



DATE: January 23, 2018

TO: Board of Trustees

FROM: Trustee Sherry Adams, Policy Review Committee
Trustee Trisha Estabrooks, Chair, Policy Review Committee
Trustee Bridget Stirling, Policy Review Committee

SUBJECT: Trustee Policy Review Committee Annual Work Plan 2017-2018

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

RESOURCE

STAFF: Marnie Beaudoin, Nancy Petersen

REFERENCE: Trustees' Handbook Section 6.1 – Board Committee Protocols
October 24, 2017 Board Meeting, Item 4
Board Policy CH.BP – Framework for Policy Development and Review

ISSUE

The Policy Review Committee is presenting its 2017-2018 work plan and a projection of work to be completed from 2017-2019 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 the Board Policy CH.BP Framework for Policy Development and Review.

On October 24, 2017, the Board elected three Policy Review Committee members for 2017-2018. The Committee has held two meetings, established a Policy Review Work Plan for 2017-2018, and reviewed the Policy Review Plan developed in 2016 that projects work to the end of 2018-2019.

RELATED FACTS

This year's proposed work plan addresses the following areas:

- The Committee initiated work on HAA.BP Aboriginal Education as part of the 2016-2017 Policy Review Work Plan. This work included the developing initial drafts and eliciting stakeholder feedback from an internal principal group and the District's First Nations, Métis, and Inuit External Advisory Committee. This year's work would include further stakeholder engagement to inform the final draft to be brought forward to the Board for approval.
- The Committee initiated work on GGAB.BP Multicultural Education as part of their 2016-2017 Policy Review Work Plan. This work included the development of an initial draft. This year's work would include stakeholder engagement to inform the final draft to be brought forward to the Board for approval.
- AB.BP Appeals requires an extensive review and it is projected that the Committee's work will be completed as part of the 2018-2019 Policy Review Work Plan.
- At the October 24, 2017, public Board meeting, the Board approved a motion to research and create a policy setting out the conditions under which a school would be renamed and the process for doing so. This motion may impact current Board policy EA.BP Infrastructure Planning Principles and/or the related administrative regulation EF.AR Naming of Schools.



- Bill 24 *An Act to Support Gay-Straight Alliances*, Bill 28 *School Amendment Act, 2017* and Bill 30 *Investing in a Diversified Alberta Economy Act* have received Royal Assent, and may require the Board to make changes to policies. These changes would be limited to ensuring compliance with legislation, and would not entail a comprehensive review of the policies.

RECOMMENDATION

That the Policy Review Work Plan for 2017-2018 be approved.

OPTIONS

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

1. Accept the Policy Review Work Plan 2017-2018 as written.
2. Provide feedback and request changes be made to the Policy Review Plan 2017-2018.

CONSIDERATIONS and ANALYSIS

- Several new pieces of provincial legislation have been introduced that require the Committee to review policies to ensure compliance. This has caused the Policy Review Committee to adjust priorities articulated in the Policy Review Plan 2017-2019 that was developed in 2016.

NEXT STEPS

Once the Board has approved the Policy Review Work Plan 2017-2018, the Committee work will proceed.

ATTACHMENTS and APPENDICES

- ATTACHMENT I Policy Review Work Plan 2017-2018
- ATTACHMENT II Policy Review Plan 2017-2019

MB:mb

Policy Review Work Plan 2017-2018

Policies to undergo standard District review process	District Priority Alignment	Scheduled Review Year*
AB.BP Appeals	Priority 2: Provide welcoming, high quality learning and working environments	2008
CHA.BP Board Delegation of Authority	Priority 3: Enhance public education through communication, engagement and partnerships	2014
GGAB.BP Multicultural Education	Priority 1: Foster growth and success for every student by supporting their journey from early learning through high school completion and beyond	2016
HAA.BP Aboriginal Education	Priority 1: Foster growth and success for every student by supporting their journey from early learning through high school completion and beyond	2014

Legislation or Board Motion	Policies that may require changes to ensure compliance:
Bill 24 <i>An Act to Support Gay-Straight Alliances</i>	<ul style="list-style-type: none"> • HFA.BP Sexual Orientation and Gender Identity • Policies related to Human Resources
Bill 28 <i>School Amendment Act, 2017</i>	<ul style="list-style-type: none"> • Policies related to Human Resources • Policies related to Student Records
Bill 30 <i>Investing in a Diversified Alberta Economy Act</i>	<ul style="list-style-type: none"> • Policies related to Human Resources
Board Motion <i>that the Board of Trustees research and create a policy setting out the conditions under which a school would be renamed and the process for doing so</i> (Tuesday, October 24, 2017 public Board meeting)	<ul style="list-style-type: none"> • ER.BP Infrastructure Planning Principles
Proposed <i>Cannabis Act</i> and Bill 26 <i>An Act to Control and Regulate Cannabis</i>	<ul style="list-style-type: none"> • Policies related to Facilities • Policies related to Human Resources • Policies related to Students

Trustee Policy Review Committee Projected Annual Review Plan 2017-2019

2017-2018

Overarching Theme: Fair and Reasonable District Practices	
Policy	Scheduled Review Year*
AB.BP Appeals	2008
CHA.BP Board Delegation of Authority	2014
IJA.BP Electioneering and Politically Motivated Communications ¹	2014

Overarching Theme: Information Governance	
Policy	Scheduled Review Year*
CN.BP Managing District Information	2013

Overarching Theme: District Operations	
Policy	Scheduled Review Year*
GCA.BP Approval of the School Year Calendar	2016
DBC.BP Emergency Plans	2017
DCA.BP Security and Vandalism	2017

¹ Review completed in 2017

Overarching Theme: Student Accommodation	
Policy	Scheduled Review Year*
GE.BP Organization for Instruction	2012
DEA.BP Student Transportation	2014
HED.BP Student Attendance	2018
HH.BP Supervision of Elementary and Junior High Students during Lunch	2017
HC.BP Student Accommodation	2019

Overarching Theme: Supports for Learning	
Policy	Scheduled Review Year*
GGAJ.BP Early Years	2016
DK.BP District Technology	2017
GHHA.BP Tutoring	2017
GD.BP Instructional Time	2018
GIBP.BP Integrated School Library Learning Commons	2018

* The Board is currently undertaking a comprehensive review of board policy to create consistency across all policy. These board policies will have a new format with a purpose statement, definitions, policy statements, expectations and accountability statements. As changes are made to existing board policy, related administrative regulations will be reviewed and revised as needed. The minimum seven year review cycle for existing policies as outlined in the District's Framework for Policy Development and Review has been suspended until the review is complete.