



BRANDON SCHOOL DIVISION

Policy Review Committee Minutes

Monday, May 20, 2014, 2:30 p.m.
Board Room, Administration Office

Present: G. Kruck (Chairperson), J. Murray, K. Sumner,
M. Sefton, (Alternate), Dr. D. Michaels, Mr. D. Labossiere.

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 2:30 p.m. by Committee Chairperson, Glen Kruck.

2. APPROVAL OF AGENDA

The Committee agenda was approved as circulated.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of February 10, 2014 meeting were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE MATTERS.

a) Policy 4047 – Nutrition Policy

A request came from the School Division Parent Council Committee held February 19, 2014 asking the Board of Trustees to consider the sale of chocolate bars as a “special event” fundraiser and that the Nutrition Policy be amended to reflect same. Discussions regarding this matter had been referred to the Policy Review Committee. Trustee Sumner noted that this item had been raised several times by individuals at the School Division Parent Council Committee meetings.

The Committee discussed the matter noting the policy tends to target certain food groups and not others; how some schools have worked around the policy by having a “friends” of the parent group not associated with the school raise funds; whether or not to allow each school to hold one special fundraiser event to include chocolate bar sales; amending the policy and leaving it to the school principal’s discretion; who actually sells the bars and who buys the bars.

It was noted the purpose of the Nutrition Policy was to make schools a healthier place and given the discussions which had taken place, the Committee did not feel they could make a decision at this time. The Committee requested the matter be tabled to the June Committee meeting. The Board of Trustees would be encouraged to provide feedback to the Policy Review Committee prior to the Committee's June meeting.

b) Policy 4001 – Off-Site Activities Form 4001(a)

The Chairperson for the Policy Review Committee had requested this item be brought to the Committee for discussion and review. He suggested that a few changes to the form may help to provide clarification to the teachers and principals completing the form, with respect to the requirements of Policy 4001, particularly with respect to timelines and fundraising. It was noted that this document was an operational/administrative document and not a governance document therefore the Superintendent would take the Committee's directions under advisement and review the document. Senior Administration was asked to review on high school to determine what it would cost the Division to pay travel expenses for all coaches and chaperones.

Further discussions were held regarding ensuring parents and students are informed that there is financial support available should a family require same. The Committee agreed that this was not something that needed to be included on Form 4001(a); however, it should be made clear in Policy 4001 – Off-Site Activities under Parent Meetings that such a fund exists. The Superintendent was directed to review the Policy and add such a statement, bringing the amendment to policy back to the meeting in June for review by the Committee.

The Chairperson also requested discussions regarding whether or not parents/chaperones/coaches should pay for their own travel expenses for all extra-curricular activities. Discussions were held regarding the impact this would have on the number of trips taken, the difficulty in finding chaperones, and whether or not this should become a budget item in the future. Individual student fundraising accounts were discussed in conjunction with this matter. It was noted that student fundraising accounts had been discussed and information provided by the previous Secretary-Treasurer. The Chairperson requested that one school be asked, as a pilot, to set up individual student fundraising accounts for all student travel. The amount of work required as well as the possible need to provide the school with extra hours to complete this pilot project was noted. The Committee directed Senior Administration to approach École secondaire Neelin High School about piloting this project.

c) Division Policy Review - Bullying

This matter was referred to the Committee from the Board meeting held May 12, 2014. Superintendent, Dr. Michaels, suggested the Committee consider starting with Policy 5026 – "Harassment" to review the definition of harassment and the policy as it relates to students. She also suggested the Committee consider reviewing the Policy and Procedures 7004 – "Student Conduct". The Committee Chairperson requested these two policies be placed on the June Committee agenda.

7. OPERATIONS INFORMATION

- Trustee Kruck – from Committee Meeting October 21, 2013 requested follow-up discussions regarding student fundraising accounts. This item was reviewed in conjunction with discussions regarding Policy 4001.
- Update on Transportation policy re: parents riding the bus. It was noted this item had been referred to the Facilities and Transportation Committee and an amendment to policy was being brought forward to the next Regular Meeting of the Board of Trustees.

- Update on Sponsorship policy re: procedures. The Superintendent confirmed this item was still in progress.
- June Committee Meeting. It was agreed a Committee meeting would be held in June.

8. NEXT MEETING: Monday, June 16, 2014, 2:30 p.m., Board Room

The meeting adjourned at 3:44 p.m.

Respectfully submitted,

G. Kruck, Chair

J. Murray

K. Sumner

M. Sefton (Alternate)