

**November 22, 2014**  
*Programs & Human Resources Committee*

**1. OPENING**

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Saturday, November 22, 2014. The meeting was called to order at 11:55 am by the Chair, Fred Douglas.

Members present: Fred Douglas, Chair  
George Sheppard  
Wayne Lee  
Kim Cheeks  
Newman Harris  
Goronwy Price

Regrets:

Also in attendance: Darrin Pike, Director of Education  
Jeff Thompson, Associate Director of Education  
Lloyd Collins, Assistant Director of Education (Acting), Human Resources  
Heather Hillier, Senior Administrative Officer  
Elaine Cross, Administrative Assistant, Human Resources

The Chair, Fred Douglas, welcomed the trustees and staff and thanked everyone for making the time to attend the meeting.

**2. ADOPTION OF AGENDA**

**MOTION:** Moved by Wayne Lee, seconded by Newman Harris, and carried unanimously that the agenda be adopted as presented.

**3. CONSIDERATION OF MINUTES**

**MOTION:** Moved by Newman Harris, seconded by Wayne Lee, and carried unanimously that the minutes of the November 14, 2014 Programs and Human Resources Committee meeting be adopted as presented.

#### 4. BUSINESS ARISING

No business arising.

#### 5. NEW BUSINESS

##### 5.1. Update on Policy Work in Programs since September 2014

Jeff Thompson provided a brief presentation which showed the status of policy work in Programs since September 2014. He indicated that there has been a shift in practice this year to not bring policies to the board until the regulations are prepared. He noted that similar practices are occurring in other divisions as well. Jeff highlighted those policies that are ready and indicated those that are targeted to be completed by the end of December.

##### 5.2. Consideration of Draft Policy “Police Investigations”

The Chair brought everyone’s attention to the “Police Investigations” Policy which was included in the committee package and asked if anyone had any questions.

Jeff handed out a revised copy of the policy to everyone indicating that there had been some minor revisions to the wording of the Administrative Regulations since the package was sent out.

Trustee Cheeks questioned Policy Directive No. 1, specifically the last line which gives school administrators the discretion as to when they should involve police. She felt that this is a lot of responsibility and discretion to put on the school administrator.

There was discussion amongst the members of the committee as to how this could be re-worded. Trustee Price suggested that the end of the sentence “*and s/he may exercise discretion as to the need to involve police*” be removed so that it reads as follows:

***“The School administrator has the authority to request police assistance in the investigation of an incident on school property.”***

It was also mentioned that further clarification is contained in the Administrative Regulations under Section 1.

Trustee Douglas indicated that there seemed to be consensus in the new wording and asked the committee if anyone had anything further before recommending approval.

**MOTION:** Moved by Goronwy Price, seconded by George Sheppard and carried unanimously that the Programs and Human Resources Committee recommend to the Board, approval of the Police Investigations Policy, with the change as discussed in Directive No. 1, as tabled at the November 22, 2014 meeting of the Programs and Human Resources Committee of the Board.



6. The next meeting will be held on January 17, 2015.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 12:17.

