



# MINUTES OF THE POLICY COMMITTEE MEETING

## TUESDAY, FEBRUARY 27, 2018

Minutes of the Policy Committee Meeting held on Tuesday, February 27, 2018 at 5:00 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:00 p.m. by Policy Committee Chair Burtnik.

**1. Opening Prayer**

The meeting was opened with a prayer by Trustee Vernal.

**2. Attendance**

Committee Members	Present	Present Electronically	Absent	Excused
Kathy Burtnik (Committee Chair)	✓			
Dino Sicoli				✓
Pat Vernal	✓			

**Student Trustees:**

*Nico Tripodi*  
*Hannah Tummillo*

**Staff:**

*John Crocco*, Director of Education  
*Yolanda Baldasaro*, Superintendent of Education  
*Frank Iannantuono*, Superintendent of Education/Human Resources  
*Giancarlo Vetrone*, Superintendent of Business & Finance

*Anna Pisano*, Administrative Assistant, Corporate Services & Communications Department  
/Recording Secretary

**3. Approval of Agenda**

Moved by Trustee Vernal

**THAT** the February 27, 2018, Policy Committee Agenda be approved, as presented.

**APPROVED**

**4. Declaration of Conflict of Interest**

No Disclosures of Interest were declared with any items on the agenda.

**5. Minutes of the Policy Committee Meeting of January 30, 2018**

Moved by Trustee Vernal

**THAT** the Policy Committee approve the minutes of the Policy Committee Meeting of January 30, 2018, as presented.

**APPROVED**

**6. Policies**

***ACTION REQUIRED***

**POLICIES - FOR RECOMMENDATION TO MARCH 6, 2018 COMMITTEE OF THE WHOLE MEETING**

**6.1 Trustee Code of Conduct Policy (100.12)**

Following revisions made at the January 30, 2018 Committee meeting the Policy Committee continued to review recommended amendments to the draft Trustee Code of Conduct Policy.

Following discussion, the Policy Committee approved the recommendations for Board Legal Counsel.

**POLICY STATEMENT**

- No amendment

**ADMINISTRATIVE PROCEDURES**

- No amendment

Moved by Trustee Vernal

**THAT** the Policy Committee recommend to the March 6, 2018 Committee of the Whole Meeting to approve the revisions to the Trustee Code of Conduct Policy (100.12), as presented.

**APPROVED**

## **6.2 Student Trustee Policy (100.4)**

Director Crocco presented feedback received from the vetting process and highlighted recommended amendments to the Student Trustee Policy (100.4) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

### **POLICY STATEMENT**

- Bullet 1 – remove “*practicing*”
- Bullet 2 – split into two bullets
- Remove all gender specific pronouns and replace with “*their*”

### **ADMINISTRATIVE PROCEDURES**

- No amendment

Moved by Trustee Vernal

**THAT** the Policy Committee recommend to the March 6, 2018 Committee of the Whole Meeting to approve the revisions to the Student Trustee Policy (100.4), as amended.

### **APPROVED**

## **POLICIES - PRIOR TO VETTING**

### **6.3 Christian Community Service Policy (400.3)**

Yolanda Baldasaro, Superintendent of Education, presented the Christian Community Service Policy 400.3).

The Policy Committee suggested the following amendments:

### **POLICY STATEMENT**

- No amendments

### **ADMINISTRATIVE PROCEDURES**

- No amendments

The Policy Committee requested that the Christian Community Service Policy, be vetted from February 28, 2018 to April 12, 2018 with a recommended deadline for presentation to the Policy Committee on April, 24, 2018, for consideration to the Committee of the Whole and Board in May, 2018.

#### **6.4 Electronic Communications Systems Policy – Students (301.5)**

Superintendent Baldasaro, presented the Electronic Communications Systems Policy – Student (301.5).

The Policy Committee suggested the following amendments:

##### **POLICY STATEMENT**

- Paragraph 4 – add “*Network*” and replace “*DVD, CD*” with “*optical disc media*”

##### **ADMINISTRATIVE PROCEDURES**

- References – remove *Revised Emergency Response Protocol “Lockdown”*
- The Policy Committee requested that Lockdown communication with parents focus on Board Twitter and Facebook messages and that Students are given the rationale for Lockdown procedures.

The Policy Committee requested that the Electronic Communications Systems Policy – Student, be vetted from February 28, 2018 to April 12, 2018 with a recommended deadline for presentation to the Policy Committee on April, 24, 2018, for consideration to the Committee of the Whole and Board in May, 2018.

#### **6.5 Electronic Communications Systems Policy – Employees (201.12)**

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Electronic Communications Systems Policy – Employees (201.12).

The Policy Committee suggested the Electronic Communications Systems Policy be revised with similar technical language as the Electronic Communications Systems Policy – Students and to be presented at the March 20, 2018 policy Committee Meeting.

#### **6.6 Employee Hiring and Selection Policy – Teachers (203.1)**

Frank Iannantuono, Superintendent of Education, presented the Employee Hiring and Selection Policy – Teachers (203.1).

The Policy Committee suggested the following amendments:

##### **POLICY STATEMENT**

- No amendments

##### **ADMINISTRATIVE PROCEDURES**

- No amendments

The Policy Committee requested that the Employee Hiring and Selection Policy – Teachers, be vetted from February 28, 2018 to April 12, 2018 with a recommended deadline for

presentation to the Policy Committee on April, 24, 2018, for consideration to the Committee of the Whole and Board in May, 2018.

***INFORMATION***

**6.7 Policies Currently Being Vetted**

Nil

**6.8 Policy and Guideline Review 2017-2018 Schedule**

Director Crocco presented the Policy and Guideline Review 2017-2018 Schedule.

**7. Date of Next Meeting**

March 20, 2018 – Start time to be determined and posted on the Board website and agenda cover.

**8. Adjournment**

The meeting adjourned at 6:10 p.m.