

DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Marcia Hole, Policy Review Committee
Trustee Jan Sawyer, Policy Review Committee
Trustee Saadiq Sumar, Chair, Policy Review Committee

SUBJECT: Policy Review Committee 2023-24 Work Plan Summary

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

RESOURCE STAFF: Nancy Petersen, Wanas Radwan

REFERENCE: [Trustees' Handbook](#), Section 6.1.3 - Board Committees, Policy Review Committee

ISSUE

The Policy Review Committee (PRC) is responsible for developing and presenting to the Board of Trustees (the Board) an annual work plan. This report summarizes the committee's accomplishments over the 2023-24 school year.

BACKGROUND

The Board approved the membership of the Trustee PRC at the June 20, 2023, organizational Board meeting to assist the Board in the review, revision and development of Board policy. The PRC ensures that Board policies submitted for Board approval are in accordance with Board Policy CH.BP Framework for Policy Development and Review. The [PRC 2023-2024 work plan](#) was approved at the November 28, 2023, Board meeting.

CURRENT SITUATION

Over the course of the 2023-24 school year, the PRC has undertaken the following work to accomplish its goals as set out in its annual work plan.

New Policy Development

- **Development of a school renaming policy:** Currently, the PRC is working on two policies that address school renaming; the intent of the first policy is to provide direction on the review of school names and the intent of the second policy is to provide direction on the naming of schools. These draft policies were shared with the Board of Trustees for review during a scheduled Caucus meeting on May 14, 2024. It is anticipated that a first draft of both policies will be put forward for first reading by the Board in late winter/early spring 2025. Once both policies are completed, EA.BP Infrastructure Planning Principles will be updated regarding any reference to school naming to align with the newly developed policy.
- **Review of Board Policy AB.BP Appeals and the development of a dispute resolution policy:** At the October 10, 2023, Board meeting, the first reading of Board Policy AB.BP Dispute Resolution and Appeals was approved. Following this approval, public engagement occurred through a survey that

was open for four weeks from October 16 to November 12, 2023. The revised policy was approved at the February 6, 2024, Board meeting.

Policy Review and Revision

- **Review of Board Policy GCA.BP Approval of the School Year Calendar:** At the February 6, 2024, Board meeting, the first reading of Board Policy GCA.BP Approval of the School Year Calendar was approved. Following this approval, public engagement occurred through a survey that was open for four weeks from February 12 to March 11, 2024. This survey was supported by a video informing the public about the various requirements and considerations framing the development of the school year calendar. The revised policy was approved at the May 28, 2024, Board meeting.
- **Review of Board Policy FA.BP Human Resources Framework:** Work has been initiated to inform updates to Board Policy FA.BP Human Resources Framework, in alignment with Board Policy HAAB.BP Anti-racism and Equity, and current practices and processes. The work to revise this policy will continue in the 2024-25 school year.
- **Review of Board Policy HFA.BP Sexual Orientation and Gender Identity:** At the May 14, 2024, Board meeting, the first reading of Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression was approved. Following this approval, public engagement occurred through a survey that was open for four weeks from May 15 to June 12, 2024. The revised policy was approved at the June 18, 2024, Board meeting.
- **Annual Review of Student Behaviour and Conduct:** Section 33 of the *Education Act* requires an annual review of the code of conduct for students. To comply with this, Board Policy HG.BP Student Behaviour and Conduct was reviewed and was brought forward to Board on May 28, 2024. In the 2024-25 school year, the PRC will use data collected from engagement opportunities that address safety, feelings of belonging and the Division's efforts towards becoming an anti-racist organization to inform a more comprehensive review of Board Policy HG.BP Student Behaviour and Conduct.

Longer Term Policy Work

- **Review of Board Policy EO.BP Environment:** The work to look at this policy is preliminary and is intended to build the Board of Trustees' capacity around this topic. This work may involve environmental scans; exploring emerging trends, issues and evidence related to each topic. The preliminary work will inform next steps for this policy area.
- **Review of Board Policy HA.BP Inclusive Education:** The PRC is anticipating the release of the updated *Standards for Special Education* from Alberta Education. Work to revise the policy should reflect alignment with the provincial standards; the PRC will initiate work to review the policy once the revised provincial standards have been released.

Emerging Policy Work

- **Rescindment of Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives:** On March 14, 2024, Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives was rescinded. The rescindment followed changes that were made to the *Trustees' Handbook* section 5.2.3 Comments from the Public and Staff Group Representatives.
- **Revision to Board Policy CHA.BP Board Delegation of Authority:** Based on the recommendations approved at the April 30, 2024, Board meeting, Board Policy CHA.BP Board Delegation of Authority was revised. The revised policy reverts authority over decisions, contracts or agreements with or relating to policing, security or paramilitary organizations back to the Superintendent of Schools.
- **Revision to Board Policy HAA.BP First Nations, Métis, and Inuit Education:** On February 6, 2024, the definition for the term "reconciliation" was revised in Board Policy HAA.BP First Nations, Métis, and

Inuit Education. The changes made to this definition were completed in collaboration with subject matter experts in the Division.

KEY POINTS

- Board Policy AB.BP Dispute Resolution and Appeals was approved at the February 6, 2024, Board meeting.
- Board Policy GCA.BP Approval of the School Year Calendar was approved at the May 28, 2024, Board meeting.
- Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression was approved at the June 18, 2024, Board meeting.
- The annual review of Board Policy HG.BP Student Behaviour and Conduct was conducted.
- Work continued from the 2022-23 school year to inform the drafting of a policy that addresses the renaming of schools.
- The Policy Review Committee responded to emerging work, including the rescindment of Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives and revisions to Board Policies CHA.BP Board Delegation of Authority and Board Policy HAA.BP First Nations, Métis, and Inuit Education.

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