

Vancouver Island West School District 84  
**DISTRICT POLICY REVIEW COMMITTEE MEETING**  
**February 19, 2019**

*PRESENT: Chairperson Fehr, Trustee Hanson (telephone), Trustee Stiglitz (telephone), Trustee Mann, Trustee Smith, Superintendent/Secretary-Treasurer, Associate Director of Human Resources*

CALL TO ORDER:

11:14 am

AMENDMENT OF POLICY AND REGULATION AND/OR NEW POLICY:

**Policy E.47, Placement of Newly Enrolled Students** – The Committee considered the VIWTU’s request to amend Regulation 2 and 4, and agreed that the Regulation should line up with the Policy. The following housekeeping changes will be made:

- Regulation 2 – “... and placed in a class ***a full school day*** the following school-day ***registration***”;
- Regulation 4 – “... the student’s entry to class can be completed for ~~the next school day~~ ***one full school day following registration.***”

**Policy D.5, Certified Teachers Teaching on Call and Non-Certified Persons on Call** – The Committee considered the VIWTU’s request to amend Policy D.5, and discussed the current call-in procedure which respects the Collective Agreement language. No changes are required at this time.

POLICY REVIEW:

The Committee reviewed all of Section C and D policies and agreed on the following housekeeping changes (in bold italics and/or strikethrough):

**Policy C.1, Use of Private Vehicles for Transportation of Students**

- Regulation 1: “The “supervisor” would normally be the classroom teacher, coach or activity sponsor ***and in any event, the sponsor must be a School District 84 employee.***”
- Regulation 8: “For safety and health reasons, volunteer drives shall not allow smoking/***vaping*** in their vehicles.”

**Policy C.2, Conduct on School Buses (Student)**

- Regulation 14: “Should the bus trip be to a destination outside the local community, the bus driver can interrupt the bus trip to require a parent or guardian to meet the bus and remove the student from the bus. This will happen when the student has become seriously disruptive to the safe control of the bus ***and normally in consultation with the School Principal or trip supervisor.***”

**Policy C.3, Extra and Co-Curricular Activities**

- Regulation 1: “The supervisor will normally be the classroom teacher, coach or activity sponsor; ***in any event, the supervisor must be a School District 84 employee.***”

**Policy D.1, Complaints Against Staff or Volunteers**

- Title: “***Communication and Concerns with*** ~~Complaints Against Staff or Volunteers~~”
- Throughout Policy and Regulation (with the exception of the last paragraph of the Policy Statement): Replace “complaints” with “concerns”.

**Policy D.5, Certified Teachers Teaching On Call and Non-Certified Persons on Call**

- Regulation 2: “A ~~certified~~ teacher teaching on call is expected to: ....”

**Policy D.8, Supervision and Evaluation of Excluded Staff**

- Regulation 2.c: “The Superintendent of Schools/Secretary-Treasurer **shall ensure the evaluation of Principals takes place**, and Principals shall evaluate .....

**Policy D.11, Summer Student Temporary Employment**

- Policy: Last sentence – “or” should be “of”.

**Policy D.12, Secondary Student Employment**

- Policy: Second paragraph - “The School District will ~~take care to provide~~ **ensure that the students’** employment ~~to students within the conditions which~~ **does** not ~~to~~ hinder **their** school performance or attendance.”

**Policy D.16, Recruitment and Selection: Principal/Vice-Principal**

- Regulation 1.a.: “..... the responsibility of the Board of Education **and will be** based on the ....”.
- Regulation 1.c.: closing bracket ) is missing after “Tribal Council”.

AGENDA FOR NEXT MEETING:

Sections E and F of the District Policy Manual will be reviewed at the next meeting of the District Policy Review Committee, scheduled for April 8, 2019.

ADJOURNMENT:

The meeting adjourned at 11:47 am. .