

## HALIFAX REGIONAL SCHOOL BOARD RENUMBERING OF POLICIES

- PURPOSE:** This report is for Board approval.
- BACKGROUND:** Staff has identified the need to renumber some policies and to change a heading to appropriately reflect the policy work of the different departments of the Halifax Regional School Board.
- CONTENT:** A current heading in the index of HRSB policies is Board Governance and Operations. Staff recommends that this heading change to Board Services, and Operations be considered for a separate heading with the heading Community Relations deleted. This will more accurately reflect the work of the different departments of the Board and will assist the HRSB community in locating policies.
- COST:** n/a
- FUNDING:** n/a
- TIMELINE:** Immediately upon Governing Board approval.
- APPENDICES:** Appendix 1- Current Index of HRSB Policies  
Appendix 2- Revised Index of HRSB Policies
- RECOMMENDATIONS:** It is recommended that the Governing Board approve the renumbering of policies for the Halifax Regional School Board.

**COMMUNICATIONS:**

AUDIENCE	RESPONSIBLE	TIMELINE
Governing Board	Selena Henderson, Corporate Secretary	Upon Board approval
HRSB Community (HRSB Website)	Doug Hadley, Communications	Upon Board approval.

**From:** For further information, please contact Selena Henderson, Corporate Secretary, by email [shenderson@hrrsb.ca](mailto:shenderson@hrrsb.ca), or (902)464-2000, ext. 2324.

**To:** Halifax Regional School Board January 30, 2013

# Policy Manual

## INDEX

### **A. Board Governance and Operations**

A.001	Naming School Facilities
A.002	Review of Facilities for Permanent Closure
A.005	Advisory Committees to the Board
A.006	Tobacco-Free Schools and Workplaces
A.007	Student Advisor to the Board
A.008	Harassment Policy
A.009	Disclosure of Wrongdoing
A.010	Solid Waste Management
A.011	Student Transportation
A.012	Policy Development and Review

### **B. School Administration**

B.001	Bomb Threats
B.002	Communicable Diseases
B.003	Creating School Populations
B.004	Fire Safety
B.005	Pediculus Humanus (Head Lice)
B.008	Lunch Time
B.009	Pupil Transportation
B.010	Reporting Child Abuse and Neglect
B.012	School and Bus Cancellation
B.013	Regional Code of Conduct
B.014	School Trips
B.017	Parent Concern Protocol
B.018	Principal & Vice-Principal Appraisal
B.019	High School Attendance
B.020	Religious Education in Schools
B.021	Safe, Secure and Healthy Schools
B.022	Acceptable Use of Computers and Internet/Intranet Technology
B.023	Distribution and Display of Materials in Schools of the Halifax Regional School Board
B.024	Information Sharing Under the Youth Justice Act
B.025	School Advisory Councils
B.026	Canadian Anthem
B.027	Custody and Access Policy

**C. Program**

C.001	Correspondence Courses
C.002	Fine Arts <i>(Currently Under Review)</i>
C.003	French Second Language
C.004	Home Schooling
C.005	Learning Resources
C.006	Special Education
C.007	Assessment, Evaluation and Communication of Student Learning
C.008	Educational Opportunity for Adults and Others
C.009	Administration of Medication
C.010	Race Relations, Cross Cultural Understanding and Human Rights in Learning
C.011	Severe Medical Conditions
C.012	Life-Threatening Allergies

**D. Human Resource Services**

D.002	Occupational Health and Safety
D.003	Recruitment and Selection of Principals and Vice-Principals
D.004	Recruiting and Hiring of Staff
D.005	Secondary Employment
D.006	Progressive Discipline for Board Employees <i>(Currently Under Review)</i>
D.007	Student Protection
D.008	Supervision and Appraisal for School-based Teaching Staff
D.009	Diversity Management

**E. Financial Services**

E.001	Purchasing
E.002	Accounting for School Based Funds
E.003	Budget and Budget Planning
E.004	Investment

**F. Community Relations**

F.001	Use of Board Facilities
F.002	Communications



# **REVISED**

## **Policy Manual**

### **I N D E X**

#### **A. Board Services**

- A.001 Naming School Facilities
- A.005 Advisory Committees to the Board
- A.006 Tobacco-Free Schools and Workplaces
- A.007 Student Advisor to the Board
- A.008 Harassment Policy
- A.009 Disclosure of Wrongdoing
- A.012 Policy Development and Review
- A.013 Communications**

#### **B. School Administration**

- B.001 Bomb Threats
- B.002 Communicable Diseases
- B.003 Creating School Populations
- B.005 Pediculus Humanus (Head Lice)
- B.008 Lunch Time
- B.009 Pupil Transportation
- B.010 Reporting Child Abuse and Neglect
- B.012 School and Bus Cancellation
- B.013 Regional Code of Conduct
- B.014 School Trips
- B.017 Parent Concern Protocol
- B.018 Principal & Vice-Principal Appraisal
- B.019 High School Attendance
- B.020 Religious Education in Schools
- B.021 Safe, Secure and Healthy Schools
- B.023 Distribution and Display of Materials in Schools of the Halifax Regional School Board
- B.024 Information Sharing Under the Youth Justice Act
- B.025 School Advisory Councils
- B.026 Canadian Anthem
- B.027 Custody and Access Policy

**C. Program**

C.001	Correspondence Courses
C.002	Fine Arts <i>(Currently Under Review)</i>
C.003	French Second Language
C.004	Home Schooling
C.005	Learning Resources
C.006	Special Education
C.007	Assessment, Evaluation and Communication of Student Learning
C.008	Educational Opportunity for Adults and Others
C.009	Administration of Medication
C.010	Race Relations, Cross Cultural Understanding and Human Rights in Learning
C.011	Severe Medical Conditions
C.012	Life-Threatening Allergies

**D. Human Resource Services**

D.002	Occupational Health and Safety
D.003	Recruitment and Selection of Principals and Vice-Principals
D.004	Recruiting and Hiring of Staff
D.005	Secondary Employment
D.006	Progressive Discipline for Board Employees <i>(Currently Under Review)</i>
D.007	Student Protection
D.008	Supervision and Appraisal for School-based Teaching Staff
D.009	Diversity Management

**E. Financial Services**

E.001	Purchasing
E.002	Accounting for School Based Funds
E.003	Budget and Budget Planning
E.004	Investment

**F. Operations Services ~~Community Relations~~**

F.001	Use of Board Facilities
F.003	Review of Facilities for Permanent Closure
F.004	Solid Waste Management
F.005	Student Transportation
F.006	Fire Safety
F.007	Acceptable Use of Computers and Internet/Intranet Technology