



"Accepting the Challenge"

Policy Review Committee Minutes

Tuesday, September 6, 2011 – 11:30 a.m.
Conference Room, Administration Office

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

Regrets: K. Sumner

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 11:30 a.m. by the Committee Chairperson, Trustee Bartlette.

2. APPROVAL OF AGENDA

Following clarification of the prioritizing of items on the agenda, the Policy Review Committee agenda was approved.

3. REVIEW OF COMMITTEE MINUTES

The Committee reviewed the Minutes of June 7, 2011. Trustee Kruck inquired about the status of the off-site policy. It was noted the revised off-site activity policy would be brought forward to the Committee for review in October.

4. OTHER COMMITTEE GOVERNANCE MATTERS

a) Policy and Procedures 4048

Superintendent, Dr. Michaels provided background information on this policy and the circumstances which lead to the revisions being brought forward. Discussions were held regarding what procedures were in place for severe allergies in the school, fears and phobias, as well as staff issues. Trustees inquired as to which student takes precedent in the school – the student who needs the service dog or the student who has allergies and or fears of the dog. It was noted the Division solicitor had stated no one child takes precedent over the other and both children must be accommodated. Further discussions were held regarding timelines for integrating the dog within the school when a child joins the school division part way through the year. The Committee requested several changes to the policy, including lifting item 2b from the procedures and incorporating same into the policy and including clarification regarding the minimum six month time limit for integrating a dog into the school.

It was agreed Policy and Procedures would be sent back to Senior Administration to amend as requested and bring the revisions to the policy back to the Committee meeting in October.

b) Policy and Procedures 4047

Superintendent, Dr. Michaels, provided background information regarding the current Nutrition Policy. Secretary-Treasurer, Mr. Barnes, noted the policy had been referred to the Committee to review regarding the use of chocolate bars for fundraising by Parent Council Groups due to concerns expressed by parents at the Division/Parent/Guardian Advisory Committee meeting. He noted parent councils were concerned with the amount of money required to be raised for playground structures and felt the limit to the type of fundraising they were allowed needed further review by the Division. The Committee discussed the matter at length but could not reach an agreement. It was agreed the matter would be taken to the Board of Trustees at their regular meeting on September 12, 2011 to determine whether or not Item 6 of Procedures 4047 – Nutrition Policy, would be revised. (Attached as Appendix "A").

c) Policy Discussion and Clarification – Trustee Kruck Request.

Policy 1004 – Distribution of Materials in the Schools and Policy 1005 – Gideon Bible Distribution.

Trustee Kruck noted that Policy 1004 and Policy 1005 did not work together as policy 1004 noted religious material will not be distributed in the schools while policy 1005 allowed for the distribution of the Gideon Bible. He asked that policy 1005 be rescinded or amended to include all religions. Discussions were held regarding the long history of the inclusion of St. Augustine School in the Brandon School Division. Discussions were also held regarding the implications of continuing to have Aboriginal Religion and Aboriginal Elders in the school should policy 1005 be rescinded and all sectarian material removed from schools. It was agreed the Board would need to make a change at some point in the future to recognize the increasing non-sectarian aspect of the community as well as the possible inclusion of all sectarian material. It was determined that policy 1005 should be amended to include all religions. Senior Administration was directed to begin to do research on this and speak with legal counsel if required and bring a status report on the matter back to the Committee by the end of November.

Policy 1008 – Communications Protocol

Trustee Kruck inquired about a timeline for the review of this policy. Superintendent, Dr. Michaels, noted that Senior Administration will be bringing forth a budget item for the next budget year regarding a technology communications person and that the role of technology communication needs to be addressed in the Division's communications protocol. The Superintendent was directed to take the matter back to Senior Administration for discussion in October and bring a status report back to the Committee as to when the policy will be ready for review.

Policy 1009 – Time Capsule

Trustee Kruck asked if this policy was still required. Secretary-Treasurer, Mr. Barnes, noted the policy set out policies for principals noting the specific issue which had arisen and brought about the policy. It was agreed to reaffirm Policy 1009 – Time Capsule.

Policy 1010 – Community-Education Partnership

Superintendent, Dr. Michaels, spoke to the policy noting it was under active review by Senior Administration. She referenced discussions held with the Division solicitor regarding the Brandon Schools Instrumental Music Association (BSIMA) and their relationship and partnership with the school division. She recommended postponing any further amendment to this policy until the Division has received the solicitor's opinion on the BSIMA relationship with the Division and whether it will be included in this policy or a separate policy will need to be drafted.

Policy 1011 – Brandon Chamber of Commerce

Secretary-Treasurer, Mr. Barnes, provided history regarding the purpose of Joint Chamber/Division Ad-Hoc Committee. Discussions were held regarding future meetings with the Chamber of Commerce. It was agreed to reaffirm Policy 1011 – Brandon Chamber of Commerce.

Recommendation:

That the following policies are hereby reaffirmed:

- Policy 1009 – "Time Capsule";
- Policy 1011 – "Brandon Chamber of Commerce".

5. COMMITTEE GOVERNANCE GOAL ITEMS:

a) Continuation of Review of Board Policies using the Six Principles of Policy 1001.1 – “Equity”

Due to time constraints, it was agreed this matter would be deferred until next meeting when they would continue reviewing Part 4 beginning with Policy 4050. It was further agreed that when the Committee had finished reviewing Part 4 they would move on to Part 7 and review same using the six principles of equity found in policy 1001.1.

6. OPERATIONS INFORMATION

NIL

7. NEXT MEETING: TBA

The meeting adjourned at 12:50 p.m.

Respectfully submitted,

P. Bartlette, Chair

G. Kruck

K. Sumner

D. Karnes (Alternate)



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BRANDON SCHOOL DIVISION POLICY

POLICY 4047

NUTRITION POLICY

Adopted: Motion 188/2007; December 10, 2007

Reaffirmed: Motion 78/2011; June 13, 2011

Good nutrition is important for optimal health, growth, development and learning. The Brandon School Division has a responsibility to foster, promote and support healthy living by demonstrating positive leadership in nutrition.





BRANDON SCHOOL DIVISION POLICY

PROCEDURES 4047

NUTRITION POLICY

Adopted: Motion 188/2007; December 10, 2007

Reaffirmed: Motion 78/2011; June 13, 2011

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. (To be implemented by September 1, 2008.)
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. (To be implemented by September 1, 2008.)
7. Schools using deep fryers to prepare foods will only use a high stability oil for deep fat frying that is non-hydrogenated (i.e. Sysco Oil or Bung Neutra-Clear Oil) in the fryer. (To be implemented by September 1, 2009.)
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 Halloween, Valentine's Day, Easter and Christmas functions.