

MINUTES OF THE POLICY COMMITTEE MEETING

Tuesday, March 29, 2016

7:00 p.m.

Catholic Education Centre - Board Room
802 Drury Lane, Burlington, ON

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

Staff Present: P. Dawson, Director of Education
 C. Cipriano, Superintendent of Education
 A. Swinden, Administrator, Strategic Communications
 T. Pinelli, Superintendent of Education
 L. Naar, Superintendent of Education
 A. Prkacin, Superintendent of Education
 T. McKinnon, Manager, Privacy and Records Information Management
 T. Overholt, Superintendent of Education
 J. Riesberry, Principal
 D. Attardo, Principal
 T. Demeris, Principal

Recording Secretary: M. Zammit

1. **CALL TO ORDER**

1.1 **Opening Prayer**

The meeting opened at 7:00 p.m. with a prayer led by J. Michael

2. **APPROVALS**

2.1 **Agenda**

The agenda was approved as amended.

Trustee D. Rabenda requested to add Policy II-09 Opening and Closing Exercises pertaining to the Oath of Citizenship as a discussion item.

Trustee A. Quinn noted he didn't receive the package in time, and has not had enough time to review and would like all action items 3.1-3.4 deferred. It was voted that all action items will be deferred to the April 12, 2016 Policy meeting.

The following motion was presented:

#P28/16

Moved by: J. Michael

Seconded by: D. Rabenda

RECOMMENDED, that the agenda be approved, as amended.

CARRIED

2.2 Approval of Minutes

The minutes of the February 9, 2016 Policy Committee Meeting were reviewed.

The following motion was presented:

#P29/16

Moved by: J. Michael

Seconded by: S. Trites

RECOMMENDED, that the minutes of the Policy Committee Meeting held on February 9, 2016 be approved, as submitted. **CARRIED**

3. ACTION ITEMS

3.1 Policy II-50 Prior Learning Assessment and Recognition (PLAR) For Day School Students (T. Pinelli)

The following was put before the Policy Committee:

#P30/16

Moved by:

Seconded by:

RECOMMENDED, that Policy II-50 Prior Learning Assessment and Recognition be forwarded to the April 12, 2016 Policy Committee Meeting. **DEFERRED**

3.2 Policy II-39 Progressive Discipline (T. Pinelli)

The following was put before the Policy Committee:

#P31/16

Moved by:

Seconded by:

RECOMMENDED, that Policy II-39 Progressive Discipline be forwarded to the April 12, 2016 Policy Committee Meeting. **DEFERRED**

3.3 Policy I-02 Records and Information Management, Policy I-07 Protection of Privacy, Policy I-30 Video Surveillance – second and third reading (C. Cipriano/T. McKinnon)

The following motion was put before the Policy Committee:

#P32/16

Moved by:

Seconded by:

RECOMMENDED, that Policy I-02 Records and Information Management, Policy I-07 Protection of Privacy and Policy I-30 Video Surveillance be forwarded to the April 12, 2016 Policy Committee Meeting. **DEFERRED**

3.4 Policy I-22 Admission to Schools (P. Marai)

The following motion was put before the Policy Committee:

#P33/16

Moved by:

Seconded by:

RECOMMENDED, that Policy I-22 Admission to Schools be forwarded to the April 12, 2016 Policy Committee Meeting.

DEFERRED

4. **DISCUSSION ITEMS**

4.1 Aboriginal Policy (P. Marai)

P. Marai noted that this was brought forward to address the direction of the Policy that has been in discussion over the last few months. Question was asked what the policy should look like. A. Quinn noted that the way the statement was presented, and the accompanying material provided he didn't find had compelling reasons for our board to act on it at this moment. A. Prkacin was asked the status of the Boards First Nation, Metis and Inuit education policies?

A. Prkacin noted that an implementation plan was published by the ministry. Our own policies address our education delivery model and we offer courses for our First Nation, Metis and Aboriginal. Our goals as a board is educate our students, staff and other personnel of the ministry's initiatives to this subject. A. Quinn noted that J. Nigro, prior Superintendent of Curriculum Services, stated that our Board was a leader and not signing on to a charter that had no author

Discussion ensued regarding the aboriginal policy and the charter. Trustee J. Michael noted that a letter came in from Steven Paquette encouraging and signing of the charter to show support to the aboriginal community.

P. Dawson noted that an action plan will be needed in the upcoming year in response to the ministry. More direction coming from ministry and heavy staff investment in the next school year. Mr. Paquette was addressed by J. Michael about responding to his letter correspondence and it was decided that email correspondence will follow.

Final discussion was to wait for ministry direction and quick response to that would be best. Prior to the end of the school year we will have an idea of what is required. P. Dawson stated she will be meeting with the Bishop next week and will ask for the date of the plenary session.

4.2 Policy III-17 Attendance Support Program (P. Marai)

Trustee A. Danko requested to bring this policy forward. A. Danko stated he reviewed other institutions (i.e., municipalities, other boards, colleges, universities, etc.) that the policy also included the administrative procedures and thus allowing Board input. He feels a new policy is in order and the procedure be put into policy. There needs to be a reporting back to the Trustees on a regular basis and if privacy is required then an in-camera portions can be addressed. He also noted this is an important item to put forth and should be brought back to the Trustee's as soon as possible.

Superintendent T. Overholt spoke on behalf of J. O'Hara. He noted that an audit was done in the past, and stated that a policy was to be produced since one did not exist for our Board. With putting the procedures in the policy, the concern is how quickly the board can react to legislation changes in a timely manner. A reporting mechanism could be put into the policy but there is a concern about putting the depth of the procedure in a policy. Discussion ensued regarding whether or not the procedure should be put into policy.

T. Overholt asked about clarification regarding if there is to be no procedure at all or just embedding some of the procedure into the policy as an overview. He noted that a policy is an overview and a procedure is the detailed document. T. Overholt clarified in response to Trustee A. Danko that all information is on paper already.

A. Danko and P. Marai agreed that all should be incorporated wholly together. A. Quinn stated that Trustees have a duty to their stakeholders, and to allow the Superintendents to decide things fails their stakeholders.

4.3 Policy II-41 Uniform (C. Cipriano)

C. Cipriano noted this policy was reviewed as a discussion item at the February 2016 policy meeting, and it is a discussion item again, as it is on its third year cycle to be reviewed and noted that our contract with the sole uniform provider expires December 2016. He welcomed three members of the policy working group J. Riesberry, D. Attardo and T. Demeris. He stated the policy working group worked on this policy and the changes are in red. One change in particular was noted that the principals be in communication with school councils on a yearly basis instead of every three years. He noted that we need to start a tender process very soon regarding a uniform provider and to have a policy in place.

Trustee A. Quinn noted his disappointed that the policy working group didn't respect the input of the Trustees from prior meeting especially regarding a sole provider provision, and that it seems they are dismissing this idea. He would like to see comparing with other boards to see if they use sole providers.

Discussion ensued regarding what the Trustees would like to do with Policy II-41. Some noted that they are happy with the way the policy is now, and the focus of the Trustees should be on education.

4.4 Board By-Laws (P. Dawson/C. Cipriano)

Director P. Dawson noted that Board By-laws have been provided and would like Trustees to provide any amendments to D. Ross via email.

4.5 Amendment to Oath of Citizenship

D. Rabenda would like see the Oath of Citizenship come forward as an action item in the next policy meeting, and for it to go out to stakeholder input. She is interested to know what school councils think about this.

5. INFORMATION ITEMS

5.1 Administrative Procedure VI-44 Progressive Discipline and Safety in Schools (T. Pinelli)

Deferred

5.2 Procedures for the HCDSB Elementary and Secondary Schools, K-12, ESL and ELD Programs and Services for English Language Learners (ELLs) (A. Prkacin)

Superintendent A. Prkacin reviewed the procedures and noted that they are follow up. She noted that procedures followed the Ministry documents above.

6. MISCELLANEOUS INFORMATION

7. CORRESPONDENCE

There was no correspondence.

8. IN CAMERA

9. NEW BUSINESS

10. MOTION TO EXCUSE COMMITTEE MEMBERS (None)

11. MOTION TO ADJOURN

#P37/16

RECOMMENDED, that the meeting adjourn.

Moved by: A. Danko
Seconded by: M. Rowe

CARRIED

The meeting closed with a prayer led by S. Trites at 8:22 p.m.