



Policy Review Committee Minutes

Tuesday, June 5, 2012, 11:30 a.m.
Board Room, Administration Office

Present: K. Sumner (Chairperson), P. Bartlette (exited 1:05 p.m.), G. Kruck (exited 1:05 p.m.), M. Sefton (Alternative), Dr. D. Michaels, K. Zabowski.

Guests: Mr. R. Clark, Division Physical Education Consultant
Mr. D. Thompson, Physical Education – Neelin
Mr. S. Baraniuk and Mr. B. Walker, Physical Education – Crocus
Ms. Angela Maguire-Holder.

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

Trustee Kruck noted he had a number of items relating to Policy and Procedures 4001 he would like to discuss as the Committee moved forward on their review of this matter. The Committee agenda was approved.

3. COMMITTEE GOVERNANCE GOAL ITEMS

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

The Committee met with Physical Education teacher representatives to receive feedback on the proposed changes to Policy and Procedures 4001 – “Off-Site Activities” from an athletic program point of view. Trustee Sumner began discussions by providing information regarding the proposed changes being made to the policy and procedures; the various stakeholders the Committee has met with regarding the proposed changes; and the feedback received to date.

Discussions were then held regarding the following:

- Although there are many benefits to extending education beyond the four walls of the classroom, safety should always be the first priority. The Physical Education teachers were happy to see the major changes to the document in the area of water safety and wilderness safety. They noted it appeared only slight changes had been made to the existing document in other areas.
- The Physical Education teachers spoke about the work involved in preparing for a trip from an athletic point of view. They noted it would be helpful to their program, as well as other programs, if the Board was to provide a template and/or checklist of what criteria they are looking for before approving any off-site activities. Templates would also assist new staff members in learning about the responsibilities and requirements in preparing for an off-site activity.
- The benefits and detractors of travel for athletic programs were noted. Travel may be required in order to reach a level of competition that “pushes a team”. Travel may also provide students with opportunities and experiences that will last a life time. However, extended travel also tires students out and it often takes time for them to recover both physically and academically during the season of their sport.
- Equity in following procedures by all teaching staff, regardless of programming, was required. Concern was expressed that should an incident occur, due to negligence, in one area of school programming, while on an off-site activity, it would adversely affect all off-site activities.
- The history of the current policy and the consultation process which had taken place at that time was noted. It was agreed an implementation plan to educate staff on the revised off-site policy

and procedures is required. It was further suggested that a list of the new changes be provided in the implementation process.

- The availability of funds for students in need and how those funds are distributed between the three high schools was noted. The teachers also spoke about what is done to assist students financially; fundraising opportunities which are parent driven; the availability of payment plans to help families spread the cost over several months.
- Difficulty getting into a tournament in Winnipeg and surrounding areas was highlighted. Teachers noted that many tournaments invited the same teams year after year. It was difficult to get invited to established tournaments and Brandon was often left out. Therefore, they had to travel farther afield to find competition.

The Physical Education teachers requested clarification as to Senior Administration and Board concerns that brought about the revision of the policy. Senior Administration confirmed safety was their top priority. Discouraging travel during inclement weather needed to be made clearer to staff. Superintendent, Dr. Michaels, confirmed the Division will provide the funds should weather make travelling a safety concern and a team needed to stay overnight in a hotel. Lack of supervision during student free time was also noted by Senior Administration. Trustee Kruck hoped revisions to the policy and procedures would allow more students to participate in off-site activities. He noted he would like to see the policy make activities more affordable to all. Trustee Sefton noted Trustees wished to see a preliminary approval of trips a year in advance when extensive costs were involved. He cited the recent hockey trip to Lake Placid wherein the Board had only two weeks notice of the trip. All present agreed there appeared to be an increase in the number of extended trips requested over the last few years.

The Chairperson thanked the Physical Education teachers for their comments and concerns. The teachers then exited the meeting, together with Trustees Kruck and Bartlette.

Discussions were held regarding possible timelines for completion of the policy review and implementation. It was agreed a full implementation of revised Policy and Procedures 4001 – “Off-Site Activities” would take place in January 2013. Superintendent, Dr. Michaels was directed to review all proposed changes to policy and procedure and provide the Committee with a final draft for Committee review in the fall.

4. OTHER COMMITTEE GOVERNANCE MATTERS.

a) Policy Regarding Private Sponsorship

Secretary-Treasurer, Mr. Zabowski, reported on his meeting with the Division Solicitor and Division Auditor with respect to the establishment of a foundation. He noted he had been advised that there were two possible avenues the Board of Trustees could pursue; both avenues have several advantages and disadvantages. It was agreed the Committee needed more time to discuss this matter and therefore it would be deferred until the fall.

b) Policy and Procedures – 4041 – “Fundraising”

Due to time constraints, this matter was deferred to the fall.

5. NEXT MEETING: TBA

The meeting adjourned at 1:25 p.m.

Respectfully submitted,

K Sumner, Chair

P. Bartlette

G. Kruck

M. Sefton (Alternate)