



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

POLICY COMMITTEE NOTES

Held on October 25th, 2016 from 11:30-1:00 pm
At the School Board Office, Gibsons, B.C.

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

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,
Secretary-Treasurer; Carolyn Smith, CUPE Local 801; Marnie Baba, CUPE
Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Dave Mewhort, Trustee; Lori Dixon, Trustee; Sarah Bradley, DPAC

The meeting was called to order at 11:34 a.m.

1. Volunteering Policy

The committee agreed to defer discussion on a volunteering policy to a future meeting.

2. Trustee Email Policy

The committee discussed possible policies to address the recommendation of the office of the privacy commissioner that employees not use personal email for public business.

Recommendation:

"That the following new policy be created:

21. District Email Policy

As per the Freedom of Information and Protection of Privacy Act (FIPPA), all district employees, including trustees, are expected to use school district email accounts for school district business."

3. Whistle Blower Policy

The committee discussed the importance of having a formal whistleblower policy and reviewed two existing whistle blower policies from other districts in the province.

Recommendation:

"That the following new policy be created:

23. Whistle Blower Protection

The Board of Education (“Board”) is strongly committed to upholding ethical standards in the School District and will foster and maintain an environment where employees can work safely and appropriately without fear or retaliation. All employees, and others performing work on behalf of the School District, are expected to conduct themselves in a professional manner, adhere to applicable laws and Board Policies and Procedures that apply to their work activities in addition to demonstrating ethical behavior in all their decisions and interactions.

23.1 The Board expects employees, and others that we deal with, who have serious concerns about any aspect of the School District’s operations with respect to potential evidence of wrongdoing, to come forward and voice those concerns.

23.2 The responsibility for the day-to-day administration and enforcement of this Policy rests with the Superintendent of Schools as authorized by the Board of Education. If a concern is regarding the Superintendent, the report shall be made directly to the chair of the board.

23.4 The provisions of this Policy are independent of, and supplemental to, the provisions of collective agreements between the School District and its Unions relative to grievance procedures and to any other terms and conditions of employment.

23.5 It is a violation of the Policy for anyone to knowingly make a false complaint of wrongdoing or to provide false information about a complaint. Individuals who violate this Policy are subject to disciplinary and/or corrective action, up to and including termination of employment.”

The meeting adjourned at 12:25 p.m.

NEXT MEETING: Tuesday, November 22nd from 11:30 to 1:00 pm at the School Board Office.