

INTERLAKE SCHOOL DIVISION

MINUTES OF THE POLICY COMMITTEE MEETING OF THE BOARD OF THE INTERLAKE SCHOOL DIVISION, HELD ON OCTOBER 19TH, 2015 AT THE DIVISION OFFICE, 192-2ND AVENUE NORTH, STONEWALL, MB.

COMMITTEE MEMBERS PRESENT: SALLY COOK (CHAIRPERSON), SANDRA WIEBE, SHARON BAKER

SENIOR ADMINISTRATION PRESENT:
SUPERINTENDENT CHRISTINE PENNER
ASSISTANT SUPERINTENDENT WAYNE DAVIES

ABSENT: DAVID HARCUS

THE MEETING WAS CALLED TO ORDER AT 3:00 P.M.

1. **REVIEW POLICY/REFERENCE SENT FOR STAKEHOLDERS FEEDBACK:**

A. THE COMMITTEE REVIEWED POLICY B-14 (R7) *REPORTING OF INCIDENTS*

ACTION REQUIRED: THAT POLICY B-14 (R7) *REPORTING OF INCIDENTS* BE FORWARDED TO THE WSH COMMITTEE FOR FURTHER REVIEW.

2. **REVIEW AMENDED POLICIES AND REFERENCES:** THE COMMITTEE REVIEWED MINOR AMENDMENTS THAT WERE MADE TO THE FOLLOWING POLICIES AND REFERENCES:

- A. SA-12 (F2) STUDENT REGISTRATION FORM
- B. SA- 10 SCHOOL PLANS
- C. B-18 USE OF GPS UNITS AND SURVEILLANCE CAMERAS
- D. DIVISIONAL PERSONNEL CHART
- E. SS SS-16(F1) KINDERGARTEN TEACHER SURVEY
- F. D-2 (R5-F1) STATUTORY DECLARATION

3. **JOB DESCRIPTION:** THE COMMITTEE REVIEWED MINOR AMENDMENTS THAT WERE MADE TO THE HUMAN RESOURCES OFFICER/ASSISTANT SECRETARY TREASURER JOB DESCRIPTION.

4. **UPCOMING REVIEWS:** THE COMMITTEE DISCUSSED THE FOLLOWING ITEMS THAT ARE CURRENTLY UNDER REVIEW:

- A. NON SMOKING
- B. SMUDGING
- C. REFERENCE SS R1-2 - MENTORSHIP
- D. POLICY B-6 - RESPECTFUL WORKPLACE
- E. PROVINCIAL CODE OF CONDUCT – APPROPRIATE INTERVENTIONS AND DISCIPLINARY CONSEQUENCES
- F. GUIDELINES FOR SUPPORTING TRANSGENDER AND GENDER NON-CONFORMING STUDENTS

5. **OTHER:** THE COMMITTEE REVIEWED REFERENCE B-1 (R1) *HIRING SENIOR ADMINISTRATORS, SCHOOL ADMINISTRATORS, AND DEPARTMENT HEADS* ADDING A PROCESS FOR SHORTLISTING TO THE DOCUMENT.

MEETING ADJOURNED AT 5:00 P.M.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER