



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, MAY 26, 2015

Minutes of the Policy Committee Meeting held on Tuesday, May 26, 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 4:05 p.m. by Policy Committee Chairperson Burtnik.

1. Opening Prayer

The meeting was opened with a prayer by Trustee Sicoli

2. Attendance

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

Trustees:

Maurice Charbonneau

Pat Vernal

Father Paul MacNeil

Student Trustees:

Chloe Demizio, Trustee

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

Giancarlo Vetrone, Superintendent of Business & Finance

Linda Marconi, Recording Secretary/Executive Assistant – Director of Education.

3. **Approval of Agenda**

Moved by Trustee Fera

THAT the May 26, 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 April 28, 2015**

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of April 28, 2015, as presented.

APPROVED

6. **Policies**

ACTION REQUIRED

POLICIES - FOR RECOMMENDATION TO JUNE 9, 2015 COMMITTEE OF THE WHOLE MEETING

6.1 **Progressive Student Discipline – Safe Schools Policy (302.6.9)**

Lee Ann Forsyth-Sells, Superintendent of Education presented feedback received from the vetting process and highlighted amendments to the Progressive Student Discipline – Safe Schools Policy (302.6.9) following the vetting process.

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

POLICY STATEMENT

- Page 1, Paragraph 1 replace “*academic and spiritual potential*” with “*potential and become living witnesses of Christ*”.

ADMINISTRATIVE GUIDELINES

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Progressive Student Discipline – Safe Schools Policy (302.6.9), as amended.

APPROVED

6.2 Admission of Elementary & Secondary Students Policy (301.1)

Superintendent Forsyth-Sells presented feedback received from the vetting process and highlighted amendments to the Admission of Elementary & Secondary Students Policy (301.1) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Admission of Elementary & Secondary Students Policy (301.1), as presented.

APPROVED

6.3 Safe Physical Intervention with Students Policy (301.8)

Yolanda Baldasaro, Superintendent of Education presented feedback received from the vetting process and highlighted amendments to Safe Physical Intervention with Students Policy (301.8) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- Page 2, Paragraph 3 remove the word “*reasonable*” and the word “*may also*”
- Page 3, Paragraph 6 remove the word “*reasonable*”

Moved by Trustee Fera

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Safe Physical Intervention with Students Policy (301.8), as amended.

APPROVED

6.4 Equity and Inclusive Education Policy (100.10)

Superintendent Baldasaro presented feedback received from the vetting process and highlighted amendments to the Equity and Inclusive Education Policy (100.10) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- Pages 3-9 replace “*The Board will endeavour to*” with “*The Board is committed to*”
- Pages 3-9 replace “*Staff will endeavour to*” with “*Staff will be committed to*”

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Equity and Inclusive Education Policy (100.10), as amended.

APPROVED

6.5 Purchasing/Supply chain Management Policy (600.1)

Giancarlo Vetrone, Superintendent of Business & Financial Services presented feedback received from the vetting process and highlighted amendments to the Purchasing/Supply chain Management Policy (600.1) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- No amendment

Moved by Trustee Fera

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Purchasing/Supply chain Management Policy (600.1), as presented.

APPROVED

6.6 Retirement & Service Recognition Celebration Policy (201.2)

Frank Iannantuono, Superintendent of Education presented feedback received from the vetting process and highlighted amendments to the Retirement & Service Recognition Celebration Policy (201.2) following the vetting process.

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

POLICY STATEMENT

- Page 1, Paragraph 2 replace “*the Board will host*” with “*the Board will invite its partners, OECTA, CUPE, and the Diocese of St. Catharines to co-host*”

ADMINISTRATIVE GUIDELINES

- No amendment

Moved by Trustee

THAT the Policy Committee recommend to the June 9, 2015 Committee of the Whole Meeting to approve the revisions to the Retirement & Service Recognition Celebration Policy (201.2), as amended.

APPROVED

POLICIES - PRIOR TO VETTING

Nil

POLICIES – UNDER REVIEW

6.7 Attendance Support Program Policy (201.6)

John Crocco, Director of Education and Frank Iannantuono, Superintendent of Education presented revisions to the Attendance Support Program Policy Statement as requested at the April 28, 2015 Policy Committee Meeting.

Following a discussion the Policy Committee requested that the draft Administrative Guidelines be revised in accordance with the latest revisions to the Policy Statement and that both the revised draft Policy Statement and the revised draft Administrative Guidelines be presented to the September 29, 2015 Policy Committee Meeting for review by the Policy Committee.

Based on Policy Committee decisions at previous meetings and at the May 26, 2015 meeting, to meet Ministry of Education requirements on the Pupil Accommodation Review, at the September 29, 2015 Policy Committee Meeting, a revised Pupil Accommodation Review Policy will be the only Policy presented under Prior to Vetting for the consideration of the Policy Committee. The revised draft Administrative Guidelines for the Attendance Support Program Policy will be the only Policy presented under Policies Under Review.

Policy Committee members agreed to the two item Agenda for the September 29, 2015 Policy Committee Meeting.

INFORMATION

6.8 ***Policies Currently Being Vetted***

Nil

6.9 ***Policy and Guideline Review 2014-2015 Schedule***

Trustee Burtnik presented the Policy and Guideline Review 2014-2015 Schedule.

7. ***Date of Next Meeting***

September 29, 2015 – 4:00 p.m.

8. ***Adjournment***

The meeting adjourned at 5:53 p.m.