



**Central Okanagan
Public Schools**
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Policy Committee

Public Meeting

Wednesday, May 6, 2020, 4:00 pm

Via Zoom

Public Link - <https://sd23.zoom.us/j/98190399985>

Board of Education: Trustee L. Tiede, Chairperson
Trustee A. Geistlinger, Committee Member
Trustee C. Desrosiers, Acting Committee Member
Trustee Moyra Baxter

Absent: Trustee J. Fraser, Committee Member

Staff: Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Ryan Stierman, Secretary-Treasurer/CFO
Dr. Peter Molloy, Director of Instruction – Student Support Services
Mona Essler, Executive Assistant

Partner Groups: Cherylee Morrison, COPAC Co-President
Lori Dawson Bedard, COTA 1st Vice-President
Scott Sieben, President, COPVPA
Shelley Yost, CUPE Clerical/Library Shop Steward
There were no representatives from the District Student Council.

**The Central Okanagan Board of Education acknowledged that this meeting was being held
the unceded, Traditional Territory of the Okanagan People.**

AGENDA

Move Discussion/Action Item 5.5 – Rewrites of Policy 436 – Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R – Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations) to Item 5.1.

May 6, 2020 Committee Agenda - approved as amended.

REPORTS/MATTERS ARISING

Policy Committee Public Meeting Report - February 5, 2020

February 5, 2020 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

There were no public questions/comments.

DISCUSSION/ACTION ITEMS

Rewrites of Policy 436 - Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R - Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations)

In attendance: Dr. Peter Molloy, Director of Instruction – Student Support Services

At the February 5, 2020 Policy Committee Meeting, parent Nicole Barker, parent of a student at Chute Lake Elementary, requested the members of the Committee review the Anaphylaxis-Life Threatening Allergy Handbook as prepared by the Surrey School District (No. 36) as well as Policy 304 and Administrative Procedures 304 of the Vancouver School District (No. 39). The rewrites of Policy 436 – Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R – Managing Students with Medical Alert/Anaphylaxis Conditions have been prepared by Dr. Peter Molloy, Director of Instruction – Student Support Services and Cori Christensen, District Consultant – Elementary and Middle School Low Incidence after review of the documentation noted above, as well as consultation with Interior Health and the Ministry of Education.

The Committee discussed an amendment to the documentation that a second injection could be administered 5-15 minutes after if symptoms do not improve.

Outcome:

THAT: The Policy Committee recommends to the Board:

THAT: The rewrites of Policy 436 - Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R - Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations), as further amended at the May 6, 2020 Policy Committee Meeting, be forwarded to the Board of Education for approval.

AND THAT: Once the rewrites of Policy 436 - Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R - Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations), are approved by the Board of

Education, the Superintendent of Schools/CEO work with staff on any further amendments required.

Review of Policy 351 - Respectful Workplace and Amendments to Regulations 351R - Respectful Workplace (Regulations)

Referred from the Policy Working Committee – March 9, 2020

At the October 23, 2019 Public Board Meeting the Board of Education approved the amendments referred from the October 2, 2019 Policy Committee Meeting, with the exception of the amendment to item 3.5 in Regulation 351R. A Policy Committee Working Group met on November 26, 2019 and on March 9, 2020 to further review Policy 351 and Regulations 351R.

The recommended amendments from the Policy Committee Working Group are being brought forward for the Committee's review.

Upon the recommendation of Trustee Geistlinger, the language of item 1.1 in Policy 351 – Respectful Workplace is to be reviewed. The Superintendent of Schools/CEO will review the paragraph and bring back to the Policy Committee suggested amendments for clarity. Punctuation amendments were suggested.

Further discussions occurred on the addition of "*This process is voluntary*" at the end of paragraph 1, and the wording in Step 2, Item 1 to include "*.....a formal written complaint would be made, directed to the Supervisor who has responsibility.....*".

Outcome:

A meeting will be scheduled as between the Superintendent of Schools/CEO, Executive Director of Human Resources, District Health & Safety Manager and the COTA representative to review the wording of Item 1 under Step 3. The amendments to the Policy will subsequently be brought back to a future Policy Committee Meeting.

Amendments to Policy 135 - School Board Operation

The suggested amendments were referred to the Policy Committee from the February 12, 2020 Public Board Meeting. Two further amendments were recommended by the Committee - item 4.5 the change of email to electronic communication and the addition of Public to the title of item 7.

Outcome:

THAT: The Policy Committee recommends to the Board:

THAT: The amendments to Policy 135 - School Board Operation, as further amended at the May 6, 2020 Policy Committee Meeting, be forwarded to the Board of Education for approval.

Amendments to Policy 190 - Trustee Expenses

The Secretary-Treasurer/CFO confirmed that the addition of Item 2.7 is a housekeeping item. Additional amendments are to be made to make the Policy gender neutral.

Outcome:

THAT: The Policy Committee recommends to the Board:

THAT: The amendments to Policy 190 - Trustee Expenses, as further amended at the May 6, 2020 Policy Committee Meeting, be forwarded to the Board of Education for approval.

Amendments to Policy 405 - Student Placement and Regulations 405R - Student Placement (Regulations)

The amendments to Policy 405 – Student Placement and Regulations 405R – Student Placement (Regulations), were deferred from the February 5, 2020 Policy Committee Meeting for further discussion. The amendments are the addition of reference to French Immersion Programs catchment areas. Additional amendments include the removal of "*as set by the Board*" in item 4 of the Policy and replacing with "*The capping of schools is set by the Board*" at the end of the paragraph. The Committee discussed the inclusion of teachers in paragraph 3.2 of the Regulations. The Superintendent of Schools/CEO suggested the changing of the wording to "*...in consultation with those affected in the school community and the Director of Operations or designate if necessary*". The Superintendent of Schools/CEO will further review the Regulations and the amendments to the Policy and Regulations will be deferred to the next Policy Committee Meeting.

Outcome:

THAT: The Policy Committee recommends to the Board:

THAT: The amendments to Policy 405 - Student Placement and Regulations 405R - Student Placement (Regulations), along with the amendments suggested at the May 6, 2020 Policy Committee Meeting, be deferred to the next Policy Committee Meeting.

DISCUSSION/INFORMATION ITEMS

Review of Policy 105 - Policy Manual

Pursuant to Policy 110 - Policy Development, 'A function of each Board Standing Committee is to review and evaluate all policies directly pertaining to the Committee function at least once every three years'. Policy 105 - Policy Manual will be reviewed and any suggested amendments will be brought back to the next Policy Committee Meeting.

Review of Policy 110 - Policy Development

Pursuant to Policy 110 - Policy Development, 'A function of each Board Standing Committee is to review and evaluate all policies directly pertaining to the Committee function at least once every three years'. Policy 110 - Policy Development will be reviewed and any suggested amendments will be brought back to the next Policy Committee Meeting.

RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES

Future Public Board Meeting

- Rewrites of Policy 436 - Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R - Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations)
- Amendments to Policy 135 – School Board Operation
- Amendments to Policy 190 – Trustee Expenses

ITEMS FOR FUTURE POLICY COMMITTEE MEETINGS

- Review of Central Okanagan Public Schools Policies (in relation to the Board of Education) relative to School District No. 83 (North Okanagan-Shuswap) Policies
- Policy 390 – Conflict of Interest and Confidentiality
- Amendments to Policy 480 – Raising the Bar: The Three-Year Rule, Deletion of Appendix 480A – Application for Exemption of the Three-Year Rule, Deletion of Appendix 480A – Appeal of Decision to Deny Three-Year Rule Exemption Application – feedback from Central Okanagan Parent Advisory Council.
- Amendments to Policy 650 – Public Use of School Facilities and Amendments to Regulations 650R – Public Use of School Facilities (Regulations) – feedback from partner groups
- Amendments to Policy 625 – Sites, Facility and Equipment Enhancements – recommendation from the Ad Hoc Policy Committee
- Amendments to Policy 220 – Principals and Vice-Principals: Selection, Appointment and Transfer and Regulations 220R – Principals and Vice-Principals: Selection, Appointment and Transfer
- Amendments to Policy 486 - Student Use of Electronic and Social Media Communication - consultation/feedback with partner groups

- Policy 436 - Managing Students with Medical Alert/Anaphylaxis Conditions and Regulations 436R - Managing Students with Medical Alert/Anaphylaxis Conditions (Regulations)
- Review of Policy 351 - Respectful Workplace and Amendments to Regulations 351R - Respectful Workplace (Regulations)
- Amendments to Policy 405 - Student Placement and Regulations 405R - Student Placement (Regulations)
- Review/Amendments to Policy 105 - Policy Manual
- Review/Amendments to Policy 110 - Policy Development

FUTURE POLICY COMMITTEE MEETINGS

Wednesday, November 4, 2020 - 4:00 pm

MEDIA QUESTIONS

There were no questions from the media.

ADJOURNMENT

The meeting adjourned at 5:30 pm.

Questions - Please Contact:

Trustee Tiede, Chairperson at 250-763-4650 or Lee-Ann.Tiede@sd23.bc.ca

Kevin Kaardal, Superintendent of Schools/CEO at 250-4703256 or Kevin.Kaardal@sd23.bc.ca.

Lee-Ann Tiede, Chairperson