



**School District No. 67 (Okanagan Skaha)
BUSINESS COMMITTEE OF THE WHOLE
MINUTES**



Tuesday, September 20, 2016, 4:00 P.M.
SCHOOL BOARD OFFICE
425 Jermyn Avenue

MEMBERS PRESENT Linda Van Alphen, Chair
Bill Bidlake, Vice Chair
Shelley Clarke, Trustee
Bruce Johnson, Trustee
Ginny Manning, Trustee
Julie Planiden, Trustee
Barb Sheppard, Trustee

ALSO PRESENT Wendy Hyer, Superintendent of Schools
Bonnie Roller Routley, Secretary-Treasurer
Todd Manuel, Assistant Superintendent
Daniel Francisco, Director of Information Technology
Doug Gorcak, Director of Facilities
Maureen Hayter, Director of Finance
Kim Kerr, Executive Assistant

1. Call to Order
Trustee Manning called the meeting to order at 4:20 p.m.

2. Adoption of Agenda
MOTION Duly moved and seconded
That the agenda be approved.

CARRIED

3. Presentations

4. Information Items

4.1 Cheque and ePAYMENT Listing
As per Policy No. 600 - Fiscal Control, a monthly listing of cheque and e-payments for August 2016 was provided and reviewed by the secretary-treasurer. Cheques and e-payments are as follows:

	Cheques	ePAYMENTS
August	\$355,888.19	\$241,347.45

4.2 Transportation Funding Application

Secretary-Treasurer Roller Routley presented the application for transportation funding. The application letter was discussed by the Board.

5. Action Items**5.1 General****a. Prairie Creek Daylighting Project**

The board discussed the possibility of writing a letter.

b. BCPSEA Advisory Committee Meeting

The Board representative will pose a question regarding Make a Future asking what services are provided and whether it is used across Canada.

Assistant Superintendent, Todd Manuel, arrived at 5:51 p.m.

5.2 Policy No. 750 - School Closure

MOTION Duly moved and seconded

That the business committee will set up a separate work session on a date to be announced to discuss Policy 750 – School Closure and that the Secretary-Treasurer will research and provide sample policies for discussion including Ministry policy.

CARRIED

Secretary-Treasurer Roller Routley will prepare information from other school districts and Ministry of Education policy for reference at the separate meeting.

5.3 Policy No. 310 - District Code of Conduct

The Board will wait until the new LGBTQ policy is created before updating Policy No. 310 – District Code of Conduct to reflect the amended *Human Rights Code* and the amended *Provincial Standards for Codes of Conduct Order*.

6. Upcoming Policies

- Policy No. 317 - Harassment/Threats/Intimidation/Racial Prejudice/ Violence
- Policy No. 720 - Security of Premises (last reviewed February 9, 2004)
- Policy No. 530 - Employee Wellness, Health and Safety (last reviewed September 10, 2007)
- Policy No. 610 - Records Retention (last reviewed September 10, 2007)
- Policy No. 201 - School Fundraising and School Financial Records (last reviewed September 10, 2007)
- Policy No. 212 - Trespassers on School Property (last reviewed September 10, 2007)
- Policy No. 150 - Trustee Financial Matters (last reviewed March 9, 2015)
- Policy No. 305 - Choice and Flexibility (last reviewed January 13, 2014)

7. Question Period**8. Adjournment**

MOTION Duly moved and seconded
That the meeting be adjourned at 5:30 p.m.

CARRIED