



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

**TUESDAY, SEPTEMBER 10, 2019**

In person: School District 8 Kootenay Lake, Board Office, 811 Stanley Street, Nelson, B.C., V1L 1N7

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

**BOARD:**

L. Trenaman  
S. Walsh  
B. Maslechko  
D. Lang  
A. Gribbin (*arrived at 12:39 pm*)

**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  
C. Riehl, IT Technician

**PARTNERS:**

N. Nazaroff, DPAC  
S. Metcalf, DPAC (*arrived at 12:32 pm*)  
J. Konken, KLPVPA  
S. Kalabis, KLPVPA  
C. Wilson, KLTF (*arrived at 12:36 pm*)

**REGRETS:**

S. Chew, Trustee  
S. Nazaroff, Trustee  
B. Coons, Trustee  
C. Beebe, Trustee  
B. Reimer, CUPE  
D. Kunzelman, KLTF  
V. McAllister, KLPVPA  
R. Bens, CUPE  
M. Bennett, CUPE  
A. Early, CUPE

## 1. Call to Order

Committee Chair Walsh called the meeting to order at 12:31 pm.

She explained that this year the intention is to focus more on governance versus policy and that's why the name of the Committee has changed from the P&G Committee to the G&P Committee. She asked everyone at the table to introduce themselves.

*Steven Metcalf arrived to the meeting at 12:32 pm.*

## 2. Acknowledgement of Aboriginal Territory

## 3. Insertions/Deletions to proposed Agenda: Nil

## 4. Adoption of Agenda

**Moved** by Director Eaton, seconded by S. Metcalf, DPAC, **AND RESOLVED:**

**THAT** the agenda for this September 10, 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 Secretary-Treasurer McLellan, seconded by Acting Director Ross, **AND RESOLVED:**

**THAT** the minutes from the June 11, 2019 Policy and Governance Committee of the Whole meeting **BE ADOPTED**.

## 9. Old Business

### A. Review of Policies

- Policy 540: Supervisory Conflict of Interest – D. Holitzki

*C. Wilson, KLTF arrived at 12:36 pm.*

- Policy 730: Pesticides – B. MacLean

New suggested change by Trustee Walsh to add a period in the last sentence after "levels" and start new sentence with "Non-toxic..."

**Moved** by Superintendent Perkins, seconded by Secretary-Treasurer McLellan, **AND RESOLVED:**

**THAT** the updated policy 540: Supervisory Conflict of Interest and Policy 730: Pesticides **BE RECOMMENDED** to the Board for approval.

## 10. New Business:

### A. Terms of Reference Review

*Trustee Gribbin arrived at the meeting at 12:39 pm.*

Chair Trenaman suggested to add the link to the Policy Pro Forma.

**Moved** by Secretary-Treasurer McLellan, seconded by Trustee Maslechko, **AND RESOLVED:**

**THAT** the updated Governance and Policy Committee of the Whole Terms of Reference **BE RECOMMENDED** to the Board for approval.

### B. Review of Policies

#### **Section 800 Information and Communications Technology**

- Policy 810: Use of Information and Communications Technology
- Policy 820: Freedom of Information and Protection of Privacy

S. Metcalf raised a concern about student privacy when using google. Director Howald reported that there is a consent form for parents to sign. A further discussion ensued. Superintendent Perkins suggested a presentation be made at a future DPAC meeting.

- Policy 830: Wireless Technology in Schools

Director Howald suggested removing the link from the Government titled “Do Cell Phones Cause Cancer” in the policy and instead have the link on our website.

Committee members discussed:

Whether the wireless can be turned off at schools, whether to let students use their personal digital devices and if yes how much. Director Eaton noted that Safe Schools Manager Rothermel will give a presentation at Trafalgar at upcoming District Pro-D, which might help answer some of these questions.

An inquiry was made by Trustee Gribbin as to whether the District has procedures in place for privacy of content and data on District network, and how access to such data, which was confirmed by the Superintendent.

S. Metcalf, DPAC inquired how well advised Trafalgar students are about this policy. Director Howald responded and Superintendent Perkins reported that all students sign a code of conduct every fall. She added that Safe Schools Manager Rothermel will be giving presentations at schools about use of social media.

No committee member suggested any additional changes.

- Policy 831: Cell Phones & Digital Devices

**Moved** by Superintendent Perkins, seconded by Director Howald, **AND RESOLVED:**

**THAT** the above updated policies **BE RECOMMENDED** to the Board for approval.

**11. Policy Priority List/Annual Plan**

A. 2019-2020 Annual Plan/Policy Priority List

The committee discussed the Annual Plan. No further changes were suggested.

**Moved** by Trustee Maslechko, seconded by Director MacLean, **AND RESOLVED:**

**THAT** the 2019-2020 Governance and Policy Committee of the Whole Annual Plan/Policy Priority List **BE RECOMMENDED** to the Board for approval.

**12. Question Period: Nil**

**13. Meeting Schedule & Reminders**

The next meeting of the Committee is scheduled for October 22, 2019 at 12:30 pm at in Creston.

**14. Adjournment of Meeting**

The meeting adjourned at 1:36 pm.

  
Committee Chair  


  
Secretary-Treasurer