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**QUALICUM SCHOOL DISTRICT
POLICY COMMITTEE OF THE WHOLE REPORT
MONDAY, FEBRUARY 20, 2024
1:00 P.M.
VIA VIDEO CONFERENCING**

Facilitator: Trustee Carol Kellogg

Mandate: To discuss and make recommendations to the Board on all matters related to Bylaws, Policy, and Administrative Procedures.

We would like to give thanks and acknowledge that the lands on which we work and learn are on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations People.

1. INTRODUCTIONS

2. FOR INFORMATION

3. BYAWS/POLICIES POTENTIALLY GOING TO FIRST READING

a. NEW Board Policy 510: Learning Resources

Superintendent Jory provided the background to the drafting of this policy as it is the recommendation of the regional committee that the Board should have policy that frames the use of learning resources and offer guidance to staff and teachers about what is or is not acceptable. This can be especially important when school resources are being questioned by the public.

The Committee discussed whether or not some of the items would be better outlined in an Administrative Procedure or if including them in the policy statements and guidelines would suffice. Some revisions were also suggested as follows:

- To add ' and the outside world' to the first sentence in Guiding Principle #2.
- Relocate the Ministry statement in Guiding Principles #2 to the Context
- Number Guiding Principal #5 to #3 to give more importance to the reference to Reconciliation.
- Ensure Guiding Principle #3 includes wording to make it clear that resource materials are accessible for parents to view.

The policy will be presented as currently written for first reading at the February Board Meeting and consideration of the suggested additions/revisions to be discussed at the April Policy Committee meeting.

b. Board Policy 700: Safe Caring and Inclusive School Communities

Superintendent Jory referred to the revisions made further to the Ministry's announcement regarding use of cell phones in classrooms, which has been followed by a number of conversations at local and provincial levels clarifying the expectations for a distraction free learning environment. While the Ministry has not yet provided some anticipated wording, it is timely to include language regarding the use of cell phones and other devices in the classroom and allow schools time to consult prior to including references in the Codes of Conduct. Therefore, wording has been added in the content of the policy, the administrative procedure and the new Code of Conduct template.

There was a suggestion to also consider including similar wording in Board Policy 501: *Acceptable Use of Technology*.

In reference to the first point under the new *Cell Phones and Other Devices* section of the Administrative Procedure, there was a question of where the consultation process would begin. The response by the Superintendent was that each Principal is expected to consult annually on their codes of conduct and would have their own process, which would normally include discussions with staff committees, parent advisory councils, and with students.

In reference to the third point in the same section, there was also a question as to whether there was an assumption that all teachers have social media training in order to provide that to students and, if so, what resources and funding would be put towards that type of work. The response by the Superintendent was that the intent of the wording was to encourage the District to continue organizing events from time to time that focus on social media use and safety, either in conjunction with the schools' and district parent advisory council to which staff, parents and students could attend, and that curricular learning be led by staff who are more expert on the topic.

The revised policy will be presented for first reading at the February Board Meeting.

c. Board Policy 705: Corporate/Community Sponsorships, Partnerships, and Advertising in Schools.

Superintendent Jory noted that revisions had been made to the policy to allow for advertising in schools under some conditions. Following that first draft, a request was submitted by one of the high schools to allow advertising on gym walls to reduce the cost impact to school budgets for extracurricular activities. Following discussion at the last Policy Committee meeting, the wording in the policy was softened to allow advertising on a temporary basis while limiting influence of students from advertising.

The revised policy will be presented for first reading at the February Board Meeting.

4. BYLAWS/POLICIES POTENTIALLY GOING TO SECOND READING

There were no policies awaiting second reading.

5. BYLAWS/POLICIES POTENTIALLY GOING TO THIRD AND FINAL READING

a. Board Policy 100: Sustainable Practices and its attendant Administrative Procedures

No additional suggestions were submitted. The revised policy will be presented for third reading at the February Board Meeting.

b. Board Policy 103: School and District Branding

Superintendent Jory referred to the previous month's discussion regarding the role of the Board in name changes, nicknames, logos and other such initiatives. He noted that as the Board revised Policy 105: *Use of School Facilities*, it appeared to make Policy 103: *New/Repurposed Facilities* redundant. He then reviewed the revisions made to create a whole new context and guiding principles, as well as a change to the policy name, noting that all of the organization's changes will be done collaboratively and thoughtfully but ultimately the Board is responsible for

these public facing identifiers. His plan was to also rescind the current administrative procedures pending a complete rewrite.

The policy will be reverted back for a first reading at the February Board Meeting due to the extensive changes to the document and the current administrative procedures will be recommended for rescinding.

c. Board Policy 105: Use of School Facilities and its attendant Administrative Procedures

Superintendent Jory noted that the changes made to this policy were, in part, the rationale for making the changes as noted for Policy 103. He reiterated the shift was a bit of a philosophical, one recognizing that when the policy was first created, the District was prioritizing rental opportunities on sites that were not being used for educational purposes. The current revisions are a reminder that educational use needs to be the priority, though the district does still rent.

The revised policy will be presented for third reading at the February Board Meeting.

d. Board Bylaw 3: Meetings of the Board

Superintendent Jory referred to a request by the Board to draft language that supported the Board's practice as it related to recording and reporting of meetings, including a timeline for which any video-recordings would be posted.

During discussion Trustee Austin expressed concern about Section IX, Item 4, particularly regarding the statement "that those meetings would not typically be recorded or posted" as it could limit flexibility, especially as technology evolves. Superintendent Jory suggested that the wording does allow the option for the Board to agree to record and post a meeting.

The bylaw will be presented for third and final reading.

6. FUTURE TOPICS

- a. Board Policy 501: *Acceptable Use of Technology* for consideration to include use of cell phones and other devices.
- b. Other bylaw/policy review as required.

7. NEXT MEETING DATE

Monday, April 15, 2024 via video conferencing (TEAMS)