

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: General Affairs Committee DATE: October 1, 2014
CHAIRPERSON: Trustee J. Brinkerhoff STAFF CONTACT: H. Gloster, Superintendent

Attendees:

Trustee M. Baxter
Trustee J. Brinkerhoff (Chairperson)
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman (arrived at 5:05 pm)
Trustee M. Pendharkar

Staff:
H. Gloster, Superintendent
L. Paul, Secretary-Treasurer
M. Essler, Executive Assistant (Recorder)

Partner Group Representation:

COPAC	No representative
COTA	Susan Bauhart, President April Smith, First Vice-President
COPVPA	No representative
CUPE	Wendy Johnson, President
DSC	No representative

Agenda

Addition: Item 6.4 – Formation of Ad Hoc Policy Review Committee

Report/Matters Arising

The General Affairs Committee Public Meeting Report of May 7, 2014 was received.

Discussion/Action Items

1. District Student Council Request to Review Policy Form 525.4 – Student Using Vehicle During School Hours

At the May 28, 2014 Public Board Meeting, members of the District Student Council provided a presentation requesting that the Board of Education amend Policy Form 525.4 – Student Using Vehicle During School Hours to align with the Provincial Graduated Licensing Program which allows the Novice (N) driver to have one passenger who is not a family member. At the June 25th Board Meeting the Secretary-Treasurer provided the Board with information on the Graduated Licensing Program and submitted samples of policies from nine other School Districts. The Board of Education thereafter referred the District Student Council's request to the General Affairs Committee to review Policy. The Committee discussed the differences in students driving other students for a field trip during school hours as opposed to driving to and from school. While students are participating on a field trip during school hours they are the responsibility of the School District. The transportation of students to and from school is the responsibility of the parent. The Schools Protection Program strongly recommends that, as students have limited driving experience, school districts not permit students to act as volunteer drivers.

Outcome:

THAT: The General Affairs Committee recommends to the Board:

THAT: The Board of Education deny the request of the District Student Council to modify Form 525.4 – Student Using Vehicle During School Hours to allow students to transport other students.

THAT: The General Affairs Committee review Policy 525 – Field Trips to incorporate the rationale to support Form 525.4.

2. Policy Review: Policy 525 and Regulations 525R – Field Trips

The Committee reviewed the suggested amendments to Regulations 525R – Field Trips. The amendments include a new item 4 under Level Five (Out of Province) Field Trips is as follows:

"All participants on the field trip must remain together as a group from the date of departure to the date of return to the Central Okanagan".

The purpose of the addition of this paragraph is to provide clarification to parents that students must remain with their group on out of Province field trips, and students are not able to leave early or stay on afterwards for the purpose of visiting family, vacation etc.

The Committee discussed the wording of the proposed new item 4 and made the following amendment:

"All participants on the field trip must ~~remain~~ travel together and comply with the approved schedule ~~as a group~~ from the date of departure to the date of return to the Central Okanagan.

Trustee Butler suggested the entire contents of the Regulation be reviewed to streamline the wording.

Outcome:

THAT: The General Affairs Committee recommended that the amendments to Regulation 525R – Field Trips, as attached to the Agenda and as further amended at the October 1, 2014 General Affairs Committee Meeting, be sent to the Ad Hoc Policy Review Committee for further review.

5:05 Trustee Gorman arrived.

3. Policy Review: Policy 720 and Regulations 720R - Volunteers

The Committee reviewed Policy 720 – Volunteers.

Outcome:

THAT: The General Affairs Committee recommends to the Board:

THAT: The Board of Education affirm Policy 720 – Volunteers, as attached to the Agenda and as presented at the October 1, 2014 General Affairs Committee Meeting.

The Committee reviewed the suggested amendments to Regulation 720R – Volunteers which amendments were to provide a schedule for the processing of criminal record checks for volunteers in the schools. Further amendments were suggested to the Regulations including:

"1. Definition

For the purpose of this policy, the term "volunteers" shall be adult persons (age 19 years or over) other than employees who:"

"3.2 Ensure the criminal record checks for parent volunteers are completed when the volunteer begins with the District and again when the volunteer's eldest child enters grade 4, grade 7 and grade 10.

3.3 Criminal record checks that are greater than five years old are not valid and would have to be redone prior to the volunteer continuing to work with students."

The current process for completion of a criminal record check is the volunteer is supplied with the forms and is to provide the completed documentation directly to the RCMP station. The results of the criminal record check would be forwarded to the volunteer directly who in turn must supply the information to the school. There is no fee charged to the volunteer to have the criminal record check completed.

Further discussion took place on the possibility of a data base to store information where a search can reveal if a criminal record check has been completed and the date last administered.

Outcome:

The Committee agreed to table the amendments to Regulations 720R – Volunteers in order to investigate the storing of information on the completion of criminal record checks.

4. Formation of Ad Hoc Policy Review Committee

The formation of an Ad Hoc Policy Review Committee is recommended to review all outstanding Board Policies.

Outcome:

THAT: The General Affairs Committee forward to the Board of Education the following recommendation:
THAT: The Board of Education develop an Ad Hoc Policy Review Committee to review all outstanding Board Policies.

Trustee Baxter, Trustee Butler and April Smith, Vice-President of COTA, expressed an interest in being part of the Ad Hoc Policy Review Committee.

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

Future Public Board Meeting:

- Denial of the Request of the District Student Council to modify Form 525.4
- Affirmation of Policy 720 - Volunteers
- Development of Ad Hoc Policy Review Committee

Items Requiring Special Mention

Items for Future General Affairs Committee Meetings

- Amendments to Policy 525 – Field Trips
- Amendments to Regulation 52R – Field Trips
- Amendments to Regulations 720 – Volunteers
- Amendments to Policy 705 – Relations with Parents of Students
- Amendments to Policy 715 – Consultation with Partners in Education

Questions – Please Contact:

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Joyce Brinkerhoff, Chairperson