



**Memo No. 25-022**

**TO:** Policy Review Committee

**FROM:** Pino Buffone, Director of Education and Secretary of the Board  
Jesse Mark, General Counsel, Legal and Governance Services

**DATE:** 15 May 2025

**RE:** **Minor Housekeeping Policy Edits(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	Revisions
<a href="#">P 098 CUR - Equity and Inclusive Education</a>	<ul style="list-style-type: none"><li>• Updating language in the 'Rationale' to align more closely with the governing PPM 119</li></ul>
<a href="#">P 125 SCO - School District Code of Conduct</a>	<ul style="list-style-type: none"><li>• S. 5.8 - Removing the reference to a procedure planned to be a part of a safe schools procedure merger, which would result in its rescission</li></ul>

	<ul style="list-style-type: none"> <li>● S. 5.21 - Removing this clause as the weapons procedure is planned to be rescinded</li> <li>● Removing the Reference Documents that have been rescinded</li> </ul>
<a href="#">P 138 CUR - Environmental Education</a>	<p>In response to concerns around Tier 1 revisions in November 2024, 3.3 and 4.2 have reverted to the original language, including</p> <ul style="list-style-type: none"> <li>● S. 3.3 - “develop the knowledge and skills they need to”; and</li> <li>● S. 4.2 - “and the natural world”</li> </ul>

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, General Counsel, Legal and Governance Services.

Attachment

cc General Manager, Governance Services  
Director’s Executive Council  
Corporate Records

Appendix A - P 098 CUR - Equity and Inclusive Education (Marked-up)  
Appendix B - P 125 SCO - School District Code of Conduct (Marked-up)  
Appendix C - P 138 CUR - Environmental Education (Marked-up)