



**QUALICUM SCHOOL DISTRICT
POLICY COMMITTEE OF THE WHOLE REPORT
TUESDAY, JUNE 17, 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

a. Administrative Procedures to Board Policy 617: *Selection and Assignment of Exempt Leadership Staff*

Trustee Kellogg spoke to the edits made to clarify the process in the event of a conflict of interest by a member of the selection committee.

Superintendent Jory spoke to the edits made to update the initial term of new principals or vice principals as they are now continuous as the District has a robust hiring process. The offer of a continuous contract also helps with recruitment. He further noted that, due to the nature of the contracts, if things are going poorly the district has a process in place should a contract need to be revised/terminated.

The Administrative Procedure will be presented for information at the June Regular Board Meeting.

3. BYAWS/POLICIES POTENTIALLY GOING TO FIRST READING

a. Bylaw 1: *Board of Education*

Trustee Kellogg spoke to the proposed changes, noting that the topic was raised through a motion submitted by Trustee Young at the Annual General Meeting of the BC School Trustees Association to include the requirement for newly elected trustees to undergo a Criminal Record Checks. While that motion had been defeated, it was suggested that districts who may not already have done so, could include that requirement in policy. Therefore, the language has been added to the bylaw to require newly elected trustees to complete a Criminal Record Checks.

It was also suggested that a statement be included in the trustee candidate package that, if elected, a Criminal Record Check would be required.

The Bylaw will be given first reading at the June Regular Board Meeting

b. Policy 107: Use of Educational Property for Child Care

Superintendent Jory noted that edits were made to the language in the policy and administrative procedure to ensure that any child care spaces or rentals would ensure cost neutrality to the board.

Associate Superintendent Wilson and the District Principal of Early Learning and Child Care will also be reviewing the document to ensure the wording is still relevant.

The policy will be given first reading at the June Regular Board Meeting

4. BYLAWS/POLICIES POTENTIALLY GOING TO SECOND READING

None

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

a. Board Policy 700: Safe, Caring and Inclusive School Communities

Further to a suggestion from Trustee Austin, one lengthy sentence was separated into two sentences in the policy under the second Board expectation.

The policy will be presented for third and final reading at the June Regular Board Meeting.

b. Board Policy 804: Physical Restraint and Seclusion of Students

Superintendent Jory reminded the committee that the proposed changes were to align the context and purpose when, in some rare occasions, extraordinary measures might be necessary.

No further suggestions for edits were made.

The policy will be presented for third and final reading at the June Regular Board Meeting.

6. FUTURE TOPICS

Ongoing review of bylaws and policies.

Matt Woods, MATA President, suggested that the Committee review Board Policy 502: *Field Experiences (Trips)* to consider including language to acknowledge the sensitivity of providing accommodations for trans and non-binary students/staff.

Trustee Kellogg noted that she would also be reviewing links on each policy and bylaw to ensure they are still current. Trustee Young suggested that, at the same time, the policies and bylaws be reviewed to ensure that gender neutral language is used.

7. NEXT MEETING DATE

Monday, September 16, 2024 via Microsoft Teams