

Title: **International and Non-Resident Students**
Category: **Administration**
Number: **1040**

REVISED

References: Min. of Ed. Policy – International Students
(<https://www2.gov.bc.ca/gov/content/education-training/administration/legislation-policy/public-schools/eligibility-of-students-for-operating-grant-funding>)

Attachments: Decision Aid (August 2002)

Title: **International and Non-Resident Students**

Category: **Administration**

Number: **1040**

REVISED

III.IV. Other Non-Resident Students

The following categories of non-resident students may be admitted to district schools upon application to the Superintendent or designate.

A. Canadian, or landed immigrant non-resident students from ~~another British Columbia school district or~~ another Canadian territory or province.

~~B. — Students with student authorizations (from Canadian Immigration & Citizenship) and who are listed in Ministry of Education Policy — International Students as exceptions.~~

~~C.B.~~ Students whose parents are on a work or study permit. A copy of the work or study permit must be produced before the student is admitted.

~~D.C.~~ Fees may apply if the student is not ordinarily a resident ~~in the district~~ or if his/her guardian is not ordinarily a resident in British Columbia.

IV.V. Visitor Status

A. Students who are in Canada on a Visitor Visa may not be registered at a school.

~~B. — A “student authorization” must be provided by the Immigration Department before the student can be registered.~~

~~C.B.~~ If the school agrees, a visiting student may attend as a guest for a maximum of four (4) weeks.

~~D.C.~~ Visiting students shall not be officially registered and shall not be covered by school district insurance. The parent or guardian shall be asked to sign a release form which shall be kept on file at the school.

V.VI. Appeal Procedure

A. Decisions regarding admissions and/or payment of fees may be appealed in writing to the Superintendent of Schools.

Received:



Title: **Medical Exclusions**

Category: **Administration**

Number: **1480**

Revised

Rationale:

Our goal is that all of our students and staff will thrive in safe and healthy schools. In accordance with the *School Act*, Section 91, it may be necessary, under extremely specific conditions, to medically exclude a student from attendance at school. The decision to medically exclude a student should only come as a final culmination after other adaptations, modifications and interventions have proven to be ineffective and the health condition of the child endangers the health or welfare of the students of a school or the employees of the board.

Process to Medically Exclude:

- I. The principal shall arrange a meeting to discuss the proposed exclusion of students under Section 91 with the Director of Instruction for Student Support Services and the School Medical Officer.

- II. If the exclusion is deemed an appropriate action as a result of the aforementioned meeting, the principal shall notify the parents or guardians in writing that they are suspending the student under Section 91 and has informed the School Medical Officer. This letter shall be sent by double registered mail, or courier if necessary, and copied to the Director of Instruction for Student Support Services and the School Medical Officer. As per Regulation 2900, the Superintendent shall also be informed of a suspension in writing. The exclusion shall be noted on the student's permanent record card.

- III. The School Medical Officer shall inform the parent, in writing, that the student may not return to school until they have been assessed by appropriate professionals, (e.g. psychologist, psychiatrist, M.D.), treatment has been initiated and/or completed, and a written report with specific recommendations has been provided to the School Medical Officer. Copies of the School Medical Officer's letter to the parent shall be sent to the principal and the Director of Instruction for Student Support Services.

- IV. An educational program shall be made available as required by the School Act.

- V. If appropriate, the student's well-being shall be discussed with representatives of community agencies (e.g. Mental Health/Ministry of Children and Family Development) and the School Medical Officer to ensure that responsibilities for follow-up are clearly designated.

Title: **Medical Exclusions**

Category: **Administration**

Number: **1480**

Revised

VI. The student's status shall be reviewed every month by the principal until the student returns to school or is placed for treatment.

VII. The principal shall inform the Director of Instruction for Student Support Services of the results of the review.

VIII. The School Medical Officer shall send a certificate to the principal and the Director of Instruction for Student Support Services, lifting the exclusion once they have received the written report referred to in #3 and are satisfied that the student is no longer considered to be a danger to the health or welfare of students and staff. Copies of this certificate shall be sent to the parent/guardian.

IX. The student shall be placed in an appropriate setting as determined by the principal, the Director of Instruction for Student Support Services and the School Medical Officer.

X. A checklist of these actions shall be maintained by the principal.

XI. A periodic follow-up of the student's well-being shall be conducted by the principal in consultation with School-Based Team.

Received:

References: *School Act, s91*

Title: **Partnerships and Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

Rationale: The Board believes we live in a healthy, involved and creative community that supports our students and their families. As such, we often enter partnerships with our community partners. This regulation outlines parameters to ensure the success of these partnerships.

- I. Partnerships shall:
 - A. meet an identifiable educational or operational need;
 - B. not replace funding for which the Ministry of Education has a responsibility to fund;
 - C. include a prior consultation which allows for discussion within the school or district community;
 - D. have clear terms and conditions of the partnership. The finalized terms and conditions will include clearly stated goals and objectives, roles and responsibilities for each party, a working plan, provision for evaluation including timeline for the evaluation and an agreement concerning copyright and ownership of intellectual property, real estate/buildings and other resources as required;
 - E. it is understood by both partners that making the public aware of the partnership is necessary and, in fact, is seen by both as legitimately and mutually beneficial;
 - F. marketing or advertising must be mutually pre-approved by the partners according to the guidelines of each organization.
 - G. not be in conflict with the goals of the B.C. school system, and/or those of School District No. 46;
 - H. be consistent the social values of equity, access, inclusiveness, and open, fair and due process.
- II. Possible examples of advertising or sponsorship could include:
 - learning resources selected by teachers, public health nurses or dental hygienists, including websites, magazines, newspapers, pamphlets, and other learning resources;
 - on vending machines and score clocks;
 - of a limited type in school or district publications.
 - sponsorship identification may be considered on
 - athletic uniforms and related equipment;

Title: **Partnerships and Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

-
- temporary signs indicating the sponsors names, logos, names of products or services and accurate product and/or service information which are put in place for the duration of the sponsored program, event, tournament, production or activity;
 - public notices or school newsletters;
 - plaques, pictures or other notices;
 - event or activity programs.

III. Any advertising using the School District No. 46 name and logo must have the approval of the Superintendent.

IV. Any partnership, advertising or sponsorship identification agreement, commercial relationship or corporate sponsorship shall be approved only after consultation with the Superintendent or Secretary-Treasurer. The Superintendent and Secretary-Treasurer reserve the right to withhold approval of any such agreement.

V. Where a proposed partnership and/or corporate sponsorship involves the use of school district property and/or facilities, or has potential to require district funding, the proposal shall be in compliance with Regulation 3550 – Rental of School Facilities.

Received:

References: Policy 19, Regulation 3550 – Rental of School Facilities

Title: **Partnerships and ~~and/or~~ Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

Rationale: The Board believes we live in a healthy, involved and creative community that supports our students and their families. As such, we often enter partnerships with our community partners. This regulation outlines parameters to ensure the success of these partnerships.

I. ~~Definitions:~~

A. ~~Partnership:~~

~~1. A relationship formally defined and agreed to between an educational institution and:~~

- ~~a) an organization;~~
- ~~b) business;~~
- ~~c) industry;~~
- ~~d) another institute;~~
- ~~e) and/or government.~~

~~2. created for mutual benefit of parties directly involved in an enterprise;~~

~~3. not exploitive in nature;~~

~~4. assumes that partnership activity will be toward increased gain to all parties involved; assumes a serious and lasting commitment to mutual satisfaction, productivity and to the maintenance of the integrity of the relationship itself.~~

B. ~~Corporate Sponsorship:~~

~~1. a relationship formally defined and agreed to between an educational institution and a corporate body where there is provision of support by the corporation to the educational institution or activities within the institution.~~

~~2. the relationship may be solicited by the corporation or the institution;~~

~~3. the support may be financial, but it can also involve equipment, goods or services;~~

~~4. the support may be provided in exchange/trade off for involvement, input, access or recognition but this is not always the case;~~

~~5. can be exploitive in nature but not usually;~~

~~6. assumes the relationship will be toward a desired gain for both parties;~~

~~7. assumes commitment, but not necessarily long term.~~

C. ~~Advertising:~~

Title: **Partnerships and ~~and/or~~ Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

- ~~1. — a communication that a person/people may or may not have a choice to receive which is paid for and is intended to: inform; persuade; encourage a person to think, to feel, to act, to participate, to buy;~~
- ~~2. — often not created by the party initiating the communication;~~
- ~~3. — often created for profit;~~
- ~~4. — sometimes exploitive in nature;~~
- ~~5. — assumes the communication and resulting activity will be toward increased gain for the party initiating the communication;~~
- ~~6. — often assumes no commitment to the receiver.~~

~~D. — Commercialism:~~

- ~~1. — enterprise involving business, industry, trade which includes the mercantile purchase and sale of goods or services where a person/people may or may not receive a choice to participate;~~
- ~~2. — the activity may be solicited by the commercial enterprise or by the client/customer;~~
- ~~3. — always for exchange/trade-off if not for profit;~~
- ~~4. — can be exploitive in nature but not necessarily;~~
- ~~5. — assumes the activity will be toward a desired gain;~~
- ~~6. — sometimes assumes no commitment to the client/customer other than that required by law.~~

~~E. — “School community” shall include parents, students, staff and administration; and organizations, businesses and members of the general community who are school neighbours, sponsors, scholarship donors, or have a longstanding relationship with the school.~~

~~H.I. Partnerships, advertising or sponsorship identification agreements, commercial relationships including any commercial solicitation, and/or corporate sponsorships shall only be approved if:~~

- A. ~~they~~ meet an identifiable ~~need in School District No. 46~~ educational or operational need;
- B. ~~the not replace~~ funding generated is for the purchase of goods or services that ~~are beyond these~~ for which the Ministry of Education has a responsibility to fund ~~(e.g. extra-curricular activities, playground equipment);~~

Title: **Partnerships and ~~and/or~~ Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

~~C.~~—include a prior consultation which allows for discussion within ~~they allow for the maintenance of each respective organization’s expertise and resources and for each organization’s ways of operating; the recognition of educational staff rights, duties and responsibility for decision-making regarding curriculum, program implementation and other educational matters; and for consultation with support staff in decisions that may affect their rights, duties and responsibilities;~~

~~D.C.~~ the school ~~or district~~ community ~~has been made aware of the possibility through the usual communication channels and if a consultation process which allows for scrutiny and discussion within the school community has taken place;~~

~~E.D.~~ ~~the~~ have clear terms and conditions of the partnership ~~have been discussed and/or are in the process of being developed.~~ The finalized terms and conditions will include clearly stated goals and objectives, roles and responsibilities for each party, ~~a named liaison who will represent each party to the other,~~ a working plan, provision for evaluation ~~including timeline~~including timeline for the evaluation and an agreement concerning copyright and ownership of intellectual property, real estate/buildings and other resources ~~as required;~~

~~F.E.~~ it is understood by both partners that making the public aware of the partnership is necessary and, in fact, is seen by both as legitimately and mutually beneficial;

~~G.F.~~ ~~it is understood by both parties that explicit~~ marketing or advertising ~~which takes advantage of or exploits the agreement or is contrary to the spirit of School District regulations is not appropriate.~~ All marketing and advertisements must be mutually pre-approved by the ~~liaisons~~partners ~~and~~ according to the guidelines of each organization.

~~H.~~—~~not be~~ it is the opinion of the School District liaison (or person facilitating the discussions and related negotiative work on behalf of the school or the School District) that this advertisement agreement:

- ~~1.~~—~~is ethical and respectful of the integrity of the public school system;~~
- ~~2.~~—~~will not be nor create a situation where it could become overtly exploitive in nature;~~
- ~~3.~~—~~is being established on a foundation of respect and trust;~~
- ~~4.~~—~~assumes that the endeavor will result in mutual and increased gain for all parties involved.~~

~~I.~~—~~it is understood by both parties that advertising or sponsorship identification, representation of the partnership in the media and in published documents,~~

Title: **Partnerships and ~~and/or~~ Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

~~advertising in school/School District media and published documents and other means (e.g. billboards, school annual, team uniforms) will be limited to corporate logos, names of products or services, and accurate product and/or service information when appropriate.~~

~~J. — the purpose and goals of the prospective partner, advertiser, enterprise or corporate sponsor:~~

~~1.G. do not in~~ conflict with the goals of the B.C. school system, and/or those of School District No. 46;

~~2.H. are be consistent~~consistent with the social values of equity, access, inclusiveness, and open, fair and due process;

~~3. — does not hold investments in business or other activities that contravene laws, bylaws, or ethical principles.~~

~~K. — all the criteria for the partnership, advertising or sponsorship identification agreement, commercial relationship, or corporate sponsorship check list have been met.~~

~~III. — If a partnership will involve the development of materials, courses of study or programs, it will guarantee cooperative planning among partners, high standards, balance and objectivity and conformation to the Ministry of Education/Ministry of Advanced Education and Technology criteria concerning curriculum development and learning resources.~~

~~IV. — Notwithstanding the above, of the forms of advertising or sponsorship identification over which the school or school district has control (and after consultation with the school community) only the following will be permitted:~~

~~— advertising:~~Possible examples of advertising or sponsorship could include:

A.II.

~~1. in~~ learning resources selected by teachers, public health nurses or dental hygienists, including ~~the internet~~websites, magazines, newspapers, pamphlets, and other learning resources;

~~2. on~~ vending machines and score clocks;

~~3. of a limited type in school or district publications.~~

~~B.o~~ sponsorship ~~identification~~identification may be considered on

~~1. athletic uniforms and related equipment;~~

~~2. temporary signs indicating the sponsors names, logos, names of products or~~

Title: **Partnerships and ~~and/or~~ Corporate Sponsorship**

Category: **Administration**

Number: **1650**

Revised

services and accurate product and/or service information which are put in place for the duration of the sponsored program, event, tournament, production or activity;

~~G.~~ public notices or school newsletters;

~~D.~~ plaques, pictures or other notices;

~~E.~~ event or activity programs.

•

~~V.~~III. Any advertising using the School District No. 46 name and logo must have the approval of the Superintendent.

~~V.~~IV. Any partnership, advertising or sponsorship identification agreement, commercial relationship or corporate sponsorship shall be approved only after consultation with the Superintendent or Secretary-Treasurer. The Superintendent and Secretary-Treasurer reserve the right to withhold approval of any such agreement.

~~V.~~V. Where a proposed partnership and/or corporate sponsorship involves the use of school district property and/or facilities, or has potential to require district funding, the proposal shall be ~~discussed with the Secretary-Treasurer at the earliest possible stage~~ in compliance with Regulation 3550, – Facility RentalsRental of School Facilities.

Received:

References: Policy ~~4.119~~,

Regulation 3550: – Facility RentalsRental of School Facilities

Title: **Student Suspensions**

Category: **Education**

Number: **2900**

REVISED

Rationale:

The goal for any disciplinary action should be that the student learn and develop more appropriate skills from the experience and, as such, all disciplinary measures should reflect this philosophy. There may be times when it is necessary to use suspension as part of the disciplinary process for a student. Suspensions are used in very specific situations when other disciplinary measures have been tried and found to be ineffective, and/or when the exhibited behaviour is severe enough that it places the student and/or others at risk.

I. General Guidelines:

A. At the beginning of the school year, or at the time of registration, the principal shall ensure that parents and students are made aware of the school's code of conduct along with the possible consequences for the violation of these expectations.

B. Other than for serious offences, suspensions shall be considered as the culmination of a series of incremental disciplinary consequences.

A. Corrective measures shall include a due warning to both the student and the parent/guardian that continued infractions of the code of conduct could ultimately lead to a suspension.

B. Accurate records shall be maintained of significant infractions of the code of conduct and the related disciplinary measures that were followed. These records should also include the type and time of communication with the parent/guardian with regard to these infractions.

C. Whatever the length of suspension or medical exclusion, the principal shall ensure the continuance of an educational program for the student.

D. Parents are entitled to appeal decisions to suspend or exclude by using the procedures in Regulation 5350 (How to Communicate with Us) and Bylaw 70 (Appeals Bylaw).

E. The student and the parent/guardian shall be informed that they have the right to appeal under Regulation 5350 and Bylaw 70.

Title: **Student Suspensions**

Category: **Education**

Number: **2900**

REVISED

F. By September 30th of each year, the principal of each school shall notify the Superintendent in writing, of the names of any Principal/Vice-Principal or teacher designated as having authority to suspend students from school.

II. In-School Suspensions:

A. A principal or designate may suspend a student from attendance in classes and have the student spend the period of suspension in a designated area of the school.

B. Parents or guardians shall be notified of the in-school suspension, including the length, the reason and any conditions for reinstatement.

C. Provision shall be made for the continuance of an educational program for the student during the period of in-school suspension.

D. The principal shall provide for adult supervision of the student during this period.

III. Out-of-School Suspensions:

A. A principal or designate may suspend a student from attendance at a school and may determine the length of the suspension. In the case of students with special needs, the principal will ensure that such students have been adequately assessed, that appropriate interventions have been applied, that the grounds for suspension are clear and appropriate and if applicable, that the potential for the involvement of the Ministry for Children and Families has been assessed, before suspension is used.

B. The student will remain at the school under the administrator's supervision and control until contact has been established with the student's parents or designated adult family alternative and a plan put in place for the return of the student to the parents.

C. All suspensions will be reported to the superintendent in writing.

D. All student suspensions in excess of **five** days will be immediately reported to the superintendent.

Title: **Student Suspensions**

Category: **Education**

Number: **2900**

REVISED

E. Parents or guardians shall be notified of the out-of-school suspension in writing. The communication will clearly identify the length of, and the reason for, the suspension and a re-entry plan.

F. Provision shall be made for the continuance of an educational program for the student during the period of the out-of-school suspension and in the case of special needs students, that appropriate interventions are offered and planning is undertaken for successful re-entry.

G. The superintendent has the authority to readmit a student who has been suspended.

IV. Exclusions:

A. Please refer to Regulation 1480 – Examinations and Reports by School Medical Officer.

Received:

References: *School Act*, Section 26, 85 (2) c, d; Board Policies 1.3 and 11.5; Regulation 1480, Regulation 5350 (How to Communicate with Us) and Board Bylaw 70 (Appeals Bylaw)

DRAFT - BOARD COMMUNICATION PLAN

		AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
REGULAR BOARD MTG	Strat Plan		N/A	Vision 1.g. Outdoor Education 2.d. Parent Communication	Mission 1.i. Technology 2.j. Sustainable Practices	Inclusion 1.b. Reading 2.b. Reading Teachers 2.e. Healthy Staff 2.h. Safe / Healthy (Cultural)	Innovation
	Recurring		F/S Approval BCSTA Provincial Council Motions	Student Trustee Appointment SSCFGS Submission Enrolment Report		Board Elections BCSTAAGM & Prov Motions BCPSEA AGM Motions	Committee Appointments
COMMITTEE OF THE WHOLE	Strat Plan		Implementation Plan (Year 3) Trustee Prof. Learning Plan		2.h. Safe / Healthy (Cultural)		2.a. Prof dev 3.d. Gov's Visioning Student Trustee/BCSTA AGM
	Recurring		SSCFGS Discussion Communication	External Committees Report Communication	Communication	School Growth Plans Communication	School Growth Plans Debrief Draft School Calendar Review Communication
	Other		Partners in Learning Update	Truth and Reconciliation Report BCPSEA Governance		Partners in Learning - Review	
EDUCATION COMMITTEE	Strat Plan		1.g. Outdoor Education 2.d. Parent Communication	1.i. Technology	1.b. Reading 2.b. Reading Teachers		1.d. SEL 3.b. Collaboration 1.a. Early Learning
	Recurring		Grad Exit Survey Curriculum Parent Engagement	MDI Curriculum Parent Engagement	Curriculum Parent Engagement	Curriculum Parent Engagement	Curriculum Parent Engagement
	Other		Untargeted Charitable Dons.				
OPERATIONS COMMITTEE	Strat Plan		Summer Work Review	2.j. Sustainable Practices Catchment Area Review	2.e. Healthy Staff	Wired Glass Motion	Bus Route Opt. Report Joint Use Update
	Recurring			Prelim. Budget Timelines	Budget		Amended Budget
	Other		Sponsorship Regulation				Transportation Review
POLICY COMMITTEE	Policies			Role of PAC/DPAC	Surplus Policy		
	Recurring			Appeals Bylaw Review			
	Other						
OTHER		Annual Report to Community Trustee Audit Info Session	DSL/Trustee Dinner Supt Evaluation Cmte Partners in Learning Invitations BCPSEA Symposium	Partners in Learning - Selection South Coast Branch Meeting	Partners in Learning Event Intergovernmental Meeting Trustee Academy	Supt Evaluation Cmte	School Visits BCPSEA AGM
CONSULTATIONS			Transportation Consults.	Preliminary Budget Consults.	Preliminary Budget Consults.	Preliminary Budget Consults.	Preliminary Budget Consults.

Legend: Moved Removed Added

DRAFT - BOARD COMMUNICATION PLAN

		FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
REGULAR BOARD MTG	Strat Plan	Collaboration 1.a. Early Learning 1.d. SEL 2.a. Prof dev 3.b. Collaboration 3.d. Gov's Visioning	Equity 1.c. Math 2.f. Leaders 2.h. Safe / Healthy (Ops)	Respect 1.e. Mental / Phys Health 3.g. Cap U & Post Secondary	Responsibility 1.f. Music 1.k. Grad 2.i. Facilities 3.c. Int'l students	1.h. Experiential Learning 1.j. indigenous learning 3.f. SIB/Squamish Nation 2.g. Celebrations	
	Recurring	Amended Annual Budget	School Calendar	BCSTA AGM Motions School Allocation Rates Min. Approved Projects / Capital Plan Bylaw	Budget Approval / Bylaw	District Report to Ministry Budget Approval (if required) Five-Year Capital Plan Motion	
COMMITTEE OF THE WHOLE	Strat Plan			3.c. Int'l students MoA - Review	2.g. Celebrations		
	Recurring					Strategic Plan Yr in Review Communication	
	Other	Communication	Communication	Communication Trustee Evaluation Process	Communication		
EDUCATION COMMITTEE	Strat Plan	1.c. Math 2.f. Leaders	1.e. Mental / Phys Health 3.g. Cap U & Post Secondary	1.f. Music 1.k. Grad	1.h. Experiential Learning 1.j. indigenous learning 3.f. SIB/Squamish Nation		
	Recurring					Untargeted Donations? Curriculum Parent Engagement	
	Other	Curriculum Parent Engagement	Curriculum Parent Engagement	Curriculum Parent Engagement	Curriculum Parent Engagement District Report to Ministry		
OPERATIONS COMMITTEE	Strat Plan	2.h. Safe / Healthy (Ops)		2.i. Facilities	Risk Management		
	Recurring	Prelim. Budget Considerations Prelim. Budget Discussion Enrolment Projections	Staffing Timelines Funding Announcement	Budget Summary AFG Plan	Five-Year Capital Plan Budget (if required)	Emergency Preparedness Summer Work	
	Other	Transportation Review	Transportation Review	Transportation Review Zoning referrals	Transportation Review Zoning referrals	Transportation Review Zoning referrals	
POLICY COMMITTEE	Policies			Surplus Policy Trustee Election Bylaw Trustee Pro-D Policy Review Inaugural Meeting Bylaw			
	Recurring						
	Other						
OTHER		Review March cmte schedule	Supt Evaluation Cmte	Student Forum Service Recognition BCSTA AGM	Bursary Tea Intergovernmental Meeting	Retirement Celebration Grad Ceremonies ACE-IT Ceremonies	
CONSULTATIONS		Draft School Calendar Circulation		Catchment Area Consults	Catchment Area Consults		