

DATE: May 2, 2023

TO: Board of Trustees

FROM: Policy Review Committee - Trustee Marcia Hole, Trustee Jan Sawyer (chair), Trustee Saadiq Sumar

SUBJECT: Policy Review Committee Update

ORIGINATOR: Trustee Jan Sawyer, Policy Review Committee Chair

RESOURCE

STAFF: Kelsey Duebel, Karen Mills, Nancy Petersen

REFERENCE: [Trustees' Handbook, Section 6.1.3](#) - Board Committees, Policy Review Committee

ISSUE

The Policy Review Committee (PRC) is responsible for developing and presenting to the Board of Trustees (the Board) an annual work plan. This report summarizes the committee's accomplishments over the 2022-2023 school year.

BACKGROUND

The Board approved the membership of the Trustee PRC at the June 21, 2022, Board meeting to assist the Board in the review, revision and development of Board policy. The PRC ensures that Board policies submitted for Board approval are in accordance with Board Policy CH.BP Framework for Policy Development and Review. The [PRC 2022-2023 work plan](#) was approved at the November 1, 2022, Board meeting.

CURRENT SITUATION

Over the course of the 2022-2023 school year, the PRC has undertaken the following work to accomplish its goals as set out in its annual work plan. Ongoing work coming forward from the 2021-2022 school year and the recent scan of all Board policies through the lens of anti-racism and equity informed the PRC's identification and prioritization of policy work for the 2022-2023 school year, as outlined below. The following is an update on progress made thus far by the PRC towards this year's work plan.

New Policy Development and Review of Existing Policies

- **Development of a school renaming policy:** The School Renaming Criteria Advisory Committee was established and met four times. The committee examined the act of school renaming and provided the Board of Trustees a report March 10, 2023, outlining its recommendations for criteria to inform decisions around school renaming. The report serves as one source of feedback to help support the development of a school renaming policy and the planning of a Division-wide review of all EPSB school names. Work has been initiated on the first draft of a renaming policy; the PRC anticipates this first draft coming to a Board meeting for first reading sometime in late fall or early winter of the 2023-2024 school year. This work will see the PRC share the advisory committee's report and the opportunity for engagement in response to the first draft of the policy.

- **The review and update of Board Policies HC.BP Student Accommodation and HEC.BP Student Admission to the District:** These policies were reviewed and revised to align with the *Education Act* and support current processes for managing enrolment growth in the Division. A Feedback Report for these policies went to Caucus Committee on April 25, 2023, and the first reading of these policies will go to the Board meeting on May 2, followed by four weeks of engagement through a public survey. The current plan is to have the two policies come to a Board meeting for second, third and final reading by the Board of Trustees in June 2023.
- **Review of Board Policy GCA.BP Approval of the School Year Calendar:** At the January 24, 2023, Board meeting, the PRC presented an [Update on the School Year Calendar Policy Review](#) to share the work that had been completed to that point. Based on input from students, staff and families and consideration to the various operational factors that must be considered in the setting of the school year calendar, the PRC has made several key decisions regarding the initial direction of a draft policy; the January update signaled this direction. It is anticipated that the PRC will bring the policy forward for first reading early in fall 2023. This will be followed by four weeks of a public survey and focused engagement opportunities to ensure the voices of staff, students and families continue to inform the development of this policy.
- **Review of Board Policy AB.BP Appeals:** The PRC reviewed Board Policy AB.BP Appeals and drafted changes to ensure alignment with requirements of the *Education Act*. Additionally, the PRC has drafted new content for this policy related to dispute resolution. The PRC is striving to ensure that the policy articulates the Division's principles and values that guide dispute resolution and appeals and that the policy provides clarity around dispute resolution and appeals processes, including authority for final appeals. First reading of this policy and stakeholder engagement are anticipated to take place in fall/winter 2023.

Initiation of Review of Existing Policies and Deferral to 2023-2024 School Year.

- **Annual Review of Student Behaviour and Conduct:** Section 33 of the *Education Act* requires an annual review of the code of conduct for students. To comply with this, Board Policy HG.BP Student Behaviour and Conduct was reviewed. The PRC discussed potential updates to this policy and agreed that additional information from the extended student demographic data that will be available in the 2023-2024 school year, as well as other sources of information related to student safety would be helpful to inform potential revisions to this policy. To support the annual review of this policy, HG.BP is scheduled to come to Board on May 16, 2023.
- **Review of Board Policy HFA.BP Sexual Orientation and Gender Identity:** Division staff responsible for the implementation of this policy were consulted on potential revisions to this policy. Staff indicated that this policy is highly valuable and functional in its current state and that no major revisions were recommended; however feedback did indicate that there is the opportunity to review and update some language in the policy. Given this feedback and the low level nature of potential revisions to this policy (i.e., minor language updates), the PRC deferred work on this policy to the 2023-2024 work plan.
- **Review of Board Policy HA.BP Inclusive Education:** The PRC is anticipating the release of the updated *Standards for Special Education* from Alberta Education. Work to revise the policy should reflect alignment with the provincial standards; the PRC will initiate work to review the policy once the revised provincial standards have been released.
- **Review of Board Policy EO.BP Environment:** The review of this policy, ensuring it aligns with the [2022 - 2026 Division Strategic Plan](#), will commence in the 2023 - 2024 school year.

KEY POINTS

- Work has been initiated, including engaging with an advisory committee, to inform the drafting of a school renaming policy.
- The intended direction and status of the work to review Board Policy GCA.BP Approval of the School Year Calendar was reported at a public Board meeting; this work prioritizes the calendar being more inclusive and including the recognition of more days of significance.
- Board Policy HC. BP Student Accommodation and HEC.BP Student Admission to the District were reviewed and updated, with the intent to bring both policies forward May 2 for first reading and then bringing them to Board in June for second, third and final reading.
- Board Policy AB.BP Appeals was reviewed to reflect alignment with the *Education Act*, ensure clarity, and provide direction on dispute resolution; a first draft is anticipated to come to Board in the fall of 2023.
- The annual review of Board Policy HG.BP Student Behaviour and Conduct was conducted.
- PRC determined that further work on Board Policy HFA.BP Sexual Orientation and Gender Identity, Board Policy HA.BP Inclusive Education and Board Policy EO.BP Environment will be deferred to the 2023-2024 school year.

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