



"Accepting the Challenge"

# Policy Review Committee Minutes

Wednesday, March 7, 2012 – 11:30 a.m.  
Board Room, Administration Office

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

## 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 Committee agreed to amend agenda to discuss Policy 4001 as the first item of business.

## 4. **REVIEW OF COMMITTEE MINUTES**

The Committee Minutes of February 7, 2012 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”.**

Due to time constraints this item was deferred.

## 6. **OTHER COMMITTEE GOVERNANCE MATTERS**

### a) **Policy Regarding Private Sponsorship**

Superintendent, Dr. Michaels, noted the Division solicitor is in the process of providing his legal opinion on this matter. She hopes to have the information before the end of the month. She confirmed the solicitor stated the policy must stay within the Government's guidelines. He also will be discussing the possibility of establishing a foundation. Due to time constraints further discussions on this item were deferred.

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

Superintendent, Dr. Michaels, circulated consultation feedback received from school principals with respect to the proposed changes to Policy and Procedure 4001 – “Off-Site Activities”. The Committee reviewed and discussed the comments and suggestions provided by the school administrators.

Detailed discussions were held regarding curricular activities. It was noted curricular activities follow the Province's curricula. As the required provincial curricula does not require or mandate any off-site activities, it was agreed references to curricular would be removed from the proposed policy and procedures. It was further agreed that “compulsory optional” courses such as home economics and industrial arts were an anomaly. Senior Administration was directed to “flag” this item for further discussions once they had completed their review of Grade 7 and 8 electives.

Detailed discussions were also held regarding the funding of off-site co-curricular and extra-curricular activities. It was acknowledged that principals are aware of the financial circumstances of students in their schools and they work hard to subsidize when necessary. Concerns were expressed that the proposed hard cap of \$25.00 per student for co-curricular activities and trips would effectively shut down many co-curricular activities as there were few activities which could be covered by \$25.00. Examples such as the swim program, at Kirkcaldy Heights School, at a cost of \$48.00 per student, were noted. Trustees discussed the possibility of increasing the hard cap. It was agreed the proposed cap of \$25.00 would remain; noting this is an area that needs to be discussed further in future budget deliberations.

With respect to extra-curricular activities it was noted that athletics programs are heavily subsidized by parent/school fundraising activities. The Superintendent reminded the Committee that extra-curricular activities were conducted by teacher volunteers. She noted concerns had been expressed by principals that too many restrictions would have an effect on these activities as they are volunteer activities. Trustees expressed concerns regarding the timelines provided for raising funds for extra-curricular activities. It was suggested that the policy include reference to the cost of the activity; reflected by a fundraising time line of \$40.00 a calendar week to a maximum of \$2,080 per year. By setting a fundraising goal timeline students could plan several years in advance, if they are aware of a trip taking place two or three years into the future.

The Committee continued to discuss the matter of equity as it relates to extra-curricular activities. It was noted there are usually two sets of costs for extra-curricular activities; the first cost being the cost to participate; and the second cost being travel costs. The possibility of establishing an equity fund was noted. Dr. Michaels also confirmed that she had asked schools to provide an estimate of the number of field trips, type of field trips, and costs to students and schools had been during the past year.

The Committee acknowledged the importance of the contributions by school administrators. It was agreed continued work on this policy required a meeting specifically dedicated to this one agenda item. The Committee agreed to set a special meeting date to continue to discuss and review Policy and Procedures 4001 – “Off-Site Activities”.

**7. OPERATIONS INFORMATION**

**8. NEXT MEETING: 7:00 p.m. - Monday, April 2, 2012, Board Room**

The meeting adjourned at 1:10 p.m.

Respectfully submitted,

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K Sumner, Chair

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P. Bartlette

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G. Kruck

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M. Sefton (Alternate)