

**POLICY COMMITTEE**  
**Reporting to Public Session Tuesday, May 26, 2015**

The Policy Committee met on May 11, 2015 at 4:30 p.m. In attendance were Trustees Gary Wong (Chair), Harman Pandher and Katrina Chen, Superintendent of Schools, Gina Niccoli-Moen, Secretary-Treasurer, Greg Frank and Jen Mezei, DPAC Representative.

**1. Policy No. 2.40 Event Protocols**

At the February 24, 2015 regular meeting of the Board, Trustees approved the draft revision of Policy No. 2.40 Event Protocols to be circulated as a *Notice of Motion*. The policy outlines the district's event protocols to be followed when school and district events take place. There was no feedback received from the *Notice of Motion*. The committee recommends that the policy be updated to include *the Acknowledgement of Territory* greeting, "The Burnaby School District would like to acknowledge and thank the Coast Salish Nations of Musqueam, Tsleil-Waututh and Squamish on whose traditional territory we teach, learn and live."

Recommendation: THAT the Board receive this information and that the revision as outlined be approved for insertion in the policy manual.

**2. Policy No. 2.50 Whistle Blower Protection**

Secretary Treasurer, Greg Frank presented a draft Whistle Blower Protection policy for the committee to review. The policy aligns with other school districts who have implemented a similar policy to uphold ethical standards for those performing work on behalf of the district. The committee discussed the policy in detail and suggested making some revisions to bring to the next meeting of the Policy committee.

Recommendation: THAT the Board receive this information.

**3. Policy No. 5.05 Admission and Placement of Students into the Burnaby School System**

The committee reviewed Policy No. 5.05 Admissions and Placement of Students into the Burnaby School System for language changes to clarify the process for admission into the school district. The committee discussed the proposed changes in detail and staff will bring further edits to the policy at the next Policy Committee Meeting.

Recommendation: THAT the Board receive this information.

#### **4. Policy No. 2.25 District Parent Advisory Council**

The committee reviewed Policy No. 2.25 District Parent Advisory Council and noted that some recently built schools are not included in the policy. Further, geographic district zones are outdated. A draft revision will be brought to the next Policy Committee meeting.

Recommendation: THAT the Board receive this information.

#### **5. Policy No. 3.35 Emergency Preparedness**

The Emergency Preparedness Policy No. 3.35 is a combination of two district policies “*Emergency Exit Drills*” and “*Bomb Threats*”. The proposed revisions would reflect a broader scope of Emergency Preparedness be developed so that Management and School Principals can ensure that emergency protocols are created, practised, revised and maintained for the buildings and staff in which they oversee. An *Emergency Management Planning Guide for Schools and School Districts* was recently released by the Ministry of Education. Staff will review the planning guide for suggestions and implications regarding district Policy No. 3.35 Emergency Preparedness to discuss at the next meeting of the Policy Committee.

Recommendation: THAT the Board receive this information.

#### **6. Adjournment**

The meeting was adjourned at 5:35 p.m.

#### **7. Date of Next Meeting**

The date of the next Policy Committee meeting is June 15, 2015