



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, OCTOBER 24, 2017

Minutes of the Policy Committee Meeting held on Tuesday, October 24, 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:

Nico Tripodi

Staff:

John Crocco, Director of Education

Yolanda Baldasaro, Superintendent of Education

Frank Iannantuono, Superintendent of Education/Human Resources

Sherry Morena, Coordinator of Information Management

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

3. Approval of Agenda

Moved by Trustee Sicoli

THAT the October 24, 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 September 26, 2017

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of September 26, 2017, as presented.

APPROVED

6. Policies

ACTION REQUIRED

POLICIES - PRIOR TO VETTING

6.1 Records and Information Management Policy (600.2)

John Crocco, Director of Education/Secretary-Treasurer along with Sherry Morena, Coordinator of Information Management, presented the Records and Information Management Policy (600.2).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Records and Information Management Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.2 Nutrition Policy (302.7)

Yolanda Baldasaro, Superintendent of Education, presented the Nutrition Policy (302.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Nutrition Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.3 Niagara Catholic Education Award of Distinction Policy (100.7)

Frank Iannantuono, Superintendent of Education, presented the Niagara Catholic Education Award of Distinction Policy (100.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Bullet 3 under Criteria add “*Demonstrated*”
- Bullet 4 under Nomination Process remove “*Manager of Corporate Services and Communications Services, who will forward them to the*”
- Bullet 5 under Nomination Process remove “*Manager of Corporate Services and Communications Services*” and add “*Designate*”
- Paragraph 1 under Selection Committee change “*fall*” to “*year*”

The Policy Committee requested that the Niagara Catholic Education Award of Distinction Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.4 Assignment of Principals & Vice-Principals Policy (202.1)

Superintendent Iannantuono, presented the Assignment of Principals & Vice-Principals Policy (202.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Page 2 Bullet 9 remove “for information”

The Policy Committee requested that the Assignment of Principals & Vice-Principals Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.5 Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9)

Superintendent Iannantuono, presented the Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Attendance During Inclement Weather & Workplace Closure Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

INFORMATION

6.6 Policies Currently Being Vetted to November 8, 2017

- Trustee Code of Conduct Policy (100.12)
- Trustee Expenses & Reimbursement Policy (100.13)

6.7 Policy and Guideline Review 2017-2018 Schedule

Director Crocco presented the Policy and Guideline Review 2017-2018 Schedule.

7. Date of Next Meeting

November 21, 2017 – Start time to be determined and posted on the Board website and agenda cover.

8. Adjournment

The meeting adjourned at 5:30 p.m.