

SCHOOL DISTRICT 54 (Bulkley Valley)

POLICY COMMITTEE MEETING

February 6th, 2018

5:00 PM

School Board Office

Voting Members	Administration
P. Michell, Chair F. Farrell, Alternate B. Beaubien J. Williams (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
Regrets:	

The meeting was conducted from 5:03 pm-6:29 pm.

Welcome: *Before we begin, I would like to acknowledge that we are gathered here today on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en - Bear Wolf Clan."*

REPORT

PREVIOUS MEETING OF January 9th, 2018

Policy	Description	Type	Status	Consultation
10.100	School and District Facilities	Revision		Completed
10.110	Facility Rentals	Deletion		Completed
	<i>Policy & Administrative Procedures Framework?</i>			Not Required
	School Calendar	Revision		Yes

NEW BUSINESS

Revision

Policy	Description	Type	Status	Consultation
10.100	School and District Facilities (BN-P-1)	New	In-committee	Yes
10.110	Facility Rentals	Deletion	In-committee	Yes
1.150	Standing Committees (BN-P-2)	Revision	In-committee	No
	Surplus Policy (BN-P-2)	New	In-committee	Yes
	Ordinarily Resident (BN-P-3)	New	In-committee	Yes
	<u>In Discussion</u>	New	On-going	Yes
	Student Reporting	Revised	On-going	Yes
	International Travel		On-going	Not required
	Policy & AP Framework			

Type: New, Revision, Deletion
 Status: In-committee, on-going, approved
 Consultation Yes, Not required, Complete, Rejected

SCHOOL DISTRICT 54

(Bulkley Valley)

1. School and District Facilities - Policy 10.100

Revisions were applied to Administrative Procedure 10.100 to clarify 'school sanctioned events', insurance responsibilities, priority for maintenance to schedule work, and provide clearer priority parameters to the Smithers Secondary facility. ***It is recommended that the Board approve the revised Policy 10.100 and the corresponding Administrative Procedures 10.100.***

2. Facility Rentals – Policy 10.110

The information set out in Policy 10.110 has become redundant given this policy has been amalgamated with Policy 10.100. ***It is recommended that the Board delete Policy 10.110 Facility Rentals.***

3. Standing Committee policy – Policy 1.150

Mr. Margerm provided information on the Ministry Requirement to institute policy language for school districts to maintain a committee that oversees district audits. As a small district, the regulation of audits has historically been accomplished through the operations committee, and this could feasibly continue. ***It is recommended that the duty of district audit be added to the Purpose and Scope section of the Standing Committees Policy 1.150.***

4. Accumulated Surplus Policy (New)

Mr. Margerm provided information on the Ministry requirement to institute policy language for school districts to develop a policy on district accumulated surplus by June 30, 2018. A draft copy was provided to committee for explanation and discussion. The committee recommends the draft policy be discussed at board level and directed back to committee for revisions.

5. Ordinarily Resident Policy (New)

Mr. Margerm updated the committee on the need for a policy on 'Ordinarily Resident'. This was a recommendation from the compliance audit committee that recently audited our school district. This policy would provide the regulations necessary for determining the necessary documents associated with a 'Ministry funded' student. ***It is recommended that the Board approve the draft Ordinarily Resident Policy.***

Date & Time of Next Meeting: 5 pm – March 6th, 2018