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

POLICY COMMITTEE NOTES
Held on May 24, 2016 from 10:30-12:00 p.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Lori Pratt, Chair; Betty Baxter; Dave Mewhort; Greg Russell; Christine Younghusband

STAFF/OTHERS: Patrick Bocking, Superintendent; Vanessa White, Director of Instruction; Paul Bishop, Director of Instruction; Marnie Baba, CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Lori Dixon, Trustee; Pammila Ruth, Trustee; Nicholas Weswick, Secretary-Treasurer

The meeting was called to order at 10:35 a.m.

1. Policy 1 – Foundational Statements

   The committee discussed proposed changes to the foundational statements and preamble submitted by Chair Baxter, attached to these notes.

   RECOMMENDATION:

   "To take forward to the June Regular Board Meeting for approval, as submitted."

2. Policy 19 – Local Purchasing

   Discussion on the policy was deferred to the next meeting.

3. New Policy – Conflict of Interest

   The committee reviewed conflict of interest policies developed by other boards in the province and discussed the benefits of a clear policy for trustees. The committee agreed that the policy developed by School District 20 (Kootenay-Columbia) would work well as a template and suggested that the board chair, vice-chair and superintendent develop a policy using it as a guide. Director White confirmed that the district has a regulation in place to address conflict of interest in the workplace.

   RECOMMENDATION:

   "That the Chair, Vice-Chair and Superintendent develop a Conflict of Interest policy for consideration by the board at the June Regular Meeting."

The meeting adjourned at 11:10 a.m.

Next Meeting: June 21st, 2016 from 11:30 – 1:00 p.m.

Submitted by: Betty Baxter, Board Chair
Policy Committee - May 24, 2016

PREAMBLE

In 2009 the Board of Education for School District 46 (Sunshine Coast) underwent an external review to ensure its organizational structure best supports student success. The review recommended a new, cohesive governance model that would reflect the Sunshine Coast community going into the future. In response, the board restructured its policies around clear roles for the board and administration, clear delegation of responsibilities to administration, and strong, community-based vision, mission, values and strategic planning set by the elected Board. The Board reviewed the policy manual in 2015/16 to update and align policies with the 2015/2019 Strategic Plan.

In support of considered, ethical and strategic stewardship of all aspects of School District 46, the Board is ultimately responsible for all district policy, which is divided into three areas:

- *Governance policies* are general in nature and are set by the Board of Trustees to articulate and define important objectives, principles or values; and to define roles, responsibilities and authority.

- *Bylaws* are passed by the Board of Trustees to clearly set out the specific rules, not covered by legislation, by which the Board will be governed. Bylaws are also legally required for budgets, capital projects, disposal of lands and school closures, but these specific bylaws are not presented as part of district policy.

- *Administrative regulations* are operational in nature and allow for consistent and effective operations in an organization or a department. The Board delegates administrative regulations to the Superintendent of Schools to develop in a transparent process that includes community input.

Submitted by: Betty Baxter, Board Chair
Policy Committee - May 24, 2016

1   FOUNDATIONAL STATEMENTS

1.1   Our **Vision** is a community engaged in lifelong learning and educational excellence.

1.2   Our **Mission** is to enable and inspire our students to realize their full potentials, as knowledgeable, confident and contributing citizens in a global community.

1.3   Our **Values:**

(i)   Ethics
      By placing ethics in high regard and through transparency, we ensure an environment of mutual trust and respect.

(ii) Inclusion
      By engaging all learners and staff, we strive for a diverse, dynamic community that is welcoming and inclusive to everyone.

(iii) Collaboration And Equity
      By working together in cooperation and equitable access, we create meaningful connection and a sense of belonging.

(iv) Innovation
      By encouraging creativity, risk-taking and pride in personal and collective achievement, we aspire to excellence.

(v)   Respect and Responsibility
      Through clear communication and mutual respect, we believe that issues of environmental sustainability, social and fiscal responsibility can be addressed to support aware citizens and a healthy future for our local and global community.

(vi) Celebration
      By celebrating the contributions of students, staff and community members, we create unity and bring joy to our work together.

1.3   Values Statement:

(i)   Engaged, Lifelong Learning for a Diverse, Creative Community

      We believe in a dynamic invigorating and safe educational environment that engages learners educationally, intellectually, physically, socially and emotionally. We support and enhance the Sunshine Coast's identity as a centre for innovation, creativity, critical thinking, environmental awareness, and participation in community, volunteerism and the arts. Families and communities play a key role in the education of children, and it is vital that our

public schools are welcoming, inclusive centres for family involvement and lifelong learning. We are excited about the opportunities and choices our students will have in the global community — as responsible, informed, skilled and compassionate citizens. We feel honoured to operate on the traditional territories of the Sechelt and Squamish Nations, to welcome their cultures into our schools, and to work together for our students' educational needs and values.

(ii) Accessibility, Safety and Equity of Opportunity

Public education on the Sunshine Coast is an authentic reflection of our unique local communities — yet also reaches far beyond. No schools on the Sunshine Coast offers the exposure to opportunities and genuine diversity that we do. We ensure that every student has the support, resources, options and teaching in order to realize and reach his or her full potential. The cultural diversity of our students, staff and communities is an asset to be treasured and respected in our schools.

(iii) Health, Social Responsibility and Environmental Sustainability

It is essential that our students and employees are safe, healthy and comfortable in their working environments. Emotional and physical health must be free from bullying and discrimination, and enriched through physical activities, extra-curricular opportunities, positive social interactions and community connections. Environmental sustainability is key to both responsible citizenship and a healthy future, and we play a fundamental role in advancing it through education, from our schools on out to our local and global communities.

(iv) Transparency, Accountability and Fiscal Responsibility

Clear, respectful and reciprocal communications are central to public education, from student expectations through to board expectations. The best way to achieve accountability is by the community being aware of and openly engaged in decisions, budgets, challenges and other aspects of public education governance. We take the responsibility for public education — and the public's trust — very seriously, as a significant tax investment, and a far greater societal investment. Programs and services must be delivered as efficiently and effectively as possible.

(v) Honesty, Trust, Respect and Recognition

Co-operation holds our local public education system together. For a function as imperative and sensitive as the education of our children, we place strong ethics in high regard. Especially in a small "community of communities," it is critical that we foster and maintain an atmosphere of mutual trust and respect. The contributions and achievements of students, employees, parents and other community members are to be recognized, celebrated, and cherished.