

SCHOOL DISTRICT 54

(Bulkley Valley)

POLICY COMMITTEE MEETING

June 11th, 2021

3:00 PM

School Board Office

Voting Members	Administration
F. Farrell, Chair F. Krishan, Alternate J. Williams (ex officio)	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer M. Monkman, Assistant Superintendent
Regrets: E. Quinlan	

The meeting was conducted from 3:03 – 3:55 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 May 11th, 2021

Policy	Description	Type	Status	Consultation
10.300	Child Care Facilities	New	In-committee	Yes-Complete
6.910	District Calendar	New	In-committee	Yes
6.750	Whistleblower – Public Interest Disclosure Act	New	In-Committee	Yes

NEW BUSINESS

Policy	Description	Type	Status	Consultation
6.340	Purchasing Policy	Revision	In-committee	No
6.910	District Calendar	New	In-committee	Yes
6.920	Privacy Policy		In-Committee	Yes

6.340 Purchasing Policy

Informational Item: Mr. Margerm advised the committee that there was a minor change to purchasing policy. Given the significant increase in construction supplies, the threshold for purchasing with purchase order (PO) has been raised to \$2,000 for Maintenance. The \$1,000 threshold was generating an excessive number of purchase orders supporting a minor number of purchase items.

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

SCHOOL DISTRICT 54

(Bulkley Valley)

6.910 District Calendar

The Board returned the draft policy back to Committee for discussion. The Committee discussed different aspects of the draft policy: working with days rather than minutes; consulting provincial averages for instructional time; working to improving consultation with public stakeholders; and providing transparent framework for senior management to work with.

Motion: Committee recommends the Board accept the draft Policy 6.910 District Calendar as described in briefing note and send out for public consultation.

6.920 Privacy & Student Records Policy

Mr. Margerm introduced a draft policy for Privacy & Student Records. Districts should have a policy in regards to privacy of student information, including responsibility, storage, retrieval and access. Mr. Margerm is also developing administrative procedures covering specific protocols for maintaining the privacy of student records.

Motion: Committee recommends the Board accept the draft Policy 6.920 Privacy & Student Records as described in briefing note and send out for public consultation.

Date & Time of Next Meeting: Sept. 14th, 2021 at 3 pm

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