meeting.

QUESTION PERIOD

Nil

MEETING SCHEDULE

The next Policy and Governance Committee of the Whole Meeting is scheduled for May 22, 2018 at the Nelson Board Office.

ADJOURNMENT

The meeting adjourned at 1:57 pm

Chair

Secretary-Treasurer

Fundraised Monies for Extra Curricular Activities - History

Board Referral

New policy

The following Resolution was adopted at the April 17, 2012 Board of Education Meeting:

The matter of fund raised monies for extra-curricular activities be Referred to the Policy Committee for creation of policy.

November 23, 2012

Need to set policy for school trust accounts – fundraised funds left over

Handling of fundraised funds – legal risk and liability.

By consensus, it was agreed that the Secretary-Treasurer be asked to attend the next meeting to advise of finance policy gaps and policies that have been implemented.

Fund Raised Monies for Extra Curricular Activities

December 21, 2012, January 11, 2013, February 22, 2013

Secretary-Treasurer Morris has been invited to attend the meeting.

April 19, 2013

Kim Morris joined the meeting.

What happens when funds are raised:

There are several scenarios. Kim: Right now, once the money is in the school trust account it is at the discretion of the school principal - hopefully with an agreement with PAC regarding the purpose of the funds. Is the PAC making a contribution in general, or for a specific purpose? Many districts in the province do have policy around fundraising and the PAC relationship with the school. Any policy we contemplate shouldn't conflict with PAC constitutions. If the funds are in the school's account, it is the school's money. When a fundraising event occurs, there should be an agreement regarding the purpose of the funds, and an agreement regarding any surplus amounts. Any change to district property or structures should be at the discretion of the Board...if you make a big purchase, such as a playground...it becomes the property of the Board. Surplus...One policy spoke to having on the PAC agendas a discussion about what to do with surplus. Any monies in a school trust account are under the discretion of the Principal.

ACTION

Jeff and Kim will develop a draft policy relative to school budgets/trust accounts and bring to a future meeting.

SCHOOL DISTRICT NO. 8 (Kootenay Lake)

TO: Board of Education

FROM: Dr. Christine Perkins, Superintendent

DATE: May 18th, 2018

SUBJECT: Policy Manual Revisions – Section 700



A complete review of Board policies in section 700 has now been drafted. An analysis of each section of the policy manual has been completed to ensure all facility, operations and transportation policies are located within Section 700 Facility Operations and Transportation.

Policies within this section have had only minor housekeeping. Current Regulations have been embedded within the policy statements or included as guidelines.

Suggestions have also been made with respect to the groupings and order of policies within this section, with new numbering in place, summarized as follows:

- Policy 720 Asbestos
- Policy 730 Pesticides and Herbicides
- Policy 740 Playground Equipment
- Policy 750 Heritage
- Policy 770 Student Transportation
- Policy 771 Transportation for Independent School Students
- Policy 780 Transportation Assistance
- Policy 790 Anti-Idling of School Vehicles

A. Policies to be Revised and Renumbered

Section 700, currently summarized as Operations and Transportation, would be organized as Section 500 Facility Operations and Transportation. Within this section, the following policies have undergone minor reformatting revisions, with drafts appended to this memo.

Proposed #	Policy Name	New Policy Name, if revised	Current #	Comment
740	Playgrounds	Playground Equipment	711	Minor revisions
720	Asbestos		720	Minor revisions
730	Pesticides/ Herbicides	Pesticides and Herbicides	721	Minor revisions
770	Pupil Transportation	Student Transportation	730	Minor revisions
771	Bus Transportation for Independent School Students	Transportation for Independent School Students	731	Minor revisions
780	Transportation Assistance		732	Minor revisions

790	Anti-Idling of School Vehicles		743	New policy, only format changes made
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Recommendation: That the Policies 711, 720, 721,730, 731, 732 and 743 be amended, as outlined in the drafts provided.

B. Policies to be included in Section 500 from another section.

Current #	Policy Name	New Policy Name, if revised	Proposed #	Comment
242	Heritage		750	Formatting revisions

Recommendation: That Policy 242 be moved to section 700, and amended as outlined in the draft provided.

C. Policies to be abandoned and incorporated within Administrative Procedures

The policies listed below, provide administrative directions, and will be moved to an administrative procedures manual. As a result, these policies will need to be formally abandoned at a Board meeting.

Policy #	Policy Name	Date	Comment
710	Overnight Accommodation	November 9, 1999	Create an Administrative Procedure
725	Winter Conditions (Interim)	November 3, 2009	Much of this policy is covered in an already existing transportation protocol, retain the balance of the policy in an Administrative Procedure
742	Board-Owned Vehicles	April 2, 2002	Create an Administrative Procedure

Recommendation: That Policies 710, 725 and 742 be abandoned.

D. Policies to be moved from Section 700 to another section.

Throughout this process we will recommend that policies would be better placed in another section. The following policy would be relocated and revised when that section is complete. No action for this policy is required at this time. Revisions will be addressed at the time the section is revised.

Current #	Policy Name	Date	PIPI
740	Care/Handling of Sick or Injured Students at School	May 27, 2003	Place in a section regarding health and safety of students



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 720: Asbestos

The Board of Education of School District No. 8 (Kootenay Lake) endeavors to maintain an asbestos free school environment. When this is not possible, a containment and labeling program shall be established and monitored.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 730: Pesticides and Herbicides

The Board of Education of School District No. 8 (Kootenay Lake) values the environment and aims to keep grounds safe, healthy and accessible for all. In the interest of health and safety of staff and students, school grounds maintenance and pest problems will be conducted through an Integrated Pest management approach.

An Integrated Pest Management approach is the best combination of cultural, biological, and genetic methods for the most effective control of pests.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 740: Playground Equipment

The Board of Education of School District No. 8 (Kootenay Lake) believes that all playground equipment must be of a safe nature. Accordingly, district staff shall approve the construction and location of all playground equipment.

Once placed on school property, all playground equipment shall become the property of School District No. 8 (Kootenay Lake) and the maintenance of such equipment shall be under the supervision of district operations staff.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 750: Heritage

The Board of Education of School District No. 8 (Kootenay Lake) supports the retention and preservation of educational artifacts and archival records that document the historical heritage of schooling in the School District 8 (Kootenay Lake) area.

Guidelines

1. The School District will encourage the compilation, collection, restoration and preservation of significant records, major reports, textbooks, school and classroom furnishings and objects and any other item that has relevance to education in this region.
2. Identified Items will be screened by a qualified external resource, to be selected by the Superintendent or designate, to determine historical value and appropriate means for storage.
3. Space in a school district facility may be designated for the safekeeping of relevant educational artifacts and records.
4. The District will support the efforts of historical societies and museums in all communities served by the District to preserve and maintain the educational heritage of the area.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 770: Student Transportation

The Board of Education of School District No. 8 (Kootenay Lake) will establish and maintain a system of pupil transportation, as required, that will qualify for the funding provided by the Ministry of Education.

The Board expects the system to be efficiently scheduled and functioning with clean, safe vehicles operated by approved drivers.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 771 Transportation for Independent School Students

The Board of Education of School District No. 8 (Kootenay Lake) may provide transportation to students who attend independent schools located within the boundaries of the School District.

Guidelines

1. Students who attend independent schools may ride District buses provided that there is room on the bus, and the school that the student attends pays a monthly fee, linked to the fee charged on public transit, payable to School District No. 8.
2. Fees will be assessed annually and communicated to schools by March 15th.
3. Busing requests from individual parents or students must be channeled through the independent school.
4. In the event that space becomes unavailable, the independent school will determine which of its students will continue to ride the bus.
5. Students who ride the buses must abide by the rules set out by the District and are subject to Board bus discipline procedures.
6. Supervision of students while waiting for a bus is the responsibility of the parents or the independent school.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 780 Transportation Assistance

The Board of Education of School District No. 8 (Kootenay Lake) may provide transportation assistance to parents or guardians who transport students where no District transportation is available.

To qualify for transportation assistance a pupil must: live within the boundaries of the School District; live beyond the walk limits from the nearest School District No. 8 school in their attendance area; have no District pupil transportation services provided; live beyond 2.5 kilometers from the nearest bus stop; and, be normally in full time attendance at a School District No. 8 school.

Transportation assistance will be paid for the entire distance from the student(s) residence to the nearest bus stop, if the nearest bus stop is more than 2.5 kilometers from the residence. Transportation assistance will be paid for the entire distance from the student(s) residence to the nearest school if the distance from the residence to the nearest school in their attendance area exceeds the walk limits and no District pupil transportation services are provided.

For the purposes of this policy, walk limits are 2.5 km for primary students and 3.0 km for intermediate and secondary students. These distances are measured by the nearest passable road, which is defined as a street, road, highway, lane or walkway, that has been established as a pedestrian or vehicular route by the Municipality or the Province of British Columbia.

Guidelines

1. Payments will be made only to individual parents or guardians.
2. The transportation assistance paid will be based on current District rate/kilometer to a maximum of \$12.00/family for each day that the student(s) is in attendance.
3. Application for transportation assistance shall be made annually to the Secretary-Treasurer on the prescribed form.
4. The school that the student attends shall submit a monthly attendance record to the Secretary-Treasurer in order for the assistance to be paid.
5. Transportation assistance will not be paid retroactively beyond 30 days prior to the receipt of the application at the Board office.



The Board of Education of
School District No. 8 (Kootenay Lake)

Policy Manual

POLICY 790: Anti-Idling of School Vehicles

The Board of Education of School District No. 8 (Kootenay Lake) seeks to reduce student and driver exposure to exhaust particulate matter, reduce the environmental impact of school district operations and reduce fuel expenses; by limiting unnecessary idling of all School District #8 owned, leased or rented vehicles.

School District No. 8
Policy & Governance Committee of the Whole Annual Plan
Policy Revisions and Review – May 2018

Policy #	Policy Name	Status	Originating	Assignment
Section 100 Policies				
See "In Progress"				
Section 200 Policies				
205	Fees, Deposits & Financial Hardship 1999	Values and operational practices discussion Feb 7/17 DPAC Pro-Forma re Transparency	Review	
207	Child Abuse & Neglect 2001	<ul style="list-style-type: none"> • Trilateral agreement • Changes to teacher to report 	Review	Ben & Safe Schools
216	Police Investigations in Schools 2001	Review for current	Review	Christine
Section 300 Policies				
302	Student Services	September 2017 – New Policy 307 – Physical Restraint and Seclusion in School Setting – sent for field testing. May 16/17 – Director Eaton will provide guidelines at next meeting. "hands off" legislation update	Board Referral	Ben
304	Student Records 2002	Field test for feedback: practice and alignment	Review	
311	Head lice 2008	Change Reg. #4 regarding volunteer checks and #6 students can attend after treatment	Review	Christine & Anne
323	Cell Phones & Digital Devices 2010	Review Policy	Review	Christine & Anne
Section 400 Policies				
430	Extra and Co-Curricular Activities	May 3, 2016 Meeting - Prioritized Feb 9/16 Pro forma from JSAC Feb 7/17 DPAC Pro-Forma re Transparency	Board Referral	
440	Distributed Learning 2009	<ul style="list-style-type: none"> • Consult with DL staff • Combine with #442 	Review	Christine & Rob Simpson

School District No. 8
Policy & Governance Committee of the Whole Annual Plan
Policy Revisions and Review – May 2018

Policy #	Policy Name	Status	Originating	Assignment
461	School Choice & Catchment	Dec 13/16 – policy waived for 17/18 registration with 2 amendments: “continuing student” and transfer opening date change to January Draft Policies prepared – waiting for Ad Hoc Catchment/Boundary Committee to complete its work	Board Referral	
462	Schools and Programs of Choice	Dec 13/16 – policy waived for 17/18 registration with 2 amendments: “continuing student” and transfer opening date change to January Draft Policies prepared – waiting for Ad Hoc Catchment/Boundary Committee to complete its work	Board Referral	
Section 500 Policies				
<i>See “In Progress”</i>				
Section 600 Policies				
612	School Inventories 2002	Align practice and policy	Review	Kim
Section 700 Policies				
710	Overnight Accommodation 1999	External organizations use of school facilities; costs etc.	Review	Bruce
711	Playgrounds	Should include construction and current practices Recommendations from Operations	Review	Bruce
720	Asbestos 1998	Update for current.	Review	Bruce
730	Pupil Transportation 2001	<ul style="list-style-type: none"> • Combine with #731 and #732. • Have these 3 the only agenda item. 	Review	Bruce
731	Bus Transportation for Independent School Students 2009	See #730 notes	Review	Bruce
732	Transportation Assistance 2010	See #730 notes	Review	Bruce

School District No. 8
Policy & Governance Committee of the Whole Annual Plan
Policy Revisions and Review – May 2018

Policy #	Policy Name	Status	Originating	Assignment
740	Care/Handling of Sick or Injured Students at School 2003	Review for current	Review	Bruce & Christine
700's (no number assigned)	Dogs on School District Property	April 24/18 – Superintendent Pro-forma placed in 700's on the priority list.	Board Referral New Policy	Christine
New Policies (no policy number assigned)				
	Annual Student Symposia	Each Committee of the Whole is scheduling an annual Student Symposia		Next year?
	Freedom of Information	October 4/13 – Focus a whole meeting to review FOI, expression policies – Superintendent will develop a process		Director of IT & Christine
	Child Care Providers in schools	Mar 26/13 Board Referral	Board Referral New policy	Christine to Draft Policy
	Procurement and Purchasing	Prioritized by P&G Feb 7/17	Board Referral New policy	Kim
	Authority to Superintendent and Secretary-Treasurer to sign documents on behalf of Board	Recommended by our Lawyer, Ron Bogusz	New policy	Kim
	Board/Chair Evaluation & Monitoring Plan	Nov 4/14 – Prioritized	Board Referral – New Policy	
	Superintendent Evaluation Process & Monitoring Plan	Nov 4/14 – Prioritized	Board Referral – New Policy	
In Progress				
102	Board Meeting Procedures & District Committees	Oct 7/14 – Board referral – Top Priority Change of governance & committee structure – referred to Ad Hoc Policy 100's Committee Apr 7/15 – Board Working Session Apr 24/18 – Board Working Session	Board Referral	In Progress

School District No. 8
Policy & Governance Committee of the Whole Annual Plan
Policy Revisions and Review – May 2018

Policy #	Policy Name	Status	Originating	Assignment
101	Speaking on Behalf of the Board 1996	Apr 4/14 – Include all 3 paragraph statements from Policy 110 & 111 as policy statements with no regulation, and it be forwarded for field testing. Apr 7/15 – Board Working Session Apr 24/18 – Board Working Session	Review	In Progress
111	Board Representatives 1997	See #110 notes Apr 7/15 – Board Working Session Apr 24/18 – Board Working Session	Review	In Progress
115	Communication Protocols	Oct 7/14 – Board referral – Top Priority Referred to Ad Hoc Policy 100's Committee Apr 7/15 – Board Working Session Apr 24/18 – Board Working Session	Board Referral	In Progress
202	Whistleblower	Jan 23/18 – Placed on Priority List Feb 27/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments. To Redraft.	Board Referral – Pro forma	In Progress - CUPE and KLTF
500s (formerly 200)	Prevention of Violence in the Workplace 2009	Changes to definition of harassment Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper
500s (formerly 203)	Discrimination & Harassment 2008	Policy to be reviewed by HR & BCPSEA Changes to definition of harassment Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper
500s (formerly 204)	Criminal Records	Housekeeping: College of Teachers Amended Policy to be reviewed by HR & BCPSEA Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper
502	Personnel Files 1998	Recommendations from HR Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper
504	Confidential Medical Records 2006	Recommendations from HR Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper
515	Teacher-Administrator Exchanges	Change wording of Reg. #1 Apr 24/18 – Review Section 500 Policies	Review	In Progress - Deanna and Anne Cooper

School District No. 8
Policy & Governance Committee of the Whole Annual Plan
Policy Revisions and Review – May 2018

Policy #	Policy Name	Status	Originating	Assignment
	Fund Raised Monies for Extra Curricular Activities	Policy for a future meeting Nov 28/17 – DPAC reps contact PACs to gather information May 22/18 – Review DPAC information	Board Referral New policy	In Progress - DPAC
Complete				
210	Smoking and Vaping Free Environment	Feb 27/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments. Recommend to Board. May 8/18 – Board Approved		Complete
220	District Computer Network/Internet User Agreement	Nov 2017 – Ad Hoc District Computer Network/Internet User Agreement update Feb 27/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments: None. Recommend to Board. May 8/18 – Board Approved	Board Referral	Complete
300	Code of Conduct 2004	Field test for feedback: relevancy and alignment Feb 27/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments: None. Recommend to Board. May 8/18 – Board Approved	Review	Complete
546	Conflict of Interest	Feb 27/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments: None. Recommend to Board. May 8/18 – Board Approved		Complete
721	Pesticides / Herbicides	June 14/16 – Placed on Priority List Feb 20/18 – Sent for Field Testing Apr 24/18 – Review Field Testing Comments: None. Recommend to Board. May 8/18 – Board Approved	Board Referral – Pro forma	Complete
743	Anti-idling of School District Vehicles	Oct 17/17 – Sent for Field Testing April 10/18 – Board Approved	Board Referral	Complete

2017-2018 Board Calendar

DATE	TIME	BOARD MEETING	COMMITTEE of the WHOLE MEETING	OTHER
September 12	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
September 26	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
October 10	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
October 24	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
November 14	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
November 28	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
December 12	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
January 9				Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
January 23	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	

DATE	TIME	BOARD MEETING	COMMITTEE of the Whole Meeting	Other
February 13	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
February 27	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
March 13	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
April 10	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
April 24	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
May 8	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
May 22	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	
June 12	1:00-2:30			Flex Meeting (Optional Use)
	3:00-4:00	Closed Board Meeting		
	5:00-7:00	Regular Open Board Meeting		
June 26	12:30-2:00		Policy and Governance	
	2:30-4:00		Education	
	4:30-6:00		Finance and Operations	