

POLICY COMMITTEE

Monday, NOVEMBER 20, 2017 @ 10:30am
Board Room, Main Floor, ADMIN BUILDING

PUBLIC MEETING AGENDA

The Richmond Board of Education acknowledges and thanks the First Peoples of the
hən̓q̓əmi̓n̓əm̓ (hun-ki-meen-um) language group on whose traditional
and unceded territories we teach, learn and live.

1. INTRODUCTIONS

2. ADOPT AGENDA

3. APPROVE MINUTES

Attachment: Minutes from meeting held October 16, 2017

4. POLICY 707 AND 707-R: POST DISASTER PROCEDURES

Attachment: Policy 707 and 707-R(egulation)

5. POLICY 100: STATEMENT OF PHILOSOPHY

Attachment: Minutes of meetings held October 18 and November 1, 2017

6. POLICY REVIEW STATUS [standing item]

Attachment: Status to October 31, 2017

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

8. NEXT MEETING DATES

Confirmed 2017 meeting dates are: Monday, December 11. 2018 meeting dates are:
Monday, January 15, Monday, February 19, Monday, March 12, Monday, April 16, Monday,
May 14 and Monday, June 18.

9. ADJOURNMENT

**School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3**

MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE

Date: Monday, October 16, 2017 at 10:30am
Board Room, Main Floor, Administration Building

Present: Sandra Nixon, Chairperson
Donna Sargent, Vice Chairperson
Alice Wong, Trustee
Sherry Elwood, Superintendent of Schools
Wendy Lim, Assistant Superintendent
Liz Baverstock, President, RTA
Steve Wenglowksi, 2nd Vice President, RTA
Dionne McFie, President, RDPA
Andrew Scallion, Vice President, RDPA
Lisa Devitt, CUPE Executive Member; Member of the Policy 100 Task Force
Colleen Howu, Parent
Gail Hackenbruch, Executive Assistant (Recording Secretary)

Absent: Debbie Tablotney, Member

The Chair called the meeting to order at 10:40am.

1. INTRODUCTIONS

Introductions were made around the table.

2. ADOPT AGENDA

The agenda was adopted as presented.

3. APPROVE MINUTES

The minutes of the meeting held September 18, 2017 were approved as circulated.

4. POLICY 513.2 AND 513.2-R: FIELD TRIPS

A memorandum from Assistant Superintendent Lim was included with the agenda package. Assistant Superintendent Lim spoke to the purpose of the Field Trip Pilot Team to review the current policy and regulation to ensure consistency of practices across the district, to enhance communication between the various partner groups, to reflect on best practices in design, safety and risk management and to support the new curriculum. She spoke to the current activities of the pilot team, comprising 8 schools with an administrator from each of those schools, and noted that the team is working with the Youth Safe Outdoors (YSO) resource to develop a Richmond focus for the field trip forms for use during the pilot phase. She added that recently 8 teachers were asked to form the Field Trip Committee whose tasks will include sharing the YSO Resource, Safety First! Guidelines for BC School Off-Site Activities, share the Richmond-ized YSO field trip forms, discuss the recommended adult to student supervision ratios for the various type of field trips after and seek teacher input/feedback. Attendees had comments and questions on: best practices around the supervision ratio for field trips, parent volunteer participation in field trips, volunteer orientation at schools, enhancing communication at schools and emphasizing the expectations that include adhering to the District Code of Conduct while on field trips, administering prescribed medications to students while on field trips and including the District Code of Conduct on the parent/student field trip permission material.

Assistant Superintendent Lim spoke to next steps that will include a meeting of the Field Trip Pilot Team of administrators and the Field Trip Committee of teachers and she anticipates that this topic will return to Policy Committee in January 2018 for a review of the proposed revisions to Policy 513.2 and 513.2-R: *Field Trips* and potentially a recommendation to place the proposed revisions into the stakeholder review process.

5. POLICY 100: STATEMENT OF PHILOSOPHY

A memorandum from Assistant Superintendent Lim setting out the background, purpose, terms and conditions and meeting highlights of the Task Force was included with the agenda package, as well as minutes of meetings held September 20 and October 4, 2017. Assistant Superintendent Lim provided an overview of the most recent meetings of the Task Force noting discussions on placing definitions around the vision, mission, values statements, plans to activate the student voice to develop a graphic to visually depict our vision, mission values statements and the proposal to retain current Policy 101: *Goals and Objectives*, 102: *Diversity and Inclusion*, 103: *Collaboration and Community*, 103-R(A): *Foundations for Learning* and 103-G: *Foundations for Learning* to complement the new Policy 100 Vision, Mission, Values Statements and its accompanying regulation. Attendees had comments and questions on: the process and work of the Task Force as it developed the mission, vision, values statements, the excellent input from students and all members of the Task Force, the importance of retaining the other policies in section 100 to support the proposed vision, mission, values statements and the future need for a review of Policy 101, 102, 103, 103-R(A) and 103-G. The anticipated timeline for review and approval of the proposed new Vision, Mission, Values statements was discussed as follows:

November 8, 2017 – Provide Notice of Motion to public Board meeting on the proposed new vision, mission, values statements.

November 22, 2017 – Present recommendation to public meeting of the Board to place the proposed new vision, mission, values statements into stakeholder review process for input/comments.

November 23–January 30, 2018 – Proposed new vision, mission, values statements in the stakeholder review process.

January 30, 2018 – Stakeholder review process deadline date for input.

February 19, 2018 – Consider stakeholder input at Policy Committee meeting. Consideration of Notice of Motion to the next public meeting of the Board of Education (Richmond).

February 28, 2018 – Provide Notice of Motion to public meeting of the Board that a recommendation for approval of the proposed revisions to the vision, mission, values statements will be presented to the next meeting.

March 14, 2018 – Present recommendation to public meeting of the Board to approve the proposed new vision, mission, values statements.

It was **AGREED** that a **NOTICE OF MOTION** would be presented to the November 8, 2017 meeting of the Board advising that a **RECOMMENDATION** to place proposed revisions to Policy 100: *Statement of Philosophy* to be renamed Policy 100 and 100-(R): *Vision, Mission, Values* into the stakeholder review process would be provided to the November 22, 2017 meeting of the Board with a suggested return date of January 30, 2018.

It was noted that current Policy 101: *Goals and Objectives*, 102: *Diversity and Inclusion*, 103: *Collaboration and Community*, 103-R(A): *Foundations for Learning*, 103-G: *Foundations for Learning* would be retained to complement the proposed new vision, mission, values statements and Policy 100-R(egulation) and will be circulated with the proposed draft of the vision, mission, values statements.

6. POLICY REVIEW STATUS [standing item]

The Chairperson reviewed the updated policy review status document to September 30, 2017 noting the minor changes made to more clearly enhance the document. Various suggestions were made to further enhance the presentation of this document.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

No discussion.

8. NEXT MEETING DATES

Confirmed meeting dates for the remainder of 2017 are: Monday, November 20, 2017 and Monday, December 11, 2017.

Meeting dates for 2018 were scheduled for: Monday, January 15, Monday, February 19, Monday, March 12, Monday, April 16, Monday, May 14 and Monday, June 18.

10. ADJOURNMENT

The meeting adjourned at 11:42am.

Respectfully Submitted,



Sandra Nixon, Chairperson
Policy Committee

FACILITIES

Policy 707 (previously Policy 907)

Post Disaster Procedures

The Board of Education (Richmond) is concerned with the health and general well being of the students which it serves, its employees, and others who may attend at school district premises. The Board further wishes to provide an environment which, as much as possible, is free of known health hazards.

The Board recognizes that special precautions must be taken in the event of a disaster such as fire or flood. Therefore, specific regulations must be in place in order to govern the actions of all people concerned following such a disaster.

FACILITIES

Policy 707-R (previously Policy 907-R)

Post Disaster Procedures

In the event of a disaster such as a fire, flood, or structural failure of a building, the Superintendent or designate will be in charge following the immediate response of on site school authorities and Civic emergency personnel. It is understood that the first priority is to ensure that the premises are made safe and free of any known health hazards.

The Superintendent of Schools or designate shall:

- 1) Isolate and secure the site from trespass by unauthorized personnel;
- 2) Notify appropriate senior staff and the Board of Education (Richmond);
- 3) With the assistance of the district Health and Safety Officer, City Fire and Health Department Officials, identify all potential health hazards; and
- 4) Eliminate or correct the cause of the hazard(s) prior to granting general access.

Procedures to be followed:

- 1) Consult with the President or designate of each union for each of the employee groups and school administration.
- 2) Consult experts (e.g. Fire Department, appropriate WCB officers, environmental consultants and Health Department) to ensure that proper procedures are followed before normal activities are resumed.
- 3) Consult with the President or designate of each union and the parent advisory council chairperson or designate prior to occupation of the premises in order to prepare for resumption of normal activities. Employee groups, parents and students will be kept fully informed until resumption of normal operations.
- 4) The Superintendent or designate shall continue to monitor, in consultation with the Health and Safety Committee, the building conditions for a minimum period of 60 days.
- 5) If a disaster involves:
 - (a) the death or critical injury of an employee
 - (b) a major structural failure or collapse of a building
 - (c) the major release of a toxic or hazardous substance the Superintendent of Schools or designate will notify the Worker's Compensation Board immediately.

If the disaster involves:

- (a) the death or critical injury of an employee
- (b) a major structural failure or collapse of a building
- (c) the major release of a toxic or hazardous substance
- (d) any circumstance which did not involve but had the potential for causing serious injury

the Superintendent of Schools or designate will initiate an investigation. The purpose of the investigation will be to determine the causes of the disaster, and to develop recommendations for corrective actions to prevent similar emergencies. The investigation committee will be composed of, but not limited to: the School Principal or designate, the school district Health and Safety Officer, a CUPE Health and Safety Committee Representative, and an RTA Health and Safety Committee Representative.

ADDITIONAL CROSS REF: Workplace Hazardous Materials Information System (WHMIS)

- Material Safety Data Sheets
- Science - Jr. and Sr. Secondary
- Art and Science - Elementary
- Art - Secondary
- Industrial Education - Secondary

Workers' Compensation Board of B.C.I.H. & S. Regulation 6.02, 6.04, and 6.06.

Policy 100 Visioning Task Force (P100VTF)
Meeting #24: October 18, 2017, 3:30-5:00; SBO 3rd floor meeting room
Highlights and Actions

Partner Reps

CUPE: Ian Hillman; Lisa Devitt

RASA: Kathy Pantaleo; Anne Gillrie-Carre

RDPA: Dionne McFie; Andrew Scallion

RMAPS: Anita Doig

RTA: Jacqueline Maurice; Donna Dunn; Steve Wenglowski

Trustees: Sandra Nixon; Debbie Tablotney; Alice Wong

Students: Kishoore Ramanathan (Gr 12, Burnett); Minaho Chiew (Gr 12, Richmond); Ashwyn Dholliwar (Gr 12, SLSS); Ashli Forbes (Gr 12 Boyd)

Executive Team: Wendy Lim (facilitator)

Welcome and Self Intro

- Welcome to Trustee Alice Wong!
- Observations shared by the Team to Trustee Wong about the work of the P100VTF:
 - It's great to have students involved in this process; we are representing the voices of the students in the school and in the district
 - Very inclusive committee where everyone has a role and voice – Our vision, Our mission, Our values
 - We will be leaving a legacy with our work and this is empowering
 - Student voices are heard and what we say matters
 - Intriguing how much thought has gone into this process
 - This is the fun-est committee that I have been on; we are all involved in the process and engaged in what we are doing
 - We've been at this for so long now and we are near the end of this journey; looking forward to getting it all done
 - Exciting how much info we have compiled and how wonderful this group has been to work together; I'm proud to be a member
 - We can see the end now and it is exciting to see all this come together now to establish a new beginning with the new VMV
 - We have all come to a common understanding of VMV and we believe in what we are doing; this is really nice
 - Imagine, we have engaged 7 students during this process; so proud to be part of this powerful group of thinkers and leaders
 - We are working with 8 different groups and our voices are heard and valued
 - This is a cohesive group and it's fun to be here; looking forward to seeing where our work will lead to
 - This is my first time being on a committee with students and it's so great to hear from the students' perspectives
 - Policy development is so important for school districts and it is great that so many people have been involved in this VMV process
 - The Visioning Café in April was great because I was hearing from grade 1 students as well as the adults around the table

Purpose of Policy 100 Visioning Task Force (P100VTF)

- design the **visioning** process – Vision, Mission, Values
- establish a timeline to invite input from Partner Groups
- activate voices of partner groups regarding mission statement, vision statement, and value statements
- review collated input
- respond to draft revised Policy 100
- present draft Policy 100 as per Policy 204

Policy 100 – Vision, Mission, Values (draft VMV for consultation with Stakeholder)**Vision:** The Richmond School District aspires to be the best place to learn and lead.**Mission:** The Richmond School District's mission is to create a safe, accepting, engaging community that inspires a passion for learning.**Values:** The values that will guide our work together to achieve our mission and vision are: collaboration, creativity, curiosity, resilience, and respect.**Policy 100 Regulation Statement (draft for consultation with Stakeholder input)**

"The Board of Education recognizes the power of the Vision, Mission and Values Statements in transforming learning, teaching, and leading in the Richmond School District. The intention of the regulation is to invite members of the Richmond School District community to engage in discussion about these Statements and to "live them" in our classrooms, schools, and worksites. As a result of our shared commitment, implementation of the Vision, Mission, Values Statements shall be the joint responsibility of the Board, students and staff in collaboration with parents and our community."

Report back from our meeting with the Policy Committee

- We reported to the Trustees and Policy Committee members on Monday. Lisa, Andrew and Dionne were also in attendance.
- Trustees offered appreciation to the super work done by the Policy 100VTF; accepted draft Policy 100 VMV Statements and Policy 100-Regulation Statement knowing that these complements the remaining Policies 101, 102, 103, 103R, 103G, (which may need to be revised at a later date) and the newly revised Policy 105 District Code of Conduct

Policy 100 VMV Graphic/Visual

- reviewed our discussions from our meetings #22 and #23: Who submits images? What does the invitation look like? What are the criteria for the images we will select? What format will the final graphic have?
- worked in small groups to identify key criteria to use in selecting submitted images for illustrating our VMV:
 - Submitted within the timeframe
 - Size 11x17
 - Can be digitized, hand drawn, photograph, collage
 - Do not use words
 - Need an explanation of their work on a separate attachment
 - Original work only
 - Original
 - Richmond context
 - Art can be easily reproduced
 - Easily understood as representing our School District VMV
- worked in small groups to prepare the invitation:
 - **How:**
 - Elementary Students: 1) parent newsletter/school website; 2) inform teachers via principals; they may choose to have their class participate; 3) PA Announcements and posters
 - High school Students: 1) posters; 2) Art teachers inform students; 3) Student groups e.g. St Council/Art Attack; 4) PA Announcements 5) TV in hallways ads
 - School Staffs: 1) CUPE/RASA/RTA inform members; 2) SD 38 website; 3) Portal; 4) W sends general open email to invite
 - Parents: 1) DPAC informs members; 2) PAC meetings; 3) Richmond News newspaper; 4) Sentinel newspaper; 5) Newspaper ads; radio ads; TV ads
 - **Invitation #1:**
 - To our fellow Richmondites: This initiative strives to engage our community members!
 - YOU are invited to be a part of the District's new vision, mission, values statement by creating a 2D visual representation of the following 3 statements: V.... M.... V.... Submissions may include but are not limited to these visual art categories: posters, digitals, illustration, collage, photography, painting, ink, printmaking, photographs, 3D pieces; Submission Deadline is Feb 1, 2018*
 - **Invitation #2:**
 - Who: students, teachers, parents; school chooses Top 10 (most represented of criteria; relevant)
 - To Our School Community: We are looking for any community members to put pictures to words. What do you see in the VMV Statements? Who is invited? Students, parents, teachers/staff in the Richmond Community*
- Considerations, Insights and Questions:
 - Will we be able to put the graphic and statements on the back of the agenda? Posters only?
 - Should there be tweaking by professionals?
 - Would it be appropriate if we used a number of images from different submissions?
 - Having fewer criteria would be preferred and this would encourage more possibilities
 - Keep criteria simple and clear
 - Need to identify how we are going to select the final images for the graphic e.g. do we use the WOW factor?
 - Do we say, "artwork selection will be selected by the P100VTF?"
 - What if a professional artist competes to build his reputation?
 - Who is eligible to submit images? Students only? Adults? Students and Adults?
 - Do we invite each school to conduct their own top 10 for submission to the District Selection Team?
 - Let's refer to other examples of contests e.g. City's Street Banner contest has a prize of \$300 to the winner
 - Should we offer scholarships to the designers of the selected images?
 - How do we recognize the winners?
 - What is the timeline for this Graphic/Visual Project? When do we start promoting this and when is the deadline?
 - Is there a cost price to reproduce the posters? More color, more costs; should we limit to 3 colours?
 - Need to market this so that it entices people to want to participate; why would YOU want to engage in this? How do we sell this?
 - Need to state that, "chosen artwork will be used in...."
 - Is this a contest or?
 - Is this open to the whole City of Richmond or only to School Community?

Upcoming P100VTF Meetings: Wednesdays, 3:30-5:00 in 4th floor meeting room of the SBO

- Nov 1st and 15th Agenda: finalize criteria for the graphic/visuals/images; finalize invite; finalize timeline of Graphics activity
- Feb 14th Agenda: review collated Stakeholder Feedback and revise draft Policy 100 VMV and draft Policy 100-R
- Mar 7 & 14, Apr 4, 11 & 18 Agenda: review and select images/graphic from submissions

Policy 100 Visioning Task Force (P100VTF)
Meeting #25: November 1, 2017, 3:30-5:00; SBO 4th floor meeting room
Highlights and Actions

Partner Reps

CUPE: Ian Hillman; Lisa Devitt

RASA: **Kathy Pantaleo; Anne Gillrie-Carre**

RDPA: **Dionne McFie; Andrew Scallion**

RMAPS: **Anita Doig**

RTA: **Jacqueline Maurice; Donna Dunn**; Steve Wenglowski

Trustees: Sandra Nixon; Debbie Tablotney; **Alice Wong**

Students: **Kishoore Ramanathan** (Gr 12, Burnett); **Minaho Chiew** (Gr 12, Richmond); **Ashwyn Dholliwari** (Gr 12, SLSS); Ashli Forbes (Gr 12 Boyd)

Executive Team: **Wendy Lim** (facilitator)

Welcome, Self Intro and Energizer

- Welcome Ryan Pantaleo!
- As an energizer, we shared the Successes and Surprises of our work as members of the P100VTF:

Successes:

- *the Visioning Café!*
- *our understanding of Vision, Mission, Values]*
- *feeling happy and comfortable being here; team discussions are successful*
- *all voices are valued and heard*
- *the heavy involvement of students – hearing their voices and input*
- *setting the pace for what we expect our new Vision, Mission will create in our members; these are changing times*
- *how the group has been able to reach agreement*
- *the values that our district is going to commit to CRCRC – collaboration, resilience, creativity, respect, curiosity!*
- *being able to finally narrow down to a couple of statements when we had begun with such broadness*
- *acknowledging how quickly we as a group can come up with ideas and then act on them*
- *inviting new students to come and participate/ share their thoughts*
- *achieving our draft Vision, Mission, Values statements*
- *student involvement*
- *coming together to reach consensus*
- *our dedication to the task even if we have to stay past the meeting end time*
- *how much our work has already impacted the diverse community in Richmond - WOW!*

Surprises:

- *that the students are just as passionate as the adults*
- *the amount of representation present at each meeting – 8 different groups are represented*
- *the staying power of the members – 2.5 years of being together*
- *how much I enjoy being a part of this Committee*
- *the momentum that has been maintained since the start 2.5 years ago in May 2015; the level of commitment has been outstanding!*
- *possibly including definitions in Policy 100*
- *added impact of the K-7 students*
- *how deeply it has impacted my thinking and deep engagement in this initiative*
- *the amount of energy everyone has!*
- *sharing the ideas and respecting everyone's opinion*
- *we are not getting rid of all the extra documents in the Policy 100 series; just replacing Policy 100*
- *the amazing energy of the facilitator*
- *how much thought goes into something like a Visioning initiative*
- *the # of people are on this Task Force*
- *the involvement of all the different voices! All levels, all different backgrounds*
- *the turnout at the Visioning Café! Fantastic dedication... representation from all levels on this Committee*

Purpose of Policy 100 Visioning Task Force (P100VTF)

- design the **visioning** process – Vision, Mission, Values
- establish a timeline to invite input from Partner Groups
- activate voices of partner groups regarding mission statement, vision statement, and value statements
- review collated input
- respond to draft revised Policy 100
- present draft Policy 100 as per Policy 204

Policy 100 – Vision, Mission, Values (draft VMV for consultation with Stakeholder)

Vision: The Richmond School District aspires to be the best place to learn and lead.

Mission: The Richmond School District’s mission is to create a safe, accepting, engaging community that inspires a passion for learning.

Values: The values that will guide our work together to achieve our mission and vision are: collaboration, creativity, curiosity, resilience, and respect.

Policy 100 Regulation Statement (draft for consultation with Stakeholder input)

“The Board of Education recognizes the power of the Vision, Mission and Values Statements in transforming learning, teaching, and leading in the Richmond School District. The intention of the regulation is to invite members of the Richmond School District community to engage in discussion about these Statements and to “live them” in our classrooms, schools, and worksites. As a result of our shared commitment, implementation of the Vision, Mission, Values Statements shall be the joint responsibility of the Board, students and staff in collaboration with parents and our community.”

Policy 100 VMV Graphic/Visual

- reviewed our October 18th discussion about the invitation and poster contest criteria
- worked in 3 groups to develop the invitation and poster criteria
- agreed to the following:
 - Inviting only students (K-12, SD#38) to contribute images for a District Visioning Poster
 - Inviting images for the Vision Statement only
 - Submissions to include a title and/or description of what the image represents
 - Sending the Invite to participate in the Visioning Poster Contest during the last part of the Stakeholder Consultation Process
 - Ensuring that school principals/vice-principals are helping the P100VTF lead in the promotion of the Visioning Poster Contest (follow the January 18th Principal/Vice Principal meeting)
 - Sending a few reminders during the process to ensure students are participating in the Contest
 - Giving plenty of time for student artists to develop their images
 - Possible Timeline: 1st draft
 - November 15th – finalize the invitation and criteria for the Visioning Poster Contest
 - November/December – prepare the professional poster used to promote the Visioning Poster Contest
 - (December/January/February – the draft revised Policy 100 and Policy 100 Regulations are out for Stakeholder Consultation)
 - February 1st – announce The Visioning Poster Contest and invite participation
 - March 1st – send reminder to schools/teachers/students to promote the Visioning Poster Contest
 - April 3rd – Deadline for submission of images (deadline is after Spring Break)
 - Month of April – Task Force reviews all submissions and select winners
 - Early May – Task Force announces winner

Upcoming P100VTF Meetings: Wednesdays, 3:30-5:00 in 4th floor meeting room of the SBO

- **Nov 15th 3:30-6:00 with Dinner - Agenda: finalize activities for Visioning Poster Contest - criteria, invite, timeline**
- Feb 14th Agenda: review collated Stakeholder Feedback and revise draft Policy 100 VMV and draft Policy 100-R
- Mar 7 & 14, Apr 4, 11 & 18 Agenda: review and select images/graphic from submissions

STATUS OF POLICIES
AT OCTOBER 31, 2017

	Completed after Approval of New Policy Framework
	In Revision Process
	Awaiting Review

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
Policy 704: <i>Retirement of School Facilities</i>	In Development Nov 21/16 – Discussed at Policy Committee Oct 24/16 – Discussed at Policy Committee Sep 19/16 – Discussed at Policy Committee. Larger discussion to be planned. Oct 24/16 Initial discussion.	Nov 21/16 – There was discussion on whether to split this policy into two ie school closures and disposition of facilities. Review and feedback process also discussed. At the conclusion of the school closure process, this policy and regulation will be reviewed for any necessary updating.	Full policy review process anticipated.
<i>District Philosophy Policy 100</i>	Step 2 Oct 16/17 – Updated at Policy Committee Sep 18/17 – Updated at Policy Committee. Jun 05/17 – Update from Trustees on the Task Force. May 1/17- Update from Asst. Sup. Lim on the April 12 Learning Café. Feb 23/17 – Updated on. Nov 21/16 – Updated on. Oct 24/16 – Updated on. Sep 19/16 – Asst. Sup. Lim updated the committee on the timing of various phases and activities of the Task Force. May 16/16 – An update was provided by Asst. Sup. Lim. A verbal update will be provided to the Jun 20/16 public meeting of the Board. Mar 2/15 – Board Approved Task Force Review Policy 100.	Oct 16/17 – Notice of Motion will be provided to Nov 8 public meeting of the Board with recommendation to place proposed revisions into stakeholder review process. Sep 18/17 - Task Force will make further suggested changes and it is anticipated this will return to Oct 16 meeting of Policy Committee for further review. Jun 05/17 – This item will return to September 2017 meeting of Policy Committee. May 1/17 – Update on the April 12 Visioning Café held at SLS secondary. Feb 23/17 – Vision, Mission and Values to be discussed at various upcoming events. It is anticipated that proposed revisions will be presented to the Board in Fall 2017. Nov 21/16 – The initial timeline will be reviewed and presented to a future meeting of Policy Committee. Asst. Sup. Lim is facilitating a task force to review the District’s Philosophy to determine if it still accurately represents the philosophical underpinnings of the district. Input and Stakeholder consultation process will take place on any proposed revisions for Board consideration in Spring 2017. Discussed at Policy Com on: Apr 4/12; Sep 12/12; Oct 9/14; Jan 26/15; Feb 23/15.	Full policy review process anticipated.

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
<p>Policy 804.8: <i>Commercialism</i> (previously 1004.8) 400-1R: <i>Employee Conflict</i> 804.9: <i>Donations to Schools</i> (previously 1004.9) 602.7-<i>Gifts, Grants and Benefits</i> (previously 802.7) 805.4-<i>Money Raising Activities at Schools</i></p> <p>(previously 605.4) 602.9.1-R <i>General Principles for Revenue Generating Activities</i> (previously 802.9.1-R)</p>	<p>In development Jan 23/17 – Update from Superintendent. Nov 21/16 – Update from Superintendent. Oct 24/16 – Update from Superintendent. Sep 19/16 – Discussed at Policy Committee.</p> <p>Jun 6/16 – Draft revised policy presented for initial review. May 16/16 – Discussed at Policy Committee. Will return to Jun 6/16 meeting. Apr 4/16 – Discussed at Policy Committee. Policy Com. Trustees will meet with Sup. to discuss this Policy. Apr 25/16 Discussed at Policy Com.</p>	<p>Jan 23/17 – Superintendent advised on meeting with RDPA President; questions answered and clarity had been provided. The policy will be reviewed for possible updating at a future date. Jun 6/16 - Review of proposed revised policy will continue over summer and return to Sep 19/16 Policy Committee meeting. Apr 25/16 Policy Com. Trustees & Superintendent discussed comparative commercialism policies.</p> <p>Apr 27/15 - Policy Committee discussed various policies related to PAC fundraising or money raising activities in schools that require review. Questions were raised by the PAC Executive about clearly defining the fundraising role of PACs. There are currently some conflicting policies. A review of all policies related to PAC fundraising or money raising activities will be done and return to Policy Committee.</p>	<p>Full policy review process anticipated.</p>
<p>Policy 300-R(B): <i>Selection and Appointment of Administrators</i></p>	<p>In Development (for comprehensive review) Jun 05/17 – Brief update provided to Policy Committee. May 1/17 – Update provided at Policy Committee.</p> <p>Feb 20/17 – Discussed at Policy Committee. Oct 24/16 – Discussed at Policy Committee. Sep 19/16 – Discussed at Policy Committee. Jun 6/16 – Draft revised policy initial review. Apr 4 and May 16/16 – Discussed.</p>	<p>Jun 05/17 –Update was provided on proposed revisions. Will return to future Policy Committee. May 1/17 – Verbal update on potential revisions.</p> <p>Feb 20/17 – Minor housekeeping changes proposed. Nov 21/16 – To be discussed at future meeting of Policy Committee. Sep 19/16 – Potential options for various revisions discussed. Jun 6/16 - Review of proposed revised policy took place over the summer and continues.</p>	<p>Full policy review process anticipated.</p> <p>Feb 20, 2017 – Minor revisions made and considered as housekeeping</p>

STATUS OF POLICIES
AT OCTOBER 31, 2017

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
Policy 513.2: <i>Field Trips</i>	<u>In Development</u> Jun 05/17 - Discussed at Policy Committee. Feb 20/17 - Initial discussion at Policy Committee.	Oct 16/17 - Update provided on the pilot at schools. This will return to Policy Committee in January 2018. Jun 05/17 - Update provided and the pilot extended with a report anticipated in the fall 2017. Feb 20/17 - Proposed revisions to align the policy with updated field trip practices presented. Policy Com. had further suggestions. Will return to future Policy Com. Meeting.	Full policy review process anticipated.
Policy 804.1: <i>Community Use of Schools</i>	<u>In Development</u> Nov 21/16 - Discussed at Policy Committee. Jun 6/16 - Discussed at Policy Committee.	Nov 21/16 - There was discussion on whether to review this policy in conjunction with Policy 704: <i>Retirement of School Facilities</i> Discussed at the Feb 15, Mar 7, Jun 6, and Nov 21, 2016 meetings of Policy Committee. Will return to Policy Committee at the conclusion of the LRFP process.	Full policy review process anticipated.
SOGI Policy	<u>In Development</u> Jun 05/17 - Update at Policy Committee. May 1/27 - Discussed at Policy Committee. Mar 6/17 - Initial discussion at Policy Committee.	Jun 19/17 - the initial meeting took place. Jun 05/17 - Initial meeting of working group that will develop policy is currently being planned. May 1/17 - Board approved the policy development plan and timeline. Anticipate draft policy in late fall 2017. Mar 6/17 - Initial discussion.	Full policy review process anticipated.
Policy 703.7: <i>Closure of Schools Due to Emergency Conditions</i>	<u>In Development</u> May 1/17 - Discussed at Policy Committee	May 1/17 - Briefly discussed. Staff to review this policy and its regulation. This will return in the fall 2017.	Full policy review process anticipated.
Policy 701.2 and 701.2-R: <i>School Building Planning Review Process</i>	<u>In Development</u> May 1/17 - Discussed at Policy Committee	May 2017 - Briefly discussed and staff indicated a comprehensive review is required with projected timing for commencement in the Fall 2017.	Full policy review process anticipated.

STATUS OF POLICIES
AT OCTOBER 31, 2017

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
Policy 522 and 522-R: <i>Transportation</i>	<u>In Development</u> Mar 17 – A review will be required.	Mar 2017 - Discussed at Policy Committee and will be added for review.	Full policy review process anticipated.
Policy 201: BYLAW: <i>Board Operations</i>	<u>In Development</u> Sep 19/16 – Discussed at Policy Committee.	This Bylaw will be reviewed for any necessary updates at a future meeting of Policy Com.	Full policy review process anticipated.
Policy 501.8, 501.8-R: Student Admissions, Registration Placement and Transfer	<u>In Development</u> Oct 16/17 – Discussed at Policy Committee. Jun 05/17 – Review will be required.	Oct 16/17 – This will return to Policy Committee in November or December 2017 for an update on potential revisions. Jun 05/17 – Briefly discussed and a review is necessary due to the Supreme Court of Canada ruling on class size and composition and the need for additional space in schools. Schedule for Policy Com in fall 2017	Full policy review process anticipated.
Policy 707 and 707-R: Post Disaster Procedures	<u>In Development</u> Oct 16/17 – Discussed at Policy Committee.	Oct 16/17 – Briefly discussed and a review will be required. Basic Resources at all schools to be considered.	Full policy review process anticipated

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
Policy SECTION 600: <i>Finance [previously Section 800: Business Procedures]</i>	<u>ENTIRE SECTION NOT YET IN THE REVIEW PROCESS</u>	Nov 2/16 <i>Policy 603.5.1-R: Authorized Signatures /Authorization to Contract – Minor change to Authorized Signature Title changed – considered housekeeping.</i> Mar 2014 – New Policy Framework Approved by Board. Previously Section 800: <i>Business Procedures.</i>	Full policy review process anticipated.
Policy SECTION 700: <i>Facilities [previously Section 900: Buildings and Sites]</i>	<u>ENTIRE SECTION NOT YET IN THE REVIEW PROCESS</u>	Mar 2014 – New Policy Framework Approved by Board. Previously this section was numbered 900: <i>Buildings and Sites</i>	Full policy review process anticipated.
Policy SECTION 800: <i>Community Relations [previously Section 1000]</i>	<u>ENTIRE SECTION NOT YET IN THE REVIEW PROCESS</u>	Mar 2014 - New Policy Framework Approved by Board. Previously this section was numbered 1000: <i>Community Relations.</i>	Full policy review process anticipated.
Policies 101: <i>Goals and Objectives</i> , 102: <i>Diversity and Inclusion</i> , 103: <i>Collaboration and Community</i> , 103-R(A): <i>Foundations for Learning</i> , 103-G: <i>Foundations for Learning</i>	<u>POLCIES NOT YET IN THE REVIEW PROCESS</u>	Oct 16/17-It was noted at Policy Com that these policies in section 100 will require a future review, some for housekeeping and updating. However, they will remain to complement the proposed revisions to Policy 100: Statement of Philosophy [to be renamed Policy 100: Vision, Mission, Values]	Full policy review process anticipated

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
<i>District Code of Conduct- Policy 105 [prev. 502.1.1] and 105-R</i>	APPROVED BY BOARD JUN/17	The District Code of Conduct (Policy 105) has been in place for many years. In 2015 the District created a working group of stakeholder partners to review and revise Policy 105. In addition, in the fall of 2016, the Ministry of Education directed that all school district Codes of Conduct should be updated with language that speaks to gender orientation and expression.	Underwent full policy revision process.
<i>Policy 300-R(B): Selection and Appointment of Administrators</i>	APPROVED BY BOARD APR/17	Minor housekeeping changes made to ensure compliance with updated privacy legislation, professional human resources principles and best practices and to incorporate recent district technology system changes.	Housekeeping changes.
<i>Trustee Professional Development and Travel- Policy 205, 205-R, 205-G</i>	APPROVED BY BOARD NOV 21/16	Policy 205: <i>Trustee Professional Development and Travel</i> is a NEW Policy. Certain sections from current Policy 203: <i>Trustee Stipend, Resources and Expenses</i> were removed and incorporated into this new Policy.	Underwent full policy revision process.
<i>Trustee Stipend, Resources & Expenses-Policy 203, 203-R, 203-G</i>	APPROVED BY BOARD NOV 21/16	Policy 203: <i>Trustee Stipend, Resources and Expenses</i> was reviewed in conjunction with (new) Policy 205: <i>Trustee Professional Development and Travel</i> . After revision and approval, this policy was renamed Policy 203: <i>Trustee Stipend and Expenses</i> .	Underwent full policy revision process.
<i>Student Registration, Enrolment and Placement- Policy 501.8 and 501.8-R [AND renamed Student Admission, Registration, Placement and Transfer]</i>	APPROVED BY BOARD APR/16	Substantive changes made to this policy/regulation as a result of changes to the School Act, the Family Law Act and Immigration legislation and the district's centralized registration. A number of Policies rescinded as a result of approved changes.	Underwent full policy revision process.
<i>Video Surveillance-Policy 708, 708-R and 708-G: (previously 908, 908-R & G)</i>	APPROVED BY BOARD APR/16	This policy and its accompanying regulations were adopted by the Board in 2003 and reviewed in 2015/16 to ensure its continued relevance. The revisions reflect the new framework and definitions.	Underwent full policy revision process..

POLICY NAME AND NO.	STATUS	COMMENTS/ACTION	REVIEW
<i>Administering (Prescribed) Medications to Students</i> -Policy 504.3.1; 504.3.1-R and 504.3.1-G	APPROVED BY BOARD FEB/16	In 2013 Health Nurses indicated this regulation was outdated (last revisions approved in 1995) and should be brought into line with updated health care practices. Consultation with health care professionals in Richmond. Regulations became a (new) policy, (revised) regulations and (new) admin. guidelines.	Underwent full policy revision process.
<i>Human Resources</i> -Policy Section 400:	APPROVED BY BOARD APR/14	This section consisted of 69 pages; was reduced to 9 after review ie. 1 policy, 6 regulations and admin. guidelines.	Underwent full policy revision process.
<i>Community Use of Facilities</i> -804.1, 804.1-R, and 804.1-G	APPROVED BY BOARD APR /14	Construction of the Neighbourhood Learning Centre at Brighthouse required a review of this policy (1004.1 in the old framework).	Underwent full policy revision process.
<i>Interscholastic Competitions and Contests</i> -503.6,503.6-R	APPROVED BY BOARD OCT/14	Policy 1005.2: <i>Interscholastic Athletic Competitions</i> was combined with Policy 503.6: <i>Interscholastic Competitions and Contests</i> to ensure consistent of application of policy for students in both athletic and academic competitions. 1005.2 was subsequently rescinded by the Board.	Underwent full policy revision process.