

**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**MINUTES OF THE POLICY DEVELOPMENT COMMITTEE MEETING  
October 2, 2018**

**PRESENT:**

**Board Representatives:**

John Koopman	Chair
Linda Kerr	Trustee

**Committee Representatives:**

Rosalee Floyd	Principal	FCPVPA
Amy Smith	President	FCTA
Laurie Hansen	Staff	CMAW
Darlene Smith	Support staff	CMAW
Kristen Peters	Teacher	FCTA

**District Staff:**

Karen Nelson	Superintendent
Natalie Lowe	Secretary-Treasurer
Kevin Bird	Assistant Superintendent
Laurie Bjorge	Recording Secretary

**Regrets:**

Debra Schneider	AEC	
Brad Bourel	Staff	CMAW
Diana Savoie	Parent	AEC
Heather Stewin	Trustee	
Patsy Graham	Principal	FCPVPA
Jessica Kampen	Parent	DPAC
Wendy Clark	Parent	DPAC

**1. Call to Order**

The meeting was called to order by the Superintendent at 4:30 p.m. in the District Board office.

**2. Approval of Agenda – October 2, 2018**

The Superintendent noted that agenda item #2 – Nomination of Chair, should be tabled due to upcoming Elections.

**FLOYD/KERR**

THAT the agenda of the Policy Development Committee meeting held on October 2, 2018 be approved as amended.

**Carried**

**3. Approval of Previous Minutes – April 24, 2018****KERR/FLOYD**

THAT the minutes of the Policy Development Committee meeting held on April 24, 2018 be approved as presented.

**Carried**

**4. Draft Revised Policy #7350 – Nutrition in Schools**

The Superintendent reviewed the draft amended policy noting that some changes were brought in from other districts.

**D.SMITH/FLOYD**

THAT draft revised *Policy #7350 – Nutrition in Schools* be presented to the Board of Education for first reading, as amended.

**Carried**

**5. Draft Revised Policy #4000 – School Closures – Emergency Situations**

The Superintendent reviewed the draft revised policy noting the addition from Kootenay Columbia's policy.

**KERR/A SMITH**

THAT draft revised *Policy #4000 – School Closures – Emergency Situations* be presented to the Board of Education for first reading, as amended.

**Carried**

**6. Draft Revised Policy #XX – Accumulated Operating Surplus - Information**

The Secretary-Treasurer addressed the need for this policy as recommended by the Ministry. The Secretary-Treasurer explained why the district ended up in surplus as a result of funding protection. The regulation is created to leave the Board of Education with latitude to be flexible.

This Policy will be shared with Budget committee who serves as the audit committee.

The principle is not to build up the reserve but not to waste it. The Ministry suggests a 3% of budget standard for a reserve.

**KERR/HANSEN**

THAT draft new policy #XX – *Accumulated Operating Surplus* be presented to the Board of Education for first reading.

**Carried**

**7. Draft Revised Policy #4020 – Permanent School Closures**

The Secretary-Treasurer reviewed the draft revised policy. The policy is a derivative of the requirements under the School Act.

**HANSEN/D SMITH**

THAT draft revised *Policy #4020 – Permanent School Closures* be presented to the Board of Education for first reading, as amended.

**Carried**

**8. Draft Revised Policy #4040 – Purchasing and Tendering**

The Secretary-Treasurer reviewed the draft revised policy. The Secretary-Treasurer is recommending the amount for Principals, the Director of Maintenance and Transportation, and the Transportation Supervisor, to seek approval for single item purchases be increased from \$25,000 to \$30,000 due to increased costs.

**HANSEN/A SMITH**

THAT draft revised *Policy #4040 – Purchasing and Tendering* be presented to the Board of Education for first reading, as amended.

**Carried**

**9. Draft New Policy #1040 – Role of Trustee Liaison at PAC**

The Assistant Superintendent reviewed the new policy as it has come back from first reading from the Board of Education. The language clears up the confusion as to who is bringing an issue to Board of Education, the liaison or the PAC.

**KERR/D SMITH**

THAT draft new Policy #1040 – *Role of Trustee Liaison at PAC* be presented to the Board of Education for first reading, as amended.

**Carried**

**10. Draft Revised Policy #7530 – Challenge, Equivalency, External Credentials, Post Secondary Credit, and Independent Directed Studies**

New information was brought forth after package went out. The Committee began to discuss, however, due to time the Committee agreed to end discussion and continue at the next meeting.

**KERR/D SMITH**

THAT the Committee table the discussion until the next meeting.

**Carried**

**11. Draft Revised Policy #7310 – Student Participation in Extra-Curricular Physical Activities****KERR/D SMITH**

THAT the Committee table the discussion until the next meeting.

**Carried**

**12. Questions/Comments**

N/A

**Next Meeting**

**December 4, 2018**

**Location:** District Education Office

**Adjournment**

The meeting adjourned at 6:15 pm

**/KERR**

THAT the meeting be adjourned.

**Carried**