

HALTON CATHOLIC DISTRICT SCHOOL BOARD

Policy Committee Meeting

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

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

Excused: E. Bradley
E. Harper
C. Schneider

Staff Present: M. W. Pautler, Director of Education (Chair/Resource)
M. Tessari, Superintendent of Education

Recording Secretary: A. Swinden

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 reviewed.
The following motion was presented:

Moved by: J. Michael
Seconded by: A. Iantomasi

RECOMMENDED, that the agenda be approved as presented.

CARRIED

- 2.2 The minutes of the November 8, 2011 meeting were reviewed.
The following motion was presented:

Moved by: A. A. LeMay
Seconded by: E. Viana

RECOMMENDED, that the minutes of the Policy Committee Meeting held on November 8, 2011 be approved as presented.

CARRIED

3. ACTION ITEMS

3.1 Chair of the Policy Committee

M. Pautler called for nominations for the position of Chair of the Policy Committee.

P. Marai nominated A. Iantomasi; the nomination was seconded by D. Rabenda. A. Iantomasi accepted the nomination.

A.A. LeMay nominated J. Morrison; M. Rowe seconded the nomination. J. Morrison accepted the nomination.

J. Michael nominated A. Danko; the nomination was seconded by A. A. LeMay. A. Danko accepted the nomination.

Each nominator was provided with an opportunity to provide a rationale for the nomination. Each nominee was provided with an opportunity to provide remarks.

Ballots were drawn and nine votes were cast. The majority vote declared John Morrison as Chair of the Policy Committee.

The following recommendation was put forth:

<p><i>Moved by: A. A. LeMay</i> <i>Seconded by: A. Iantomasi</i></p>
<p><i>RECOMMENDED, that the ballots be destroyed.</i></p>
<p><i>CARRIED</i></p>

J. Morrison assumed the position of Chair of the Policy Committee.

3.2 Policy I-36 Trustee Code of Conduct

M. Pautler addressed Policy I-36, Trustee Code of Conduct, noting that two editorial changes had been made to the Policy in response to feedback received through the stakeholder consultation process. He provided, for the review and consideration of the Policy Committee, a copy of the feedback received, and a copy of the revised Policy.

The following recommendation was put forth:

<p><i>Moved by:</i> <i>Seconded by:</i></p>
<p><i>RECOMMENDED, that the Policy Committee forward Policy I-36 to the December 20, 2011 Regular Board Meeting for approval at Second and Third Reading.</i></p>

The following amendment was made to the original recommendation:

<p><i>Moved by: A. Danko</i> <i>Seconded by: P. Marai</i></p>
<p><i>RECOMMENDED, that the Policy Committee forward Policy I-36, Trustee Code of Conduct, to the December 20, 2011 Regular Board Meeting, with a recommendation to the Board of Trustees that it be approved at Second Reading.</i></p>
<p><i>CARRIED</i></p>

3.3 Further Amendments to Policy I-34 Reimbursement of Board Business Expenses

M. Pautler brought forth for the consideration of the Policy Committee further amendments to Policy I-34, Reimbursement of Board Business Expenses. He provided a copy of the Broader Public Sector Expenses Directive, issued by the Ministry in April, 2011. He noted that the Board's current policy stipulates a daily meal allowance of \$100.00, and indicated that in light of the directive, staff have reviewed and amended the policy to reflect a daily meal allowance of \$75.00.

A.A. LeMay suggested that the daily meal allowance should be reduced to \$60.00, consistent with the allowance established by the Halton District School Board. The suggestion was supported by the other members of the Policy Committee.

Discussion ensued around the daily rate limit for accommodations.

A. Danko put forth the following recommendation:

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

RECOMMENDED, that Policy I-34, Reimbursement of Board Business Expenses, be amended to stipulate a maximum rate of \$200.00 per day (excluding taxes) for hotel accommodations.

The motion was put to vote, and the recommendation was **DEFEATED**.

A. A. LeMay put forth the following recommendation:

Moved by: A. A. LeMay
Seconded by: E. Viana

RECOMMENDED, that Policy I-34, Reimbursement of Board Business Expenses, be amended to include the following statement under the heading of Accommodations: "It is also recommended that a standard room is the set option for accommodation."

CARRIED

The following recommendation was put forth:

Moved by: E. Viana
Seconded by: J. M. Rowe

RECOMMENDED, that the Board Policy I-34, Reimbursement of Board Business Expenses, be forwarded to the December 20, 2011 Regular Board Meeting, with a recommendation to the Board of Trustees that it be approved as amended.

CARRIED

3.4 Policy I-23 Catholic School Councils and Catholic Parent Involvement Committee

M. Pautler indicated that staff have reviewed and amended Policy I-23 to encompass the Catholic Parent Involvement Committee (CPIC). The revised policy was presented for the review and consideration of the Policy Committee.

The following recommendation was put forth:

Moved by: A. A. LeMay
Seconded by: E. Viana

RECOMMENDED, that the Board Policy I-23, Catholic School Councils and Catholic Parent Involvement Committee, be forwarded to the December 20, 2011 Regular Board Meeting, with a recommendation to the Board of Trustees that it be approved as amended.

CARRIED

4. DISCUSSION ITEMS

4.1 Governance of Policy

M. Pautler presented for consideration and discussion a model of Governance of Policy that was adopted by the Calgary Catholic School District. He noted that in September 2011, he and A. Iantomasi (the Vice Chair of the Board at the time) met with the Chief Superintendent and several trustees of the Calgary Catholic School District. A. Iantomasi commented that her initial impression following the meeting with the Calgary board officials was very favourable. She noted that while the model is structured in such a way as to provide a greater degree of accountability, it also allow staff to be more creative in their approach to policy implementation.

D. Rabenda commented that while at first glance, she found the model to be open to legalities, she thought it might be worth exploring, and suggested that arrangements be made to bring in one of the Calgary board officials.

M. Pautler indicated that he would bring the model back for further review and discussion at the January 10, 2012 Policy Committee Meeting. He agreed that if at that point there is a desire on the part of trustees to learn more about the model, staff would certainly explore the option of bringing in someone from the Calgary Catholic School District. He also noted that there may be an opportunity to share the expenses with another school board currently exploring the policy governance model.

5. INFORMATION ITEMS

5.1 Administrative Procedure VI-42 School Staff Meetings

The procedure was provided as information. J. M. Rowe requested that staff consider a slight amendment to the wording under section 'C' of Requirements.

5.2 Administrative Procedure VI-52 After Hours School Sports Activities

The procedure was provided as information. In response to a question raised by D. Rabenda, M. Pautler indicated that Procedure VI-52 would not apply to external organizations that rent the Board's facilities through the Community Use of Schools. In response to a question from P. Marai, M. Tessari indicated that typically there is one after-hours school sports activity running at each of the Board's secondary schools.

5.3 Administrative VI-57 Fees for Learning Materials

The procedure was provided as information. In response to a question raised by A.A. LeMay, M. Tessari indicated that the information was communicated to principals at a recent Principals' Meeting. She also noted that S. Zucker provided a presentation at the Parent Conference held in November. M. Pautler reiterated the distinction between money raised through school generated funds and money raised through fundraising. He noted that the Ministry is anticipated to revise their guidelines around fundraising in March/April 2012, and once that information has been communicated to school boards, the Board will undertake a review of the policy and procedure in place for fundraising.

5.4 Administrative Procedure VI-58 Parent Notification System

The procedure was provided as information.

5.5 Policy Committee Work Plan

The chart was provided as information.

6. MISCELLANEOUS INFORMATION

There were no items under miscellaneous information.

7. CORRESPONDENCE

There was no correspondence.

8. MOTION TO MOVE IN CAMERA

M. Tessari was excused from the meeting at 9:00 p.m.

Moved by: E. Viana

Seconded by: P. Marai

RECOMMENDED, that the Policy Committee move in camera.

CARRIED

The Policy Committee moved in camera at 9:00 p.m.

The meeting returned to public session at 9:03 p.m.

9. **MOTION TO ADJOURN**

*Moved by: J. M. Rowe
Seconded by: A. A. LeMay*

RECOMMENDED, that the meeting adjourn.

CARRIED

The meeting closed with a prayer led by E. Viana at 9:04 p.m.