



**Halifax Regional School Board
Policy Development and Review Committee
September 20, 2017
7:00 p.m.**

Meeting was held this date in room 310
33 Spectacle Lake, Dartmouth, NS.

PRESENT: Archy Beals
Suzy Hansen
Cindy Littlefair
Jennifer Raven
Dave Wright
Bridget Boutilier
Nancy Jakeman
Linda MacKay
Jessica Rose
Gin Yee

REGRETS: Denise Bell, Regional Education Officer

STAFF: Elwin LeRoux, Superintendent
Steve Gallagher, Senior Staff Advisor
Selena Henderson, Corporate Secretary
Alison King, Director, Program
Susan Tomie, Director, School Administration
Terri Thompson, Director, Financial Services
Ron Heiman, Director, Operations Services
Tracy O’Kroneg, Director, Human Resource Services
Marlene Broderick, Coordinator, Programs and Student Services
Stacy Bulger, Coordinator of Students with Health Care Needs
Athena Leclair, Administrative Assistant to the Corporate Secretary

1. Call to Order

Nancy Jakeman, Chair called the meeting to order at 6:51 p.m.

2. Approval of Agenda

An addition was made to the agenda under Decision Items. The B.019 High School Attendance Policy will be brought forward for rescinding.

It was moved and seconded (Wright/Mackay) that the Committee approve the agenda as amended.

(CARRIED)

3. Approval of Minutes

It was moved and seconded (Littlefair/Raven) that the minutes/business arising from the minutes of the June 14, 2017, Policy Development and Review Committee meeting be approved.

(CARRIED)

4. Decision Items

- **B.017 Parent Concern Protocol Policy**

Susan Tomie, Director, School Administration, summarized the changes made to the policy. It was advised that the policy went out to consultation with only a few responses submitted. The comments submitted were reviewed. A discussion ensued regarding whether or not there should be a statement regarding privacy. A conversation took place regarding the reporting and whether or not it should be moved from the procedures to the policy.

It was noted that parents do not usually go right to this policy as it is often only used after exhausting all other options. A conversation ensued regarding the accessibility of this policy. It was noted that most issues are resolved informally. It was suggested that this policy go back to staff for changes and come back to the Policy Development and Review Committee at a future meeting. It was noted that this policy becomes a formal process when a resolution cannot be found.

A conversation ensued regarding how to best communicate this policy to parents. The accessibility to technology was discussed. It was decided that the policy will come back to a future Policy Development and Review Committee meeting.

- **D.012 Attendance Support Policy for Employees**

Tracy O’Kroneg, Director, Human Resource Services reviewed the changes that were made to the policy since the last draft was brought forward. The implementation of the program was summarized, pending approval of the policy. It was noted that the intention will be to bring forward an annual report to the Governing Board. A discussion ensued regarding the procedures being provided to the Policy Development and Review Committee.

It was moved and seconded (Wright/Yee) that the Committee endorse the proposed new *D.012 Attendance Support Policy for Employees* and seek Governing Board approval of the policy at the next Regular Board Meeting.

(CARRIED)

- **B.027 Custody and Access Policy**

It was moved and seconded (Yee/Raven) to recommend to the Governing Board that the Superintendent mandate that staff work on a revised *B.027 Custody and Access* policy.

(CARRIED)

- **B.019 High School Attendance Policy**

A discussion ensued regarding whether or not the policy needed to be rescinded. The Nova Scotia Education Act was discussed. A conversation took place regarding writing a letter to the Minister of Education and Early Childhood Development to clarify whether or not the Halifax Regional School Board can have its own policy given that it is mandated by the Nova Scotia Education Act to have an attendance policy.

It was moved and seconded (Littlefair/Hansen) that the Committee recommend to the Governing Board at the next Regular Board Meeting to rescind the *B.019 High School Attendance* policy on October 1, 2017.

(CARRIED)

It was moved and seconded (Yee/Hansen) that the Committee recommend that the Chair write a letter to the Minister of Education inquiring whether changes will be required to the *Education Act* in sections 64(2)(p) and (q) in order for the *Act* to comply with the recently released Provincial Student Attendance and Engagement Policy.

(CARRIED)

5. Information Items

- **C.011 Severe Medical Conditions**

Alison King, Director, Program, introduced Marlene Broderick, Coordinator, Programs and Student Services and Stacy Bulger, Coordinator for Students with Health Care Needs. Alison reviewed the changes made to the policy. A discussion ensued regarding the title change. A conversation took place regarding the definition of a *medical condition*. Medical bracelets were discussed. Item 4.1.2.2 of the procedures was also discussed. The definition of the word *predictable* in reference to this policy was summarized. A discussion ensued regarding where the funding comes from for health care costs that the school board incurs. The title of the policy was discussed and whether or not any changes needed to be made.

It was moved and seconded (Hansen/Rose) that the Committee endorse the proposed revised *C.011 Assigned Health Care Needs of Students* policy and seek Governing Board approval of the policy at the October Regular Board Meeting.

(CARRIED)

It was moved and seconded (Littlefair/Beals) to move past 9:00 p.m.

(DEFEATED)

- **B.012 School and Bus Cancellations Policy**

This item was postponed to the next meeting.

- **LGBTQ Representative on Governing Board**

This item was postponed to the next meeting.

6. Lookahead

a. PDRC Workflow

This item was postponed to the next meeting.

b. Update from Directors

This item was postponed to the next meeting.

7. Next Meeting

October 18, 2017 at 6:00 p.m.

8. Adjournment

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

(CARRIED)

Meeting adjourned at 9:04 p.m.

APPROVED