

## MINUTES OF THE POLICY COMMITTEE MEETING

Date: December 12, 2017  
Time: 7:00 pm  
Location: Catholic Education Centre - Board Room  
802 Drury Lane  
Burlington, Ontario

Members Present: A. Danko A. Quinn  
H. Karabela D. Rabenda  
P. Marai J. M. Rowe  
J. Michael S. Trites

Regrets: A. Iantomasi

Staff Present: P. Dawson, Director of Education  
T. Overholt, Superintendent of Education, School Services  
A. Swinden, Administrator, Strategic Communications  
J. O'Hara, Executive Officer, Human Resources Services  
C. Cipriano, Superintendent of Education, School Services  
R. Negoj, Superintendent, Business Services  
R. Merrick, Superintendent, Facility Management Services

Recording Secretary: J. Neuman

### 1. Call to Order

#### 1.1 Opening Prayer (J. Michael)

P. Dawson called the meeting to order and the meeting began at 7:01 p.m. with a prayer led by J. Michael.

### 2. Approvals

#### 2.1 Approval of Agenda

The following item will be removed from the agenda

#### 3.3 IH05 Reporting to Parents

#### ***P#01/18***

***Moved by:*** P. Marai

***Seconded by:*** S. Trites

***THAT, the agenda be approved, as amended***

**UNANIMOUSLY CARRIED**

#### 2.2 Approval of Minutes

#### ***P#02/18***

***Moved by:*** D. Rabenda

***Seconded by:*** S. Trites

***THAT, the minutes of the Policy Committee Meeting held on November 28, 2017 be approved, as submitted.***

**UNANIMOUSLY CARRIED**

### 3. Action Items

#### 3.1 Election of the Chair of the Policy Committee (December 12, 2017 - December 2018) (P. Dawson)

Acting Chair, P. Dawson, reviewed the election process and called for nominations for the position of Chair of the Policy Committee for the period of December 12, 2017 until the first Policy Committee meeting in December 2018.

**P#03/18****Moved by:** J. Michael**Seconded by:** J. M. Rowe**THAT,** P. Marai be appointed Chair of the Policy Committee for the period of December 12, 2017 to December 2018.

There were no other nominations

P. Marai accepted the nomination

**P#04/18****Moved by:** J. Michael**Seconded by:** J. M. Rowe**THAT,** the nominations be closed.**CARRIED**

P. Marai was declared the Chair of the Policy committee by acclamation.

P. Marai thanked the committee for their nomination and support, and A. Danko for his work as past chair.

P. Marai assumed the responsibility as Chair of the Policy Committee.

**3.2 I-44 Strategic Planning Process (Third Reading) (R. Negoj, T. Overholt)****P#05/18****Moved by:** S. Trites**Seconded by:** J. M. Rowe**THAT,** the Policy Committee recommends that Policy I-44 Strategic Planning Process, be forwarded, along with amendments, to the December 19, 2017 Regular Board Meeting for approval at third reading.

Policy I-44 Strategic Planning Process was brought back for third reading

Questions regarding adding specific items to the strategic plan cycle were asked and answered.

Final amendment to include Catholic Ratepayers will be added to the final version of the policy that will be forwarded to the December 19, 2017 Board meeting.

The Chair called for a vote. Recommendation **P#05/18 CARRIED**

<b>In Favor</b>	<b>Abstained</b>
H. Karabela	A. Quinn (by phone)
J. Michael	
P. Marai	
D. Rabenda	
J. M. Rowe	
S. Trites	

**3.3 II-05 Reporting to Parents (T. Overholt)**

This item was removed from the agenda

**3.4 II-41 School Uniform Dress Code - School Dress Code (T. Overholt)****P#06/18****Moved by:** S. Trites**Seconded by:** H. Karabela**THAT,** the Policy Committee recommends that Policy II-41 School Uniform Dress Code – School Dress Code, be forwarded, along with amendments, to the December 19, 2017 Regular Board Meeting for approval.

Policy amendments were noted regarding the process for consolidated schools and new schools which include changes made following stakeholder feedback.

Questions regarding stakeholder feedback; assistance for parents; school uniform and civvies/spirit ware days; the current uniform supplier; the RFP process; and the stakeholder feedback process were asked and answered.

A. Quinn arrived at 7:15 p.m.

It was noted that an overarching principle should be included in the policy, which includes assistance for parents. As well, wording will be added regarding dress code for civvies/spirit ware days. The amendments will be included in the document that will be forwarded to the December 19, 2018 Board meeting.

The Chair called for a vote. Recommendation **P#06/18 CARRIED**

In Favor	Opposed
H. Karabela	A. Quinn
J. Michael	
P. Marai	
D. Rabenda	
J. M. Rowe	
S. Trites	

### 3.5 III-10 Criminal Reference Check Applicants for Employment (T. Overholt, J. O'Hara)

**P#07/18**

**Moved by:** A. Quinn

**Seconded by:** J. Michael

**THAT,** the Policy Committee recommends that Policy III-10 Criminal Reference Check Applicants for Employment be forwarded to the December 19, 2017 Regular Board Meeting for approval.

The policy was reviewed and it was noted that no changes are required to be made at this time

The Chair called for a vote. Recommendation **P#07/18 UNANIMOUSLY CARRIED**

### 3.6 Rescind: II-16 Curriculum Writing (T. Overholt, A. Prkacin)

**P#08/18**

**Moved by:** J. Michael

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

**THAT,** the Policy Committee recommends that Policy II-16 Curriculum Writing be forwarded to the December 19, 2017, Regular Board Meeting to be rescinded.

It was recommended that Policy II-16 Curriculum Writing be rescinded

Questions regarding compensation and documentation were asked and answered.

The Chair called for a vote. Recommendation **P#08/18 UNANIMOUSLY CARRIED**

## 4. Discussion Items

### 4.1 Executive Compensation Policy (P. Marai)

The discussion on the proposed Executive Compensation Policy was opened and committee members were asked to review the documents that were included in the Discussion Report.

Timeline for policy development was addressed

It was suggested to continue with the agenda and then move to in-camera to discuss this item further.

#### **4.2 Marijuana on School Property (T. Overholt)**

Information was provided regarding the upcoming Cannabis Federal and Provincial Legislation, and the impact on Ontario schools and the HCDSB progressive discipline policy.

Discussion ensued. Current discipline policies were addressed. It was recommended that the policy should envision the ubiquity of the product and preventing possession in students. Ethical questions of possession were raised.

Staff will review related policies and procedures and the new policy will be brought forward with amendments at future meetings.

### **5. Information Items**

#### **5.1 VI-53 Optional French Programs (Extended, Mid-Extended) (T. Overholt)**

Changes to the Procedure were noted

Questions were asked and answered

#### **5.2 Rescind - VI-12 Telephones in Schools (T. Overholt)**

Senior Staff reviewed Procedure VI-12 Telephones in Schools, and have determined it is no longer necessary; therefore, it was rescinded.

#### **5.3 Upcoming Policy Committee Meeting Agenda Items (January 23, 2018) (T. Overholt)**

##### **5.3.1 I-11 International Students**

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

##### **5.3.3 I-40 Performance Appraisal of Director of Education**

##### **5.3.4 II-38 Educational Research - Surveys and Pilot Projects**

##### **5.3.5 V-03 Photographs, Advertising and Sales Representatives**

##### **5.3.6 Information Item: Secondary Volunteer Hours (C. McGillicuddy)**

The upcoming agenda items were noted.

### **6. Miscellaneous Information**

### **7. Correspondence**

### **8. In Camera**

**P#09/18**

**Moved by:** A. Quinn

**Seconded by:** S. Trites

**THAT,** the meeting move to meeting in camera

The Chair called for a vote, Motion **P#08-18 UNANIMOUSLY CARRIED**

The meeting moved to in camera at 8:08 pm

The meeting moved out of camera at 8:50 pm

### **9. New Business**

### **10. Motion to Excuse Absent Committee Members**

**P#10/18**

**Moved by:** H. Karabela

**Seconded by:** A. Quinn

**THAT,** Trustee A. Iantomasi be excused.

**UNANIMOUSLY CARRIED**

**11. Motion to Adjourn/ Closing Prayer (A. Quinn)**

***P#11/18***

***Moved by:*** S. Trites

***Seconded by:*** H. Karabela

***THAT,*** the meeting adjourn.

***UNANIMOUSLY CARRIED***

A. Quinn closed meeting with prayer at 8:51 pm