Policy Review Committee Minutes

Monday, November 28, 2011 – 5:00 p.m.
Board Room, Administration Office

Present: K. Sumner (Chairperson), P. Bartlette, G. Kruck, M. Sefton, Dr. D. Michaels, G. Barnes, K. Zabowski.

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 5:10 p.m. by Committee Chairperson, Trustee Sumner.

2. APPROVAL OF AGENDA

The Committee agenda was approved as circulated.

4. REVIEW OF COMMITTEE MINUTES

The Committee accepted the Minutes of November 21, 2011 as information.

5. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

6. OTHER COMMITTEE GOVERNANCE MATTERS

a) Policy and Procedures 4001 – "Off-Site Activities"

The Committee continued to review Procedures 4001 – "Off-Site Activities". Discussions were held regarding fire permits and the exclusion of all open fires; volunteer responsibilities during the activity/trip; and the information to be provided to parents with respect to informed consent. It was agreed the Division solicitor would be invited to the next Committee meeting to speak to the Committee regarding informed consent. It was also agreed the proposed change to the policy and procedures to date, would be referred to the Associate Superintendent for completion as well as revision of Section 4 to fall in-line with the other changes made to date.

Due to lack of time and the need to continue detailed discussions regarding Policy and Procedures 4001, it was agreed the Committee would continue reviewing the draft procedures at their next regular meeting.

7. OPERATIONS INFORMATION

NIL

8. NEXT MEETING: 11:30 a.m. - Monday, December 5, 2011, Board Room

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

K Sumner, Chair	P. Bartlette
G. Kruck	M. Sefton (Alternate)