BOARD OF EDUCATION

**SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**MINUTES OF THE POLICY DEVELOPMENT COMMITTEE MEETING**

**April 2, 2024**

**PRESENT:**

**Board Representatives:**

 Linda Kerr Trustee Chair

 Wendy Clark Trustee Committee Member

 Wendy Colman Lawley Trustee Alternate Committee Member

Andrea Hensen Trustee Non-Voting Observer

**Special Guest:**

 Anne Cooper Guest

**Committee Representatives:**

Rosalee Floyd Principal FCPVPA

Greg Lawley Principal FCPVPA

Frankie Spear-Beauchamp Student Rep HSS

Misty Dowson Teacher FCTA

**District Staff:**

 Balan Moorthy Superintendent

Gerry Slykhuis Secretary Treasurer

 Renge Bailie Assistant Superintendent

 Crystal Medlock Executive Secretary

 Deb McKinney Executive Secretary

**Regrets:**

Lynne Marvell Union President FCTA

 Stacy Ewen IEC

1. **Call to Order and Acknowledgment**

The meeting was called to order at 4:33 pm via Zoom conference call. Trustee Kerr acknowledged that the meeting was being held on the shared territory of the Cheam, Sts’ailes, Sq’éwlets, Sq’éwqel, Shxw’ōwhámél, Seabird Island, Nlaka’pamux and Chawathil people.

1. **Approval of Agenda – April 2, 2024**

**CLARK/LAWLEY**

THAT the agenda of the Policy Development Committee meeting held on April 2, 2024 be approved as presented.

**Carried**

1. **Approval of Previous Minutes – January 23, 2024**

**CLARK/LAWLEY**

THAT the minutes of the Policy Development Committee meeting held on January 23, 2024 be approved as presented.

**Carried**

1. Status of Current Bylaws Addressed – Anne spoke about the Bylaw Renovation Project the Board of Education has been working hard on. Currently, there are five bylaws being circulated.
2. Summary and Disposition of Remaining Bylaws – Anne walked us through the remaining 12 bylaws that will be captured in Policy, rather than as Bylaws. The one exception is Board Office Hours, which will be turned into an Administrative Procedure.
3. Review Proposed Policy Manual Organization – The following proposed six sections were presented by Anne:

**1.00 Board Governance**

(from Bylaws)

**2.00 Expectations, Relationships and Engagement**

(from Philosophy, Education and Personnel)

 **3.00 Students, Instruction and School Operations**

(from Education and Students)

**4.00 Human Resources**

(from Personnel)

**5.00 Health and Safety**

 (From Education, Personnel and Students)

* 1. **Finance, Facilities, Transportation**

(Form Bylaws, Buildings & Grounds and General)

 **Bylaws**  **Bylaws**

1. Review Draft Bylaw 5-24 School Act Section 11 Appeals – Anne reviewed the proposed changes to Draft Policy 2.1 School Act Section 11 (Appeals and Revised Policy 6750) which addresses concerns and complaints/natural justice.

The committee was comfortable with the review and in favour of moving forward with the proposed draft for *School Act* Section 11 Appeals Bylaw 5-24.

Policy 2.1 - Addressing Concerns and Complaints, was approved for review by the Board of Education for 1st Reading.

1. Update on School Closures Policy #4000 – Due to time constraints, Balan suggested we move this policy to a future meeting. The plan is to bring back some suggestions for changes to the billet/shelter-in-place section of the policy, for discussion at a future meeting.
2. Questions/Comments – It was suggested we have monthly policy meetings to ensure we get through all the policies before the end of this trustee term.

Adjournment

The meeting adjourned at 5:59 pm

 Next Meeting: TBA (watch your emails)

 Via Zoom conference call