

MINUTES OF THE POLICY COMMITTEE MEETING

Date: January 23, 2018
Time: 7:00 pm
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

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

Regrets: P. Dawson, Director of Education
D. Rabenda

Staff Present: T. Overholt, Superintendent of Education, School Services
A. Swinden, Administrator, Strategic Communications
R. Negoj, Superintendent, Business Services
T. Pinelli, Superintendent of Education, School Services
F. Thibeault, Senior Administrator, Planning Services

Recording Secretary: J. Neuman

1. Call to Order

1.1 Opening Prayer

The meeting began at 7:02 p.m. with a prayer led by J. Michael.

2. Approvals

2.1 Approval of Agenda

P#12/18

Moved by: J. Michael

Seconded by: A. Iantomasi

That, the agenda be approved.

UNANIMOUSLY CARRIED

2.2 Approval of Minutes (December 12, 2017 Meeting)

P#13/18

Moved by: J. Michael

Seconded by: A. Quinn

That, the minutes of the Policy Committee Meeting held on December 12, 2017 be approved, as submitted.

UNANIMOUSLY CARRIED

3. Action Items

3.1 Policy I-11 International Students (T. Pinelli, R. Negoj, F. Thibeault)

Revisions to Policy I-11 were reviewed. Changes made to keep abreast of current practices and reflect language in the Ministry Document: Ontario's Strategy for K-12 International Education. The revisions are in alignment with Board and Provincial expectations

P#14/18

Moved By: A. Iantomasi

Seconded By: A. Quinn

THAT, the Policy Committee recommends that Policy I-11 International Students name be changed Policy I-11 International Student Admission Requirements (Fee Paying Students), and forwarded, along with amendments, to the February 6, 2018 Regular Board Meeting for approval.

Questions regarding student study permits; visitor status; competitive fees; homestay program; student recruits; extra-curricular and regular programming available; and requests for the AP and IB programs were asked and answered.

The Chair called for a vote. Recommendation **P#14/18 UNANIMOUSLY CARRIED.**

The Administrative Procedures related to this policy were noted. Further question regarding home stay process were asked for clarification.

3.2 Policy I-36 Trustee Code of Conduct (P. Dawson, T. Overholt)

Revisions to Policy I-36 were reviewed. Minor amendments were pointed out; references added; deletion of reference to a rescinded policy.

P#15/18

Moved by: J. M. Rowe

Seconded by: A. Iantomasi

THAT, the Policy Committee recommends that Policy I-36 Trustee Code of Conduct, be forwarded, along with amendments, to the February 6, 2018 Regular Board Meeting for approval.

Discussion followed regarding honorarium guideline.

The Chair called for a vote. Recommendation **P#15/18 CARRIED.**

In Favor	Opposed
H. Karabela	A. Danko
A. Iantomasi	
J. Michael	
S. Trites	
J. M. Rowe	
A. Quinn	

3.3 Policy II-05 Reporting to Parents - Parent Interviews (T. Overholt, B. Browne)

Revisions to Policy II-05 were reviewed. Several additions were noted and it was recommended to change the name of the policy to better reflect the content.

P#16/18

Moved by: J. Michael

Seconded by: H. Karabela

THAT, the Policy Committee recommends that Policy II-05 Reporting to Parents name be changed to Policy II-05 Reporting Student Achievement to Parents/Guardians, and be forwarded, along with amendments, to the February 6, 2018 Regular Board Meeting for approval.

Discussion followed regarding ways to communication with parents.

The Chair called for a vote. Recommendation **P#16/18 UNANIMOUSLY CARRIED**

3.4 Policy II-38 Educational Research - Surveys and Pilot Projects (L. Collimore)

Policy II-38 was reviewed. Amendments were noted.

P#17/18

Moved by: H. Karabela

Seconded by: S. Trites

THAT, the Policy Committee recommends that Policy II-38 Educational Research – Surveys and Pilot Projects name be changed to Policy II-38 – Educational Research, and be forwarded, along with amendments, to the February 6, 2018 Regular Board Meeting for approval.

Discussion followed regarding use of external researchers and access to students and schools.

P#18/18**Moved by:** A. Quinn**Seconded by:** H. Karabela**THAT**, the policy be amended to include, under Principles: *The Board requires the gathering of data for research purposes will be in keeping with the core values of the Catholic Church.*The Chair called for a vote. Motion **P#18/18 CARRIED**

Further discussion regarding the Administrative Procedure followed. Active consent and passive consent was clarified.

The chair returned to the main motion and called for a vote. Recommendation **P#17/18** was **DEFEATED**.

In Favor	Opposed
A. Iantomasi	A. Danko
J. Michael	H. Karabela
	S. Trites
	J. M. Rowe
	A. Quinn

The Policy will be brought back to an upcoming Policy Committee Meeting for further review.

3.5 Policy II-41 School Uniform Dress Code – School Dress Code (T. Overholt)

The Chair requested that the discussion focus on amendments made regarding consolidation and closure of schools and new schools.

It was noted that the amendment to RFP process has been included.

P#19/18**Moved by:** A. Iantomasi**Seconded by:** J. Michael**THAT**, the Policy Committee recommends that Policy II-41 School Uniform Dress Code – School Dress Code, be forwarded, along with amendments, to the February 6, 2018 Regular Board Meeting for approval.

Trustee Quinn proposed the following amendment that the line “elementary schools must use the board’s supplier” be removed from the policy.

A point of order was raised that the motion to amend was out of order.

Discussion ensued regarding the cancellation clauses in the contract with the uniform supplier.

The chair ruled the Point of Order was well taken, and the amendment was ruled out of order.

A. Danko recommended that the policy be brought back as a policy exception, not as an amendment.

The Chair called for a vote, A. Quinn requested a recorded vote. Recommendation **P#19/18 CARRIED**.

In Favor	Opposed
H. Karabela	A. Danko
A. Iantomasi	A. Quinn
J. Michael	
S. Trites	
J. M. Rowe	

3.6 Policy V-05 School Accidents - Safety (T. Overholt, R. Negoi)

The recent Student Injury Prevention Initiative (SIPI) was noted and is reflected in the amendments to Policy V-05. A name change was recommended to reflect the amendments.

P#20/18**Moved by:** A. Iantomasi**Seconded by:** S. Trites

THAT, the Policy Committee recommends that Policy V-05 School Accidents - Safety, name be changes to Policy V-05 School Accidents – Prevention and Safety, and be forwarded, along with amendments to the February 6, 2018 Regular Board Meeting for approval.

The Chair called for a vote. Recommendation **P#20/18 UNANIMOUSLY CARRIED.**

4. Discussion Items**4.1 Policy Committee Meeting in March 2018**

Following review of policy plan the Chair recommended a policy committee meeting to review new policies. Suggested dates were March 8, 2018 or March 22, 2018. Email will be sent to survey committee meeting and a date will be determined.

5. Information Items**5.1 Administrative Procedure VI-17 International Students (Non-Resident - Visa Students) (T. Pinelli, R. Negroi, F. Thibeault)****5.2 NEW: Administrative Procedure VI-94 International Student Program - Agents of Fee Paying Students (T. Pinelli, R. Negroi, F. Thibeault)****5.3 Administrative Procedure VI-25 Educational Research (L. Collimore)****5.4 Administrative Procedure VI-21 OSBIE Online Incident Reporting (T. Overholt, R. Negroi)****5.5 Community Service Hours (C. McGillicuddy)**

C. McGillicuddy clarified the requirements of students to obtain their 40 hours of Community Service.

5.6 Upcoming Policy Committee Meeting Tentative Agenda Items (February 27, 2018) (T. Overholt)**5.6.1 Policy II-26 Managing Student Risk in Interschool Sports****5.6.2 Policy II-28 Alcohol, Tobacco and Drug Abuse in Schools****5.6.3 Policy III-01 Grievance Procedures - Non-Unionized Group Members****5.6.4 Policy III-09 Human Immunodeficiency Virus (HIV)****5.6.5 Discussion Items****5.6.5.1 NEW - Executive Compensation Policy****5.6.5.2 Policy I-40 Performance Appraisal of Director of Education****5.6.6 Information Items****5.6.6.1 Administrative Procedure VI-58 Parent Notification System****5.6.6.2 Administrative Procedure VI-51 Technological Education Service****5.7 Policy Committee Meeting Work Plan - Policy Review Sept. - Dec. 2017 (T. Overholt)**

The Policy Committee Work plan was shared with committee members.

6. Miscellaneous Information

There was no miscellaneous information.

7. Correspondence

There was no correspondence.

8. In Camera**8.1 Minutes from the December 12, 2017 Policy Committee In-Camera Session****P#21/18****Moved by:** S. Trites**Seconded by:** A. Iantomasi

THAT, the Policy Committee Meeting move to in camera at 8:14 p.m.

The meeting moved out of camera at 8:16 p.m.

9. New Business

There was no new business.

10. Motion to Excuse Absent Committee Members

P#22/18

Moved by: A. Danko

Seconded by: A. Quinn

That *Trustee D. Rabenda be excused.*

UNANIMOUSLY CARRIED

11. Motion to Adjourn/ Closing Prayer (J.M. Rowe)

P#23/18

Moved by: J. Michael

Seconded by: A. Iantomasi

That *the meeting adjourn.*

UNANIMOUSLY CARRIED

J. M. Rowe closed meeting with prayer at 8:18 p.m.