



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, MARCH 29, 2016

Minutes of the Policy Committee Meeting held on Tuesday, March 29, 2016 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 Member Trustee Sicoli for Pat Vernal, Chair of the Policy Committee, who joined the meeting electronically.

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	✓			

Trustees:

Fr. Paul MacNeil

Student Trustees:

Michaela Bodis, Trustee

Aidan Harold, Trustee

Staff:

John Crocco, Director of Education

Yolanda Baldasaro, Superintendent of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Ted Farrell, Superintendent of Education

Anna Pisano, Administrative Assistant, Corporate Services & Communications Department

/Recording Secretary

3. Approval of Agenda

Moved by Trustee Burtnik

THAT the March 29, 2016, 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 February 23, 2016

Moved by Trustee Vernal

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of February 23, 2016, as presented.

APPROVED

6. Policies

ACTION REQUIRED

POLICIES – PRIOR TO VETTING

6.1 Religious Accommodation Policy (100.10.1)

Yolanda Baldasaro, Superintendent of Education, presented the Religious Accommodation Policy (100.10.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- Change “*guidelines*” to “*procedures*”
- Get verification from Legal Counsel as to whether the last paragraph under creed is contradictory to the first paragraph.

The Policy Committee requested that the Religious Accommodation Policy, be vetted from March 30, 2016 to May 13, 2016 with a recommended deadline for presentation to the Policy Committee in May, 2016, for consideration to the Committee of the Whole and Board in June, 2016.

6.2 Naming of a Board Facility Policy (NEW)

John Crocco, Director of Education, presented the Naming of a Board Facility Policy (NEW).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- No amendments

The Policy Committee requested that the Naming of a Board Facility Policy, be vetted from March 30, 2016 to May 13, 2016 with a recommended deadline for presentation to the Policy Committee in May, 2016, for consideration to the Committee of the Whole and Board in June, 2016.

6.3 Safe Arrival Policy (302.3)

Lee Ann Forsyth-Sells, Superintendent of Education and Ted Farrell, Superintendent of Education, presented the Safe Arrival Policy (302.3).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- Change “*guidelines*” to “*procedure*”
- Page 2 Bullet 6 add “*or Designate*”
- Add additional bullet to Responsibilities of Parents/Guardians

The Policy Committee requested that the Safe Arrival Policy, be vetted from March 30, 2016 to May 13, 2016 with a recommended deadline for presentation to the Policy Committee in May, 2016, for consideration to the Committee of the Whole and Board in June, 2016.

6.4 Niagara Catholic Parent Involvement Committee & By-Laws Policy (800.7)

Superintendent Forsyth-Sells, presented the Niagara Catholic Parent Involvement Committee & By-Laws Policy (800.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE GUIDELINES

- Change “*guidelines*” to “*procedure*”

The Policy Committee requested that the Niagara Catholic Parent Involvement Committee & By-Laws Policy, be vetted from March 30, 2016 to May 13, 2016 with a recommended deadline for presentation to the Policy Committee in May, 2016, for consideration to the Committee of the Whole and Board in June, 2016.

6.5 Board By-Laws Policy (100.1)

Director Crocco presented the Board By-Laws Policy (100.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- Page 3 move “*Niagara Catholic Parent Involvement Committee (NCPIC)*” to list of Statutory Committees
- Add “*Committee of the Whole*” for list of standing committees
- Page 4 paragraph 2 change “*one member*” to “*two members*”
- Reference Education Act
- Page 4 and 5 change “*act in the best interest of Catholic Education*” to “*act in the best interest of publicly funded Catholic Education*”
- Change all reference to gender to “*their*” or “*them*”
- Page 8 omit “*6. School Choir*”
- Page 9 bullet 9.i. add “*In the event of a change to the schedule of posted meetings the change will be publically communicated through the Boards communication process*”
- Page 10 remove “*Committee of the Whole*” from bullet iii
- Page 11 add “*and all it’s committees*” and “*a time is otherwise*” to bullet vi, change “*the last elected Vice-Chairperson will*” to “*the Chairperson will select a Trustee to*” from bullet vii, remove “*Committee of the Whole* from bullet 11 paragraph 1
- Page 14 change “*ten (10)*” to “*fifteen (15)*” and remove “*with each questioner....*”
- Page 16 change “*the last elected Vice-Chairperson will*” to “*the Chairperson will select a Trustee to*” from paragraph one

The Policy Committee requested that the Board By-Laws Policy, be vetted from March 30, 2016 to May 13, 2016 with a recommended deadline for presentation to the Policy Committee in May, 2016, for consideration to the Committee of the Whole and Board in June, 2016.

INFORMATION

6.6 Policies Currently Being Vetted to April 8, 2016 and April 11, 2016

- Access to Board Premises – Safe Schools Policy (302.6.3)
- Reimbursement of Travel Expenses Policy (201.4)
- Employee Workplace Harassment Policy (201.7)
- Employee Workplace Violence Policy (201.11)
- Occupational Health & Safety Policy (201.6)
- Establishment and Cyclical Review of Policies Policy (100.5)

6.7 Policy and Guideline Review 2015-2016 Schedule

Director Crocco presented the Policy and Guideline Review 2015-2016 Schedule.

7. Date of Next Meeting

April 26, 2016

8. Adjournment

The meeting adjourned at 6:55 p.m.