

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

**DRAFT MINUTES OF THE POLICY COMMITTEE MEETING
November 4, 2025**

PRESENT:

Board Representatives:

Pattie Desjardins	Trustee	Chair
Wendy Colman-Lawley	Trustee	Committee Member
Linda Kerr	Trustee	Non-Voting Observer
Wendy Clark	Trustee	Non-Voting Observer
Andrea Hensen	Trustee	Non-Voting Observer

Special Guest:

Anne Cooper	Consultant
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Committee Representatives:

Greg Lawley	Representative	FCPVPA
Bernard Klop	Representative	FCPVPA
Coira Norwood	Representative	Student
Belle Peters-Lepitre	Representative	Student

District Staff:

Balan Moorthy	Superintendent
Gerry Slykhuis	Secretary-Treasurer
Renge Bailie	Assistant Superintendent
Deb McKinney	Executive Secretary
Antigone Snider	Executive Secretary

Regrets:

<i>Vacant</i>	Representative	FCTA
<i>Vacant</i>	<i>Representative</i>	FCTA
<i>Vacant</i>	Representative	CMAW
<i>Vacant</i>	Representative	CMAW
<i>Vacant</i>	Representative	DPAC
<i>Vacant</i>	Representative	DPAC
<i>Vacant</i>	Representative	IEC
<i>Vacant</i>	Representative	IEC

1. Call to Order and Acknowledgment

The meeting was called to order at 4:32 pm via Zoom conference call. The Chair acknowledged that the meeting was being held on the shared territory of the Cheam, Sts'ailes, Sq'ewlets, Sq'ewqel, Shxw'ōwhámél, Seabird Island, Nlaka'pamux and Chawathil people. The Chair recognized the newly appointed 2 Student Representatives joining the Committee.

2. Approval of Agenda – November 4, 2025**COLMAN-LAWLEY/KLOP****THAT the agenda of the Policy Committee meeting for November 4, 2025, be approved as presented.****Carried****3. Approval of Minutes – October 7, 2025****DESJARDINS/COLMAN-LAWLEY****THAT the minutes of the Policy Committee meeting held on October 7, 2025, be approved as presented.****Carried****4. Draft Financial Policies for Initial Review****6.10 Financial Planning & Reporting**

The Secretary Treasurer provided an overview of the draft policy. The Secretary Treasurer highlighted the updated scope, language and clarification of roles and responsibilities as they related to financial reporting, and governance as well as the strategic plan. The draft policy seeks to acknowledge the importance of the District's core operational needs and support the Board's overall Strategic Plan and related goals. The Committee asked questions about how budget variances are disclosed, asked to ensure the draft policy language and the Finance Committee Terms of Reference language are aligned.

COLMAN-LAWLEY/KLOP**THAT the Policy Committee recommend to the Board of Education that Policy 6.10 Financial Planning & Reporting – be forwarded to the Board for public notice and comment.****Carried****6.11 Accumulated Operating Surplus**

The Secretary Treasurer provided an overview of the draft policy. The Secretary Treasurer highlighted the benefits of a flexible range for the surplus percentage. Explained that the surplus is tracked and reported out on regularly as part of the monthly financial statements and in the budget process. The Secretary Treasurer described how restricted surpluses work and that restricted surpluses do not include funds restricted by external agencies. The externally restricted funds are reported within the Special Purpose Fund. The Secretary Treasurer explained how the Budget Process includes a surplus review.

LAWLEY/KLOP

THAT the Policy Committee recommend to the Board of Education that Policy 6.11 Accumulated Operating Surplus – be forwarded the Board for public notice and comment

Carried

5. 2.80 Social Media Policy Placement

The consultant updated the Committee regarding the decision to re-assign the draft Social Media Policy to Section 2 rather than Section 3. The rationale being that the policy aligns better with Section 2's focus on Expectations, Relationships and Engagement.

6. Organization of Section 4.00 Human Resources

The consultant provided an update on the suggested organization of the Human Resources related policies. As per the table provided, the consultant outlined the suggested new policy number and name and cross referenced it with the corresponding existing policy.

7. Review Draft Policies:

- 2.80 - Social Media Policy
- 4.30 - Protection of Employees from Violence
- 4.40 – Employee Recognition

2.80 Social Media Policy

The Consultant provided an update on the work completed to date to draft the new policy. The update included describing the analysis of what to retain from the previous policy as well as what was no longer applicable. The Consultant provided the context that Social Media would be considered a communication tool for the purposes of the policy.

The Committee agreed that a revised definition provided by the Superintendent's was more suitable. The Committee reviewed the guidelines and discussed what was best to incorporate in the Administrative Procedures rather than the policy itself. The Committee recommended that staff follow up and check the language in the "threat assessment" protocols regarding Policy 6.2 and to ensure the threat assessment covers responses to online threats. The Committee emphasized the need for caution generally when posting items on social media, how past posts would be considered if concerns raised, and the importance of using District social media accounts for District purposes rather than personal social media accounts.

COLMAN-LAWLEY/KLOP

THAT the Policy Committee recommend to the Board of Education that Policy 2.80

– **Social Media Policy** be forwarded the Board for public notice and comment.

Carried

4.30 Protection of Employees from Violence

The consultant provided an overview of the draft policy and the Committee reviewed the policy line by line. The Consultant explained that the draft policy is aligned with Provincial laws and regulations regarding the prevention of violence in the workplace. The specific regulations are referenced in the footer of the document. The Consultant reviewed the sections of the existing policy that would be moved to an administrative procedure. The Committee recommended that staff prioritize finalizing the administrative procedures and cross check the procedures with the language in Policy 3.11 – Physical Restraint &/or Seclusion. The Committee agreed that the administrative procedures should include direction for post incident debriefs and ensure they interface well with the restraint policies for students.

DEJARDINS/COLMAN-LAWLEY

THAT the Policy Committee recommend to the Board of Education that Policy 4.30 – Protection of Employees from Violence be forwarded the Board for public notice and comment.

Carried

4.40 Employee Recognition

The Consultant provided a line by line review of the draft policy. The Committee discussed current employee recognition practices. The Committee discussed extending the criteria for recognizing years of service to include the 10, 15, 20, 25, 30 and 35 year marks. The Committee discussed options for the protocols to recognize years of service. The Superintendent recommended it would be worthwhile for the Board of Education to discuss options for the recognitions at the strategic level and determine the best way forward. The Committee agreed there was value to having the students involved in the recognitions where feasible. The Committee discussed the implementation date and agreed its optimal for the Board to review and discuss the policy first and then determine an implementation date.

DEJARDINS/COLMAN-LAWLEY

THAT the Policy Committee recommend to the Board of Education that Policy 4.40 – Employee Recognition be forwarded the Board for public notice and comment.

Carried

8. Questions & Comments

Nil

9. New Business

Nil

Next Meeting: Tuesday, December 2, 2025 4:30-6:00 pm
Via Zoom conference call

ADJOURNMENT

DESJARDINS

THAT the meeting be adjourned at 6:05 pm