



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, NOVEMBER 21, 2017

Minutes of the Policy Committee Meeting held on Tuesday, November 21, 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 4:38 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	✓			

Trustees:

Fr. Paul MacNeil

Student Trustees:

Nico Tripodi

Hannah Tummillo

Staff:

John Crocco, Director 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

Chair Vernal requested Item 6.1 be moved to Item 6.3

Moved by Trustee Burtnik

THAT the November 21, 2017 Policy Committee Agenda be approved, as amended.

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 24, 2017

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of October 24, 2017, as presented.

APPROVED

6. Policies

ACTION REQUIRED

POLICIES - FOR RECOMMENDATION TO DECEMBER 5, 2017 COMMITTEE OF THE WHOLE MEETING

6.1 Trustee Expenses & Reimbursement Policy (100.13)

Director Crocco and Giancarlo Vetrone, Superintendent of Business & Financial Services presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Expenses & Reimbursement Policy (100.13) following the vetting process.

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

POLICY STATEMENT

- No amendment

ADMINISTRATIVE PROCEDURES

- Page 3 Gifts and Donations Paragraph 2 add “*only*”
- Remove Paragraph 3 and 4
- Page 4 Reporting of Approved Trustee Expenses Paragraph 2 remove “*approved*”

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the December 5, 2017 Committee of the Whole Meeting to approve the revisions to the Trustee Expenses & Reimbursement Policy (100.13), as amended.

APPROVED

POLICIES - PRIOR TO VETTING

6.2 Student Trustees Policy (100.4)

Director Crocco, presented recommended amendments to the Student Trustees Policy (100.4).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Add *“In the event that the elected student cannot serve the two year term as a Student Trustee, the Student Senate will determine a process to replace the student serving on the Board of Trustees and as Co-Chairs of the Niagara Catholic Secondary Student Senate.”*

The Policy Committee requested that the Policy, be vetted from November 22, 2017 to February 8, 2018 with a recommended deadline for presentation to the Policy Committee in February 2018, for consideration to the Committee of the Whole and Board in March 2018.

6.3 Trustee Code of Conduct Policy (100.12)

John Crocco, Director of Education presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Code of Conduct Policy (100.12) following the vetting process.

Following discussion, the Policy Committee recommended the Trustee Code of Conduct Policy be tabled to a Special Policy Committee Meeting at a date to be confirmed.

6.4 Student Transportation Policy (500.2)

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

Following discussion, the Policy Committee recommended the Student Transportation Policy be sent back to staff for further review.

6.5 Employee Hiring and Selection Policy – Teachers (203.1)

Deferred to the January 30, 2018 Policy Committee Meeting.

INFORMATION

6.6 Policies Currently Being Vetted to January 12, 2018

- Records and Information Management Policy (600.2)
- Nutrition Policy (302.7)
- Niagara Catholic Education Award of Distinction Policy (100.7)
- Assignment of Principals & Vice-Principals Policy (202.1)
- Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9)

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

January 30, 2018 – Start time to be determined and posted on the Board website and agenda cover.

8. Adjournment

The meeting adjourned at 6:51 p.m.