



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, FEBRUARY 28, 2017

Minutes of the Policy Committee Meeting held on Tuesday, February 28, 2017 at 4:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:30 p.m. by Policy Committee Chair Vernal.

1. Opening Prayer

The meeting was opened with a prayer by Trustee Sicoli.

2. Attendance

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

Student Trustees:

Kira Petriello

Nico Tripodi

Staff:

John Crocco, Director of Education

Yolanda Baldasaro, Superintendent of Education

Frank Iannantuono, Superintendent of Education/Human Resources

Lee Ann Forsyth-Sells, Superintendent of Education

Mark Lefebvre, Superintendent of Education

Giancarlo Vetrone, Superintendent of Business & Finance

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

3. Approval of Agenda

Moved by Trustee Burtnik

THAT the February 28, 2017, 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 31, 2017

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of January 31, 2017, as presented.

APPROVED

6. Policies

ACTION REQUIRED

POLICIES – DEFERRED FROM JANUARY POLICY COMMITTEE

6.1 Accessibility Standards Policy (800.8)

Yolanda Baldasaro, Superintendent of Education, presented feedback received from the vetting process and highlighted amendments to the Accessibility Standards Policy (800.8) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE PROCEDURES

- No amendment

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the March 7, 2017 Committee of the Whole Meeting to approve the revisions to the Accessibility Standards Policy, as presented.

APPROVED

6.2 Catholic Leadership: Principal & Vice-Principal Selection Policy (202.2)

Director Crocco presented a Confidential Executive Summary Information Report as was requested at the January 31, 2017 Policy Committee meeting.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE PROCEDURES

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee, due to time restraints, recommend to the February 28, 2017 Board Meeting to approve the revisions to the Catholic Leadership: Principal & Vice-Principal Selection Policy, as presented.

APPROVED

POLICIES - FOR RECOMMENDATION TO MARCH 7, 2017 COMMITTEE OF THE WHOLE MEETING

6.3 Catholic School Councils Policy (800.1)

Lee Ann Forsyth-Sells, Superintendent of Education, presented feedback received from the vetting process and highlighted amendments to the Catholic School Councils Policy (800.1) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE PROCEDURES

- No amendment

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the March 7, 2017 Committee of the Whole Meeting to approve the revisions to the Catholic School Councils Policy, as presented.

APPROVED

POLICIES - PRIOR TO VETTING

6.4 Educational Field Trips Policy (400.2)

Mark Lefebvre, Superintendent of Education, presented the Educational Field Trips Policy (400.2).

The Policy Committee requested that the Educational Field Trips Policy be deferred to the March 28, 2017 Policy Committee meeting.

6.5 Monthly Financial Reports Policy (600.3)

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Monthly Financial Reports Policy (600.3).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- Paragraph 1 add “*the Board*”

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Monthly Financial Reports Policy, be vetted from March 1, 2017 to April 19, 2017 with a recommended deadline for presentation to the Policy Committee in May 9, 2017, for consideration to the Committee of the Whole and Board in May 23, 2017.

6.6 Employee Workplace Harassment Policy (201.7)

Superintendent Iannantuono, presented the Employment Workplace Harassment Policy (201.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Workplace Harassment Policy, be vetted from March 1, 2017 to April 19, 2017 with a recommended deadline for presentation to the Policy Committee in May 9, 2017, for consideration to the Committee of the Whole and Board in May 23, 2017.

6.7 Employee Workplace Violence Policy (201.11)

Superintendent Iannantuono, presented the Employment Workplace Violence Policy (201.11).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Workplace Violence Policy, be vetted from March 1, 2017 to April 19, 2017 with a recommended deadline for presentation to the Policy Committee in May 9, 2017, for consideration to the Committee of the Whole and Board in May 23, 2017.

6.8 Occupational Health & Safety Policy (201.6)

Superintendent Iannantuono, presented the Occupational Health & Safety Policy (201.6).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Occupational Health & Safety Policy, be vetted from March 1, 2017 to April 19, 2017 with a recommended deadline for presentation to the Policy Committee in May 9, 2017, for consideration to the Committee of the Whole and Board in May 23, 2017.

INFORMATION

6.9 Policies Currently Being Vetted to March 9, 2017

- Trustee Honorarium Policy (100.11)

6.10 Policy and Guideline Review 2016-2017 Schedule

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

7. Date of Next Meeting

March 28, 2017 – Start time to be determined and posted on the Board website and agenda cover.

8. Adjournment

The meeting adjourned at 6:30 p.m.