

**DATE:** December 14, 2021

**TO:** Board of Trustees

**FROM:** Trustee Marsha Nelson, Policy Review Committee  
Trustee Jan Sawyer, Chair, Policy Review Committee  
Trustee Saadiq Sumar, Policy Review Committee

**SUBJECT:** Policy Review Committee 2021-2022 Work Plan

**ORIGINATOR:** Karen Mills, Director Board and Superintendent Relations

**RESOURCE STAFF:** Kelsey Duebel, Rachel Foley, Julie Marko, Nancy Petersen

**REFERENCE:** [Trustees' Handbook Section 6.1 – Board Committee Protocols Board Policy CH.BP – Framework for Policy Development and Review Education Act](#)

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#### ISSUE

The Policy Review Committee is presenting its 2021-2022 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.

The Policy Review Committee discussed policy development and review required for the upcoming term on December 1, 2021. From this discussion, the committee established an annual plan for policy development and review to be completed or initiated in 2021-2022 and continued over the Board's term, while also accommodating the need for any emergent reviews.

#### RELATED FACTS

The work plan addresses the following:

1. **New policy development in 2021-2022:** Emerging contexts and existing requirements to align with the *Education Act* have resulted in identification of two new policies for development in 2021-2022.

**COVID-19 vaccination policy for Trustees:** In response to a notice of motion put forward during the November 9, 2021, Board meeting, a new policy to address the requirements for COVID-19 vaccination or rapid testing for Trustees will be developed.

**Dispute resolution policy:** To align with Section 41 of the *Education Act*, a new dispute resolution policy will be developed. This policy will be developed with consideration of updates to Board Policy AB.BP Appeals.

2. **Policy updates to be completed in 2021-2022:** The Board is responsible for ensuring all Division policies are in alignment with provincial legislation and this work will continue to be a priority for the coming year. This year, work will continue to address changes required by the *Education Act*, which came into force September 2019. The following policy review work is planned for completion in 2021-2022:

- Board Policy AB.BP Appeals
- Board Policy CO.BP Fiscal Oversight and Accountability
- Board Policy HC.BP Student Accommodation
- Board Policy HEC.BP Student Admission to the District

These policies will be updated in alignment with the *Education Act* and, where relevant, undergo further review to align with current practice and updated administrative regulations.

In addition to the above listed policies, 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 will also be reviewed and updated, if required.

3. **Policy reviews to be initiated or continued in 2021-2022:** Initial priorities have been identified by the Policy Review Committee for the Board's term (2021-2025). Some of this work continues the priorities of the previous Board. It is intended that this policy work will be initiated in 2021-2022 and completed over the course of the Board's term.

**Anti-racism and Equity:** To ensure the Division continues its commitment towards anti-racism and equity, a policy scan will identify a complete list of policies in need of update for alignment with Board Policy HAAB.BP Anti-racism and Equity. The Division's Anti-racism Action Plan identifies human resources practices (Board Policy FA.BP Human Resources Framework) as an area of focus.

**Environment:** The Board is committed to aligning relevant policies with the current climate context and incorporating Indigenous ways of knowing into environmental and sustainability policy. This work may include a review of best practices, internal consultation with staff and public engagement. Potential policies for review include:

- Board Policy EO.BP Environment
- Board Policy EA.BP Infrastructure Planning Principles

**Renaming of schools:** On September 7, 2021, the previous Board unanimously passed a motion that the Board commit to forming a special committee to propose an approach to renaming schools that is more coordinated, comprehensive and works closely with the community. Board Policy EA.BP Infrastructure Planning Principles will require review in response to the committee recommendations.

**School calendar and scheduling:** A number of Board policies related to calendar and scheduling will be reviewed to potentially combine and streamline similar Board policies. In addition, updates related to Board consideration of diverse days of significance in the approval of the school year calendar will be explored. Policies associated with this review include:

- Board Policy GCA.BP Approval of the School Year Calendar
- Board Policy GD.BP Instructional Time
- Board Policy GE.BP Organization for Instruction

**Sexual orientation, gender identity and expression:** Policies directly and indirectly related to the Board's commitment to supporting all sexual and gender minority students, staff and families will be reviewed to support respectful, inclusive environments and use up-to-date language. This work may include a review of best practices, internal consultation with staff and public engagement. Potential relevant policies for review include:

- Board Policy HFA.BP Sexual Orientation and Gender Identity
- Board Policy HF.BP Safe, Caring and Respectful Learning Environments
- Board Policy AE.BP Welcoming, Inclusive, Safe and Healthy Learning and Working Environments

At this time, the Policy Review Committee does not anticipate needing any financial resources to support their work this year. The committee will present a project plan and budget for the Board's approval prior to undertaking any work that may require funds.

## RECOMMENDATION

**That the Policy Review Committee 2021-2022 work plan be approved.**

## OPTIONS

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

1. Accept the Policy Review Committee 2021-2022 work plan as written.
2. Provide feedback and request changes be made to the Policy Review Committee 2021-2022 work plan.

## CONSIDERATIONS and ANALYSIS

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

## NEXT STEPS

Policy review activities will proceed, in alignment with the approved work plan.

## ATTACHMENTS and APPENDICES

ATTACHMENT I Policy Review Committee 2021-2022 Work Plan

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## Policy Review Committee 2021-2022 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 to recommend an annual plan for policy development and review to be completed or initiated in 2021-2022 and continued over the Board's term, while also accommodating the need for any emergent reviews.

### ACTIVITIES

The Policy Review Committee Work Plan 2021-2022 includes the following:

New Policy Development	
Policy	Summary
COVID-19 Vaccination Policy for Trustees	Proposal from November 9, 2021, Board Meeting
Dispute Resolution	<i>Education Act</i> requirement

Policy Updates to Complete in 2021-22	
Policy (review year)	Summary
AB.BP Appeals (2008)	Align with <i>Education Act</i> and other relevant policy review/development
CO.BP Fiscal Oversight and Accountability (2024)	Align with <i>Education Act</i> and Funding Manual
HC.BP Student Accommodation (2019)	Merge both policies to align with current updated administrative regulations, and align with <i>Education Act</i>
HEC.BP Student Admission to the District (2019)	
HG.BP Student Behaviour and Conduct (2021)	Annual review required under the <i>Education Act</i>

Policy Updates to Initiate/Continue in 2021-2022	
Policy area	Potentially impacted policies
Anti-racism and Equity	<ul style="list-style-type: none"> <li>• A policy scan will identify a complete list of policies in need of update for alignment with <a href="#">HAAB.BP Anti-racism and Equity</a></li> <li>• The Division's Anti-racism Action Plan identifies human resources practices (<a href="#">FA.BP Human Resources Framework (2022)</a>) as an area of focus.</li> </ul>
Environment	<ul style="list-style-type: none"> <li>• <a href="#">EO.BP Environment (2017)</a></li> <li>• <a href="#">EA.BP Infrastructure Planning Principles (2020)</a></li> </ul>
Renaming of Schools	<ul style="list-style-type: none"> <li>• <a href="#">EA.BP Infrastructure Planning Principles (2020)</a></li> </ul>
School Calendar and Scheduling	<ul style="list-style-type: none"> <li>• <a href="#">GCA.BP Approval of the School Year Calendar (2016)</a></li> <li>• <a href="#">GD.BP Instructional Time (2018)</a></li> <li>• <a href="#">GE.BP Organization for Instruction (2012)</a></li> </ul>
Sexual Orientation, Gender Identity and Expression	<ul style="list-style-type: none"> <li>• <a href="#">HFA.BP Sexual Orientation and Gender Identity (2018)</a></li> <li>• <a href="#">HF.BP Safe, Caring and Respectful Learning Environments (2017)</a></li> <li>• <a href="#">AE.BP Welcoming, Inclusive, Safe and Healthy Learning and Working Environments (2024)</a></li> </ul>

### **SUPPORTING ACTIONS/INFORMATION REQUESTED FROM ADMINISTRATION**

- The committee will conduct public engagement in support of many of the policies outlined in this work plan, including consideration to: the development of a new dispute resolution policy and the review of Board Policies HC.BP Student Accommodation, HEC.BP Student Admission to the District, and HG.BP Student Behaviour and Conduct and will require support from Strategic Division Supports, Infrastructure Planning and Division Support Services. However, the timing and extent of this engagement for each of these policy areas has yet to be determined.

### **REQUESTED RESOURCES**

- More information about potential required funds will come available as the policy work unfolds. The committee will present a project plan and budget for the Board's approval prior to undertaking any work that would require use of Board of Trustee funds.