



**QUALICUM SCHOOL DISTRICT
POLICY COMMITTEE OF THE WHOLE REPORT
TUESDAY, OCTOBER 15, 2024
1:00 P.M.
VIA VIDEO CONFERENCING**

Facilitator: Trustee Eve Flynn

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

Chair Flynn introduced the new DPAC representative, Director Maleah Bajich.

2. FOR INFORMATION

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

- Wording was added to support the development of a respectful working and learning environment.
- A change was made to adjust the timeline for school Codes of Conduct to be presented to the Board in August instead of September so that the documents would be approved and in place by the start of the school year.
- Administrative procedures are within the purview of the Superintendent. Change, additions, or deleting of copy within an administrative procedure requires the Board to be advised of changes at the Regular Board Meeting. They do not require three readings as Policy does.

3. BYAWS/POLICIES POTENTIALLY GOING TO FIRST READING

a. NEW Policy 605: Fiduciary Responsibility

Policies 501, 601 and 606 included for reference/consideration

- Fiduciary – is there a different title we could use
- The District has good systems in place, e.g. staff committees, where concerns and issues can be address “within” the system
- As a standalone policy it appeared to be presented as more reactive and punitive when policy should be framed in a positive way.
- The possibility of this policy being subsumed into Policy 600: *Personnel* or 606: *Respectful Workplace* was discussed.
- The policy will move forward to first reading as it will then be in the broader public domain for additional comments/suggested edits.

4. BYLAWS/POLICIES POTENTIALLY GOING TO SECOND READING

None

5. BYLAWS/POLICIES POTENTIALLY GOING TO THIRD AND FINAL READING**a. Bylaw 1: Board of Education**

- Wording was added to have trustees, upon being elected, complete and submit criminal records checks, since they visit schools as the liaison trustees as well as for other events to which all trustees are invited.
- The cost for the criminal record check would be borne by the school district as there appears to be a fee charged by the RCMP for residents of Parksville and Qualicum but not the rural electoral areas. Volunteers in schools simply require a letter from the school to be filed with the RCMP.
- Superintendent Jory will draft a letter to the RCMP to request the inclusion of elected officials having the CRC fee being waived.
- The Bylaw will move forward for third and final reading at the October Regular Board Meeting.

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

- Wording had been added at second reading to ensure cost neutrality.
- No further edits were deemed to be necessary.
- The policy will move forward for third and final reading at the October Regular Board Meeting.

6. FUTURE TOPICS

- Review of 500 series. Trustees and other participants are encouraged to review Policies 500, 501, 503, 505, and 506. Consideration should also be whether these policies should be considered as part of this section – Instruction or do they fit more appropriately elsewhere

7. NEXT MEETING DATE

- Monday, November 18, 2024 via Microsoft Teams