

Vancouver Island West School District 84

DISTRICT POLICY REVIEW COMMITTEE MEETING

June 13, 2022 – Captain Meares Elementary Secondary School

*PRESENT: Chairperson Fehr, Vice-Chairperson Hanson, Trustee Stiglitz,
Superintendent/Secretary-Treasurer, Associate Director of Human Resources*

CALL TO ORDER:

Chairperson Fehr called the meeting to order at 10:10 am.

NEW FORMAT FOR POLICIES, BYLAWS AND ADMINISTRATIVE PROCEDURES:

The Board reviewed the feedback from the VIWTU President. The Superintendent/Secretary-Treasurer confirmed that the Administrative Postings will be posted on the District's website, noting that the District has a governance structure where the Board is a policy board and has one employee – the Superintendent/Secretary-Treasurer – who administers the policies. The Union's concern is that the Board will be unaware if District staff make administrative procedures; however, it is in policy that the Board will be informed when there is a new administrative procedure but the Board does not have to call a Policy Committee meeting every time there is a small change here and there.

Chairperson Fehr noted that the Board always dealt with the Policy but not the Regulation, so there will be no difference, apart from the packaging.

The Superintendent/Secretary-Treasurer confirmed that the Policy Manual will appear on the District's website first, and then the Administrative Procedures will probably go from 100, 200, 300, 400, 500, etc., and with a title; for example, 100 will be 'General', etc.

Work on the Administrative Procedures will continue throughout the summer.

NEXT MEETING:

September 12, 2022

ADJOURNMENT:

10:25 am.