

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

POLICY COMMITTEE
Wednesday, January 11th, 2012
School Board Office
Squamish, BC

MINUTES
12-01-11 PC-O

Present: Pat MacKenzie, Acting Committee Chairperson
Laura Godfrey, Committee Member
Rick Price, Trustee
Andrea Beaubien, Trustee
Nancy Edwards, Acting Secretary-Treasurer
Lisa McCullough, Superintendent of Schools
Ian Kent, Assistant Superintendent of Schools
Linda Arnold, Executive Assistant

The meeting was called to order at 12:40 PM.

1. Election of Committee Chair Next
Agenda
 - Committee members decided to have the election of committee chair held at the next meeting when all committees members could attend. Pat MacKenzie assumed the role of chairperson for the meeting.
2. Agenda
MOVED/SECONDED **“THAT the agenda of this meeting be approved.”**
CARRIED
3. Minutes:
MOVED/SECONDED **“THAT the minutes of the Policy Committee meeting held on September 14, 2011 be accepted.”**
CARRIED
4. Guidelines Around School Policy Development – School Protection Plan Post
On
First
Class
 - Nancy Edwards discussed the attached document from the School Protection Plan regarding considerations in policy writing. She noted difficulties with inappropriate or unenforceable policy issues.
5. Master Policy List and Policy Prioritization List – Attached for reference only
 - Nancy Edwards referred to the Policy Prioritization list and discussed policy status in each column. In Priority 1. Marilyn Caldwell is waiting to hear back from Harris and Co. regarding Child Abuse Investigations 504.3 and from the Health Officer about 405.7 & 8.
 - In the Priority 2 column, 903.4 Emergency Preparedness still needs work developing a chart that lists items on the School Emergency plan, that all Principals have to do each year. We need to get a sense of the current status of School Plan development and implementation. A great deal of work has been done on this policy but it needs to be more user friendly.
 - Policy 604.3 Acceptable Use of Computers is being worked on by staff who are

writing a separate policy for employees and one for students. Nothing has been done on the Communication Plan 1001.1 except the acquisition of the District of Squamish plan for research purposes. Lisa is developing a timeline for 1005.1 School Planning Councils.

Jan.18

- It was noted that Policy 200.1 Statement for Guiding Principles for Board of Education and 204.6 Protocols for Trustees could be discussed at the trustee workshop on January 18th.
- Priority 4 policy items were reviewed. Trustee Beaubien noted that she would like to see a trustee involved in the writing of the policy Policy 502.4 Student Suspensions.
- Superintendent McCullough suggested that rather than Board goals, guiding principles would give a context and lens to look through to make difficult decisions.

Work-
shop

6. AP 501.2 – Student Registration, Enrolment and Placement

MOVED/SECONDED

“To approve as amended AP 501.2 Student Registration, Enrolment and Placement and forward to the Board for third reading and approval, subject to consultation with the principals.” CARRIED

Brd.

Agenda

- Nancy Edwards reviewed the process that 501.2 had gone through. It has been to the Board for first and second reading, policy impact comments have come back with the main problem around dates. It has now had a complete rewrite. We have been able to accommodate students out of catchment area but as elementary enrolment is increasing, soon we won't be able to accommodate all requested transfers.
- Trustee Beaubien noted that she thinks a review of the catchment areas is needed. Chair Price suggested having overlapping catchment areas, for example between Mamquam and Squamish elementary areas, depending on which school is more appropriate to them.
- Secretary-Treasurer Edwards suggested that the above 501.2 should be reviewed by the principals and put on the agenda for the January 18th Board meeting.

Review
P/VP

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agenda

7. Policy 204.9 Standing Committee on Policy

MOVED/SECONDED

“To approve Policy 204.9 Standing Committee on Policy and refer to the Board for third reading and final approval.” CARRIED

Brd.

agenda

8. Policy and Regulation 805.1 Retention and Disposal of School District Documents

MOVED/SECONDED

“To approve as amended Policy and Regulation 805.1 Retention and Disposal of School District Documents and refer to the Board for third reading and final approval.” CARRIED

Brd.

agenda

9. Policy, Regulation and AP 903.5 Video Surveillance-Buildings Brd.
 MOVED/SECONDED **“To approve as amended Policy, Regulation and AP 903.5 Video Surveillance-Buildings and forward to the Board for third reading and approval.”** CARRIED Agenda
10. Policy, Regulation and AP 903.6 Video Surveillance-School Busses Brd.
 MOVED/SECONDED **“To approve as amended Policy, Regulation and AP 903.6 Video Surveillance-School Busses and refer to the Board for third reading and final approval.”** agenda
11. Next Meeting: See meeting schedules attached to In Camera agenda.
12. Adjournment
 MOVED/SECONDED **“THAT the meeting be adjourned.** CARRIED

The meeting was adjourned at 1:50 pm.

Chairperson

Acting Secretary-Treasurer