

## 703.1AP – Central Vancouver Island Regional Health Board Protocol

### Purpose

The Board of Education and staff of Nanaimo Ladysmith Public Schools School and the Central Vancouver Island Regional Health Board are committed to a partnership that focuses on the provision of programs and services that both protect and promote the health of children.

The Board of Education and staff of Nanaimo Ladysmith Public Schools School and the Central Vancouver Island Regional Health Board are committed to a collaborative and joint planning process that will create programs and services that are:

- of high quality;
- an effective and efficient utilization of available resources; and
- in partnership with communities, groups, and individuals.

### Procedure

#### A. Joint Management Committee

The Board of Education of Nanaimo Ladysmith Public Schools and the Central Vancouver Island Regional Health Board will create a Joint Management Committee to facilitate the management of programs and services undertaken by the two organizations in the interests of the health of students of the school district.

The Joint Management Committee will be comprised of the following participants:

#### School District

Superintendent/CEO

Director of Education

#### Central Vancouver Island Regional Health Board

Vice-President - Child, Youth and Family and Mental Health Programs, Central Vancouver Island Health Region

Director of Community Services - Child, Youth and Family, Central Vancouver Island Health Region, Nanaimo-Ladysmith

The primary purpose of the Joint Management Committee will be to facilitate the management of programs and services undertaken by the two organizations. Additionally, the Joint Management Committee will be responsible for:

- defining the role of public health in the school system;
- performing a planning function, including short and long term planning; and

- dealing with related issues as they arise.

The Joint Management Committee will meet on an "as needed basis" as issues arise but no less than twice per year. The Joint Management Committee of the Central Vancouver Island Regional Health and Nanaimo Ladysmith Public Schools and the Joint Management Committee of the Ministry for Children and Family Development and Nanaimo Ladysmith Public Schools will meet once a year to discuss issues of mutual concern and interest.

The Joint Management Committee will ensure that the School Health Advisory Committee meets at least twice per year to bring all the stakeholders together.

### **B. School Health Advisory Committee**

The Central Vancouver Island Regional Health Board and the school district agree to the creation of a School Health Advisory Committee that will serve to provide advice, a mechanism for consultation, and to facilitate informed decision-making by the Joint Management Committee. The core committee shall consist of, from the school district: 1 secondary administrator representative; 1 elementary administrator representative; 1 secondary Nanaimo District Teachers' Association (NDTA) representative; 1 elementary NDTA representative; 1 District Administrative Services Group (DASG) representatives; 2 CUPE representatives; 2 District Parents Advisory Council (DPAC) representatives. Representatives from the Central Vancouver Island Regional Health Board will include 1 nursing support services representative; 2 public health nurses; 1 paediatrician; 1 Ministry of Children and Family representative; and 1 Child and Youth Mental Health representative. There will also be 2 First Nations representatives as appointed by their respective organizations.

Additionally, as issues arise, the Joint Management Committee will ensure appropriate representation from the field. The School Health Advisory Committee will be jointly chaired and administered by a representative from the school district and the Central Vancouver Island Regional Health Board (to be determined by the committee).

A representative from the school district and the Central Vancouver Island Regional Health Board Joint Management Committee will attend the Joint Advisory Committee Meetings as ex-officio participants.

The School Health Advisory Committee will meet at least twice a year.

### **C. Protocol Liaison**

In order to enhance the implementation of this protocol, the Joint Management Committee shall regularly report to Nanaimo Ladysmith Public Schools' Education Committee (a minimum of once a year).

The purpose of this report is to:

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- Promote collaborative/joint planning;
- Formalize and ensure communication;
- Exchange information; and
- Review and recommend for approval those areas within Nanaimo Ladysmith Public Schools' jurisdiction.

### **Legal References:**

<b>Monitoring Method:</b>	<i>Board of Education / Superintendent</i>
<b>Monitoring Frequency:</b>	<i>Annual</i>
<b>Previous Policy Number:</b>	<i>AP523</i>
<b>Adopted:</b>	<i>2002.02.25</i>
<b>Amended:</b>	<i>2016.04.26; 2025.01.31</i>