

## HALTON CATHOLIC DISTRICT SCHOOL BOARD

### Policy Committee Meeting of the Board

Tuesday, October 11, 2011 – 7:00 p.m.  
Board Room, 802 Drury Lane,  
Burlington, ON

Members present:   A. A. LeMay (Chair)           A. Iantomasi  
                          A. Danko                         D. Rabenda  
                          P. Marai                         M. Rowe  
                          J. Morrison                     E. Viana

Student Trustees:   E. Harper                         C. Schneider

Excused:             J. Michael

Staff present:       M. W. Pautler, Director of Education (Resource)  
                          M. Tessari, Superintendent of Education

Also present:        T. Wilson, Chief Social Worker

Recording Secretary: A. Swinden

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### 1. CALL TO ORDER

#### 1.1 Opening Prayer

The meeting opened at 7:02 p.m. with a prayer led by A. A. LeMay.

### 2. APPROVALS

2.1 The agenda was reviewed. The Chair indicated that at the end of the meeting, the Policy Committee Meeting would move in camera to discuss a matter related to personnel or a student.

The following motion was put forth:

*Moved by: E. Viana  
Seconded by: D. Rabenda*

*RECOMMENDED, that the agenda be approved as amended.*

**CARRIED.**

2.2 The minutes of the September 13, 2011 meeting were reviewed.  
The following motion was put forth:

*Moved by: J. Morrison  
Seconded by: A. Iantomasi*

*RECOMMENDED, that the minutes of the Policy Committee Meeting held on September 13, 2011 be approved as presented.*

**CARRIED.**

**3. ACTION ITEMS****3.1 Policy II-47 Fees for Learning Materials, Programs, and Curricular and Co-Curricular Activities**

M. Pautler addressed Policy II-47, Fees for Learning Materials, Programs, and Curricular and Co-Curricular Activities. He noted that the policy was approved in first reading at the Board Meeting held on June 21, 2011, and was subsequently released for stakeholder consultation from September 9, 2011 through September 30, 2011. A copy of the feedback received from stakeholders was provided as information. M. Pautler indicated that the policy was modified slightly to incorporate some of the suggested revisions, and invited questions and comments from the committee members.

M. Tessari added that in accordance with legislation, effective September 1, 2011, all schools have been in compliance with Policy II-47. It was noted that once the Administrative Procedure has been completed, it will come to the Policy Committee as information.

A. Danko expressed concern with the limited amount of feedback received through the stakeholder consultation process, suggesting that the consultation period be extended to allow an opportunity for more feedback to be received. M. Pautler responded that while the hope and the intent of the process is to solicit as much input from community stakeholders as possible, in the vast majority of situations, staff receive relatively few responses through the consultation process. He noted that a second consultation period would not typically be offered. He indicated, however, that in this case, as staff begin to work through some of the operational aspects of Policy II-47, it may become evident that further revisions and clarifications would be in order. Significant changes to the policy would necessitate additional stakeholder consultation.

Responding to concerns raised regarding the appropriateness of asking students to participate in fundraisers, M. Tessari indicated that it is quite acceptable to ask students to donate for various charities, with the understanding that participation is always optional. C. Schneider and E. Harper cited examples of fundraising events that tend to take place in secondary schools. C. Schneider noted that frequently students choose not to participate in a particular fundraiser event (e.g. 'Civics Day') because of personal/family financial limitations. She stressed the importance of reaching out not only to parents, but also to students so that all are aware that supports are in place to assist students where necessary. The Director noted that one of the tasks of the Working Committee is to develop a communication strategy to ensure that parents and students are aware of the supports available to ensure that all students are able to participate fully in all school programs and activities, regardless of their family's financial situation.

In response to a question raised by D. Rabenda, M. Pautler indicated that agenda books are explicitly identified by the Ministry of Education as an item for which students may be charged. He noted that while he would agree that the agenda is an effective organizational tool, the reality is that all of these decisions have budgetary implications.

J. M. Rowe asked for clarification on the source of funding to provide financial assistance to students as appropriate. M. Tessari indicated that all schools have a budget line for discretionary funds from the funds allocated by the Board. School councils may also choose to set aside funds for discretionary purposes. She also noted that the Board's newly activated charitable foundation will provide an additional source of funds which may be accessed through principals and schools for these purposes.

The Director noted that much of the discussion around fundraising would be more appropriately addressed when the committee reviews Policy V-04 School Fundraising, which is anticipated to be brought to Policy Committee in April, 2012.

M. Pautler presented for the committee's consideration, a recommendation to forward Policy II-47 to the October 18, 2011 Board Meeting for second and third reading.

A. Danko suggested that the policy should be forwarded to the October 18, 2011 Board Meeting for second reading only.

The following recommendation was put forth:

*Moved by: A. Danko  
Seconded by: J. Morrison*

**RECOMMENDED**, that the Policy Committee forward Board Policy II-47 Fees for Learning Materials, Programs, and Curricular and Co-Curricular Activities Health and Safety to the October 18, 2011 Regular Board Meeting for second reading.

**CARRIED**

### 3.2 Annual Review of Policy III-15 Workplace Violence

M. Pautler spoke to Policy III-15, Workplace Violence, noting that in accordance with the Occupational Health and Safety Act (Bill 168), the policy must be reviewed on an annual basis. He noted that the policy had been reviewed by the Board's Health and Safety Officer and the Executive Officer of Human Resources Services, and that no changes to the policy are recommended at this time.

The following recommendation was put forth:

*Moved by: E. Viana  
Seconded by: A. Iantomasi*

**RECOMMENDED**, that the Policy Committee forward Policy III-15, Workplace Violence, to the October 18, 2011 Regular Board Meeting for approval.

**CARRIED.**

### 3.3 Annual Review of Policy III-16 Workplace Harassment

M. Pautler addressed Policy III-16, Workplace Harassment, noting that in accordance with Occupational Health and Safety Act (Bill 168), the policy must be reviewed annually. He indicated that the policy was reviewed by the Board's Health and Safety Officer and the Executive Officer of Human Resources Services, and that no changes to the policy are recommended at this time.

The following recommendation was put forth:

*Moved by: J. Morrison  
Seconded by: E. Viana*

**RECOMMENDED**, that the Policy Committee forward Policy III-16, Workplace Harassment, to the October 18, 2011 Regular Board Meeting for approval.

**CARRIED.**

### 3.4 Policy II-44 Student Mental Health

The Policy Committee reviewed Policy II-44, Student Mental Health, which was approved at first reading on April 20, 2010, and at second reading on June 15, 2010. M. Pautler explained that approval at third reading was initially postponed, pending further direction from the Ministry of Education. He noted that earlier this year, the government released a strategy with respect to Mental Health. In the absence of further policy direction from the Ministry, staff reviewed the policy, and recommended additional changes. The revised policy was provided to the committee for review and feedback. T. Wilson, the Board's Chief Social Worker, was in attendance at the meeting to provide clarification and respond to questions.

The following motion was put forth:

*Moved by: A. Iantomasi  
Seconded by: A. Danko*

***RECOMMENDED***, that the Policy Committee forward Board Policy II-44, Student Mental Health, to the October 18, 2011 Regular Board Meeting for third and final reading. **CARRIED**

3.5 **Request for Exception to Policy V-1 Community Use of School Facilities**

M. Pautler shared with the members of the Policy Committee a request from Holy Cross Parish in Georgetown to use Christ the King Catholic Secondary School as a venue for their annual Pasta Dinner, and to serve alcohol on the premises for this event. He noted that this particular request does not require a Board exception to the policy, as the policy itself provides latitude for the Director of Education to approve requests emanating from parishes. He indicated his intent to approve the request in light of the circumstances specific to the Georgetown community, and invited questions and/or comments from the committee members.

3.6 **Policy I-36 Trustee Code of Conduct**

M. Pautler provided a draft of the revised Policy I-36 Trustee Code of Conduct, incorporating changes proposed by the Policy Committee at its meeting held on September 13, 2011. He addressed the matter raised at the September 13<sup>th</sup> meeting regarding the inclusion within the policy of a section that addresses trustee conduct during elections. He noted that the legal opinion staff received was that including this type of guideline in the Trustee Code of Conduct would not be adequate, as the Code of Conduct applies only to Trustees, whereas restrictions on what candidates may or may not do should apply to all candidates, and not just Trustees. He suggested that the Policy Committee consider the development of a policy specific to election guidelines. He noted that similarly, the Board may wish to consider developing a policy in regards to the protection of the Board's intellectual property. A. Danko reiterated his preference for the election guidelines to be included in the Trustee Code of Conduct.

D. Rabenda addressed concerns with the acceptance of gifts valued up to \$75.00.

M. Pautler clarified that section 12 in the policy addresses guidelines for gifts, as well as hospitality. He noted that a trustee's acceptance of a lunch or dinner meeting would fall under this category.

The following recommendation was put forth:

*Moved by: A. Iantomasi  
Seconded by: D. Rabenda*

***RECOMMENDED***, that the Policy Committee forward Policy I-36, Trustee Code of Conduct, to the October 18, 2011 Regular Board Meeting for first reading.

**CARRIED**

4. **DISCUSSION ITEMS**

4.1 **Board Support of Community Events**

The Chair raised for review and discussion, the Board's response to requests for support of community events. Discussion ensued on the types of community events/functions that should or should not be supported. M. Rowe expressed the view that if the function requires trustee or board representation, the Chair and/or the appropriate Trustee should attend, and the costs should be covered through Board funds. He noted, however, that if the event in question is a fundraiser, Trustees who choose to attend should purchase their own tickets.

A.A. LeMay suggested that staff provide a list of events that the Board has supported over the past five years. M. Pautler suggested that it may be more effective to develop a guideline that stipulates the types of events that should or should not be supported moving forward. He indicated of events supported in the past, and a proposed guideline would be provided at the next Policy Committee Meeting.

The Policy Committee determined that in the interim, and as per past practice, the Board should support the Halton Pro Life Fundraiser through the purchase of a table.

#### 4.2 Live Video Streaming

P. Marai provided a rationale for his suggestion, first raised through a Notice of Motion at the September 6, 2011 Regular Board Meeting, that the Board make available live streaming of its Board Meetings. He noted that the option would serve to enhance transparency and accountability, and provide an additional opportunity to engage stakeholders.

J. M. Rowe raised concerns with the unfiltered access to trustees and staff, noting that a waiver or release would be required to ensure that everyone present at the meeting has agreed to broadcast their image through the internet. Concerns were raised with the potential cost and expense of the cameras and personnel.

The Director indicated that the Communications Audit is in the final stages of the focus group consultation, noting that a report to the Board of Trustees is anticipated by mid December or early January. He added that while the option of live video streaming is not a specific matter that will be addressed through the audit, it will certainly provide some clarity around the effectiveness of the communication strategies we currently have in place. He noted that staff do not think the option would be cost prohibitive, but trustees would need to balance the costs with the value of implementing the live video streaming to determine whether this would be a tool that would draw community participation, or whether it has the potential to become a distraction or overly politicize discussions at the Board table.

A. Danko suggested that when the matter is returned to the Board table, it should be accompanied with a staff report outlining the advantages and disadvantages of the option.

J. Morrison expressed some concerns with the option, and indicated that he did not see the value in implementing the live video streaming.

A. Iantomasi indicated that from her perspective the negative concerns outweigh any benefits. She specifically voiced concerns that Board meetings becoming overly political during an election period.

Discussion ensued around the procedural process. A. Danko indicated that, regardless of whether the Policy Committee supports the motion, the matter must automatically return to the Board table for consideration. J. Morrison raised a point of order, indicating that procedurally, the matter can only be sent back to the Board of Trustees at the recommendation of the Policy Committee.

P. Marai suggested bringing the item back for discussion after the report and findings of the Communication Audit have been presented.

The following motion was presented:

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

**RECOMMENDED**, that Motion #158/11 be returned to the Board for consideration at the Regular Board Meeting to be held on February 7, 2012.

**CARRIED**

## 5. INFORMATION ITEMS

### 5.1 Policy Committee Work Plan 2011-2012

The chart was provided as information.

**Motion to Move In Camera**

At the recommendation of the Chair, the Policy Committee moved in camera at 9:25 p.m.

*Moved by: A. Iantomasi*

*Seconded by: D. Rabenda*

**RECOMMENDED**, that the Policy Committee move in camera.

**CARRIED**

**Motion to Move out of Camera**

The meeting moved out of camera at 9:52 p.m.

*Moved by: E. Viana*

*Seconded by: A. Danko*

**RECOMMENDED**, that the Policy Committee move out of camera.

**CARRIED**

**6. ADJOURNMENT**

The meeting closed with a prayer at 9:53 p.m.

*Moved by: J. Morrison*

*Seconded by: D. Rabenda*

**RECOMMENDED**, that the Policy Committee Meeting adjourn.

**CARRIED**