

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

MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE

Date: Monday, June 18, 2018 at 10:30am
Board Room, Main Floor, Administration Building

Present: Sandra Nixon, Chairperson
Alice Wong, Member
Debbie Tablotney, Alternate Member
Sherry Elwood, Superintendent of Schools
Scott Robinson, Deputy Superintendent
Sean Harrington, President, RASA
Jane McFadyen, Vice President, RASA
Liz Baverstock, President, RTA
Tim McCracken, 1st Vice President, RTA
Donna Dunn, RTA Executive Member
Colleen Howu, Parent
Gail Hackenbruch, Executive Assistant (Recording Secretary)

Regrets: Donna Sargent, Vice Chairperson

The Chair called the meeting to order at 10:39am.

1. INTRODUCTIONS

Nil.

2. ADOPT AGENDA

The agenda was adopted as presented.

3. APPROVE MINUTES

The minutes of the meeting held Monday, May 14, 2018 were approved as circulated.

4. POLICY 300-R: SELECTION AND APPOINTMENT OF ADMINISTRATORS

A memorandum from the Executive Director, Human Resources, was included with the agenda package. The Chair provided background on the proposed changes and noted that a Notice of Motion for placement of these proposed revisions into the stakeholder review process is anticipated for September 12, 2018, that the consultation process takes place in the fall 2018 and that the revisions are approved in November or December 2018. The Chair advised that current Policy 400: *Statement of Guiding Principles for Human Resources* would remain in place and that a proposed new Policy 401, 401-R and 401-G: *Recruitment and Selection of Management and Administrative Personnel* had been developed to complement existing Policy 400: *Statement of Guiding Principles for Human Resources*. The Chair noted that the executive summary provides the rationale for proposed changes to current Policy 300-R(B): *Selection and Appointment of Administrators* and reflects the principles that staff applied in the review and development of the new proposed policy 401. Attendees had comments and questions on: the timing and opportunity for feedback from stakeholder groups; and whether or not the new policy would be in place in time for the next cycle of administrator interviews.

It was **AGREED** that a **NOTICE OF MOTION** would be provided to the September 12, 2018 meeting of Board of Education (Richmond) that a **RECOMMENDATION** would be presented at the September 26, 2018 meeting of the Board to place proposed (new) Policy 401, 401-R and 401-G: *Recruitment and Selection of Management and Administrative Personnel* into the stakeholder review process.

5. SOGI POLICY

The Chair provided background on the development of the proposed new policy, the changes made in response to the public feedback received by the June 4 deadline date, the provision of a Notice of Motion to the June 13, 2018 public meeting of the Board that included a copy of the proposed final working draft of the policy, and the changes made since that draft was presented on June 13 as a result of input from the SOGI Working Group, Trustees and senior staff.

The Chair highlighted the changes made to the administrative guidelines since June 13, 2018 i.e. 1. the Glossary will be removed from the administrative guidelines and a link inserted to a glossary at either the ARC or SOGI 123 website; 2. add sentence under the Education and Awareness section that acknowledges that we strive to recognize the cultural diversity of Richmond. She advised that these will be included in the final draft for presentation of approval at the June 27, 2018 public meeting of the Board of Education (Richmond).

The Superintendent noted that grammatical and punctuation corrections, as well as minor wording changes, have also been made to improve clarity.

The Superintendent advised on the purpose and process for the June 27, 2018 public meeting of the Board noting that the meeting would be held in the small gym at Burnett Secondary School to accommodate the anticipated large number of attendees; that very little Board related business has been planned for this meeting; that there will be no opportunity for attendees to significantly change the policy at that meeting; and that the main purpose is for the Board to consider and vote on approval of the final draft of the SOGI policy. She advised that senior staff had designed a process for online sign up for those Richmond residents wishing to speak at this meeting so that it can be managed and meaningful for all attendees and that assistance would be requested from the Richmond Leadership Team for this June 27 meeting. Attendees had questions on when the information on the sign up for those wishing to speak at the June 27 meeting would be available. The Superintendent advised that the information would go live on the district website on Monday, June 25, 2018.

The Chair thanked everyone involved in this process and for the time and care taken to assist trustees put together a policy that feels good and will assist our Board to provide a climate of acceptance for all our students.

The President, Richmond Teachers' Association, thanked Trustees for establishing the SOGI Working Committee that allowed for stakeholder and student involvement in the policy development. She noted the legislative requirement for such a policy and acknowledged the request for a discreet SOGI policy that originally came from our students.

6. POLICY REVIEW STATUS [standing item]

The policy review status document to June 15, 2018 was included with the agenda package.

7. AGENDA ITEMS FOR UPCOMING MEETINGS

The status of upcoming agenda items up to June 12, 2018 was included with the agenda package. Upcoming items include revisions to Policy 514.2: *French Programs*; Policy 704: *Retirement of School Facilities* at the conclusion of the Long Range Facilities Plan process and Policy 707: *Post Disaster Procedures* also requires a review. A question was asked on whether or not a French Programs Advisory Committee would be struck.

The Deputy Superintendent advised that Policy 501.8: *Student Admissions, Registration, Placement and Transfer* and Policy 103: *BYLAW Complaints by Students Parents and Public* would require a review in September 2018 and suggested moving Policy 514.2: *French Programs* to later in the fall 2018.

8. NEXT MEETING DATES

Meeting dates are scheduled for: Monday, September 17 and Monday, October 15, 2018 at 10:30am at the school district offices.

9. ADJOURNMENT

The meeting adjourned at 11:08am.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'S. Nixon', is written below the text 'Respectfully Submitted,'.

Sandra Nixon, Chairperson
Policy Committee