

COMMITTEE MEETING

COMMITTEE I – MANAGEMENT CO-ORDINATING

WEDNESDAY, March 7, 2018

Committee Report to the Board, April 3, 2018

The Chairperson of the Committee called the meeting to order acknowledging the meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Coast Salish peoples.

1. Parental Access to Student Records and Student Information Policy (Attachment)

D. Nelson, Associate Superintendent-School Services, reviewed a memorandum dated March 7, 2018 entitled *Parental Access to Student Records and Student Information*, which provides rationale and process for development of a new district policy. He acknowledged a broader review of policies and governance is being undertaken by the Board which may require changes to this proposed policy in the future. The Chairperson clarified any changes to the content of the policy would be brought back to Committee.

Trustees and stakeholder representatives asked questions, provided feedback on the presentation and staff provided clarification on various points.

IT IS RECOMMENDED THAT the Board adopt the Parental Access to Student Records and Student Information policy as attached.

2. Advocacy Committee

S. Hoffman, Superintendent of Schools, referred to a memorandum dated March 7, 2018 entitled *Advocacy Committee*. The memorandum includes a first draft of Proposed Terms of Reference for an Advocacy Committee, as follow-up to the February 7, 2018 Committee I meeting. Feedback was requested from stakeholders on the draft Terms of Reference, as presented. An updated report, including a timeline, will be brought back to Committee I.

Trustees and stakeholder representatives asked questions, provided feedback on the presentation and staff provided clarification on various points.

This item was provided for information.

3. Preliminary Projections and Kindergarten Enrolment

D. Nelson, Associate Superintendent-School Services, and J. Dawson, District Principal, provided a PowerPoint presentation entitled *Preliminary Projections and Kindergarten Enrolment*. The presentation focussed on kindergarten enrolment for full schools. Kindergarten enrolment for choice programs will be covered in more detail at a future meeting.

J. Dawson reviewed preliminary enrolment projections for 2018/2019 highlighting:

- Correlation between population of children (pop) and enrolment
- Enrolment history and projection
- Market share (proportion of children 5-17 years old available to go to school)
- Population of 5 year olds vs kindergarten enrolment
- Births vs kindergarten enrolment

3. Preliminary Projections and Kindergarten Enrolment (continued)

- 2016 vs 2017 headcount for cohort groups K-12
- 2016-2018 number of students for cohort groups K-12
- A summary of the 2018-19 enrolment projections and contributing factors
- Historical accuracy of projections

D. Nelson presented an overview of enrolment procedures and preliminary kindergarten enrolment for 2018-2019, highlighting:

- Foundation of school admission and school choice policy (guiding principles)
- Determination of available space
- Enrolment of kindergarten students (process and timeline)
- Enrolment of kindergarten students – Annex and Main
- Enrolment - Kindergarten Choice programs
- Enrolment of Grade 1 – 12 students
- Sibling priority for enrolment and when it applies
- Full schools (listing schools with 5 or more students to be placed as of March 7, 2018)
- Kindergarten Choice Programs (as of March 7, 2018)
- For more information: Policy Regulation JECC-R – Student Admission and School Choice Regulation and the district website

Trustees and stakeholder representatives asked questions, provided feedback on the presentation and staff provided clarification on various points.

This item was provided for information.

4. Information Item Requests: None**5. Date and Time of Next Meeting**

The next meeting of this Committee has been scheduled for Wednesday, April 11, 2018 at 5:00pm.

Meeting adjourned at 6:01 pm.

Janet Fraser, Chairperson

Committee Members:	Joy Alexander, Carrie Bercic, Lisa Dominato, Janet Fraser, Allan Wong
Other Trustees Present:	Ken Clement, Estrellita Gonzalez, Judy Zaichkowsky, Eugene Jeoung (Student Trustee)
District Management Present:	Suzanne Hoffman, J. David Green, Aaron Davis, Chris Hudson, Magdalena Kassis, Adrian Keough, Brian Kuhn, Lisa Landry, Jody Langlois, David Nelson, Rob Schindel
Association Representatives Present:	Katherine Shipley, VSTA Chloe McKnight, VESTA Jagruti Desai, VASSA Selma Smith, VEPVPA Tyson Shmyr, PASA Rob Peregoodoff, DPAC Tim Chester, IUOE Lilianna Gut, CUPE 15 Brent Boyd, CUPE 407 Davin Hu, VDSC

Parental Access to Student Records and Student Information Policy

PURPOSE

The Vancouver Board of Education SD #39 recognizes that positive communications between home and school contribute to student success and that parents/guardians are entitled to student records pursuant to the School Act. Students have rights of access to their own records under the School Act and the Freedom of Information and Protection of Privacy Act (FIPPA). Parents or guardians may exercise these rights on behalf of children, in accordance with the Family Law Act, who are too young to exercise them for themselves. The School Act also recognizes a “joint” right of students and parents to inspect student records, as defined in the School Act.

POLICY

The Board will allow access to student records to parents and guardians to the extent legally permissible. In making decisions regarding the disclosure of student records to a student's parents/guardians, the Board will be guided by the School Act, the Freedom of Information and Protection of Privacy Act, other relevant legal considerations, and the best interests of the student.