

# Minutes



## Policy Committee Meeting

**Date:** May 16, 2017  
**Time:** 3:32 to 4:40 p.m.  
**Location:** Abbotsford School District Administration Office

TRUSTEES IN ATTENDANCE: Cindy Schafer, Committee Chair  
Phil Anderson  
Freddy Latham  
Stan Petersen  
Shirley Wilson  
Preet Rai (arrived at 4:26 p.m.)

REGRETS: Rhonda Pauls

STAFF IN ATTENDANCE: Kevin Godden, Superintendent  
Ray Velestuk, Secretary-Treasurer  
Cheryl McLeod, Recording Secretary

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### 1.0 CALL TO ORDER

Acting Committee Chair Schafer called the meeting to order at 3:32 pm.

### 2.0 APPROVAL OF THE MINUTES

#### 2.1 Minutes of the Policy Committee Meeting held April 18, 2017.

The Minutes of the Policy Committee Meeting held April 18, 2017 were approved to be presented at the Regular (Public) Meeting of May 30, 2017.

### 3.0 POLICY DEVELOPMENT PLAN

#### 3.1 Policy 7 – Board Governance and Operations

The Committee reviewed and agreed to the suggested language to add to Policy 7 under 1.8 Attendance at Meetings.

*1.8.1 If a trustee(s) is unable to attend a meeting, the Board, or Board Committee may permit attendance through teleconferencing or video-conferencing, providing that all trustees in attendance are able to communicate with one another.*

The Committee agreed to move Policy 7 to a public board meeting agenda for debate and approval. The Committee also agreed to move the first question period on the Public Board Meeting Agenda under “Report on Achievement and Results”.

#### **4.0 GOVERNANCE POLICIES**

##### **4.1 Policy 13 - Recruitment and Selection of Personnel**

The Secretary-Treasurer reviewed the staff report which outlined when it is acceptable to request medical provisions without violating the human rights code.

The Board discussed the language in 3.4 and agreed to move Policy 13 to the next In Camera Board Meeting.

##### **4.2 Policy 18 – School Catchment Areas**

The Committee reviewed the policy and agreed to add a reference at the bottom of Policy 18 to refer to AP336. The Secretary-Treasurer reported that he has received a number of appeals. His review will follow the criteria set out in the Appeals Policy and once complete, will determine the next steps.

A concern regarding the language ‘previous school year’ as defined by the School Act was brought forward and discussed.

#### **5.0 ADMINISTRATIVE PROCEDURES**

##### **5.1 Administrative Procedure 336 Student Registration & Catchment Areas**

The Committee reviewed the administrative procedure and registration forms included. They determined that the registration priorities in top left corner of AP336-3 should match the Policy and should be included on all registration forms.

#### **6.0 CORRESPONDENCE**

There was no correspondence presented.

#### **7.0 ISSUES FOR FUTURE DISCUSSION**

##### **7.1 Audit Committee**

In order to proceed with the decision to form an Audit Committee as an internal Committee-of-the-Whole, the Secretary-Treasurer suggested amending Policy 8 to include the Audit Committee under 2.1. He recommended meetings in May/June, September and January, in keeping with the auditor’s schedule. This Policy will be brought to the next Public Board Meeting.

#### **8.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 4:40 pm.