

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

**MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE**

Date: Monday, November 20, 2017 at 10:30am  
Board Room, Main Floor, Administration Building

Present: Sandra Nixon, Chairperson  
Donna Sargent, Vice Chairperson  
Alice Wong, Trustee  
Debbie Tablotney, Member \*  
Sherry Elwood, Superintendent of School \*\*  
Liz Baverstock, President, RTA  
Donna Dunn, RTA Executive Member  
Dionne McFie, President, RDPA  
Colleen Howu, Parent \*\*\*  
Gail Hackenbruch, Executive Assistant (Recording Secretary)  
Wanda Plante, Executive Assistant

\* Joined the meeting in progress at 10:41am.  
\*\* Joined the meeting in progress at 10:48am  
\*\*\* Joined the meeting at 10:42am.

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 October 16, 2017 were approved as circulated.

**5. POLICY 100: STATEMENT OF PHILOSOPHY**

Minutes of meetings held October 18 and November 1, 2017 were included with the agenda package for information. The Chair advised that the Board would be requested to place the proposed revisions to Policy 100 into the stakeholder review process on November 22, 2017. Attendees had comments and questions on: the contest for the development of artwork to accompany the new vision, mission, values statements, providing a mat frame with the vision, mission values statements on the frame and having each school design their own filler, the design process and anticipated timeline for the call out for the development of art work and the potential for being overwhelmed with art submissions. Discussion ensued.

*The Superintendent entered at 10:48am during the above discussion.*

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

Policy 707 and 707-R(egulation): *Post Disaster Procedures* were included with the agenda package. The Superintendent spoke to this item noting that a review will be required to ensure that we are guided by best practice, process and protocols. The Superintendent referenced Ministry of Education expectation that districts review their emergency preparedness policies and noted the staff meetings that had been held to discuss modernizing our policy for the handling of emergencies.

The Superintendent advised that this would require patience from ensuring we have equity based level of supplies at schools and district facilities, ongoing staff training, having conversations with partners on expectations of the school district and budget implications. Attendees had comments and questions on: having a conversation on providing supplies as part of this year's budget planning discussions, the Ministry of Education's current plan for emergency preparedness and potential future consideration to levelling the field provincially by providing a budget for such supplies, having both a short and long term disaster preparedness plan, coordinating with the City and other community partners on their expectations in the case of a natural disaster and having an emergency preparedness district working group. The Superintendent indicated that she anticipates having such a district working group by spring 2018.

**ACTION:** The Recording Secretary to add the topic of emergency preparedness to the Council/Board Liaison Committee's agenda in the spring 2018 for a discussion on the district's role and the City's expectations of the school district.

**6. POLICY REVIEW STATUS [standing item]**

The Policy Status to October 31, 2017 was included with the agenda package.

**7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING**

A Parent had a question on the SOGI policy development timeline and the reflection of parental responsibilities in the proposed new Vision, Mission, Values. The Chairperson advised that the other policies in section 100 (101 *Goals and Objectives*, 102: *Diversity and Inclusion*, 103: *Collaboration and Community*, 103-R(A): *Foundations for Learning*, 103- G: *Foundations for Learning*) are being retained to complement and provide foundational details to the proposed Vision, Mission, Values Statements.

**8. NEXT MEETING DATES**

It was agreed to cancel the meeting scheduled for Monday, December 11, 2017.

Meetings are now scheduled as follows: Monday, January 15, Monday, February 19, Monday, March 12, Monday, April 16, Monday, May 14 and Monday, June 18, 2018.

**9. ADJOURNMENT**

The meeting adjourned at 11:23am.

Respectfully Submitted,



Sandra Nixon, Chairperson  
Policy Committee