

# ESTABLISHMENT AND CYCLICAL REVIEW OF POLICIES AUTHORITY MATRIX

Authority Matrix is designed to clarify levels of authority within the Policies of the  
Niagara Catholic District School Board  
*Approved February 25, 2020 - Sorted by Policy Number*

NUMBER	POLICY NAME	RESP	GOVERNANCE	OPERATIONAL
100	Board Governance			
100.1	Board By-Laws	JC	Board By-Laws	
100.4	Student Trustees	JC	Student Trustees	
100.5	Establishment and Cyclical Review of Policies	JC	Establishment and Cyclical Review of Policies	
100.6.1	Student Senate - Secondary	JC	Student Senate - Secondary	
100.6.2	Student Senate - Elementary	JC	Student Senate - Elementary	
100.7	Niagara Catholic Education Award of Distinction	FI	Niagara Catholic Education Award of Distinction	
100.8	Trustee Electronic Meetings (Board and Committees)	JC	Trustee Electronic Meetings (Board and Committees)	
100.9	Advocacy Expenditures	GV	Advocacy Expenditures	
100.10	Equity and Inclusive Education	LAFS	Equity and Inclusive	
100.10.1	Religious Accommodation	YB	Religious Accommodation	
100.11	Trustee Honorarium	JC	Trustee Honorarium	
100.12	Trustee Code of Conduct	JC	Trustee Code of Conduct	
100.13	Trustee Expenses & Reimbursement	JC	Trustee Expenses & Reimbursement	
100.14	Use of Corporate Logo	JC		Use of Corporate Logo
100.15	Naming of a Board Facility, Designated Area or Chapel	JC	Naming of a Board Facility, Designated Area or Chapel	
200	Human Resources Services			
201.1	Employee Leaves of Absence	FI		Employee Leaves of Absence
201.2	Retirement & Service Recognition Celebration	FI	Retirement & Service Recognition Celebration	
201.4	Reimbursement of Travel Expenses	GV		Reimbursement of Travel Expenses
201.5	Death Benefit	FI		Death Benefit (Rescind)
201.6	Occupational Health & Safety *	FI	Occupational Health & Safety *	
201.7	Employee Workplace Harassment *	FI	Employee Workplace Harassment *	
201.9	Employee Attendance During Inclement Weather & Workplace Closure	FI		Employee Attendance During Inclement & Workplace Closure
201.10	Deferred Salary Plan (X/Y)	FI		Deferred Salary Plan (X/Y) (Rescind)

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201.11	Employee Workplace Violence *	FI	Employee Workplace Violence *	
201.12	Electronic Communications Systems (Employees)	GV	Electronic Communications Systems (Employees)	
201.13	Sexual Misconduct	FI		Sexual Misconduct (Ed
201.14	Employee Hospitality	GV	Employee Hospitality	
201.15	Employee Conferences, Workshops & Meetings	GV		Employee Conferences, Workshops & Meetings
201.16	Attendance Support Program	FI	Attendance Support Program	
201.17	Employee Code of Conduct & Ethics	FI	Employee Code of Conduct & Ethics	
202.1	Assignment of Principals & Vice-Principals	FI		Assignment of Principals & Vice- Principals
202.2	Catholic Leadership: Principal & Vice-Principal Selection	FI		Catholic Leadership: Principal & Vice- Principal Selection
202.3	Catholic Leadership: Supervisory Officer and Controller of Facilities Services Selection	FI		Catholic Leadership: Supervisory Officer and Controller of Facilities Services Selection
203.1	Employee Hiring and Selection (Teachers)	FI		Employee Hiring and Selection (Teachers)
203.2	Emergency Instructors Elementary	FI		Emergency Instructors Elementary
203.4	Leadership Pathways	FI	Leadership Pathways	
<b>300</b>	<b>Schools/Students</b>			
301.1	Admission of Elementary & Secondary Students	LAFS	Admission of Elementary & Secondary Students	
301.3	Attendance Areas	TF	Attendance Areas	
301.4	Fundraising	GV		Fundraising
301.5	Electronic Communications Systems (Students)	YB		Electronic Communications Systems
301.6	School Generated Funds	GV		School Generated Funds
301.7	Ontario Student Record (OSR)	LAFS		Ontario Student Record (OSR)
301.8	Safe Physical Intervention with Students	PR		Safe Physical Intervention with Students

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301.9	Voluntary and Confidential Indigenous Students First Nation, Métis and Inuit Self-Identification	LAFS		Voluntary and Confidential Indigenous Students First Nation, Métis and Inuit Self-Identification
301.10	Assessment, Evaluation, Reporting and Homework	YB		Assessment, Evaluation, Reporting and Homework
301.11	Student Fees	GV		Student Fees
302.1	Supporting Children and Students with Prevalent Medical Conditions	PR	Supporting Children and Students with Prevalent Medical Conditions	
302.1.1	Anaphylaxis Administrative Procedures	PR		Anaphylaxis Administrative Procedures
302.1.2	Asthma Administrative Procedures	PR		Asthma Administrative Procedures
302.1.3	Diabetes Administrative Procedures	PR		Diabetes Administrative Procedures
302.1.4	Epilepsy Administrative Procedures	PR		Epilepsy Administrative Procedures
302.2	Administration of Oral Medication to Students	PR		Administration of Oral Medication to Students
302.3	Safe Arrival	LAFS		Safe Arrival
302.4	Volunteer Driver	TF		Volunteer Driver
302.5	Student Parenting	PR		Student Parenting
302.6	Safe and Accepting Schools	LAFS	Safe and Accepting Schools	
302.6.1	Opening or Closing Exercises	LAFS		Opening or Closing Exercises
302.6.2	Code of Conduct	LAFS	Code of Conduct	
302.6.3	Access to Board Premises - Safe Schools	LAFS		Access to Board Premises - Safe Schools
302.6.4	Student Suspension	LAFS		Student Suspension
302.6.5	Student Expulsion	LAFS	Student Expulsion	
302.6.6	Dress Code - Secondary Uniform - Safe Schools	LAFS	Dress Code - Secondary Uniform - Safe Schools	
302.6.7	Criminal Background Check - Safe Schools	FI		Criminal Background Check - Safe Schools
302.6.8	Bullying Prevention and Intervention	LAFS	Bullying Prevention and Intervention	

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302.6.9	Progressive Student Discipline	LAFS		Progressive Student Discipline
302.6.10	Elementary Standardized Dress Code - Safe Schools	LAFS	Elementary Standardized Dress Code - Safe Schools	
302.7	Nutrition	PR		Nutrition
303.1	Concussion	PR		Concussion
NEW	Student Use of Guide Dogs and Service Animals			Student Use of Guide Dogs and Service Animals
<b>400</b>	<b>Educational Programs</b>			
400.1	Continuing Education	TF		Continuing Education
400.2	Educational Field Trips	TF		Educational Field Trips
400.3	Christian Community Service	YB		Christian Community Service
400.4	Prior Learning Assessment and Recognition (PLAR)	YB		Prior Learning Assessment and Recognition (PLAR)
400.5	Acceleration/Retention (Elementary)	LAFS		Acceleration/Retention (Elementary)
400.6	Environmental Stewardship	SW	Environmental Stewardship	
<b>500</b>	<b>Auxiliary Services</b>			
500.1	School Operations for Inclement Weather and Workplace Closure	JC	School Operations for Inclement Weather and Workplace Closure	
500.2	Student Transportation	GV	Student Transportation	
<b>600</b>	<b>Business Services</b>			
600.1	Purchasing/Supply Chain Management	GV	Purchasing/Supply Chain Management	
600.2	Records and Information Management	JC	Records and Information Management	
600.3	Internal Financial Management Reporting	GV		Internal Financial Management Reporting
600.4	Corporate Cards, Purchasing Cards and Petty Cash	GV	Corporate Cards, Purchasing Cards and Petty Cash	
600.5	Advertising Expenditures	GV		Advertising Expenditures
600.6	Privacy	JC	Privacy	
600.7	Financial Investment	GV		Financial Investment
<b>700</b>	<b>Buildings and Site</b>			
701.1	Architect Selection	SW		Architect Selection

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701.2	Pupil Accommodation Review	TF	Pupil Accommodation	
701.3	Video Security Surveillance	SW		Video Security
701.5	Bottled Water	SW	Bottled Water	
702.1	Playground Equipment	SW		Playground Equipment
<b>800</b>	<b>School and community Relations</b>			
800.1	Catholic School Councils	LAFS		Catholic School Councils
800.2	Community Use of Facilities	SW	Community Use of Facilities	
800.3	Complaint Resolution	JC	Complaint Resolution	
800.4	Volunteer Recognition	JC	Volunteer Recognition	
800.5	Education Research	LAFS		Education Research
800.6	Community Planning & Partnerships	TF		Community Planning & Partnerships
800.7	Niagara Catholic Parent Involvement Committee	LAFS	Niagara Catholic Parent Involvement Committee	
800.8	Accessibility Standards	LAFS	Accessibility Standards	
800.8.1	Accessibility Customer Service	LAFS	Accessibility Customer Service	
800.9	Volunteering in Catholic Schools	FI		Volunteering in Catholic Schools