

**School District No. 48 (Sea to Sky)**

**POLICY COMMITTEE MEETING**

Oct 10, 2018  
School Board Office  
Squamish, BC  
Time: 9:00am

**MINUTES**

2018-10-10 PC-O

The meeting was called to order at 9:20am.

Attendance

Trustees: L. Godfrey, R. Barley

Staff: L. McCullough, P. Lorette, C. Nicholson, R. Hughes, L. Darch

1. AGENDA

REVIEWED : **“THAT the agenda of this meeting be approved.”**  
CARRIED

2. MINUTES

REVIEWED: **“THAT the minutes of the Policy Committee Meeting held Sep 12, 2018 be adopted.”**  
CARRIED

3. TRUSTEE ITEMS

A. None

4. PRESENTATIONS

A. None

5. INFORMATION ITEMS

A. None

6. DISCUSSION ITEMS

A. None

7. ACTION ITEMS

A. Human Resources Handbook (Series 300 & 400) – Includes any operational procedures around employees. It will be part of onboarding, and an ongoing reference for staff and the unions. The handbook will be on the website and available to the public, and the unions will have a hard copy as well as each school site. Request to repeal policies 300.1, 302.1, 302.2, 302.3, 302.4, 304.1, 304.5, 400.1, 400.2, 401.1, 401.2, 401.3, 402.1, 402.2, 403.1, 403.2, 404.1, 404.2, 404.3, 404.4, 405.1, 405.6 and include in the Human Resources Handbook.

MOVED/SECONDED: **“THAT the committee recommends the Board of Education repeals the following policies from the 300 series, including: 300.1, 302.1, 302.2, 302.3, 302.4, 304.1, and 304.5 and include them in the Human Resources Handbook.”**

CARRIED

MOVED/SECONDED: **“THAT the committee recommends the Board of Education repeals the following policies from the 400 series, including: 400.1, 400.2, 401.1, 401.2, 401.3, 402.1, 402.2, 403.1, 403.2, 404.1, 404.2, 404.3, 404.4, 405.1, and 405.6 and include them into the Human Resources Handbook.”**

CARRIED

#### B. 700 Series

701.1 – Transportation of Students – Recommendation to combine policy and regulation and update language.

701.3 – Volunteer Drivers/Private Vehicles – Recommendation to combine policy and regulation and update language.

701.5 – Interruption of Bus Services/Bus Breakdown – Recommendation to combine policy and regulation and update language.

MOVED/SECONDED: **“THAT the committee recommends the Board of Education combines the policy and regulation and updates the language of the following policies: 701.1, 701.3, and 701.5.”**

CARRIED

701.2 – School Bus Drivers – Recommendation to repeal - the policy is all operational.

MOVED/SECONDED: **“THAT the committee recommends the Board of Education repeals Policy 701.2 School Bus Drivers and include in the Human Resources Handbook.”**

CARRIED

#### C. 900 Series

900.2 Non Partisan/Secular Position – Recommendation to combine policy and regulation and update language.

901.1 – Planning for District Facilities- Recommendation to combine policy and regulation and update language.

901.5– Naming of Schools – Recommendation to combine policy and regulation and update language.

905.1 – Permanent School Closure – Recommendation to combine policy and regulation and update language.

905.2 – Disposal or Acquisition of land or Improvements – Recommendation to combine policy and regulation and update language.

MOVED/SECONDED: **“THAT the committee recommends the Board of Education combine the policy and regulation and update the language of the following policies: 900.2, 901.1, 901.5, 905.1, 905.2.”**

CARRIED

901.3 – Selection of Architect – Recommendation to repeal and include in the Business Handbook. The law is strict about this type of policy, especially for large financial projects.

R901.6– Naming Privileges of Schools – Recommendation to repeal – language is covered in 901.5 Naming of Schools.

903.2 – School Security- Recommendation to repeal and include in the Business Handbook.

MOVED/SECONDED: **“THAT the committee recommends the Board of Education repeals the following policies and include in the Business Handbook and also recommends to repeal Regulation 901.6.”**

CARRIED

## 8. ADJOURNMENT

MOVED/SECONDED: **“THAT the meeting be adjourned.”** CARRIED

The meeting adjourned at 10:23am

*R. Price*

*M. Azim*

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Committee Chair

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Secretary-Treasurer