



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, FEBRUARY 24, 2015

Minutes of the Policy Committee Meeting held on Tuesday, February 24, 2015 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. and chaired by Trustee Fera.

1. Opening Prayer

The meeting was opened with a prayer by Trustee Fera.

2. Attendance

Moved by Trustee Sicoli

THAT the Policy Committee excuse Kathy Burtnik, Committee Chair from attending the Policy Meeting of February 24, 2015 and that Trustee Fera serve as Acting Chair of the February 24, 2015 Policy Committee Meeting.

Committee Members	Present	Absent	Excused
Kathy Burtnik (Committee Chair)			✓
Frank Fera	✓		
Dino Sicoli	✓		

Student Trustees:

Chloe Demizio, Trustee
Jessica Di Pasquale, Trustee

Staff:

John Crocco, Director of Education
Yolanda Baldasaro, Superintendent of Education
Lee Ann Forsyth-Sells, Superintendent of Education
Mark Lefebvre, Superintendent of Education
Anna Pisano, Administrative Assistant, Corporate Services & Communications Department
/Recording Secretary

3. **Approval of Agenda**

Moved by Trustee Sicoli

THAT the February 24, 2015, 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 27, 2015**

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of January 27, 2015, as presented.

APPROVED

6. **Policies**

ACTION REQUIRED

POLICIES - FOR RECOMMENDATION TO MARCH 10, 2015 COMMITTEE OF THE WHOLE MEETING

6.1 **Educational Field Trips Policy (400.2)**

Mark Lefebvre, Superintendent of Education, presented the Educational Field Trips Policy (400.2) following the vetting process. Superintendent Lefebvre presented the comments from the vetting process.

Following discussion, the Policy Committee recommended the following amendments:

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the March 10, 2015 Committee of the Whole Meeting to approve the Educational Field Trips Policy (400.2) as presented.

APPROVED

6.2 Volunteer Driver Policy (302.4)

Mark Lefebvre, Superintendent of Education, presented the Volunteer Driver Policy (302.4) following the vetting process. Superintendent Lefebvre presented the comments from the vetting process.

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- No amendment

Following discussion, the Policy Committee made the following recommendation:

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the March 10, 2015 Committee of the Whole Meeting to approve the revisions to the Volunteer Driver Policy (302.4), as presented.

APPROVED

6.3 Volunteer Recognition Policy (800.4)

John Crocco, Director of Education presented the amendments to the Volunteer Recognition Policy (800.4) following the vetting process. Director Crocco presented the comments from the vetting process.

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- No amendment

Following discussion, the Policy Committee made the following recommendation:

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the March 10, 2015 Committee of the Whole Meeting to approve the revisions to the Volunteer Recognition Policy (800.4) as presented.

APPROVED

POLICIES - PRIOR TO VETTING

6.4 Admission of Elementary & Secondary Students (301.1)

Lee Ann Forsyth-Sells, Superintendent of Education presented the Admission of Elementary & Secondary Students Policy (301.1).

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- No amendments

The Policy Committee requested that the Admission of Elementary & Secondary Students Policy, be vetted from February 25, 2015 to May 1, 2015 with a recommended deadline for presentation to the Policy Committee in May 2015, for consideration to the Committee of the Whole and Board in June 2015.

6.5 Progressive Student Discipline – Safe Schools (302.6.9)

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

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- No amendments

The Policy Committee requested that the Progressive Student Discipline – Safe Schools Policy, be vetted from February 25, 2015 to May 1, 2015 with a recommended deadline for presentation to the Policy Committee in May 2015, for consideration to the Committee of the Whole and Board in June 2015.

6.6 Safe Physical Intervention with Students (301.8)

Yolanda Baldasaro, Superintendent of Education presented the Safe Physical Intervention with Students Policy (301.8).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- Pg. 4 – change WSIP Administrator to Staff Wellness Coordinator

The Policy Committee requested that the Safe Physical Intervention with Students Policy, be vetted from February 25, 2015 to May 1, 2015 with a recommended deadline for

presentation to the Policy Committee in May 2015, for consideration to the Committee of the Whole and Board in June 2015.

INFORMATION

6.7 Policies Currently Being Vetted until April 10, 2015

- Student Expulsion Policy (302.6.5)
- Student Suspension Policy (302.6.4)

6.8 Policy and Guideline Review 2014-2015 Schedule

Director Crocco presented the Policy and Guideline Review 2014-2015 Schedule.

Frank Iannantuono, Superintendent of Education provided copies of a draft memo regarding the Attendance Support Program Policy Implementation Update #2. Discussion took place regarding the information provided in the memo. The Human Resources Services memo will be provided to all Trustees at the February 24, 2015 Board Meeting and distributed through email to all staff on February 25, 2015.

7. Date of Next Meeting

Tuesday, March 24, 2015

8. Adjournment

The meeting adjourned at 6:05 pm.