



"Accepting the Challenge"

Policy Review Committee Minutes

Tuesday, January 3, 2012 – 11:30 a.m.
Board Room, Administration Office

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

Regrets: P. Bartlette

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 11:40 a.m. by the Chairperson Trustee Sumner.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

4. REVIEW OF COMMITTEE MINUTES

The Committee Minutes of December 5, 2011 were received as information.

5. COMMITTEE GOVERNANCE GOAL ITEMS

A) Continuation of Review of Board Policies using the Six Principles of Policy 1001.1 – "Equity".

The Committee had requested Senior Administration bring forth any policies under Section 4 which required the Committee's immediate attention as it relates to equity. Senior Administration brought forth the following for discussion and direction:

i) Policy and Procedures 4031 – "Lunch Program"

It was noted each school administrates its lunch program differently. It was noted some programs are run by staff while other programs are run by parent volunteers. Discussions were held regarding the variety of variances to the policy currently taking place in the schools; possible budget implications regarding changes to the current policy; duty-free lunches; parent groups using lunches as fundraisers; the work of organizations such as "Food for Thought; and the need to separate the issue of equity on who can stay for the lunch program versus feeding students lunch. Trustee Sefton proposed the Committee discuss amending Policy and Procedures 4031 – "Lunch Program" to establish equity in that anyone who wishes to stay for lunch can regardless of how close they live to the school. He noted following that discussion the Committee would need to review the need for adequate supervision during lunch. He stated that the final step was to review whether or not the Board was going to take on the responsibility of feeding students lunch. This would then require the development of a separate policy. It was agreed Policy and Procedures 4031 – "Lunch Program" would be placed on the February 15, 2012, School Division/Parent/Guardian Advisory Committee Meeting for parent feedback. Senior Administration was asked to prepare a report regarding the feedback received from the School Division/Parent/Guardian Advisory Committee, together with feedback from school principals regarding implementation of the lunch program; and how the additional lunch supervision at Crocus Plains Regional Secondary School is working. This report will be provided in late March 2012.

ii) Policy and Procedures 4041 – “Fundraising”

It was noted fundraising is used for a number of activities such as field trips and equipment purchase; thereby resulting in inequity in the schools. Budget funding for such activities as field trips was discussed. It was noted small schools do not have the same access to field trips through the budget and therefore must supplement their field trip costs. Allocation of field trip funds is based on equality rather than equity. The Secretary-Treasurer was directed to provide year-end statements regarding funds received and funds raised in each of the schools, including a list of how the money is being spent. It was agreed this report would be brought back to the Committee for further discussion following the 2012/2013 budget process.

iii) Policy and Procedures 4047 – “Nutrition”

It was noted this policy had been brought forward for amendment at the Regular Meeting held October 11, 2011. However, due to discussions regarding the sales of chocolate bars as an acceptable fundraising option, the motion regarding amendments to this policy was defeated. It was noted the Policy and Procedures were being brought back to the Committee to discuss whether or not the other amendments which had been included in the defeated motion, would still be brought forward to the Board of Trustees for approval. Further discussions were held regarding the sale of chocolate bars; the school principals responsibility to promote healthy choices; alternate fundraising ideas such as “Peak of the Market”; and parental request for consistency across the Division. The Committee agreed the other amendments included in the motion defeated on October 11, 2011, would be brought forward to the Board of Trustees for approval. (Appendix “A”)

Recommendation:

That Procedures 4047 – “Nutrition Policy” be amended as follows:

- The words “(to be implemented by September 1, 2008)” be removed in procedures numbers 5, 6 and 7.
- The words “in the fryer” and “(i.e. Sysco Oil or Bung Neutra-Clear Oil)” at the end of procedures number 7 be removed.
- The words “Halloween, Valentine’s Day, Easter and Christmas functions” be removed in procedures number 9 and replaced with the words “cultural festivities”.

6. OTHER COMMITTEE GOVERNANCE MATTERS

a) Policy Regarding Private Sponsorship

Due to time constraints it was agreed this item be deferred to the next regular meeting of the Committee. The Committee Chairperson requested it be the first item on the next agenda for discussion.

b) Policy and Procedures 4001 – “Off-Site Activities”

Due to time constraints it was agreed this item be deferred to the next regular meeting of the Committee.

It was noted this item needed to be completed and approved by the Board of Trustees before the end of April, 2012, in order to provide inservicing on the policy prior to implementation of the policy for the 2012-2013 school year.

7. OPERATIONS INFORMATION

NIL

8. **NEXT MEETING: 11:30 a.m. - Tuesday, February 7, 2012, Board Room**

The meeting adjourned at 12:55 p.m.

Respectfully submitted,

K Sumner, Chair

P. Bartlette

G. Kruck

M. Sefton (Alternate)



BRANDON SCHOOL DIVISION POLICY

Appendix "A"

PROCEDURES 4047 NUTRITION POLICY

Purpose:

For the school division to:

1. encourage nutritious foods first for classrooms, vending machines, milk programs, cafeteria/canteen, staff room, fundraisers, school community functions (field trips, recreation activities and/or school performances);
2. encourage consistent nutritional messages in the school;
3. apply *Manitoba School Nutrition Handbook* guidelines and acknowledge the importance that food choices have on long term health; and
4. clarify that this policy does not apply to lunches and snacks that students or staff bring from home for their own consumption.

Procedures:

1. The yearly school plan shall include a school nutrition plan.
2. Schools choosing to offer food and beverage, including food served during special events and school activities (fundraisers), will incorporate the principles outlined in *Manitoba School Nutrition Handbook* guidelines.
3. The principal will work with the Parent Councils, staff and students to have the annual school plan developed to address canteen/cafeteria operations, sale of snack foods, and sales from vending machines, selecting foods from the "most often" and "sometimes" lists.
4. Foods from the "rarely" category may be selected for sale up to twice a month.
5. Beverage vending machines will only offer milk and milk products (e.g. low fat yogurt drink), nutritionally equivalent milk alternatives, 100% juice and water.
6. No school is to use chocolate bars, chocolate covered products, or candy in its fundraising activities. Principals should encourage food related fundraisers to be directed at nutritious, healthy choices.
7. Schools using deep fryers to prepare foods will only use a high stability oil for deep fat frying that is non-hydrogenated.
8. Schools should encourage water consumption by allowing water in classrooms.
9. Food and candy shall not be used as rewards to students. Candy will only be allowed for distribution in classrooms during cultural festivities.