

School District No. 48 (Sea to Sky)

POLICY COMMITTEE MEETING

March 9, 2016

School Board Office

Squamish, BC

Time: 1:30pm

MINUTES

16-03-09 PC-O

Attendees:

Laura Godfrey, Chair

Patricia Westerholm, Trustee (via teleconference)

Lisa McCullough, Superintendent of Schools

Rachael Lythe, Trustee

Jody Langlois, Assistant Superintendent of Schools

Shehzad Somji, Secretary-Treasurer

Anne MacDougall, Administrative Assistant

The meeting was called to order at 1:36 pm.

1. AGENDA

Recommendation:

“THAT the agenda of this meeting be approved with the addition of Action Item C. 200.4 Board Evaluation.”

MOVED/SECONDED:

CARRIED

2. MINUTES

Recommendation:

“THAT the minutes of the Policy Committee meeting held February 10, 2016 be adopted.”

MOVED/SECONDED:

CARRIED

3. INFORMATION ITEMS

A. Policy Updating & Standardization

The Secretary-Treasurer, Shehzad Somji explained how staff are starting to update and standardize policy documents, and used Policy 100.1 as an example of the new policy look. Mr. Somji noted that if trustees were in favour, staff will use it moving forward, and continue to bring back policies with minor changes for approval of the committee and board. Any major policy changes will continue to follow the policy impact process. Trustees liked the new format and advised staff to continue with the standardization process. Superintendent McCullough noted that Policy 100.1 Vision, Mission, Core Values needs to be reviewed, as it is not current.

4. ACTION ITEMS

A. Policy 101.1 District Objectives

Mr. Somji reviewed the changes to this policy, noting that all additions and changes were showing in red, with the words crossed out being deletions. He also noted an additional deletion under item number 8 and an amended copy of the proposed changes reflecting the deletion, was handed out at the meeting. It was discussed that these are considered minor changes, updating policy for language and standardization to reflect our Strategic Plan, not changing the intent of the policy.

B. Regulation 501.4 Home Education

Superintendent McCullough spoke to the language change in Policy 501.4 3.1 where the language compares a child's progress to other children. Staff want to change the language to reflect that children are evaluated based on the curriculum, not on being compared to other children. It was decided staff would revisit the wording change and bring it back to the Policy Committee at a later date.

Recommendation: **“THAT the Policy Committee recommends the Board of Education adopt as presented, the amendment to:**

- **Policy 101.1 District Objectives**

MOVED/SECONDED:

CARRIED

Post motion, Superintendent McCullough requested that she be given the opportunity to review Policy 101.1 District Objectives further, identifying current situations that are not adequately addressed in the policy as it is currently written.

Recommendation: **“THAT the Policy Committee RESCIND the motion, recommending the Board of Education adopt as presented, the amendment to:**

- **Policy 101.1 District Objectives**

MOVED/SECONDED:

CARRIED

C. 200.4 Board Evaluation

Mr. Somji explained that this is an annual requirement under board policy. Staff are proposing combining the policy and regulation under one document, and reviewed the changes to existing policy, as well as the potential addition of a self-evaluation questionnaire. With the board's approval, the policy will be updated and the questionnaire added as an Appendix, with the intention that Survey Monkey will be used to administer the questionnaire.

Chair Godfrey asked about combining the policy and regulations and is there any reason to keep the policy and regulation separate? Mr. Somji explained that in past business practice he has not seen policies and regulations separated, and currently School District 48's policy structure has information in three separate places. He would like to see future policies and regulations combined; the Administrative Procedures are considered to be internal documents to guide staff, and will remain separate.

5. ADJOURNMENT

Recommendation:

“THAT the meeting be adjourned.

MOVED/SECONDED:

CARRIED

The meeting adjourned at 2:10pm.