

**GOVERNANCE AND POLICY COMMITTEE OF THE WHOLE  
MEETING MINUTES  
HELD ON TUESDAY, SEPTEMBER 22, 2020**

**BOARD:**

L. Trenaman  
S. Walsh  
S. Chew  
D. Lang  
B. Maslechko (*via video conference*)  
A. Gribbin (*via video conference*)  
S. Nazaroff (*via video conference*)  
B. Coons (*via video conference*)

**DISTRICT STAFF:**

C. Perkins, Superintendent  
M. McLellan, Secretary-Treasurer  
N. Howald, Director of Information Technology  
D. Holitzki, Director of Inclusive Education  
C. Singh, Director of Human Resources  
B. MacLean, Director of Operations  
R. Krulitsky, Executive Assistant

**PARTNERS:**

J. Konken, KLPVPA  
M. Bennett, CUPE  
A. Early, CUPE  
M. Doyle, KLPVPA (*via video conference*)  
N. Nazaroff, DPAC (*via video conference*)  
C. Wilson, KLTF (*via video conference*)  
D. Kunzelman, KLTF (*via video conference*)

**REGRETS:**

C. Beebe, Trustee

**1. Call to Order**

The meeting was called to order at 12:31 PM.

**2. 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 No. 8.*

**3. Insertions/Deletions to proposed Agenda**

The Committee Chair provided an overview of procedures for the meeting:

- Virtual attendees to keep their microphones muted
- Raise hand or use Zoom chat function to ask questions
- Trustee Gribbin is participating as an observer only due to censure

It was noted that the Annual Plan & Policy Priority List provided for Item 11 is a draft document, to be discussed and potentially updated at Item 10.

**4. Adoption of Agenda**

**UPON** a motion duly made and seconded it was **RESOLVED:**

**THAT** the agenda for this September 22, 2020 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**

**UPON** a motion duly made and seconded it was **RESOLVED:**

**THAT** the minutes from the June 9, 2020 Governance & Policy Committee of the Whole meeting **BE ADOPTED**.

**9. Old Business: Nil**

**10. New Business**

**A. Terms of Reference and Annual/Priority Plan Review**

- Terms of Reference
  - Item 2C was updated for clarity
- Annual Plan
  - “Two year” removed from item 1 of Goals & Objectives
  - Bylaw No. 1 removed, Policy 100 added to item 1 of Goals & Objectives
  - Dates to be corrected under section 2. Governance Topics

*B. Coons temporarily exited the video conference at 12:56 PM.*

A conversation took place regarding the cost of having all policies reviewed by a lawyer. The Secretary-Treasurer stated they could only speculate on the cost.

*B. Coons rejoined the video conference at 12:56 PM.*

**UPON** a motion duly made and seconded it was **RESOLVED:**

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

**B. Section 500 – Human Resources**

- Policy 510: Employee Recognition
  - The page numbering was corrected.
  - “Or” was added to the end of the first bullet point.
- Policy 520: Human Resources Employment Practices

*C. Wilson temporarily exited the video conference at 1:10 PM and returned at 1:11 PM.*

The page numbering was corrected.

- Policy 521: Relocation Assistance for Senior Management

The page numbering was corrected.

- Policy 530: Whistleblower Protection

The suggested changes were approved, and the page numbering was corrected.

The Director of Human Resources advised that this policy would be reviewed again later this year. It was requested to be added to the Annual Plan.

- Policy 540: Supervisory Conflict of Interest

The suggested changes were approved, and the page numbering was corrected.

A stakeholder inquired if this policy could violate the Collective Agreement. The Director of Human Resources advised that the Collective Agreement supersedes policy.

- Policy 550: Non-Contractual Leaves of Absence

The suggested changes were approved, and the page numbering was corrected.

- Policy 560: Appointment of Principals and Vice-Principals

The suggested changes were approved, and the page numbering was corrected.

- Policy 570: Prevention of Violence in the Workplace

The page numbering was corrected.

- Policy 580: Discrimination and Harassment

The suggested changes were approved, and the page numbering was corrected.

The Director of Human Resources advised that this policy would be reviewed again later this year. It was requested to be added to the Annual Plan.

**UPON** a motion duly made and seconded it was **RESOLVED:**

**THAT** Policies 510, 520, 521, 530, 540, 550, 560, 570, and 580 **BE RECOMMENDED** to the Board for approval.

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

**12. Question Period**

**13. Meeting Schedule & Reminders**

The next meeting of the Committee is scheduled for November 10, 2020 at the Nelson Board Office.

**14. Adjournment of Meeting**

The meeting was adjourned at 1:21 PM.

  
Committee Chair

  
Secretary-Treasurer