BOARD OF EDUCATION

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

**MINUTES OF THE POLICY DEVELOPMENT COMMITTEE MEETING**

**November 28, 2023**

**PRESENT:**

**Board Representatives:**

 Linda Kerr Trustee Chair

 Wendy Clark Trustee

 Andrea Hensen Trustee

**Committee Representatives:**

Rosalee Floyd Principal FCPVPA

Greg Lawley Principal FCPVPA

Misty Dowson Teacher FCTA

Frankie Spear-Beauchamp Student Rep HSS

**District Staff:**

 Balan Moorthy Superintendent

Gerry Slykhuis Secretary Treasurer

 Renge Bailie Assistant Superintendent

 Crystal Medlock Executive Secretary

**Regrets:**

Lynne Marvell Union President FCTA

 Stacy Ewen IEC

Vacant DPAC

1. **Call to Order and Acknowledgment**

The meeting was called to order at 4:32 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 (with addition) – November 28, 2023**

**LAWLEY/CLARK**

THAT the agenda of the Policy Development Committee meeting held on November 28, 2023 be approved as presented with the**addition** of item number 5 **– Childcare Policy Discussion.**

**Carried**

1. **Approval of Previous Minutes – September 25, 2023**

**CLARK/LAWLEY**

THAT the minutes of the Policy Development Committee meeting held on September 25, 2023 be approved as presented.

**Carried**

1. Field Trips (Curricular/Co-Curricular/Extra-Curricular Activities) 5020

Summary of stakeholder feedback:

* More admin authority for provincial field trips
* Move to electronic forms
* 15-passenger bus
* Timelines of process and unpredictability of athletic schedules
* Private drivers vs. buses
* Remove the parent address and witness signature on the field trip form
* Update of forms – Low, Medium, High-Risk – it is confusing as it is written
* Improve Field Trip Approval Process: ie/ Board approval only needed for out-of-province/international trips

 *Highlights from the feedback discussion:*

* 15 passenger vans are not approved by many districts and it is already in our policy to not use them – there was no support for 15 passenger vans from the committee
* There was a lot of support for the board to be required to approve less local field trips. If this is amended it would allow admin to have more authority over field trips.

 *Action item for Policy 5020:*

It was decided that Balan would facilitate a subcommittee meeting to work on policy 5020 with a suggested completion deadline of Tuesday, January 23, 2023 (the next meeting). The field trip sub-committee will meet on Tuesday, December 12th from 11-3 pm.

1. Childcare Policy Discussion – SD78 has never had a policy for childcare as childcare services have historically been run by an outside agency in our district. This means that we are out of compliance and this new policy is time-sensitive.

A committee has started to work on the policy – the plan for the policy is for the committee to make edits to the new policy Anne has given them and send it directly to the subcommittee. As there is a very short timeline there is a possibility the policy committee will need to have a very short extra-ordinary meeting so the committee can recommend that the policy be sent to the board for first reading for the December 19th meeting.

1. Questions/Comments

Trustee Clark updated that the Accessibility Committee is still working but wants to ensure accessibility and inclusion are included in our policies.

Adjournment

 The meeting adjourned at 5:22 pm

 Next Meeting: Tuesday, January 23, 2024

 Via Zoom conference call