



# BRANDON SCHOOL DIVISION

## Policy Review Committee Minutes

Thursday, January 21, 2016, 12:00 p.m.  
Boardroom, Administration Office

Present: P. Bartlette (Chair), S. Bambridge, K. Sumner,  
M. Sefton (Alternate).

Mr. G. Malazdrewicz, Mr. D. Labossiere.

Regrets: Dr. D. M. Michaels.

---

### 1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 12:11 p.m.

### 2. APPROVAL OF AGENDA

The Committee agenda was approved as circulated.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of December 10, 2015 were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

#### A) Policy #1023 – Scent Controlled Facilities – Revise Policy and Draft Procedures

The Committee reviewed and discussed the updates to Policy #1023 - Scent Controlled Facilities that were proposed at the last meeting and agreed to the revised policy as presented.

The Committee reviewed and made minor amendments to the proposed procedures for #1023 – Scent Controlled Facilities.

Trustees asked questions for clarification.

A Giving of Notice will be brought forward at the January 25, 2016 Board Meeting for both the policy and procedures.

#### B) Policy #2019 – Electronic Meetings

The Committee reviewed the changes to the Policy and asked questions for clarification.

The Committee accepted the changes as presented.

A Giving of Notice will be brought forward at the January 25, 2016 Board Meeting.

C) By-Law 4/2014 – Board Indemnities

The Committee reviewed the amended By-law 4/2014 – Board Indemnities and asked questions for clarification.

The Committee accepted the changes as presented.

A Giving of Notice will be brought forward at the January 25, 2016 Board Meeting.

5. **OTHER COMMITTEE GOVERNANCE MATTERS**

6. **OPERATIONS INFORMATION**

It was noted that the Policy Review Committee meeting on March 17, 2016 conflicts with the MSBA Convention, therefore the Committee changed the meeting date to March 14, 2016 at 12:00 p.m.

7. **NEXT MEETING: Thursday, February 18, 2016, 12:00 p.m., Boardroom**

The meeting adjourned at 12:50 p.m.

Respectfully submitted,

\_\_\_\_\_  
P. Bartlette, Chair

\_\_\_\_\_  
S. Bambridge

\_\_\_\_\_  
K. Sumner

\_\_\_\_\_  
M. Sefton (Alternate)