



**Policy Committee Meeting
Sunrise Education Centre
April 23, 2024
5:30 p.m.**

Minutes

Attendance: Don Nichol (Teams), Malissa Rowan, Alicia Smith, Trevor Reid and Jennifer Baker (taking notes)

1.0 Approved Agenda

2.0 Approved Minutes – March 14, 2024

3.0 Business Arising from Minutes – N/A

4.0 New Business

4.1 Reviewed the following policies from the Board Policy Manual:

#4 - Board Operational Goals - no changes

#5 - Annual Planning Cycle, defer to May 13 meeting, pending Strategic Planning feedback

#18 - Assets (provided to Finance Committee for review and feedback, no changes suggested) – no changes

Add "Policy Reviewed" date to each policy moving forward.

4.2 Reviewed Procedures DCA - DJA-E1

4.3 Request to have the Secretary-Treasurer review the Divisional Credit Card, DGD procedure and include details for use of credit cards by schools.

4.3 Follow-up from last meeting:

Reviewed amendments to:

Staff Leaves and Absences GCCA

Support Staff Development Opportunities, GDM

Arrangements for Staff Substitutes, GCG

Non-Division Employment by Staff Members, GCRA

Reviewed procedures to be removed:

Support Staff Leaves of Absences, GDC

Non-Division Employment by Support Staff Members, GDR

4 Next Policy Committee Meeting Date

May 13, 2024 at 5:00 pm (time change)

5 Adjournment

Approximately 6:13 pm