

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Education and Student Services DATE: October 5, 2011
CHAIRPERSON: Trustee Jeff Watson STAFF CONTACT: Terry-Lee Beaudry, Assistant Superintendent

Board Attendees:

Trustee J. Watson - Chairperson
Trustee A. Hunt-Binkley - Committee Member
Trustee G. Scanlan - Committee Member
Trustee M. Baxter
Trustee R. Cacchioni

Staff:

T. Beaudry, Assistant Superintendent of Schools
C. Sulz, Director of Instruction K - 12
B. Bertram, Executive Assistant (*recorder*)

Partner Group Representation:

COPAC Sharlene Drohomereski, Vice-President
COPVPA Scott McLean, Principal - OKM Secondary School
C.O.T.A. Alice Rees, President
CUPE Roxanne McKnight, Shop Steward
District Student Council Sarah Speight, Grade 10 - Mount Boucherie Secondary School

Reports/Matters Arising

June 1, 2011 Committee Report - Received.

Action Items

1. **Draft Amended Policy 505 and 505R (Regulations) “Learning Assistance”**

The Assistant Superintendent advised that revisions were made to the District’s policy and regulations as a result of a review and update of the Ministry of Education’s Special Education Services: Manual of Policies, Procedures, and Guidelines which was posted to the Ministry website in March 2011. (<http://www.bced.gov.bc.ca/specialed/ppandg.htm>)

Clara Sulz, Director of Instruction K - 12, provided a brief background on the development of the policy revisions. Sheila Graham, Elementary/Middle/Secondary Literacy Coordinator, Donna Kozak, Primary Early Learning Coordinator, and Gail Bailey, Learning Assistance Teacher - Glenrosa Middle School, established a team to gather extensive input from new and nearly-new Learning Assistance Teachers in order to align the District policy with Ministry policies, procedures and guidelines, and to provide assistance to those in the field. Committee members discussed the wording of the policy revisions and suggested several amendments in order to provide further clarity.

Outcome

The Committee requested that amendments, as discussed, be made to the Policy and Regulations, and that draft amended Policy 505 and 505R (Regulations) “Learning Assistance” be added as an agenda item to the November 2, 2011 meeting of the Education and Student Services Committee.

2. **Draft Amended Policy 540 “Proposals for Substantive Change (Distinct Schools, Unique Programs and Specialty Academies)”**

The Assistant Superintendent provided a brief review of the amendments to the policy which clarify the process for schools when a significant change is proposed to an existing distinct school, unique program or specialty academy. Committee members discussed revisions to the amendments and debated what would constitute a “significant” change. The Assistant Superintendent will provide further information regarding the process for proposing a change to an existing distinct school, unique program or specialty academy at the October 26, 2011 Public Board Meeting.

Outcome

The Committee recommended that the Board of Education approve the amended Policy 540 “Proposals for Substantive Change (Distinct Schools, Unique Programs and Specialty Academies)”, with minor amendments as discussed, as attached and as presented at the October 26, 2011 Public Board Meeting.

Discussion/Information Items

1. **Draft New Policies “Employee Use of Electronic and Social Media Communication” and “Student Use of Electronic and Social Media Communication”**

The Chairperson and the Assistant Superintendent provided a brief background on the work of the subcommittee in developing the draft new policies. The policies have been created to serve the 21st Century’s ever-changing social media environment. These draft policies have been reviewed by Admin Council members with the understanding that the Employee and Student Acceptable Use Agreements will need to be revised once the policies are finalized. As well, a subcommittee will be formed to work on corresponding language for inclusion in all schools’ Codes of Conduct.

Committee members discussed the draft policies, in particular the need to ensure that personal use of electronic communications systems does not distract from the duties and responsibilities of the employee. The C.O.T.A. President advised that, from the C.O.T.A. perspective, the wording of the policy was respectful regarding personal use of devices. The Assistant Superintendent noted that the consequences outlined within the policy allow a supervisor to deal with situations involving inappropriate use of electronic communications systems. The Social Media Subcommittee will meet in October to review the amendments discussed.

It was requested that a similar document be crafted for COPAC members for guidance when using the District's FirstClass system.

Outcome

The final draft policies, including revised Employee and Student Acceptable Use Agreements, will be added to the agenda for the November 2, 2011 Education and Student Services Committee Meeting.

The Assistant Superintendent and the COPAC Vice-President will meet to develop an acceptable use document for COPAC members.

Recommendations/Referrals to the Board/Coordinating Committee/Other Committees

Future Public Board Meeting Action Items:

- Draft Amended Policy 540 "Proposals for Substantive Change (Distinct Schools, Unique Programs and Specialty Academies)"

Items for Future Education and Student Services Committee Meetings

- Draft Amended Policy 505 and 505R (Regulations) "Learning Assistance".
- Draft New Policy "Employee Use of Electronic and Social Media Communication"
- Draft New Policy "Student Use of Electronic and Social Media Communication"

Future Education and Student Services Committee Meetings

November 2, 2011 (*Meeting schedule for 2012 to be determined*)

All meetings are scheduled for 6:30 pm in the School Board Office Board Room.

Questions – Please Contact:

Trustee Jeff Watson, Chairperson

Phone: 250 769-7010 e-mail: jwatson@sd23.bc.ca

Terry-Lee Beaudry, Assistant Superintendent of Schools

Phone: 250 470-3225 e-mail: tbeaudry@sd23.bc.ca