



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

**POLICY COMMITTEE NOTES**

Held on March 28, 2017 from 11:30-1:30 pm  
At the School Board Office, Gibsons, B.C.

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PRESENT: TRUSTEES: Christine Younghusband (Committee Chair), Lori Pratt,  
Betty Baxter, Greg Russell, Pammila Ruth, Dave Mewhort

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,  
Secretary-Treasurer; Vanessa White, Director of Instruction; Carolyn Smith,  
CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Lori Dixon, Trustee; Sarah Bradley, DPAC

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The meeting was called to order at 11:41 a.m.

1. Preamble

At the their February meeting, the committee recommended updating the preamble to the board policy manual to include a statement that would clarify the board's expectation that the provincial government provide full funding for curricular matters. The committee discussed language submitted by Trustee Baxter and debated where the language would best be suited in the policy manual.

**RECOMMENDATION:**

That the preamble to the Board Policy and Bylaws Manual be updated as follows:

*"The Board of Education of School District No. 46 (Sunshine Coast) develops and amends policies to ensure the best use of resources and educational practices to deliver public education in our community. The Board of Education recognizes that it operates under the auspices of the School Act and its authority flows from that legislation. The Board also recognizes that the resources to fully fund public education in the K - 12 sector are the responsibility of the provincial government through the Ministry of Education. No policy herein changes those responsibilities and authorities.*

*The Board structures 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.*

*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.”*

## 2. Role of PAC / DPAC

The committee reviewed policies developed by other school boards across the province and discussed the role of the PAC as defined in the *School Act*. The committee considered in particular policies developed by school districts 6, 44, 81 and 91. It was agreed that the committee chair would develop a policy based on the policies discussed at the meeting and the comments provided by committee members. The draft policy will be presented to the board for additional feedback and to the District Parents’ Advisory Council (DPAC) at their April meeting for further consultation prior to approval. District staff confirmed that requirements listed in the *School Act* would be reflected in any regulation developed as a result of the new policy.

### **RECOMMENDATION:**

“That the committee chair develop a draft Role of the PAC/DPAC policy, and present to the board at their April regular meeting prior to initiating consultation with DPAC”

Submitted by email by the committee chair, for consideration at the April board meeting

*“The Board of Education of School District No. 46 (Sunshine Coast) believes that parents are partners in our educational system. The Board believes that parent engagement contributes to a positive learning environment, provides input to school planning, and promotes an open, two-way communication between parents, schools, and the District. Parental input, advice and feedback are essential elements in the development of positive relationships between home, school, and the District. The Board encourages that all schools have a Parent Advisory Council (PAC) and representatives from these PACs form the District Parent Advisory Council (DPAC), as per Section 8 of the School Act.”*

The meeting adjourned at 12:43 p.m.

**NEXT MEETING:** Tuesday, April 25<sup>th</sup> from 11:30 to 1:00 pm at the School Board Office.