

## Administrative Memorandum

### Regular Board Meeting

**Date:** December 11, 2019  
**Topic:** Policy Committee Report  
**Submitted by:** D. Greg Frank, Secretary-Treasurer

**Background:**

The Surrey Board of Education's Policy Committee conducts policy review on a regular basis as an essential part of governance to ensure the effective and efficient delivery of educational and administrative programs and services to students. Trustee representatives on the Policy Committee include Trustees Gary Tymoschuk (committee chair), Bob Holmes and Shawn Wilson. Staff supporting the committee include Superintendent Jordan Tinney, Secretary-Treasurer Greg Frank and Assistant Secretary-Treasurer Patti Dundas.

Policy 9620 and Policy 2320 were brought forward to the Public Board Meeting held on November 13, 2019 for information and are now being brought to the Board for final approval as follows:

Policy #	Policy Name
9620	<p><b>Provision of Menstrual Products to Students</b></p> <p>A Ministerial Order issued in April 2019 requires boards of education to have policies and procedures that ensure menstrual products are provided in an equitable and accessible manner that addresses student needs. Menstrual products will be provided in a number of washrooms in all elementary and secondary schools, as well as learning centers, and DEC/REC/SAIL.</p>
2320	<p><b>Board Committees &amp; Trustee Representation</b></p> <p>The policy has been revised to reflect the change in name of the Budget Committee to the Finance Committee, and include the mandate of the Audit Committee which is in the process of being established effective January 2020.</p>

**It is recommended:**

*THAT the Board of Education approve the following new and revised policies as presented:*

1. *Policy 9620: Provision of Menstrual Products to Students*
2. *Policy 2320: Board Committees & Trustee Representation*