



BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)

EDUCATION COMMITTEE
AGENDA

Tuesday, June 19th, 2018 from 11:45-1:15 p.m.
School Board Office – Gibsons, BC

1. Regulation 2230 – Career Programs
2. Regulation 2350 – Distance Education: Distributed Learning
3. Regulation 3050 – Animals in Schools
4. Curriculum (standing item)
5. Parent Engagement (standing item)



School District No. 46 (Sunshine Coast)

Administrative Regulations

EDUCATION

2230

CAREER PROGRAMS

1. Before a school may offer, or make changes in, any career program/course, approval must be obtained by submitting an application to the Board by April 30TH of each year (or in the case of offering a new, locally developed course within either a new or old program, by March 30TH.)
2. For the purpose of career programs, each Work Experience course shall consist of 120 hours, most of which is to consist of unpaid, standard work-site placement.
3. Each of the following types of career programs shall offer the following number of 4 credit work-experience courses:
 - Career Preparation - 1
 - Co-op - 2
 - Secondary School Apprenticeship - 4
4. All aspects of career programs information recording and reporting shall be consistent with the current Ministry requirements in Form 1701. Information required for this form shall be dealt with in an expeditious manner in order for Ministry deadlines to be met. Students shall only be claimed for funding if an advisory committee is in place. Only students who have completed and signed a form showing that the student has selected to be enrolled in a particular career program shall be claimed for funding. This form must also include the courses in the career program and the number of hours of work experience required. Grade 12 students shall only be claimed if they have completed a work experience agreement or a record of planned work experience.
5. Students shall only participate in work experience if:
 - (a) the school has on file a work-experience agreement form signed by all parties for each work-site placement;
 - (b) they are supervised by an employer approved adult supervisor;
 - (c) the work-site is visited initially, and then periodically, by the work experience teacher;
 - (d) the student has completed the work-site safety and injury prevention intended learning outcomes of CAPP 8-12;

Date approved:	Reference:
Date revised:	Supt. Signature:



School District No. 46 (Sunshine Coast)

Administrative Regulations

EDUCATION

2230

CAREER PROGRAMS cont'd

- (e) the work experience teacher has:
 - informed the employer that they have a duty to provide work-site specific safety orientation before the student starts work;
 - discussed with the employer the goals of the placement and the student's abilities relating to the placement;
 - established criteria for evaluating the placement.
- 6. Credit for CPWE and for completion of a Career Preparation program shall only be granted if a work experience agreement is completed.
- 7. Students conduct on work-site placements is expected to be the same as that at school and that expected of adult workers on that site. Participation in work experience can be ended anytime by the work experience teacher and/or employer. Students must observe the times required in the contract and inform the employer and work experience teacher of any variation.
- 8. If a student has a work-site accident, a WCB injury report must be completed by the school and submitted within three days to the WCB. A copy of the report and the work experience agreement must be sent to the Ministry of Education.
- 9. Secondary School Apprenticeship students must have an employer willing to provide employment for at least 480 hours of work-site based apprenticeship and an Apprenticeship and Trades Worker Number assigned by ITAC.
- 10. Implementation of the 30 hours work experience component of the CAPP 11 and 12 program shall follow all guidelines in The Work Experience Handbook, Ministry of Education policy circular 00-01 and any pertinent regulations above. Students shall only be credited with current or past paid employment if they can present written confirmation of WCB coverage from their employer.

Date approved: August 1, 2001	Reference: Policies 1.4.1, 4.6
Date revised:	Supt. Signature:



School District No. 46 (Sunshine Coast)

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EDUCATION

2350

DISTANT EDUCATION/DISTRIBUTED LEARNING

1. Students in public schools may access their educational program through distributed learning (DL).
2. Students enrolled in grades 10 through 12 may take courses through DL and may cross-enroll in public and independent schools.
3. Students enrolled in grades K-9 may not cross-enroll. These students are full time at either a Distributed Learning school or a “brick and mortar” school.
4. School aged children ordinarily resident in British Columbia may take provincial DL at no charge. The fee provisions set out in the School Act apply to the provision of distance education or DL educational programs.
5. More DL details are available through the following websites:
 - Ministry of Education Distributed Learning
www.bced.gov.bc.ca/dist_learning/
 - BC Distributed Learning Standards
www.bced.gov.bc.ca/dis_learning/document/dist_learn_ogmt.pdf
 - BC Distributed Learning Standards
www.bced.gov.bc.ca/dist_learning/documents/dl_standards.pdf
 - Learn Now B.C.
www.learnnowbc.ca
 - Homeschoolers versus distributed learning students
www.bced.gov.bc.ca/dist_learning/dl_vs_homeschool.htm

Date adopted: January 1996
Revised: January 12, 2010

Reference: Board Policy

Supt. Signature:

Title: **Animals in the Schools**
Category: **Facilities**
Number: **3050**

I. **Rationale:**

Research supports that having animals and pets in the classroom can have strong benefits for children. Animals can reduce stress and anxiety, improve social interaction, and increase motivation and learning.

II. **Guidelines:**

A. The principal shall approve all animals that are brought into schools for instructional purposes.

B. Animals shall be housed in suitable, sanitary self-contained enclosures appropriate to the size of the animals (as per S.P.C.A. guidelines). Teachers who bring animals into their classrooms will be responsible for ensuring enclosures are kept in a sanitary condition.

C. Animals shall not be allowed to roam freely in the school. Due to the nature of their work, therapy dogs may be unleashed while in certain settings, but will be kept under control at all times. Dogs used for therapeutic purposes will require proper certification indicating a training program has been successfully completed. Dogs must be completely housebroken and up to date on vaccinations before being brought to school.

D. Animals shall not be left in schools during holiday periods. The staff member who brought the animal(s) to the school will be responsible for the proper care of the animals.

E. Prior to introducing any animals into the classroom, teachers shall be certain that:

1. Students and school personnel are not allergic to their presence. If a student or staff member suffers from an allergy that is aggravated by the presence of animals, the animal must be removed;
2. The animals are free from any disease or parasites;
3. The animal will present no physical danger to students;
4. Students will be instructed in the proper care and handling of the animal.

F. Staff shall not bring their own household pets into district schools except for instructional purposes and student support.

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G. Staff must be sensitive aware that students and/or staff may have fears associated with certain animals and will ensure that introduction of animals is done carefully and with thoughtful collaborative preparation.

Received:
References:

