



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

To: Governance and Policy Committee

Date: 13 January, 2021

Report No.: 01-21-4004

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 A to this report, be approved.

Context

In accordance with the Policy Framework (P001) and the Policy Development and Management Procedure (PR501), Board policies are required to 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.

On October 28, 2020, the Governance and Policy Committee considered the draft Policy Review Schedule for the 2020/21 – 2023/24 school years. The Schedule was based on priorities identified in the Multi-Year Strategic Plan, legislative requirements, directives of the Ministry of Education, and Board decisions. The Schedule included 28 policies targeted for the review and development during the 2020/21 school year.

The Committee expressed concern that the target number of reviews scheduled for the 2020/21 school year might be unattainable given the impact of the COVID-19 pandemic. As a result, the Committee instructed staff to reconsider and reduce the number of policies for the 2020/21 school year and bring back a revised Policy Review Schedule.

The revised Policy Review Schedule (Appendix A) includes 16 policies for the 2020/21 school year. Policies that were moved from the 2020/21 to the 2021/22 are highlighted in the Schedule appended.

When revising the list of policies targeted for review/development in the current school year, staff identified priorities applicable to the Policy Review Schedule and also took into consideration the progress achieved to date, expected completion timelines, and the operational and staff requirements to meet the completion deadlines. The draft Policy Review Schedule was reviewed and approved by Executive Council on January 5, 2021.

This schedule is reviewed annually and adjusted as needed. It is expected that the Policy Review Schedule will be reviewed in the spring-summer cycle in view of the COVID-19 pandemic impact and will be adjusted accordingly, particularly beyond the current school year.

The revised Policy Review Schedule for the 2020/21 – 2023/24 school years 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, Student Senate, and unions/professional associations.

Board Policy and Procedure Reference(s)

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

Appendices

- Appendix A – Policy Review Schedule (2020/21 – 2023/24)

From

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POLICY REVIEW SCHEDULE**

APPENDIX A

	Title	No.	Division	Review and Development Year	Current Status	Annual Review Required
1	<u>Advertising</u>	P006	Business Operations and Service Excellence	2020/21	In Progress, Phase 5	
2	<u>Distribution and Display of Materials for Students and Parents From External Groups</u>	P041	Business Operations and Service Excellence	2020/21	In Progress, Phase 5	
3	<u>Optional Attendance</u>	P013	Business Operations and Service Excellence	2020/21	In Progress, Phase 5	
4	Records and Information Management	NEW	Business Operations and Service Excellence	2020/21	In Progress, Phase 5	
5	Specialized Schools and Programs	NEW	Business Operations and Service Excellence	2020/21	In Progress, Phase 4	
6	<u>Purchasing</u>	P017	Business Operations and Service Excellence	2020/21	In Progress, Phase 2	
7	<u>Parent and Community Involvement</u>	P023	Equity, Well-Being and School Improvement	2020/21	In Progress, Phase 2	
8	Communication(s)	NEW	Government, Public and Community Relations	2020/21	In Progress, Phase 2	
9	<u>Employment Equity</u>	P029	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2	
10	<u>Human Rights</u>	P031	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2	
11	<u>Workplace Harassment Prevention</u>	P034	Human Rights and Indigenous Education	2020/21	In Progress, Phase 2	Annual Review
12	Allegations of Sexual Harassment and Misconduct	NEW	Leadership, Learning and School Improvement	2020/21	In Progress, Phase 2	
13	<u>Architect Selection</u>	P026	Business Operations and Service Excellence	2020/21		
14	<u>Occupational Health and Safety</u>	P048	Business Operations and Service Excellence	2020/21		Annual Review
15	<u>Workplace Violence Prevention</u>	P072	Business Operations and Service Excellence	2020/21		Annual Review
16	<u>Respectful Learning and Working Environment</u>	P073	Human Rights and Indigenous Education	2020/21		
17	<u>Budget Approval</u>	P012	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
18	<u>Executive Signing Authority</u>	P082	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	

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	Title	No.	Division	Review and Development Year	Current Status	Annual Review Required
19	Fair Dealings (Copyright)	P079	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
20	Fundraising	P021	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
21	Naming Schools and Special Purpose Areas	P047	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
22	Student Attendance and Safe Arrival	P085	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
23	Transportation of Students	P020	Business Operations and Service Excellence	2021/22	In Progress, Phase 2	
24	Trustee Constituency Communications	P018	Government, Public and Community Relations	2021/22	In Progress, Phase 2	
25	Alternative Schools	P062	Human Rights and Indigenous Education	2021/22	In Progress, Phase 2	
26	Recognition of Culturally Significant Observances Policy	NEW	Human Rights and Indigenous Education	2021/22	In Progress, Phase 2	
27	Community Planning and Partnerships	P076	Business Operations and Service Excellence	2021/22		
28	Electronic Participation in Board Meetings	P039	Business Operations and Service Excellence	2021/22		
29	Employee and Trustee Expenses	P016	Business Operations and Service Excellence	2021/22		
30	Employee Conflict of Interest	P057	Business Operations and Service Excellence	2021/22		
31	Enterprise Risk Management	NEW	Business Operations and Service Excellence	2021/22		
32	Hiring of Students	P015	Business Operations and Service Excellence	2021/22		
33	Leasing of Surplus School Properties	P010	Business Operations and Service Excellence	2021/22		
34	Nutrition Foundation	P035	Business Operations and Service Excellence	2021/22		
35	Performance Management: Director of Education	P049	Business Operations and Service Excellence	2021/22		
36	Selection, Promotion and Placement of School Principals and Vice-principals	P052	Business Operations and Service Excellence	2021/22		
37	The Environment	P028	Business Operations and Service Excellence	2021/22		

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	Title	No.	Division	Review and Development Year	Current Status	Annual Review Required
38	<u>Dealing With Abuse and Neglect of Students</u>	P045	Equity, Well-Being and School Improvement	2021/22		
39	<u>French as-a-Second Language Programs</u>	P080	Equity, Well-Being and School Improvement	2021/22		
40	<u>Learning Opportunities Index (LOI)</u>	P067	Equity, Well-Being and School Improvement	2021/22		
41	<u>Student Leadership (and Student Engagement)</u>	P070	Equity, Well-Being and School Improvement	2021/22		
42	<u>Continuing Education</u>	P019	Human Rights and Indigenous Education	2021/22		
43	<u>Educational Programming Partnerships</u>	P024	Human Rights and Indigenous Education	2021/22		
44	<u>Gender-based Violence</u>	P071	Human Rights and Indigenous Education	2021/22		
45	<u>Accountability for Student Achievement</u>	P040	Leadership, Learning and School Improvement	2021/22		
46	<u>Arts Foundation</u>	P005	Leadership, Learning and School Improvement	2021/22		
47	<u>Homework</u>	P036	Leadership, Learning and School Improvement	2021/22		
48	<u>Pre-Examination Moratorium On Major Assignments and Activities</u>	P063	Leadership, Learning and School Improvement	2021/22		
49	<u>Student Trustee and SuperCouncil Communications</u>	P053	Leadership, Learning and School Improvement	2021/22		
50	<u>Acceptable Use of Information Technology Resources</u>	P088	Business Operations and Service Excellence	2022/23		
51	<u>External Auditor Independence</u>	P089	Business Operations and Service Excellence	2022/23		
52	<u>Governance Policy</u>	P086	Business Operations and Service Excellence	2022/23		
53	<u>Policy Framework</u>	P001	Business Operations and Service Excellence	2022/23		
54	<u>Reporting of Suspected Wrongdoing (Whistleblowing)</u>	P066	Business Operations and Service Excellence	2022/23		
55	<u>Students Without Legal Immigration Status</u>	P061	Business Operations and Service Excellence	2022/23		
56	<u>Community Engagement</u>	P078	Equity, Well-Being and School Improvement	2022/23		

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	Title	No.	Division	Review and Development Year	Current Status	Annual Review Required
57	Open Data	P091	Government, Public and Community Relations	2022/23		
58	Voluntary First Nation, Métis And Inuit Self-Identification	P077	Human Rights and Indigenous Education	2022/23		
59	Accommodation and Program Review	P068	Business Operations and Service Excellence	2023/24		
60	Anti-Fraud Measures	P081	Business Operations and Service Excellence	2023/24		
61	Board Member Code of Conduct	P075	Business Operations and Service Excellence	2023/24		
62	Community Use of Board Facilities	P011	Business Operations and Service Excellence	2023/24		
63	Excursions	P033	Business Operations and Service Excellence	2023/24		
64	Freedom of Information and Protection and Privacy	P094	Business Operations and Service Excellence	2023/24		
65	Honoraria for Trustees	P074	Business Operations and Service Excellence	2023/24		
66	Professional Development for Trustees	P090	Business Operations and Service Excellence	2023/24		
67	Restrictions on Alcohol, Drug and Tobacco Use	P095	Business Operations and Service Excellence	2023/24		
68	Staff Changes	P014	Business Operations and Service Excellence	2023/24		
69	Student Dress	P042	Business Operations and Service Excellence	2023/24		
70	Supervisory Officer Selection	P055	Business Operations and Service Excellence	2023/24		
71	Trustee Pregnancy and Parental Leave	P093	Business Operations and Service Excellence	2023/24		
72	Mission, Values and Goals	P002	Director's Office	2023/24		
73	Concussions	P087	Equity, Well-Being and School Improvement	2023/24		
74	Early Learning and Care	P022	Equity, Well-Being and School Improvement	2023/24		
75	Equity	P037	Equity, Well-Being and School Improvement	2023/24		

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	Title	No.	Division	Review and Development Year	Current Status	Annual Review Required
76	<u>Student Health Support</u>	P092	Equity, Well-Being and School Improvement	2023/24		
77	<u>Accessibility Policy</u>	P069	Human Rights and Indigenous Education	2023/24		
78	<u>Caring and Safe Schools</u>	P051	Human Rights and Indigenous Education	2023/24		
79	<u>Student Use of Service Animals</u>	P096	Human Rights and Indigenous Education	2023/24		
80	<u>Home Instruction</u>	P060	Leadership, Learning and School Improvement	2023/24		
81	<u>Transforming Student Learning in Literacy and Mathematics</u>	P038	Leadership, Learning and School Improvement	2023/24		
TOTAL:						81