



**Central Okanagan
Public Schools**
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Policy Committee

Public Meeting

Wednesday, September 8, 2021, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

Board of Education: Trustee J. Fraser, Chairperson
Trustee N. Bowman, Committee Member
Trustee A. Geistlinger, Committee Member (*arrived at 4:04 pm*)
Trustee M. Baxter, Acting Committee Member

Staff: Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Ryan Stierman, Secretary-Treasurer/CFO
Mona Essler, Executive Assistant (recorder)

Partner Groups: Lori Dawson Bedard, First Vice-President, COTA
Wynter Oakes, Pro-D Finance, COPVPA
Shelley Yost, Clerical/Library Assistant Shop Steward, CUPE
Sarena Smith, Member at Large, COPAC

There was no representative 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.**

In the absence of Trustee Geistlinger, Trustee Baxter was appointed Acting Voting Committee Member.

AGENDA

September 8, 2021 Committee Agenda - approved as presented.

4:04 pm Trustee Geistlinger arrived and assumed the role of Voting Committee Member.

REPORTS/MATTERS ARISING

Policy Committee Public Meeting Report - May 5, 2021

May 5, 2021 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

There were no Committee members queries/comments

DISCUSSION/ACTION ITEMS

The amendments to Policies and Regulations are recommendations of the Policy Sub-Committee which met on June 29, 2021.

Amendments to Policy 105 - Policy Manual

The recommended amendments include the title of the Policy to be changed from Policy Manual to Policies and the reference to Superintendent changed to Superintendent of Schools/CEO.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 105 – Policy Manual, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 110 - Policy Development

The recommended amendments include the reference to Superintendent changed to Superintendent of Schools/CEO.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 110 – Policy Development, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 115 - Inaugural and Annual Board Meetings

The recommended amendments include:

- the reference to Chairperson changed to Chair
- Item 2.5 - the deletion of 'appointment of Vice-Chairperson and (Two Trustees' names shall be drawn from those who wish to act as Vice-Chairperson during the current year)' and the addition of election of the Vice-Chair.

- Item 4.2 – deletion of Appointment of Vice-Chairperson

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 115 – Inaugural and Annual Board Meetings, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 120 - Trustee Roles and Responsibilities

The recommended amendments include in item 1.2 - the updating of the wording and the addition of the responsibilities of the Superintendent of Schools/CEO.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 120 – Trustee Roles and Responsibilities, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 125 - Trustee Code of Ethics

The recommended amendments include reference to Superintendent changed to Superintendent of Schools/CEO, Chairperson changed to Chair, and the amending of Item 2:

2. **Make decisions** with regard to the individual needs of all children, regardless of their ~~ability, gender identity, sexual orientation,~~ race, sex, creed, social standing or ~~handicapping~~ diversability conditions.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 125 – Trustee Code of Ethics, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 130 - Trustee Absence/Disqualification

The recommended amendment under Item 1, first bullet is:

- inform the Secretary-Treasurer and the Board or Committee Chair if they are unable to attend any meeting.

Trustee Geistlinger further recommended an amendment to Item 1, first bullet:

- inform the Secretary-Treasurer and the Board or Committee Chair if they are unable to attend any Board or Board Committee meeting.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 130 – Trustee Absence/Disqualification, as attached to the Agenda and as further amended at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 135 - School Board Operation

The recommended amendments include:

- Chairperson changed to Chair
- Vice-Chairperson changed to Vice-Chair
- Superintendent changed to Superintendent of Schools/CEO
- Item 2.3 – To inform the Secretary-Treasurer and the Board or Committee Chair if unable to attend a Board or Committee Meeting.
- Item 4.6 – If Trustees are unable to attend a meeting in person, the Board.....
- Item 6.7 – In an emergency, the Coordinating Committee may consent, ~~by telephone~~, to refer an issue requiring action to a committee.
- Item 9.1 – The names of Trustees voting against resolutions, or abstaining from voting, or are absent from the vote, shall be recorded in the minutes.
- Item 9.4 – Add media as fifth bullet.
- Item 9.5 –
 - all ~~officers~~ senior staff present;

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 135 – School Board Operation, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 140 - School Board Standing and Ad Hoc Committees

The recommended amendments include:

- Chairperson changed to Chair
- Item 1.3 – Information on Committee activity will be provided through timely Committee Reports, prepared by the Committee Chairperson after each meeting. Reports will include recommendations to the Board. ~~Minutes~~ Reports are to be provided in draft form to all Trustees,.....

- Item 2.2 – All Standing Committees are chaired by a Trustee who is elected at the Board's Inaugural/Annual General Meeting. Two other Trustees shall be appointed as voting members.

The Committee discussed and approved the inclusion of 'by the Board' at the end of item 2.2.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 140 – School Board Standing and Ad Hoc Committees, as attached to the Agenda and as further amended at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 141 - School District Committees

The recommended amendments include:

- Chairperson changed to Chair
- Superintendent changed to Superintendent of Schools/CEO
- Committee Members and Representatives moved from Item 4 to Item 1
- Item 5.1 – The Role and Responsibilities of the Representatives at Committee Meetings be deleted.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 141 – School District Committees, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 145 - Coordinating Committee

The recommended amendments include:

- Chairperson changed to Chair
- Superintendent changed to Superintendent of Schools/CEO
- he/she changed to they

The Committee discussed a further addition to the end of item 2:

'The Decisions of the Coordinating Committee are provided to all Trustees'.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 145 – Coordinating Committee, as attached to the Agenda and as further amended at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 146 - General Affairs Committee

The recommended amendments include:

- Chairperson changed to Chair
- Superintendent changed to Superintendent of Schools/CEO

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 146 – General Affairs Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 150 - Education and Student Services Committee

The recommended amendment includes the change of Chairperson to Chair.

4:33 Trustee Bowman left the meeting.

4:35 Trustee Bowman returned to the meeting.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 150 – Education and Student Services Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 155 - Planning and Facilities Committee

The recommended amendments include:

- Chairperson changed to Chair
- Item 2.5: Annual Facilities Grant changed to Annual Facility Grant

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 155 – Planning and Facilities Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 160 - Finance and Audit Committee

The recommended amendments include:

- Chairperson changed to Chair
- Superintendent changed to Superintendent of Schools/CEO
- Secretary-Treasurer changed to Secretary-Treasurer/CFO

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 160 – Finance and Audit Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 167 - Board Participation in Collective Bargaining Process

The amendments coming forward are to reflect the position of the Board of Education and the role of Trustees in the Collective Bargaining Process.

The Committee discussed the recommendation for the removal of the statement 'to act as observers during the bargaining process' in item 1 – Representation. The Committee agreed to reinstate the statement in the Policy.

The Committee further discussed and approved the following amendments:

The Trustee will ~~may~~ also ~~ask clarifying questions~~ provide input to the Caucus and. The Trustee will report to the Board of Education throughout the bargaining process. ~~A~~ The trustees who ~~has~~ have been selected to represent the Board of Education must be eligible under the BCPSEA Constitution and Bylaws to participate in collective bargaining activities for the Association.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 167 – Board Participation in Collective Bargaining Process, as attached to the Agenda and as further amended at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 168 - Policy Committee

The recommended amendment includes Chairperson changed to Chair.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 168 – Policy Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 170 - District Suspension Review Committee

The recommended amendments include:

- Chairperson changed to Chair
- Superintendent changed to Superintendent of Schools/CEO
- The updating of the Discipline Policy and Regulations from 460 and 460R to 455 and 455R.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 170 – District Suspension Review Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 175 - Executive Staff Management Committee

The recommended amendment includes Chairperson changed to Chair.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 175 – Executive Staff Management Committee, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 185 - Board Representation on Community, Municipal and Provincial Organizations

The recommended amendment is the addition of CFO following Secretary-Treasurer.

The Committee further discussed the following additional amendments:

Item 2.2 – Each *Trustee* representative will report back to the Board.....

Item 2.3 – Deletion

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 185 – Board Representation on Community, Municipal and Provincial Organizations, as

attached to the Agenda and as further amended at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 186 - Board/Public Relations

The recommended amendments include Chairperson changed to Chair and his/her amended to their.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 186 – Board/Public Relations, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

Amendments to Policy 190 - Trustee Expenses

The recommended amendments include:

Item 1 a) 4. – removal of 'monthly fees relating to any mobile or wireless device'.

Once a term, if requested, a Trustee will be provided with a ~~mobile or wireless device~~
District tablet or notebook computer.

~~The Board Chair~~ *All Trustees* will be supplied *with* a ~~basic~~ *School District* cell phone to conduct board business.

Outcome:

THAT: The Policy Committee recommends to the Board of Education:

THAT: The Board of Education approve the amendments to Policy 190 – Trustee Expenses, as attached to the Agenda and as presented at the September 8, 2021 Policy Committee Meeting.

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

Board of Education – Action Items

1. Amendments to Policy 105 – Policy Manual
2. Amendments to Policy 110 – Policy Development
3. Amendments to Policy 115 – Inaugural and Annual Board Meetings
4. Amendments to Policy 120 – Trustee Roles and Responsibilities
5. Amendments to Policy 125 – Trustee Code of Ethics
6. Amendments to Policy 130 – Trustee Absence/Disqualification
7. Amendments to Policy 135 – School Board Operation

8. Amendments to Policy 140 – School Board Standing and Ad Hoc Committees
9. Amendments to Policy 141 – School District Committees
10. Amendments to Policy 145 – Coordinating Committee
11. Amendments to Policy 146 – General Affairs Committee
12. Amendments to Policy 150 – Education and Student Services Committee
13. Amendments to Policy 155 – Planning and Facilities Committee
14. Amendments to Policy 160 – Finance and Audit Committee
15. Amendments to Policy 167 – Board Participation in Collective Bargaining Process
16. Amendments to Policy 168 – Policy Committee
17. Amendments to Policy 170 – District Suspension Review Committee
18. Amendments to Policy 175 – Executive Staff Management Committee
19. Amendments to Policy 185 – Board Representation on Community, Municipal and Provincial Organizations
20. Amendments to Policy 186 – Board/Public Relations
21. Amendments to Policy 190 – Trustee Expenses

ITEMS FOR FUTURE POLICY COMMITTEE MEETINGS

Policy 390 – Conflict of Interest and Confidentiality

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

Policy 630 – Dedication and Naming of Schools and Facilities

FUTURE POLICY COMMITTEE MEETINGS

All meetings start at 4:00 pm unless otherwise noted.

Wednesday, November 3, 2021

The meeting adjourned at 5:27 pm

Questions - Please Contact:

Trustee Fraser, Chairperson at 250-681-0269 or Julia.Fraser@sd23.bc.ca

Kevin Kaardal, Superintendent of Schools/CEO at 250-470-3256 or Kevin.Kaardal@sd23.bc.ca

Julia Fraser, Chairperson