



# AURORA ACADEMIC

## Policy Committee Meeting Minutes

April 7, 2022

4:00pm (virtual)

**1. Call to order (Chair: Keira Hanrahan)**

Called to order at 4:03pm

Attendees: Peter Dang, Ian Gray, Michelle Smith, Keira Hanrahan, Mary Healy, Susan Mallory, Zahida Hirani-Saran, Neetu Gidda  
Absent: Elizabeth Lund

**2. Approval of May 12, 2022 Agenda**

Agenda approved as amended

Amendments: Add Policy #4030 Expense Reimbursement and remove Policy #2150 Appeals Procedure

**3. Approval of Previous Minutes - April 7, 2022**

Minutes accepted as presented.

**4. Policies for Review**

- Will review BP 5020 Staff Professional Development, BP 2070 Role of the Teacher, BP 2090 Board Committees, BP 2100 Freedom of Information and Protection of Privacy and BP 4100 Charitable Donations as an omnibus package for third/final reading.
- BP 2030 Board Communication Protocols and BP 2140 Media Relations - Made change and updated for clarity and present to the Board
- **BP 4200 Corporate Credit Card Procedures**  
Discussed the importance of whether this should be repealed. Will retain and updates were made for clarity. Discussed consequences/disciplinary action and if should be in policy. Discussed whether there a need for a new policy stating requirements? It was decided to table to the next policy meeting to allow for Board discussion.  
**Tabled to next Policy Meeting**
- **BP 4050 Petty Cash**  
This is operational and does not merit a Board policy.  
**Present to the Board for 1st reading to repeal.**
- **4030 BP Expense Reimbursement.**  
Pre-approved by the superintendent or delegate. Board approval needed for charges over \$500. Amount deemed to low and updated to \$1000. Discussed concerned over expenses incurred by accident or misunderstanding. Singular costs and cost-splitting between schools need to be addressed in policy. A cost-splitting definition added to policy.  
**Present to the Board for first reading.**
- **BP 5052 - Employee Benefits (non-teaching staff)**  
Discussed the purpose of this policy and why. Felt the language could be nicer. Ian Gray will review this policy and its wording.  
**Present to the Board for 1st reading.**
- **BP 5053 - Leave of Absence (non-teaching staff)**  
Discussed the purpose of the policy and again felt the language could be nicer. Ian Gray will review and re-word this policy.  
**Present to the Board for 1st reading.**
- **5130 BP Staff Attire**  
Intent was to create a professional environment. Discussed purpose and whether to repeal. Would like to hear from other staff and teachers. Is this important for the Board to be involved? Would need to be connected and be aligned. It was brought up why staff do not wear a uniform. It was noted very few schools have a staff uniform. Dress expectations can be inserted into an AR. Will discuss again at May meeting and put forward for Board review.  
**Present to the Board for 1st reading.**

**5. [Aurora Policy Revision & Review Dates](#)**

**6. Upcoming Committee Meetings**

May 1, 2022 (4pm)

**7. Adjournment**

Meeting adjourned at 5:07 pm on April 7, 2022.