

**Aurora School Ltd.
Policy Committee Meeting Minutes
March 3, 2021**

Policy Committee Chair: Keira Hanrahan

Recording Secretary: Susan Mallory

1. CALL TO ORDER AND ROLL CALL

Meeting called to order at 4:00pm, and was held virtually in compliance with COVID-19 Pandemic social distancing regulations.

Attendees: Peter Dang, Ian Gray, Neetu Gidda, Jacquie Harman, Keira Hanrahan, Mary Healy, Shazin Mohamed Standing, Susan Mallory, Janet Rockwood

2. AGENDA

The March 3, 2021 Policy Committee Meeting agenda was approved as presented.

3. PREVIOUS MINUTES

The February 3, 2021 Policy Committee Meeting Minutes were approved as amended.

4. POLICIES UNDER REVIEW

- **BP1000 – Vision Statement** (passed second reading October 16, 2019)
The Vision Statement was approved by the Minister on February 10, 2021 and is ready to be presented to the Board for third and final reading.

Recommendation: Present for third and final reading to the Board at the March 18 Board meeting.

- **BP1010 – Mission Statement** (passed first reading September 18, 2019)
The Vision Statement was approved by the Minister on February 10, 2021 and is ready to be presented to the Board for second reading.

Recommendation: Present for second reading to the Board at the March 18 Board meeting.

- **BP1020 – Philosophy and Values** (passed second reading October 16, 2019)
The Vision Statement was approved by the Minister on February 10, 2021 and is ready to be presented to the Board for third and final reading.

Recommendation: Present for third and final reading to the Board at the March 18 Board meeting.

- **BP2080 – Minutes and Records** (passed first reading February 16, 2021)
BP2080 is out of date and changes have been made to reflect current practices.

Recommendation: Present for second reading to the Board at the March 18 Board meeting.

- **BP8300 – Occupational Health and Safety (OHS)** (Passed first reading February 16, 201)
Discussed Board suggestions raised at the February 16th board meeting. Some of the wording from OHS review recommendations was confusing and additional information has been added to the policy for clarity.

Recommendation: Present for second reading to the Board at the March 18 Board meeting.

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- **BP4020 – Administration of School Funds**

BP4020 is currently tabled pending comprehensive review of this policy. In the interim, the committee has been working on a policy piece on procurement, how Aurora spends money, etc. and clarification of spending procedures over \$5000 at the request of the Board at their January meeting.

At the request of the Director of Finance, Shazin Mohamed-Standing, the committee will table BP4020 in its entirety until after the Audit Committee has met to ensure both committees remain aligned with each other.

Recommendation: Tabled pending Audit Committee Meeting

- **BP8050 – School Emergencies** (Passed first reading February 16, 2021)

The review frequency and what circumstances would prompt a review of the School Emergencies Plan were discussed. *‘The School Emergencies Manual will be updated and reviewed annually by administration.’* was added to policy, and *‘Aurora School’s primary concern is the safety of students and staff’* was added to Background/Purpose.

Recommendation: Present for second reading to the Board at the March 18 Board meeting.

- **BP3700 – Crisis Policy**

The committee was updated on the progress made since the last meeting. Jacquie Harman has started a file for members to contribute information. Janet Rockwood is researching options for staff training, noting that many school boards use an outside agency.

Recommendation: Tabled to April 7, 2021 Policy Meeting

- **BP2150 – Appeals Procedures**

BP2150 is up for review as per the 2020 policy review schedule. The type of appeals the Minister of Education reviews has been updated in the policy guidelines (#8). BP2150 lists the checks and balances regarding parent or student concerns.

Recommendation: Present for first reading to the Board at the March 18 Board meeting.

- **BP8350 – Video Surveillance**

Peter Dang put together this policy as a need for policy on video surveillance was identified. Procedures on how EPSB releases video surveillance have been reviewed. Questions raised on who has right of access, i.e. Edmonton Police Service. More research is required on this policy, as Right of Access #1 and #2 are confusing. It noted that the transportation video has a voice recording. BP8350 also needs to be FOIP compliance. Finalized policy will be sent to our legal council for review. Peter Dang has begun work on the AR for this policy.

Recommendation: Present for first reading to the Board at the March 18 Board meeting.

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5. NEXT POLICY COMMITTEE MEETING

April 7, 2021 (4:00 – 5:00pm)

6. ADJOURNMENT

The Policy Committee meeting ended at 5:01pm on March 3, 2021.