

DATE: December 10, 2019

TO: Board of Trustees

FROM: Trustee Sherry Adams, Policy Review Committee
Trustee Michael Janz, Policy Review Committee
Trustee Bridget Stirling, Chair, Policy Review Committee

SUBJECT: Policy Review Committee Work Plan 2019-2020

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

RESOURCE STAFF: Marnie Beaudoin, Nancy Petersen

REFERENCE: Trustees' Handbook Section 6.1 – Board Committee Protocols
[June 25, 2019, Board Meeting, Item 2](#)
Board Policy CH.BP – Framework for Policy Development and Review
[Education Act](#)

ISSUE

The Policy Review Committee is presenting its 2019-2020 work plan to the Board of Trustees (the Board) for approval.

BACKGROUND

The Policy Review Committee is responsible for assisting the Board by ensuring that policies submitted for Board approval are developed and reviewed in accordance with Board Policy CH.BP Framework for Policy Development and Review.

On June 25, 2019, the Board elected three Policy Review Committee members for 2019-2020. Since then, the committee has held two meetings, reviewed the committee's work over the past three years, assessed and planned policy development required through new provincial legislation, and established a Policy Review work plan for 2019-2020.

RELATED FACTS

This year's work plan addresses the following:

- **Provincial Legislation alignment:** The Board is responsible for ensuring all Division policies are in alignment with provincial legislation; this year this work will address the *Education Act*, which came into effect September 2019 and the 21 new provincial regulations. The work to ensure this alignment includes:
 - Revising all references to the *School Act* across board policies to reflect the new *Education Act*.
 - An omnibus report will be brought forward to the Board that includes all board policies that simply require this reference change.
 - Bringing forward individual board policies requiring more extensive changes to reflect alignment to the *Education Act*; these will come forward individually as work is completed.
 - Aligning existing board policy addressing school closure with the *Education Act*.
 - Developing five new board policies to address:
 - Dispute resolution
 - Use of school buildings
 - Surplus reserve land

- Petitions
- Board conduct
- **Board Policy GGAB.BP Multicultural Education:** The Committee initiated work on Board Policy GGAB.BP Multicultural Education as part of their 2016-2017 policy review work plan. This year the committee will continue to work with the Multiculturalism and Cultural Diversity Advisory Committee, established in spring 2019, to support the revision of the existing policy. This year's work will continue to be informed by the advisory committee and a draft of the policy will be brought to Board for first reading.
- **Board Policy GGAJ.BP Early Years:** Work to review this policy began in 2018-2019; to support this review, the Committee held engagement sessions with parents, community agencies, front-line staff and Division leaders. This engagement served to inform the first draft of the policy revision, which the Committee will bring forward to the Board for first reading in early 2020.
- **Board Policy DK.BP District Technology:** The Committee brought Board Policy DK.BP District Technology to a public board meeting on May 28, 2019, for first reading. It was then open for public feedback through an online survey. This feedback will inform final revision to the policy and it will be brought forward to the Board for second and third reading in early 2020.
- **Board Policy AB.BP Appeals:** This policy will be revised to align with requirements of the *Education Act*, and with consideration to its interplay with the new Dispute Resolution policy and Board Policy CHA.BP Delegation of Authority.
- **Board Policy CHA.BP Delegation of Authority:** This policy will be revised to align with requirements of the *Education Act*, and with consideration to its interplay with Board Policy AB.BP Appeals and the new Dispute Resolution policy.
- **Board Policy GIBP.BP Integrated School Library Learning Commons:** Once the new Ministerial Order on Student Learning has been approved by the Minister of Education, the Committee will proceed with reviewing Board Policy GIBP.BP Integrated School Library Learning Commons.
- **Anaphylaxis Policy:** In alignment with new legislation *Protection of Students with Life-Threatening Allergies Act*, the Committee will develop a new policy.

At this time, the Committee does not anticipate the use of financial resources to support their work this year.

RECOMMENDATION

That the Policy Review work plan 2019-2020 be approved.

OPTIONS

Based on the information provided in this report, the following options are considered most appropriate:

1. Accept the Policy Review work plan 2019-2020 as written.
2. Provide feedback and request changes be made to the Policy Review work plan 2019-2020.

CONSIDERATIONS and ANALYSIS

The work of the Policy Review Committee reflects the Committee's best efforts to balance the expectation to complete policy work required for alignment to provincial legislation and the Board's commitment to reviewing and revising existing board policies.

ATTACHMENTS and APPENDICES

ATTACHMENT I Policy Review Committee Plan 2019-2020 Work Plan

MB:mb

Policy Review Committee 2019-2020 Work Plan

PURPOSE

- The Policy Review Committee is responsible for assisting the Board in reviewing Board policy by ensuring that Board policies submitted for Board approval are developed and reviewed in accordance with the Board Policy CH.BP Framework for Policy Development and Review.
- The main objective of the work plan is recommend an annual plan for policy reviews to the Board that will address the complete review of all Board policy over the Board's term and accommodate the need for any emergent reviews.

ACTIVITIES

The Policy Review Work Plan 2019-2020 includes the following:

Policy development work required for alignment with new <i>Education Act</i> *	
Policy	<i>Education Act</i> Reference
Dispute Resolution	Section 41 School Dispute Resolution
Use of School Buildings	Disposition of Property Regulation (<i>Education Act</i> s.194)
Surplus Reserve Land	Disposition of Property Regulation (<i>Education Act</i> s.194)
Petitions	Petitions and Public Notices Regulation (<i>Education Act</i> s. 250)
Board Conduct	Board Procedures Regulation (<i>Education Act</i> s.69)

*The ongoing analysis of the *Education Act* may surface additional policy work to be completed.

Policy development work required by other legislation	
Policy	Legislation
Anaphylaxis	<i>Protection of Students with Life-Threatening Allergies Act</i>

Policy alignment work required for new <i>Education Act</i>	
<ul style="list-style-type: none"> • Identification of all references to <i>School Act</i> across board policies • Analysis of level of change required to update <i>School Act</i> references to <i>Education Act</i> (low/medium/high) • PRC to bring low-level revisions to a public Board meeting for approval in an omnibus report • PRC to bring individual policies requiring further revisions to a public Board meeting as completed 	

Policy development work carried over from 2018-2019 work plan		
Policy	Review year	Status
GGAB.BP Multicultural Education	2016	<ul style="list-style-type: none"> Establishment of Multiculturalism and Cultural Diversity Policy Review Advisory Committee Two committee meetings held to gather input for policy content Engagement data analyzed and themed Preliminary policy content drafted
GGAJ.BP Early Years	2016	<ul style="list-style-type: none"> Engagement sessions held with: <ul style="list-style-type: none"> Parents/public Community agencies District Staff District leaders Engagement data analyzed and themed First draft prepared and ready for next PRC meeting
DK.BP District Technology	2017	<ul style="list-style-type: none"> Revised draft DK.BP presented by the PRC for first reading at the May 28, 2019 Board meeting Online survey open for 7 weeks Survey data analyzed and themed Revised draft prepared based on stakeholder feedback, and ready to bring to next PRC meeting
AB.BP Appeals	2008	<ul style="list-style-type: none"> Requires alignment with <i>Education Act</i> Interplay with new dispute resolution policy
CHA.BP Delegation of Authority	2014	<ul style="list-style-type: none"> Requires alignment with <i>Education Act</i> Interplay with Appeals policy
GIBP.BP Integrated School Library Learning Commons	2018	<ul style="list-style-type: none"> Work has been paused in anticipation of new legislation

SUPPORTING ACTIONS/INFORMATION REQUESTED FROM ADMINISTRATION

- The Committee will be conducting up to four engagement sessions to support the development of Board Policy GGAB.BP Multicultural Education and will require support from Diversity Education and Comprehensive School Health, and Strategic District Supports.

REQUESTED RESOURCES

- The Committee does not anticipate requiring resources and funding to support their work this year.