

## HALTON CATHOLIC DISTRICT SCHOOL BOARD

### Policy Committee Meeting

Tuesday, September 13, 2011 – 7:00 p.m.  
Board Room, 802 Drury Lane,  
Burlington, ON

Members present: A. Iantomasi (Acting Chair) J. Michael  
A. Danko J. Morrison  
P. Marai M. Rowe

Excused: A. A. LeMay  
E. Viana  
D. Rabenda

Staff present: M. W. Pautler (Resource)  
M. Tessari

Recording Secretary: A. Swinden

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### 1. CALL TO ORDER

#### 1.1 Opening Prayer

The meeting opened at 7:03 p.m. with a prayer led by M. Pautler.

### 2. APPROVALS

2.1 The agenda was accepted as presented.

2.2 The minutes of the June 14, 2011 meeting were approved as presented.

### 3. ACTION ITEMS

#### 3.1 Annual Review of Policy I-19 Occupational Health and Safety

M. Pautler addressed Policy I-19, Occupational Health and Safety, reminding the committee that, in accordance with provincial legislation, the policy must be reviewed on an annual basis. He noted that the policy was reviewed by the Executive Officer of Human Resources, as well as the Board's Health and Safety Officer, and that no changes to the policy were recommended for the 2011-2012 school year.

The following recommendation was put forth:

*Moved by: A. Danko  
Seconded by: P. Marai*

**RECOMMENDED**, that the Policy Committee forward Board Policy I-19 Occupational Health and Safety to the September 20, 2011 Regular Board Meeting for approval. **CARRIED**

#### 3.2 Rescinding of Policy I-20 Anti-Racism and Ethnocultural Equity

M. Pautler presented for consideration by the Policy Committee, a recommendation to rescind Policy I-20, Anti-Racism and Ethnocultural Equity. He noted that Policy II-45, Equity and Inclusive Education, approved by the Board of Trustees on May 3, 2011, captures the intent of Policy I-20, therefore rendering Policy I-20 redundant.

The following recommendation was put forth:

*Moved by: J. Morrison  
Seconded by: M. Rowe*

**RECOMMENDED**, that the Policy Committee forward Board Policy I-20 Anti-Racism and Ethnocultural Equity to the September 20, 2011 Regular Board Meeting, with a recommendation to rescind. **CARRIED**

#### 4. **DISCUSSION ITEMS**

##### 4.1 **I-36 Trustee Code of Conduct**

The members of the Policy Committee reviewed line by line of the preliminary draft of Policy I-36. In response to a request from A. Danko, M. Pautler highlighted the sections within the policy that have been taken directly from the Education Act (and therefore cannot be removed).

In response to a question raised by P. Marai, M. Pautler indicated that once Policy I-36 is adopted at first reading by the Board of Trustees, it will be released for stakeholder consultation. Any feedback received from stakeholders will be provided at the subsequent Policy Committee Meeting prior to being presented to the Board for second and third readings.

The following revisions were suggested:

- Section 2 e) under *Requirements*, which currently reads that each Trustee shall “respect the confidentiality of the Board;”
  - A. Iantomasi suggested that the wording should be altered to more clearly and specifically define “confidentiality” so that it is more narrow in scope and less open to interpretation.
- Section 2 h) under *Requirements*, which currently reads that each Trustee shall “affirm a strong sense of Christian Catholic Community”.
  - M. Rowe suggested that the wording should be altered to more accurately and tangibly define the intent of this clause so that it is more narrow in scope and less open to interpretation.
- Last bullet in Section 4, Civil Behaviour, under *Requirements*, which currently reads “Any trustee who fails to comply with the rules of the Board...”
  - The wording will be changed to define “rules” as the procedural By-Laws of the Board, as well as the Trustee Code of Conduct.
- Section 8, Lobbying, under *Requirements*, which currently reads “Trustees must not communicate with a lobbyist during a procurement process...”
  - The term “lobbyist” should be more clearly defined

The committee discussed whether it would be best to keep the language more open in scope to allow for more flexibility, or more narrow in scope so that it is less open to interpretation.

A. Danko suggested that the Trustee Code of Conduct should include guidelines during an election campaign. M. Pautler indicated that he would get a legal opinion on whether the election guidelines should be included in the Trustee Code of Conduct, or whether it would best be addressed in a stand-alone document/policy.

In response to a question raised by A. Danko, M. Pautler clarified that while for the most part the Trustee Code of Conduct is structured to be self-policing (i.e. individual Trustees are held accountable for their actions by the Board, and not by an external body), as Secretary to the Board, he has an obligation to provide the Board with advice to protect the legal and financial obligations of the Board, and to ensure that the Board is not breaking its own rules. He also noted that he has a further obligation to take his concerns to the Deputy Minister of Education, should he feel that the actions of the Board are placing the Board in legal or financial jeopardy.

#### 5. **INFORMATION ITEMS**

##### 5.1 **Policy Committee Work Plan 2011-2012**

M. Pautler provided the *2011-2012 Policy Committee Work Plan* to members of the committee. He noted that the plan, which provides a rough overview of the policy items to be reviewed over the course of the year, will be updated and included as information on the Policy Committee Meeting Agenda each month moving forward.

M. Pautler indicated that he will resource the Policy Committee Meetings this school year, and that M. Tessari will oversee the development and implementation of Administrative Procedures. He invited the comments, suggestions and/or observations of members of the committee in regards to the structure of the Policy Committee Meetings.

6. **ADJOURNMENT/CLOSING PRAYER**

*Moved by: J. Morrison  
Seconded by: J. Michael*

***RESOLVED, that the meeting adjourn.***

***CARRIED***

It was noted that the Chair of the Policy Committee, A.A. LeMay, as well as committee members D. Rabenda and E. Viana were absent and excused from the meeting.

The meeting adjourned at 8:57 p.m. with a prayer led by A. Iantomasi.