



Policy Review Schedule for 2020/2021 – 2023/24 School Years

To: Governance and Policy Committee

Date: 28 October, 2020

Report No.: 10-20-3966

Strategic Directions

- Transform Student Learning
- Create a Culture for Student and Staff Well-Being
- Provide Equity of Access to Learning Opportunities for All Students
- Allocate Human and Financial Resources Strategically to Support Student Needs
- Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being

Recommendation

It is recommended that the Policy Review Schedule for the 2020/21 – 2023/24 School Years, as presented in Appendix B to this report, be approved.

Context

The Board currently has seventy-five (75) active policies and five (5) policies under development. There are 164 operational and governance procedures that support implementation of the policies.

In accordance with the Policy Framework (P001) and the Policy Development and Management Procedure (PR501), Board policies are required be reviewed at a minimum every four years. Certain policies are legislatively mandated to be reviewed on an annual basis.

Policy reviews are carried out in accordance with the Policy Review Schedule that is approved by the Board of Trustees and updated annually upon recommendation by Executive Council and the Governance and Policy Committee.

The policy reviews in the 2019/20 school year (September 1, 2019 – August 31, 2020) were conducted in accordance with the Policy Review Schedule approved by the Board of Trustees on October 30, 2019. During that school year, reviews of eight (8) policies were completed and one new policy (Student Use of Service Animals Policy) was developed. In addition, fifteen (15) operational and governance procedures were reviewed and developed.

As a result of policy reviews, several policies were consolidated and, in some instances, rescinded. The list of completed policies and procedures during the 2019/20 school year is presented in Appendix A.

The process and progress of policy reviews and development during the 2019/20 school year was significantly impacted by the COVID-19 pandemic. At the request of the Board's school communities and community advisory committees, public policy consultations have been put on hold since April 2020.

In preparation for the next 4-year cycle, staff prepared the revised 2020/21 – 2023/24 Policy Review Schedule, based on priorities identified in the Multi-Year Strategic Plan and taking into consideration the most recent challenges related to the COVID-19 pandemic, legislative requirements, directives of the Ministry of Education, and the Board's decisions. The draft Policy Review Schedule was reviewed and approved by Executive Council on October 20, 2020.

The revised Policy Review Schedule for the 2020/21 – 2023/24 school years (Appendix B) is presented for Committee's consideration and approval.

Action Plan and Associated Timeline

Subject to Committee's approval, the Policy Review Schedule for the 2020/21 – 2023/24 school years will be submitted to the Board of Trustees for final approval.

Resource Implications

No additional resources will be required for implementation of the Policy Review Schedule.

Communications Considerations

Following approval by the Board of Trustees, the 2020/21 – 2023/24 Policy Review Schedule will be communicated to the system, posted on the Board's public website, and communicated to the Board's community advisory committees, the Student Senate, and unions/professional associations.

Board Policy and Procedure Reference(s)

- Policy Framework (P001)
- Policy Development and Management (PR501)

Appendices

- Appendix A – List of Policies and Procedures Completed in 2019/20 School Year
- Appendix B – Policy Review Schedule (2020/21 – 2023/24)

From

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LIST OF POLICIES AND PROCEDURES

completed in 2019/20 school year

	Title	Number	Type of Document
1	Concussions	P087	Policy
2	Directional Statements: Middle Level Education (Junior High School), Special Education Low Incidence Sites, Specialized Programs, and Optional French Programs (<i>rescinded</i>) ¹	P046	Policy
3	Honoraria for Trustees	P074	Policy
4	Literacy Foundation (<i>merged with P038</i>)	P003	Policy
5	Mathematics Foundation (<i>merged with P038</i>)	P004	Policy
6	Occupational Health and Safety	P048	Policy
7	Transforming Student Learning in Literacy and Mathematics (formerly Achieving Excellence in Reading, Writing and Mathematics)	P038	Policy
8	Workplace Violence Prevention	P072	Policy
9	Student Use of Service Animals (<i>new policy</i>)	P096	Policy
10	Admission Eligibility Requirements	PR518	Procedure
11	Admission to Specialized Schools and Programs	PR612	Procedure
12	Board Code of Conduct	PR585	Procedure
13	Employee Expense	PR582a	Procedure
14	Exemption from Instruction in Human Development and Sexual Health Expectations in the Health and Physical Education Curriculum, Grades 1 to 8	PR727	Procedure
15	French Immersion/Extended French	PR597	Procedure
16	Kindergarten Registration	PR696	Procedure
17	Optional Attendance	PR545	Procedure
18	Pupil Accommodation Review	PR598	Procedure

¹ The Policy is rescinded upon completion of the Specialized Schools and Programs Policy development.

	Title	Number	Type of Document
19	Reporting and Responding to Racism and Hate Incidents Involving or Impacting Students in Schools	PR728	Procedure
20	Student Dress	PR596	Procedure
21	Student Use of Service Animals in Schools	PR729	Procedure
22	Supervisory Officer Selection and Transfer of Superintendents	PR516	Procedure
23	Trustee Expense	PR582b	Procedure
24	Workplace Harassment Prevention and Human Rights	PR515	Procedure

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	Title	No.	Division	Review and Development Schedule for 2020/21 - 2023/24	Current Status
1	Allegations of Sexual Harassment and Misconduct	NEW	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
2	Alternative Schools	P062	School Operations and Service Excellence	2020/21	In Progress, Phase 2
3	Budget Approval	P012	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
4	Communication	NEW	Government, Public and Community Relations	2020/21	In Progress, Phase 2
5	Employment Equity	P029	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2
6	Executive Signing Authority	P082	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
7	Fair Dealings (Copyright)	P079	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
8	Fundraising	P021	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
9	Human Rights	P031	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2
10	Naming Schools and Special Purpose Areas	P047	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
11	Parent and Community Involvement	P023	Equity, Well-Being and School Improvement	2020/21	In Progress, Phase 2
12	Purchasing	P017	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
13	Recognition of Culturally Significant Observances Policy	NEW	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2
14	Records and Information Management	NEW	School Operations and Service Excellence	2020/21	In Progress, Phase 2
15	Student Attendance and Safe Arrival	P085	School Operations and Service Excellence	2020/21	In Progress, Phase 2
16	Transportation of Students	P020	Business Operations and Service Excellence	2020/21	In Progress, Phase 2
17	Trustee Constituency Communications	P018	Government, Public and Community Relations	2020/21	In Progress, Phase 2
18	Workplace Harassment Prevention	P034	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2, Annual Review

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	Title	No.	Division	Review and Development Schedule for 2020/21 - 2023/24	Current Status
19	Advertising	P006	Business Operations and Service Excellence	2020/21	In Progress, Phase 4
20	Distribution and Display of Materials for Students and Parents From External Groups	P041	Business Operations and Service Excellence	2020/21	In Progress, Phase 4
21	Specialized Schools and Programs	NEW	School Operations and Service Excellence	2020/21	In Progress, Phase 4
22	Optional Attendance	P013	School Operations and Service Excellence	2020/21	In Progress, Phase 5
23	Accountability for Student Achievement	P040	Leadership, Learning and School Improvement	2020/21	
24	Architect Selection	P026	Business Operations and Service Excellence	2020/21	
25	Learning Opportunities Index (LOI)	P067	Leadership, Learning and School Improvement	2020/21	
26	Occupational Health and Safety	P048	Business Operations and Service Excellence	2020/21	Annual Review
27	Respectful Learning and Working Environment	P073	Human Rights and Indigenous Education	2020/21	
28	Workplace Violence Prevention	P072	Business Operations and Service Excellence	2020/21	Annual Review
29	Arts Foundation	P005	Leadership, Learning and School Improvement	2021/22	
30	Community Planning and Partnerships	P076	Business Operations and Service Excellence	2021/22	
31	Continuing Education	P019	School Operations and Service Excellence	2021/22	
32	Dealing With Abuse and Neglect of Students	P045	Equity, Well-Being and School Improvement	2021/22	
33	Educational Programming Partnerships	P024	School Operations and Service Excellence	2021/22	
34	Electronic Participation in Board Meetings	P039	School Operations and Service Excellence	2021/22	
35	Employee and Trustee Expenses	P016	Business Operations and Service Excellence	2021/22	
36	Employee Conflict of Interest	P057	Business Operations and Service Excellence	2021/22	

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	Title	No.	Division	Review and Development Schedule for 2020/21 - 2023/24	Current Status
37	<u>French as-a-Second Language Programs</u>	P080	School Operations and Service Excellence	2021/22	
38	<u>Gender-based Violence</u>	P071	Human Rights and Indigenous Education	2021/22	
39	<u>Hiring of Students</u>	P015	Business Operations and Service Excellence	2021/22	
40	<u>Homework</u>	P036	Leadership, Learning and School Improvement	2021/22	
41	Leasing of Surplus School Properties	P010	Business Operations and Service Excellence	2021/22	
42	<u>Nutrition Foundation</u>	P035	Business Operations and Service Excellence	2021/22	
43	Performance Management: Director of Education	P049	School Operations and Service Excellence	2021/22	
44	<u>Pre-Examination Moratorium On Major Assignments and Activities</u>	P063	Leadership, Learning and School Improvement	2021/22	
45	<u>Selection, Promotion and Placement of School Principals and Vice-principals</u>	P052	Business Operations and Service Excellence	2021/22	
46	<u>Student Leadership (and Student Engagement)</u>	P070	Equity, Well-Being and School Improvement	2021/22	
47	<u>Student Trustee and SuperCouncil Communications</u>	P053	Leadership, Learning and School Improvement	2021/22	
48	<u>The Environment</u>	P028	School Operations and Service Excellence	2021/22	
49	<u>Acceptable Use of Information Technology Resources</u>	P088	School Operations and Service Excellence	2022/23	
50	<u>Community Engagement</u>	P078	Equity, Well-Being and School Improvement	2022/23	
51	<u>External Auditor Independence</u>	P089	Business Operations and Service Excellence	2022/23	
52	<u>Governance Policy</u>	P086	School Operations and Service Excellence	2022/23	
53	Open Data	P091	Government, Public and Community Relations	2022/23	
54	<u>Policy Framework</u>	P001	School Operations and Service Excellence	2022/23	

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	Title	No.	Division	Review and Development Schedule for 2020/21 - 2023/24	Current Status
55	<u>Reporting of Suspected Wrongdoing (Whistleblowing)</u>	P066	Business Operations and Service Excellence	2022/23	
56	<u>Students Without Legal Immigration Status</u>	P061	School Operations and Service Excellence	2022/23	
57	<u>Voluntary First Nation, Métis And Inuit Self-Identification</u>	P077	Human Rights and Indigenous Education	2022/23	
58	<u>Accessibility Policy</u>	P069	Human Rights and Indigenous Education	2023/24	
59	<u>Accommodation and Program Review</u>	P068	Business Operations and Service Excellence	2023/24	
60	<u>Anti-Fraud Measures</u>	P081	Business Operations and Service Excellence	2023/24	
61	<u>Board Member Code of Conduct</u>	P075	School Operations and Service Excellence	2023/24	
62	<u>Caring and Safe Schools</u>	P051	Human Rights and Indigenous Education	2023/24	
63	<u>Community Use of Board Facilities</u>	P011	Business Operations and Service Excellence	2023/24	
64	<u>Concussions</u>	P087	Equity, Well-Being and School Improvement	2023/24	
65	<u>Early Learning and Care</u>	P022	Equity, Well-Being and School Improvement	2023/24	
66	<u>Equity</u>	P037	Equity, Well-Being and School Improvement	2023/24	
67	<u>Excursions</u>	P033	School Operations and Service Excellence	2023/24	
68	<u>Freedom of Information and Protection and Privacy</u>	P094	School Operations and Service Excellence	2023/24	
69	<u>Home Instruction</u>	P060	Leadership, Learning and School Improvement	2023/24	
70	<u>Honoraria for Trustees</u>	P074	Business Operations and Service Excellence	2023/24	
71	<u>Mission, Values and Goals</u>	P002	Director's Office	2023/24	
72	<u>Professional Development for Trustees</u>	P090	School Operations and Service Excellence	2023/24	

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	Title	No.	Division	Review and Development Schedule for 2020/21 - 2023/24	Current Status
73	<u>Restrictions on Alcohol, Drug and Tobacco Use</u>	P095	School Operations and Service Excellence	2023/24	
74	<u>Staff Changes</u>	P014	Business Operations and Service Excellence	2023/24	
75	<u>Student Dress</u>	P042	School Operations and Service Excellence	2023/24	
76	<u>Student Health Support</u>	P092	Equity, Well-Being and School Improvement	2023/24	
77	<u>Student Use of Service Animals</u>	P096	Human Rights and Indigenous Education	2023/24	
78	<u>Supervisory Officer Selection</u>	P055	Business Operations and Service Excellence	2023/24	
79	<u>Transforming Student Learning in Literacy and Mathematics</u>	P038	Leadership, Learning and School Improvement	2023/24	
80	<u>Trustee Pregnancy and Parental Leave</u>	P093	School Operations and Service Excellence	2023/24	
TOTAL:				80	