



"Accepting the Challenge"

Policy Review Committee Minutes

Monday, May 25, 2010 – 10:00 a.m.
Board Room, Administration Office

Present: P. Bartlette (Chairperson) D. Karnes,
Dr. D. Michaels, G. Barnes.

Regrets: J. Murray, B. Jolly (alternate).

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 10:05 a.m. by Chairperson, Trustee Bartlette.

2. APPROVAL OF AGENDA

The Policy Review Committee Agenda was approved as circulated.

3. REVIEW OF MAY 3, 2010 MINUTES

The Chairperson requested clarification on the discussions held regarding increasing Trustee Per Diems. Secretary-Treasurer, Mr. Barnes, noted he would be reviewing the matter over the summer and bring it back to the Board for review in the fall. It is the intention that the per diems become a Board motion rather than a by-law so that the by-laws do not have to be changed each time the rates are changed. The May 3, 2010 Committee Minutes were accepted as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE MATTERS:

a) POLICY REVIEW – USE OF CELL PHONES

Secretary-Treasurer, Mr. Barnes, reviewed the revisions made to Policy and Procedures 1019 – "Use of Cell Phones and Electronic Communication Devices by Staff, Trustees and Visitors" noting that the current policy appeared to apply to school settings only. The revisions expanded the policy to include Board and Committee meetings as well as other Division events/meetings outside of the classroom. The Committee agreed with the proposed changes noting that the Division asks its students to be focused during class and that same attention and focus should apply to Trustees and others during Board and Committee meetings. Discussions were held as to the consequences should people choose to ignore the request not to use cell phones. It was noted this could be handled in a number of ways including the Chairperson taking possession of the cell phone for the duration of the meeting and/or the person being asked to leave the meeting. Following discussions regarding minor revisions to the policy, the Committee agreed to bring the proposed revised policy and procedures to the Board of Trustees for approval. (Attached as Appendix "A").

Recommendation:

That Policy and Procedures 1019 – "Use of Cell Phones and Electronic Communication Devices by Staff, Trustees and Visitors" be rescinded and replaced with Policy and Procedures 1019 – "Use of Cell Phones and Electronic Communication Devices by Employees, Trustees, Parents, Volunteers and Visitors".

b) POLICY DEVELOPMENT

Superintendent, Dr. Michaels, presented and reviewed Policy 1001.2 – “Educational Sustainability in Student Achievement”. She noted the Policy had recently been reviewed by school administrators at the SLC Meeting and reviewed the changes proposed by the school administrators. Discussions were held regarding assessments; setting benchmarks; why the level of 80% was chosen; process vs. product; sustainability and legacy. It was noted that Senior Administration would begin working on procedures next. The Committee agreed to bring the proposed policy to the Board of Trustees for approval. (Appendix “B”)

Recommendation:

That Policy 1001.2 – “Educational Sustainability in Student Achievement” be approved.

c) STUDENT ACHIEVEMENT

Discussions were held regarding the recognition of Student Achievement at Board meetings. The Committee agreed the matter needed to be prescriptive to avoid long line-ups each month of students who would be recognized. Discussions were held regarding what should be recognized by the Board and what is the intent and purpose of this student recognition. It was noted that today’s culture recognizes sports heroes but ignores the academic hero. Staff recognition and accomplishments were also noted. Academics, Sports, Music, Arts, Drama, Volunteerism were all considered to be worthy of recognition of some form. The Committee agreed that Provincial, National and International accomplishments will become the standard which will be recognized in all areas previously noted. It was further agreed that the recognition should include the students, supervising staff member, parents and media. Discussions were held regarding the possibility of providing students with a certificate and memento from the Division. It was further agreed that the recognition should be held at a Special Board Meeting or other special occasion depending on the number of individuals involved. This recognition could take place more than once during the school year, such as early winter and late spring. The suggestion was also made to include the Employee Long Service Pin Recognition in the proposed event, in the hopes of encouraging more people to attend. It was noted that the Division currently has a policy regarding student awards and that the policy could be revised to include recognition of student achievement by the Board of Trustees.

Agreed:

Senior Administration was directed to revise Policy 7020 – “Student Awards” to include recognition of students who have gone beyond the school division level and achieved provincial, national or international recognition for student achievement in the areas of academic, sports, music, arts, drama and volunteerism. This revised policy is to be brought back to the Committee for further discussion and review in June.

6. OPERATIONS INFORMATION

NIL

7. NEXT REGULAR MEETING: Tuesday, June 22 – 10:00 a.m.

The meeting adjourned at 11:15 a.m.

Respectfully submitted,

P. Bartlette, Chair

J. Murray

D. Karnes

B. Jolly (Alternate)



BRANDON SCHOOL DIVISION POLICY

Appendix "A"

POLICY 1019

USE OF CELL PHONES AND ELECTRONIC COMMUNICATION DEVICES BY EMPLOYEES, TRUSTEES, PARENTS, VOLUNTEERS AND VISITORS

Adopted:

The Board of Trustees recognizes the use of electronic communication devices with capabilities for such things as telephoning; texting; emailing, recording digital video, sound, still photos; and internet broadcastings. The Board also recognizes its social responsibility to provide for appropriate etiquette/guidelines for the use of these electronic communication devices by employees, trustees, parents, volunteers and visitors, within the Division facilities and on Division property.

It is the intent of this policy to manage the use of these electronic communication devices to maximize the administrative operations in our schools and administration facilities, to protect the integrity of these operations, and to provide privacy and safety to all.

To that end, the use of electronic communication devices by employees, Trustees, parents and visitors will be defined in the accompanying procedures.



BRANDON SCHOOL DIVISION POLICY

PROCEDURES 1019

USE OF CELL PHONES AND ELECTRONIC COMMUNICATION DEVICES BY EMPLOYEES, TRUSTEES, PARENTS, VOLUNTEERS AND VISITORS

Adopted:

Electronic communications devices are those that allow two-way communication with capabilities that may include, but are not limited to, telephoning, texting, e-mailing, recording digital video, sound, still photos, and internet broadcasting.

All divisional employees, trustees, parents, volunteers and visitors in possession of a cell phone and/or electronic communication device must have the device “turned off” or “silenced” so as to prevent any audible tone or ring prior to entering Division facilities. Use of such communication devices is to take place during approved breaks.

Use of an electronic communication device equipped with a digital camera to record video, still shots or sound may only be done with the permission of the Chairperson or a supervising staff member and with the full advance knowledge and permission of the individuals or groups being recorded.

Cell phone use by Divisional non-instructional staff and other agencies (e.g. Brandon Police Service) in the normal performance of their operational duties is authorized by the Superintendent of Schools/CEO.

Cell phone use may be authorized by the Chairperson of the Board of Trustees or a Divisional Administrator in exceptional circumstances.



BRANDON SCHOOL DIVISION POLICY

Appendix "B"

POLICY 1001.2

EDUCATIONAL SUSTAINABILITY IN STUDENT ACHIEVEMENT

Adopted:

The Board of Trustees believes that the engagement of students in quality learning opportunities is most paramount in providing all students with equitable access to learning opportunities that promote their wholistic development and continual productive achievement, grades K-12.

This engagement and the students' subsequent achievement and development is fundamental to the process of sustainable education irrespective of changing times and contexts. Sustainability in education refers to the Board of Trustees assurances to students that they will be afforded every equitable opportunity to learn, grow and develop without fear that such opportunities not be jeopardized during their kindergarten to grade twelve years.

These assurances include governance expectations that each student will learn, develop, and grow according to his/her potential. To focus such learning on required curricular outcomes, inherent in equitable learning opportunities, requires that standards are established as a benchmark for achievement in all instructional programs.

The measurement of such achievement is to be reflected Divisionally through an aggregation of the locally administered criterion-reference assessment tools and provincial tests at grades 3, 5, 7, 9, and at grade 12 the provincial standards tests in English Language Arts and Mathematics (French and English programs).

The Board of Trustees considers the following standards of achievement to be attainable by the large majority of students based on established research related to the relationship between developmental cognitive abilities and the established curricular learning outcomes.

The standards of achievement to be attained overall by the end of the school year are:

- 80% of grade 3 students are to demonstrate basic reading comprehension and numeracy skills at grade level;
- 80% of grade 5 students are to demonstrate basic and extended reading comprehension at grade level and numeracy skills and their application in problem solving;
- 80% of grade 7 students are to demonstrate extended reading comprehension skills at grade level and extended numeracy skills and their application in problem solving;

- 80% of grade 9 students are to demonstrate extended reading comprehension and mathematics skills and capacity to apply such in content areas; and
- 80% of grade 12 students are to demonstrate understanding and application of curricular outcomes in the established areas of English Language Arts (ELA) and Mathematics.

The accompanying procedures outline the operationalization of this policy, together with reporting annual student achievement results by the Superintendent of Schools/Chief Executive Officer.