



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - POLICY MEETING**

**May 26, 2014, 10:00 a.m.
Prestige Inn**

Committee Members in Attendance: Co-Chair Trustee Damstrom
Trustee Ayling
Trustee Besanger

Regrets: Co-Chair Trustee Brown

Board/District Staff in Attendance: Trustee Bellina
Trustee Helgesen
Chairperson Lento
Trustee Whalen
L. Hauptman, Superintendent of Schools
D. Casault, Director of Student Learning and Innovation
J. Tichauer, Director of Student Learning and Aboriginal Education
D. Verbeurgt, District Principal/Student Services
J. Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of May 26, 2014 was called to order at 9:50 a.m. by Co-Chair Damstrom.

**1.2. Approval of the Agenda
POL-2014-07**

M/S that the agenda for the Policy Committee meeting of May 26, 2014 be approved as circulated.

CARRIED

**1.3. Approval of the Minutes
POL-2014-08**

M/S that the minutes of the Policy Committee meeting of April 28, 2014 be approved as circulated.

CARRIED

2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING

1.2 Procedural Bylaw

3.1 Student Registration, Enrolment and Placement

3.2 Creating Safe Schools

X.X Workplace Bullying and Harassment (policy number to be determined)

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1. Threat/Violence Flowchart and Reporting Form

A revised flowchart was distributed for handling violence and/or threats.

Discussion included:

- the revised flowchart goes with Policy 3.2 Creating Safe Schools
- the flowchart will be sent to the CFTA Co-Chairs to review
- a reporting form is still required – District Management is still reviewing the Violent/Threat Risk Assessment and Crisis Response Manual prior to creating the form.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1. Social Media Policy

Discussion included:

- social media policy will extend to students and staff
- Mrs. Casault will be meeting to collaborate with SD6 at the beginning of July (they participated in a provincial session with legal counsel present)
- policy will be linked to student registration as well as internet access consent and release of information
- reference to comments made on a possibly inappropriate site by SD5 employees - currently nothing in place but we are starting with new employee interviews as to what is expected or acceptable behaviour for SD5 employees
- policy will need to be reviewed often as technology changes very quickly.

4.2. Advertising in Schools Policy

Discussion included:

- we continue to get more and more requests from outside agencies to post and/or hand out information in schools
- need to provide guidelines to Principals
- is it benefitting our kids educationally?
- accepting money from corporations and then advertising for them (partnerships)
- draft policy will be brought to a future meeting

4.3. Student Enrolment/Registration Forms

Discussion included:

- a new registration form will be created to match the new MyEducation system

- student registration package will include social media, internet access, release of information, etc.
- need to educate students and parents as well
- share information with PAC /DSAC groups.

6. ADJOURNMENT

The meeting adjourned at 10:21 a.m.