



**Halifax Regional School Board
Policy Development and Review Committee
January 13, 2016
7:00 p.m.**

Meeting was held this date in Board Chambers,
33 Spectacle Lake, Dartmouth, NS.

PRESENT: Bridget Boutilier Dave Wright
Nancy Jakeman Christy Linders
Cindy Littlefair Melinda Daye
Steve Warburton

Denise Bell, Regional Education Officer

REGRETS: Gin Yee
Sheryl Blumenthal-Harrison
Alison King, Director, Program

STAFF: Elwin LeRoux, Superintendent
Lance Bullock, Senior Staff Advisor
Natascha Joncas, Acting Corporate Secretary
Terri Thompson, Director, Financial Services
Susan Tomie, Director, School Administration
Ron Heiman, Director, Operations Services
Tracy O’Kroneg, Director, Human Resource Services
Wendy Mackey, Senior Diversity Advisor
Vicki Palmeter, Executive Administrative Assistant
Athena Leclair, Assistant to the Corporate Secretary

1. Call to Order

The Chair called the meeting to order at 6:39 p.m.

2. Approval of Agenda

**It was moved and seconded (Wright/Warburton) that the Committee approve the agenda.
(CARRIED)**

3. Approval of Minutes

December 9, 2015

Board Member Linders requested an update from Ron Heiman, Director, Operations Services, on student bussing and Metro Transit passes. Ron indicated that Operations is currently researching and assessing bussing routes. There is potential in reducing costs by adding additional bussing to certain routes.

It was moved and seconded (Littlefair/Boutilier) that the amended minutes/business arising from the minutes of the December 9, 2015, Policy Development and Review Committee meeting be approved.

(CARRIED)

4. Information Items

- **A.001 Naming School Facilities**

Natascha Joncas, Acting Corporate Secretary, indicated the *A.001 Naming School Facilities* policy will be reviewed and coming forward to the February PRDC in draft. Board Member Warburton indicated he would like to see naming schools after living persons included in the policy. He indicated he would provide additional information to the Corporate Secretary.

- **A.005 Advisory Committee to the Board**

Natascha Joncas, Acting Corporate Secretary, indicated the *A.005 Advisory Committee to the Board* policy will be reviewed and coming forward to the February PDR in draft.

- **B.020 Religious Education in Schools**

Natascha Joncas, Acting Corporate Secretary, indicated the *B.020 Religious Education in Schools* policy is currently under review. Susan, Director, School Administration and Wendy, Senior Diversity Advisor, will be working together to review this policy.

5. Decision Items

- **A.012 Policy Development and Review Policy**

It was moved and seconded (Warburton/Jakeman) that the Committee forward the *A.012 Policy Development and Review* policy to the Regular Board Meeting for Governing Board approval.

(CARRIED)

It was moved and seconded (Daye/Jakeman) that the Committee direct the Superintendent to identify all instances where the Coordinator, Diversity Management is identified within existing policies and replace with Senior Diversity Advisor.

(CARRIED)

6. Lookahead

a) PDRC Workflow

Natascha Joncas, Acting Corporate Secretary, reviewed the changes to the PDRC Workflow chart with the Committee, and outlined which policies would be coming forward to the PDRC February meeting.

b) Update from Directors

Susan Tomie, Director School Administration, indicated that she is currently reviewing the B.020 Religious Education in Schools policy and working with Wendy Mackey to see how it may align with the RCH in Learning Policy.

Ron Heiman, Operations Services, advised that they are reviewing the procedures in the Student Transportation Policy.

Susan added that the Province is revising the Provincial School Code of Conduct with regards to student conduct on busses.

Wendy Mackey, Senior Diversity Advisor, indicated she would be working with Susan on the RCH Learning Policy including the Religious Education Policy. They will research other School Boards policies on religion.

Tracy O’Kroneg, Director, Human Resource Services, referenced that the PDR Committee approved in December, the consultation on the draft Recruitment and Hiring Policy. The draft policy will be provided to principals on January 21 for their review. A message has been drafted will go to SAC chairs next week. It will be sent to CUPE next Friday and HR is working on a schedule to work with other unions with regards to reviewing this policy.

Ron also indicated that he has a meeting scheduled with the Deputy Fire Chief in February and that following this meeting. He will be reviewing the Fire and Safety policy.

7. Next Meeting

February 10, 2016

8. Adjournment

It was moved and seconded (Wright/Littlefair) that the meeting be adjourned.

(CARRIED)

Meeting adjourned at 7:10 p.m.

APPROVED