



**POLICY AND GOVERNANCE COMMITTEE OF THE WHOLE
MINUTES
BOARD OF EDUCATION
School District No. 8 (Kootenay Lake)
TUESDAY, JUNE 26, 2018**

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, June 26, 2018.

TRUSTEES PRESENT: L. Trenaman, S. Nazaroff, R. Huscroft, B. Wright

REGRETS: D. Lang, Trustee
H. Suttie, Trustee
B. Maslechko, Trustee
B. Cross, KLPVPA

ALSO PRESENT: C. Perkins, Superintendent
K. Morris, Secretary-Treasurer
B. MacLean, Director of Operations
D. Holitzki, Director of Human Resource Services
B. Eaton, Director of Inclusive Education
L. Fehr, Director of Innovative Learning Services
N. Howald, Director of Information Technology
S. Shaw, Executive Assistant
E. Zdebiak, DPAC
J. Lih, DPAC
D. Sabourin, KLTF
D. Kunzelman, KLTF
V. McAllister, KLPVPA
N. Latham, CUPE
M. Bennett, CUPE

VIA TELEPHONE: C. Beebe, Trustee

**VIA VIDEO CONFERENCE IN
CRESTON:**

CALL TO ORDER

Committee Chair Huscroft called the meeting to order at 12:34 p.m.

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

Remove: 10.A.d) Section 400 Policies

ADOPTION OF AGENDA

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

The Policy and Governance Committee of the Whole Agenda for the June 26, 2018 meeting, BE ADOPTED, as amended.

RECEIVING PRESENTATIONS/DELEGATIONS

Nil

OPPORTUNITY FOR COMMENTS BY THE PUBLIC

Nil

CORRESPONDENCE

Nil

ADOPTION OF MINUTES

Moved by Trustee Nazaroff, seconded by D. Sabourin, KLTF AND RESOLVED THAT:

The Policy and Governance Committee of the Whole Minutes from the May 22, 2018 meeting, BE ADOPTED.

OLD BUSINESS

A. Action

a) Policy 220 / Renumbered Policy 530 - Whistleblower Protection

Superintendent Perkins reported that she met with representatives from CUPE and KLTF and redrafted Policy 530 - Whistleblower Protection;
N. Latham, CUPE, reported that CUPE is opposed to the policy overall, but did agree to put the redraft forward. Advised it is not CUPE's function to police coworkers and believes the policy contradicts the CUPE National Constitution.

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

Policy 530 - Whistleblower Protection, be recommended to the Board for approval.

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

b) Dogs Animals on School District Property - Pro Forma

Superintendent Perkins presented Draft Policy 760 Animals on School District Property, and Draft Administrative Procedures 760.1 Assistance Dogs and 760.2 Animals in Schools;
Committee requested amend 760.2 item b) to add "staff" to the sentence that addresses student allergies;
Committee requested amend 760 paragraph 3 to add "person on the other end of the leash" to the sentence that addresses dogs on leashes;
Field testing feedback will be presented at the September Committee meeting for consideration, prior to going for approval at the October Board meeting;
760.1 provides specific criteria for the authentic certification of assistance dogs.

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

Policy 760 - Animals on School District Property, be sent for field testing, as amended.

B. Information/Discussion

a) Policy Revision Project Update

Superintendent Perkins thanked the committee, department heads, consultant A. Cooper, and everyone who collaborated on the policy revision project;
Close to meeting the objective of updating all policies by October 2018;
The draft Section 400 policies will be presented at the September Committee meeting. All other Sections have been updated.

NEW BUSINESS

A. Action

a) Section 600 Policies

Secretary-Treasurer Morris presented the proposed Section 600 Finance policy manual revisions; Recommendations include policy revisions, abandonment, and new policies according to the toolkits provided and guidelines established by the Ministry;
Proposed policies require more dictated, rigorous reporting;
F&O Committee is required to follow the policies. F&O Committee is the audit committee in the terms of reference. The terms of reference are reviewed annually at the inaugural meeting.

Moved by Secretary-Treasurer Morris, seconded by Trustee Wright AND RESOLVED THAT:

Section 600 Policies, be sent for field testing.

b) Section 200 Policies

Superintendent Perkins presented the proposed Section 200 Health & Safety policy manual revisions;
Additional Section 200 policies are expected to be added in the fall.

Moved by Trustee Wright, seconded by V. McAllister, KLPVPA AND RESOLVED THAT:

Section 200 Policies, be sent for field testing.

c) Section 300 Policies

Superintendent Perkins presented the proposed Section 300 Students policy manual revisions;
Recommend moving several Section 300 policies to administrative procedures;
Staff use of illegal drugs at work is covered by the law / criminal code;
Policies focus on things that are not covered by the law.

Moved by Trustee Wright, seconded by D. Sabourin, KLTF AND RESOLVED THAT:

Section 300 Policies, be sent for field testing.

B. Information/Discussion

a) Policy 510 / Renumbered Policy 550 - Non-Contractual Leaves of Absence

Superintendent Perkins advised that in the proposed Section 500 Human Resources policy manual revisions, it was recommended to abandon Policy 510 Non-Contractual Leaves of Absence;

Brought to our attention from KLTF that there is nothing specific in the Collective Agreement to cover non-contractual leaves of absence;

Decision made to keep the policy in place for now and renumber to Policy 550;

"Exceptional circumstances" for leaves over 1 year can include various situations. For example, a psychologist requested a second year of leave to complete doctorate studies. In the long term, this will better meet the needs of the District.

POLICY PRIORITY LIST

Superintendent Perkins discussed the policy priority list. It is no longer current and will be updated for the next Committee meeting to reflect all of the recent policy manual revisions;

Policy 302 Student Services will be prioritized in September. Director Eaton reported there are no updates at this time;

The 6 new policies to be drafted will be addressed in the fall.

QUESTION PERIOD

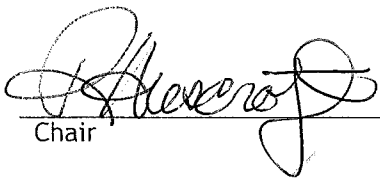
Nil

MEETING SCHEDULE AND REMINDERS

The next Policy and Governance Committee of the Whole Meeting is scheduled for September 25, 2018 at the Nelson Board Office.

ADJOURNMENT

The meeting adjourned at 1:29 p.m.


Chair


Secretary-Treasurer