



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, NOVEMBER 27, 2018

Minutes of the Policy Committee Meeting held on Tuesday, November 27, 2018 at 4:00 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:00 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	✓			

Staff:

John Crocco, Director of Education
Yolanda Baldasaro, Superintendent of Education
Lee Ann Forsyth-Sells, 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 Sicoli

THAT the November 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 October 23, 2018**

Moved by Trustee Vernal

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of October 23, 2018, as presented.

APPROVED

6. **Policies**

ACTION REQUIRED

POLICIES - PRIOR TO VETTING DEFERRED FROM OCTOBER POLICY COMMITTEE MEETING

6.1 **Student Transportation Policy (500.2)**

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Student Transportation Policy (500.2).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- Revert back to 2.5 Kilometers

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Student Transportation Policy (500.2), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.2 **Fundraising Policy (301.4)**

Superintendent Vetrone, presented the Fundraising Policy (301.4).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- Change “*approved*” to “*endorsed*” and add “*system*”
- Move the 5th paragraph with bullets to Administrative Procedures section before Examples of Acceptable Uses of Fundraising Proceeds.

ADMINISTRATIVE PROCEDURES

- Add 5th paragraph and bullets to Page 3 prior to Examples of Acceptable Uses of Fundraising Proceeds section.

The Policy Committee requested that the Fundraising Policy (301.4), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.3 French Immersion Policy (400.7)

Following discussions, the Policy Committee requested the French Immersion Policy be deferred to the January 29, 2019 Policy Committee meeting.

6.4 Prior Learning Assessment and Recognition (PLAR) Policy (400.4)

Superintendent Baldasaro, presented the Prior Learning Assessment and Recognition (PLAR) Policy (400.4).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Remove the word “*day*” from “*day school student*”

The Policy Committee requested that the Prior Learning Assessment and Recognition Policy (400.4), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

POLICIES - FOR RECOMMENDATION TO DECEMBER 5, 2018 COMMITTEE OF THE WHOLE MEETING

6.5 Catholic School Councils Policy (800.1)

Lee Ann Forsyth-Sells, Superintendent of Education presented feedback received from the vetting process and highlighted recommended 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 Sicoli

THAT the Policy Committee recommend to the December 5, 2018 Committee of the Whole Meeting to approve the revisions to the Catholic School Councils Policy (800.1), as presented.

APPROVED

POLICIES - PRIOR TO VETTING

6.6 Progressive Student Discipline – Safe Schools Policy (302.6.9)

Superintendent Forsyth-Sells, presented the Progressive Student Discipline – Safe Schools Policy (302.6.9).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Add “*promptly*” to Page 7 – Notifying Parents/Guardians section

The Policy Committee requested that the Progressive Student Discipline Policy (302.6.9), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.7 Death Benefit Policy (201.5)

Frank Iannantuono, Superintendent of Education/Human Resources, presented the Death Benefit Policy (201.5).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Death Benefit Policy (201.5), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to

the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.8 Deferred Salary Plan (X/Y) Policy (201.10)

Superintendent Iannantuono, presented the Deferred Salary Plan (X/Y) Policy (201.10).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Deferred Salary Plan (X/Y) Policy (201.10), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.9 Employee Leaves of Absence Policy (201.1)

Superintendent Iannantuono, presented the Employee Leaves of Absence Policy (201.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Leaves of Absence Policy (201.1), be vetted from November 28, 2018 to January 17, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

INFORMATION

6.10 Policies Currently Being Vetted to January 11, 2019

- Transportation and School Operations for Inclement Weather Policy (500.1)
- Employee Attendance During Inclement Weather and Workplace Closure Policy (201.9)
- Student Senate – Secondary Policy (100.6.1)
- Student Senate – Elementary Policy (100.6.2)
- Supporting Children and Students with Prevalent Medical Conditions Policy (NEW)

6.11 Policy and Guideline Review 2018-2019 Schedule

Director Crocco presented the Policy and Guideline Review 2018-2019 Schedule.

7. Date of Next Meeting

January 29, 2019 – Start time to be determined and posted on the Board website and agenda cover.

Chair Burtnik expressed appreciation to Trustee Vernal on behalf of the Policy Committee and staff for her commitment, support and insights regarding policy governance.

8. Adjournment

The meeting adjourned at 6:36 p.m.