

**COMMITTEE REPORT**  
**POLICY COMMITTEE MEETING**  
**February 1, 2011 5:00 PM – SBO**

**In attendance:**

**Committee Members:** Chair: J. McIntosh, P. Michell, F. Farrell

**Ex officio** Les Kearns

**Trustees (non-voting)**

**Regrets**

**Administration:** S. Richards, Secretary Treasurer; B. Young, Superintendent; C. van der Mark, Asst Superintendent

The meeting convened at 5:00 PM

**REPORT:** The Committee reviewed and discussed the following policies.

Policy	Description	Type
6.200	Parent Advisory Councils	Revision
6.205	District Parent Advisory Councils	Revision
6.500	School Planning Councils	Revision
9.220	Student Records	Revision
6.335x	Acceptable Use	Revision

1. **6.200 Parent Advisory Councils**
2. **6.205 District Parent Advisory Councils**
3. **6.500 School Planning Councils**

Administration noted that all 3 policies had been sent out for consultation and that the deadline for feedback was December 31, 2010. Supportive comments were received from LKS, HSS, and BVTU. Subsequent to attendance at a TES PAC meeting, that PAC has now provided its support to the policy revisions as presented. The letter received from Ms. Tricia Purnell was reviewed. The committee also reviewed relevant legislation and existing policy language to better understand the scope and nature of proposed revisions. After discussion, ***the committee recommends that the Board approve revisions to the 3 policies as presented.***

**4. 9.220 Student Records**

Administration provided information relating to the need for change to this policy by reviewing relevant sections of the School Act, a Ministerial Order and the adequacy of the existing policy. The committee discussed the different types of student records as well as relevant issues such as access / privacy, retention limits, responsibility and the need for secure storage locations. Further work will be undertaken by administration on this policy including consultation with senior administrators and comparisons with other districts and will stay in committee pending these further efforts.

**5. 6.335x Acceptable Use**

Administration presented relevant existing policies (10.170, 6.330) noting the need for more comprehensive district policy as technology has transformed both the business and delivery of education. Draft revisions of the policy were presented along with several draft regulations relating to specific aspects of technology use. Mr. Richards noted that further discussion with technology department was necessary and that the policy would stay in committee for further review.

The meeting adjourned at approximately 5:45 pm.

Date and time of Next Meeting: March 1, 2011 at 5:00

Submitted by: J. McIntosh, Chairperson, Policy Committee