



Memo No. 24-046

TO: Trustees
Student Trustees

FROM: Pino Buffone, Director of Education and Secretary of the Board
Jesse Mark, Executive Officer, Corporate Services

DATE: 01 November 2024

RE: Minor Policy Revisions (Tier 1)

On 31 May 2022, the Board approved revisions to [Policy P.001.GOV Policy Development and Management](#), which included the delegation of authority to the Director of Education for minor revisions (known as Tier 1 Policy Review) to policies (section 3.3) that do not alter any substantive provision, term, intent, or right contained within a policy.

Minor revisions (Tier 1) specifically include:

- correcting inconsistencies;
- modernizing and using gender-neutral language;
- harmonizing definitions;
- establishing consistency in reference to spelling, capitalization, and punctuation;
- revisions to ensure alignment with, and references to language in statutes, regulations, policy memorandums, or other regulatory directives, and/or
- inserting, adding, or deleting reference documents.

In accordance with Policy P.001.GOV Policy Development and Management, the following policies fall under the purview of Tier 1 revisions and have been amended as set out below.

| Policy | Summary of Revisions |
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| P.021.FIN Admission of International Students | <ul style="list-style-type: none"> ● Applying the new Policy Template. ● Replacing “Foreign” and “section 49(6)” with “International” throughout the policy. |
| P.041.SCO Decision Making, Parenting Time, and Access to Students by Parents/Guardians | <ul style="list-style-type: none"> ● Applying the new Policy Template. ● Replacing “custody and access” with “decision making and parenting time” to |

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| | align with the language of the <i>Children's Law Reform Act</i> . |
| P.088.FIN Admission of Students to Schools | <ul style="list-style-type: none"> • Applying the new Policy Template. • Adding the definitions of Board and District. |
| P.103.HR Alleged Employee Misconduct Toward A Student | <ul style="list-style-type: none"> • Applying the new Policy Template. • Improving the language used throughout the policy. • Using “misconduct toward a student” consistently throughout the policy. • Aligning the use of “District” and “Board” with the recent writing convention. • Removing the definition of “Child Abuse” as it is not mentioned in this policy. • Improving the definition of “Misconduct Toward a Student” to align with the proposed changes to the procedures. |
| P.129.CUR Environmental Education | <ul style="list-style-type: none"> • Applying the new Policy Template. • Improving the language used, removing any existing redundancies. |

It is worth noting that the authorization to the Director of Education to make minor revisions to a policy does not preclude the Board from recommending future Tier 2 or 3 reviews within the five-year policy review cycle. If you have any questions about the changes made to these policies, please contact Jesse Mark, Executive Officer, Corporate Services.

Attachment

cc Manager of Board Services
 Director’s Executive Council
 Corporate Records

- Appendix A: P.021.FIN Admission of International Students (Marked up)
- Appendix B: P.041.SCO Decision Making, Parenting Time, and Access to Students by Parents/Guardians (Marked up)
- Appendix C: P.088.FIN Admission of Students to Schools (Marked up)
- Appendix D: P.103.HR Alleged Employee Misconduct Toward A Student (Marked up)
- Appendix E: P.129.CUR Environmental Education (Marked up)