

**POLICY AND GOVERNANCE COMMITTEE OF THE WHOLE MEETING
MINUTES**

TUESDAY, MAY 14, 2019

In person: School District 8 Kootenay Lake, Board Office, 570 Johnstone Road, Nelson, B.C. V1L 6J2

By video conference: Prince Charles Secondary, Room 104, 223 18 Ave S, Creston, BC, V0B 1G0

BOARD:

L. Trenaman
S. Nazaroff
B. Maslechko
D. Lang
A. Gribbin
S. Walsh
S. Chew
B. Coons (*at 12:38 pm via Video Conference*)
C. Beebe (*at 1:00 pm via Video Conference at PCSS*)

DISTRICT STAFF:

C. Perkins, Superintendent
M. McLellan, Secretary-Treasurer
B. Eaton, Director of Inclusive Education
D. Holitzki, Director of Human Resource Services
B. MacLean, Director of Operations
N. Howald, Director of Information Technology ?
N. Ross, Acting Director of Innovative Learning Services
S. Whale, Executive Assistant

PARTNERS:

N. Nazaroff, DPAC
D. Kunzelman, KLTF (*at 1:00 pm via Video Conference at PCSS*)
D. Sabourin, KLTF
S. Kalabis, KLPVPA
R. Bens, CUPE
B. Reimer, CUPE

REGRETS:

V. McAllister, KLPVPA
M. Bennett, CUPE

1. Call to Order

Committee Chair Walsh called the meeting to order at 12:37 pm.

2. Acknowledgement of Aboriginal Territory

3. Insertions/Deletions to proposed Agenda: Nil

4. Adoption of Agenda

Moved by Trustee Nazaroff, seconded by Trustee Maslechko, **AND RESOLVED:**

THAT the agenda for this May 14, 2019 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations: Nil

6. Opportunity for Comments by the Public: Nil

7. Consent Package: Nil

8. Adoption of Minutes

Moved by Chair Trenaman, seconded by Trustee Chew, **AND RESOLVED:**

THAT the minutes from the April 9, 2019 Policy and Governance Committee of the Whole Minutes meeting **BE ADOPTED**.

9. Old Business

Review of Policies from previous Agenda

The Committee discussed every policy on the agenda individually and made additional changes to following policies:

- 441 Student Eligibility for Extra-Curricular Activities:
 - Added link to footer to BC School Sports policies.
- 450 Student Services:
 - Added link to Human Rights Code.
- 451 Physical Restraint and Seclusion in School Settings
 - Added the word “District” to read: “District administration will review Policy 451: Physical Restraint and Seclusion in School Settings annually for currency.”
- 460 Language:
 - Added “Distributed Learning at the schools” to read: “Other languages may be offered through Distributed Learning at the schools according to the associated Administrative Procedures.”
 - Added “English Language Learning (ELL)” instead of just “English” to read: “Identified as having special needs or are receiving English Language Learning (ELL) service.”
 - Changed to read: “1. All students ~~must~~ are encouraged to take a second language as part of the curriculum in grades 5-8”
- 480 Parent Advisory Councils District Parent Advisory Council:
 - Section 8 in footer under Related Legislation corrected to: “School Act [RSBC 1996, Part 2, Division 2, Sections 8 & 8.4]”
- 490 School Closure:
 - Admin procedures (re-numbered) section 2: Changed to read: “The formal decision to proceed with consideration of a school closure will be made at ~~next~~ a public meeting of the Board.”

Trustee Beebe joined the meeting at 1:14pm via video conference at PCSS.

Whereas the following Section 400: Instruction and School Organization policies were reviewed by the Committee:

Policy 411: Schools and Programs of Choice
Policy 412: Independent Homeschooler
Policy 440: Extra-Curricular and Co-Curricular Activities
Policy 441: Student Eligibility for Extra-Curricular Activities
Policy 450: Student Services
Policy 451: Physical Restraint and Seclusion of Students
Policy 460: Language
Policy 480: Parent Advisory Councils/District Parent Advisory Council
Policy 490: School Closure

Moved by Chair Trenaman, seconded by Trustee Chew, **AND RESOLVED:**

THAT the above policies, as revised, be recommended to the Board for approval.

Chair Trenaman reminded that any member at this table, not only trustees, can move a motion.

10. New Business:

Review of Policies

The Committee discussed every policy on the agenda individually and made additional changes to following policies:

- 520: Human Resources Employment Practices
 - Added “who” to read: “Employees who are so designated”
 - Added link to WorkSafeBC Legislation
- 521: Relocation Assistance for Senior Management
Moved Guidelines to Administrative Procedures
- 521: Relocation Assistance for Senior Management:
Moved Guidelines to Administrative Procedures
- 530: Whistleblower Protection
- Added word “any” to read: “The Board encourages that any employee who is aware of or witnesses any improper activity to bring the matter to the attention of the Superintendent or Board Chair.”
- 540: Supervisory Conflict of Interest:
Moved Guidelines to Administrative Procedures
It was decided that this policy needs further revision and was therefore removed from the agenda.
- 560: Appointment of Principals and Vice-Principals
Moved Guidelines to Administrative Procedures
- 570: Prevention of Violence in the Workplace
 - Moved Guidelines to Administrative Procedures
 - Added legislation from WorkSafeBC Working alone or in isolation.

Whereas the following Section 500: Human Resources policies were reviewed by the Committee:

Policy 510: Employee Recognition
Policy 520: Human Resources Employment Practices
Policy 521: Relocation Assistance for Senior Management
Policy 530: Whistleblower Protection
Policy 540: Supervisory Conflict of Interest (remains under revision)
Policy 550: Non-Contractual Leaves of Absence
Policy 560: Appointment of Principals and Vice-Principals
Policy 570: Prevention of Violence in the Workplace
Policy 580: Discrimination and Harassment

Moved by Trustee Holitzki seconded by Trustee Coons, **AND RESOLVED:**

THAT the above revised policies, except for policy 540, be recommended to the Board for approval as amended.

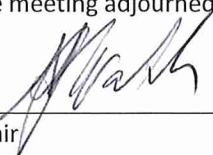
11. Policy Priority List/Annual Plan

12. Question Period

13. Meeting Schedule & Reminders

14. Adjournment of Meeting

The meeting adjourned at 1:46 pm.



Chair



Secretary-Treasurer

