

## POLICY COMMITTEE MEETING MINUTES

Date: December 11, 2018  
Time: 7:00 pm  
Location: Catholic Education Centre - Board Room  
802 Drury Lane  
Burlington, Ontario

Members Present B. Agnew H. Karabela  
P. DeRosa P. Murphy  
M. Duarte T. O'Brien  
N. Guzzo J. O'Hearn-Czarnota  
V. Iantomasi

Staff Present P. Daly, Director of Education  
S. Balogh, Superintendent of Education, School Services  
C. Cipriano, Superintendent of Education, Special Education Services  
C. McGillicuddy, Superintendent of Education, School Services, Student Success Lead  
R. Negoj, Superintendent, Business Services  
A. Swinden, Manager, Strategic Communications

Recording Secretary J. Neuman

### 1. Call to Order

#### 1.1 Opening Prayer (S. Balogh)

P. Daly called the meeting to order. The meeting began at 7:00 p.m. with a prayer led by S. Balogh.

### 2. Approvals

#### 2.1 Approval of Agenda

**P#01/19**

**Moved by:** B. Agnew

**Seconded by:** P. Murphy

**That,** the agenda be approved.

**CARRIED**

#### 2.2 Approval of Minutes (November 13, 2018 Meeting)

**P#02/19**

**Moved by:** H. Karabela

**Seconded by:** M. Duarte

**That,** the minutes of the Policy Committee Meeting held on November 13, 2018 be approved, as submitted.

**CARRIED**

### 3. Action Items

#### 3.1 Election of the Chair of the Policy Committee (December 11, 2018 - December 2019) (P. Daly)

Acting Chair, P. Daly, reviewed the election process and called for nominations for the position of Chair of the Policy Committee for the period of December 11, 2018 until the first Policy Committee meeting in December 2019.

**P#03/19**

**Moved by:** M. Duarte

**Seconded by:** B. Agnew

**That,** N. Guzzo be appointed Chair of the Policy Committee for the period of December 11, 2018 to December 2019.

N. Guzzo accepted the nomination. There were no other nominations

**P#04/19**

**Moved by:** P. DeRosa

**Seconded by:** P. Murphy

**THAT,** the nominations be closed.

**CARRIED**

N. Guzzo was declared the Chair of the Policy committee by acclamation.

N. Guzzo assumed the responsibility as Chair of the Policy Committee.

**3.2 Policy I-26 Student Trustees of the Halton Catholic District School Board (C. McGillicuddy)**

C. McGillicuddy shared the revisions to the policy regarding changes to Ministry of Education regulations that are to be implemented.

Questions regarding consultation with Student Trustees, date of election, and student nominations were asked and answered. It was noted that the current practice for electing student trustees will remain in effect for the 2019-2020 school year, and that new election dates will be put in place for the 2020- 2021 school year.

**P#05/19**

**Moved by:** T. O'Brien

**Seconded by:** V. Iantomasi

**That,** the Policy Committee recommends that Policy I-26 Student Trustees on the Halton Catholic District School Board, be forwarded, along with amendments, to the December 18, 2018 Regular Board Meeting for approval.

The chair called for a vote, **P#05/19 CARRIED**

**3.3 Policy II-20 Child Abuse and Protection of Students (C. Cipriano)**

C. Cipriano shared the revisions to the policy regarding changes to Ministry legislation that are to be implemented regarding child and youth protection in HCDSB schools.

**P#06/19**

**Moved by:** V. Iantomasi

**Seconded by:** P. DeRosa

**That,** the Policy Committee recommends that Policy II-20 Child Abuse and Protection of Students, be forwarded along with amendments, to the December 18, 2018 Regular Board Meeting for approval.

Questions regarding reports and reporting were asked and answered. Clarification of the legislation was offered in response to questions.

The chair called for a vote, **P#06/19 CARRIED.**

**3.4 Policy I-14 Smoking Ban (S. Balogh)**

S. Balogh noted the changes to the policy regarding changes to legislation that are to be implemented.

**P#07/19**

**Moved by:** M. Duarte

**Seconded by:** J. O'Hearn-Czarnota

**That,** the Policy Committee recommends that Policy I-14 Smoking Ban name be changed to Policy I-14 Smoking/Vaping Ban, and be forwarded, along with amendments, to the December 18, 2018 Regular Board Meeting for approval.

Discussion ensued. Questions regarding definitions and discipline and Provincial Legislation regarding cannabis were asked and answered. It was noted that communication to parents and students is already in place.

H. Karabela left the meeting at 7:26 pm

The chair called for a vote, **P#07/19 CARRIED.**

### **3.5 Policy II-28 Alcohol Tobacco and Drug Education and Abuse in Schools (S. Balogh)**

S. Balogh noted that the policy was recently reviewed and has been returned to the policy committee to include revisions regarding vaping.

**P#08/19**

**Moved by:** J. O'Hearn-Czarnota

**Seconded by:** M. Duarte

**That,** the Policy Committee recommends that Policy II-28 Alcohol, Tobacco and Drug Education and Abuse in Schools name be changed to Policy II-28 Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools, and be forwarded, along with amendments, to the December 18, 2018 Regular Board Meeting for approval.

There was no discussion.

The chair called for a vote, **P#08/19 CARRIED.**

## **4. Discussion Items**

There were no discussion items.

## **5. Information Items**

**5.1 Procedure VI-15 Student Trustees (C. McGillicuddy)**

**5.2 Procedure VI-32 Child Abuse and Protection of Students (C. Cipriano)**

**5.3 2018-2019 Working Plan (S. Balogh)**

**5.4 Upcoming Agenda Items (January 8, 2019 Policy Committee Meeting) (S. Balogh)**

**5.4.1 Policy I - Governance of Policy (P. Daly, S. Balogh)**

**5.4.2 Policy I-07 Protection of Privacy (S. Vieira)**

**5.4.3 Policy II-39 Progressive Discipline and Safety in Schools (J. Crowell, S. Balogh)**

**5.4.4 Policy V-09 Public Concerns Complaints Process (P. Daly, S. Balogh)**

**5.4.5 Policy V-17 Request for Promotion and Distribution of Program/Activity Related to Materials through Board Schools (S. Balogh)**

**5.4.6 Information Items (S. Balogh)**

**5.4.6.1 Procedure VI-81 Privacy Procedure (S. Vieira)**

**5.4.6.2 Procedure VI-44 Progressive Discipline and Safety in Schools (J. Crowell, S. Balogh)**

**5.4.6.3 Procedure VI-13 Pediculosis (Head Lice) Management (S. Balogh)**

**5.4.6.4 Procedure VI-68 Medications - Oral (Prescriptions, Non Prescription) (S. Balogh)**

**5.4.6.5 Procedure VI-71 Concussion Protocol (S. Balogh)**

**5.4.6.6 Procedure VI-79 Indoor Air Quality Investigation Process (R. Merrick, S. Balogh, K. George)**

**5.4.6.7 Procedure VI-40 Request for Promotion and Distribution of Program-Activity Related Materials Through Board Schools (S. Balogh)**

**5.4.6.8 Procedure VI-61 Recognition and Acknowledgement of Dignitaries, Board Officials at Board and School Events (A. Swinden)**

**5.4.6.9 Procedure VI-39 Inclement Weather Safety (S. Balogh)**

The items were provided as information.

Questions regarding changes to the order of the work plan were asked and answered.

## **6. Miscellaneous Information**

There were no miscellaneous items.

**7. In Camera**

There were no in camera items.

**8. Motion to Excuse Absent Committee Members**

All trustees were present

**9. Motion to Adjourn/ Closing Prayer (P. Daly)**

***P#09/19***

***Moved by:*** B. Agnew

***Seconded by:*** P. DeRosa

***That the meeting adjourn.***

***CARRIED***

P. Daly closed meeting with prayer at 7:35 p.m.