

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: General Affairs Committee DATE: January 9, 2013

CHAIRPERSON: Trustee M. Baxter STAFF CONTACT: H. Gloster, Superintendent

Attendees:

Trustee M. Baxter (Chairperson)
Trustee J. Brinkerhoff
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman
Trustee M. Pendharkar

Staff:

H. Gloster, Superintendent
L. Paul, Secretary-Treasurer
T. Beaudry, Assistant Superintendent
R. Oliver, Director of Instruction K-12
M. Essler, Executive Assistant (Recorder)

Partner Group Representation:

COPAC	No representative
COTA	Alice Rees, President and Susan Bauhart, First Vice-President
COPVPA	No representative
CUPE	Wendy Johnson, Vice-President
DSC	No representative

Additions to Agenda

Trustee Fraser requested the addition of "Year Round Schooling" to the Agenda. The Committee referred this item to a future Education and Student Services Committee.

Committee Members Queries/Comments

At the request of Trustee Pendharkar, Board Policy 146 – General Affairs Committee was reviewed. Item 2 of the Board Policy, Scope of Functions states:

- 2.1 To make recommendations to the Board.
- 2.2 To deal with any matters not falling into specific areas of responsibility of other committees, or referred by other committees for special consideration.
- 2.3 To coordinate, delegate to, and direct as may be appropriate or necessary, the work of other committees."

Reports/Matters Arising

The General Affairs Committee Public Meeting Report of November 2, 2011 was received.

Discussion/Action Items

1. Frequency of Board Meetings

Trustee Gorman requested a discussion on the frequency of Board Meetings. Board Meetings are currently held on the second and fourth Wednesday of each month, except January, March, July, August and the fourth Wednesday in December. Recently there have been several public Board Meetings with very few agenda topics. Trustee Gorman queried the use of staff time to prepare for public Board Meetings every two weeks.

Trustee Gorman provided the following recommendation:

THAT: The General Affairs Committee make a recommendation to the Board that senior staff prepare an alternate board meeting schedule for review by the Board.

DEFEATED

Opposed: Trustee Baxter, Trustee Brinkerhoff, Trustee Butler, Trustee Cacchioni, Trustee Fraser and Trustee Pendharkar

2. Review of District Policies/Sunset Clause

Board Policies are marked the date they are approved by the Board (Date Agreed), the date they are amended and any related documents. There are currently Policies which have not been reviewed since the date of Board approval. The Committee therefore requested that all Board Policies be reviewed. Policies which relate to a specific program will be reviewed during the Program Review Cycle. Once reviewed, if there are no amendments, the date of review will be indicated on the Policy as "Date Reviewed". The Policies which are not associated with a program be referred to the appropriate Committee (ie Planning and Facilities Committee, Education and Student Services Committee etc.). The Human Resources and Staff Services Committee recently completed a review of all Policies associated with Human Resources. Any Policies which are not linked to a Program Review or a Committee are to be referred to the General Affairs Committee. The review of a Policy should occur every three years. Staff is requested to prepare a spreadsheet to include the following information: Policy Number, Policy Name, Date Agreed, Date(s) Amended, Committee Reviewed By and Board Approval. The review of Section 1 – Board of Education will be conducted by Trustee Baxter and Trustee Butler. The recommendation is for an Ad Hoc Policy Review Committee to be created, comprising of three trustees and representatives from each partner group. Trustee Fraser, Trustee Butler and Trustee Pendharkar expressed an interest in being on the Ad Hoc Policy Review Committee, along with Susan Bauhart, First Vice-President of the COTA.

Outcome:

THAT: The General Affairs Committee forward to the Board of Education the following recommendation:

THAT: The Board of Education develop an Ad Hoc Policy Review Committee to review Board Policies: Section 1 – Board of Education;

AND THAT: The Ad Hoc Policy Review Committee be comprised of three Trustees and a representative from each partner group;

AND FURTHER THAT: The Ad Hoc Policy Review Committee develop and bring forward to the Board a Policy on the lowering of flags to half-mast.

3. Policy/Protocols re: Lowering Flags to Half-Mast

The Superintendent reviewed Policies from several other School Districts which included references to the procedures/protocols of lowering of flags to half-mast at District offices and schools. Several Districts have specific Policies outlining the protocol and occasions to be honored whereas others leave it to the authority of the Superintendent. The Central Okanagan School District currently does not have a Board Policy on the lowering of flags to half-mast.

Outcome:

THAT: The General Affairs Committee forward to the Board of Education the following recommendation:

THAT: The development of a Board Policy on the lowering of flags to half-mast be referred to the Ad Hoc Policy Review Committee.

4. Professional Development for Trustees

On January 23, 2013 at 3:30 pm the Board has convened a Special General Affairs Public Committee Meeting to receive a presentation from staff on the Graduation Program, and specifically the opportunity for trustees to learn about and discuss Options for Earning Credits for Graduation. The list of options to be reviewed includes external credentials, challenge, equivalency, Board Authority/Authorized (BAA) courses, Independent Directed Study (IDS) and Post-Secondary courses. All partner group representatives are invited to attend.

Recommendations to the Board

1. Review of District Policies/Sunset Clause
 - Development of an Ad Hoc Policy Review Committee
2. Policy/Protocols on lowering of flags to half-mast
 - Referred to the Ad Hoc Policy Review Committee

Recommendations to Committees

1. Year Round School – Education and Student Services Committee

Future General Affairs Committee Meetings

Wednesday, March 6, 2013 at 4:30 pm at the School Board Office
Wednesday, May 1, 2013 at 4:30 pm at the School Board Office
Wednesday, October 2, 2013 at 4:30 pm at the School Board Office
Wednesday, December 4, 2013 at 4:30 pm at the School Board Office

Questions – Please Contact:

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Moyra Baxter, Chairperson