



Minutes

The Minutes of the Policy Development Committee Virtual Meeting held on Tuesday, February 1, 2022 at 6:30 p.m.

Present

- Trustees: Linda Ainsworth, David Bernier, Braden Leal (Board Chairperson),
Kevin MacKenzie, Helen McCarthy, Emmanuel Pinto (Committee Chairperson).
- Administration: Jeannie Armstrong, Joan Carragher, Laurie Corrigan, Jonathan Di Ianni,
Isabel Grace, Stephen O'Sullivan, Sheila Piggott.
- Guests: Galen Eagle, Communications Manager,
Darren Kahler, Human Resource Services Manager.
- Regrets: Loretta Durst, Siobhán Marie (Junior Student Trustee).
- Recorder: Andrea Bradley.

A. Call to Order:

Emmanuel Pinto, Committee Chairperson, called the meeting to order.

1. Opening Prayer.

Emmanuel Pinto, Committee Chairperson, called the meeting to order at 6:32 p.m. and asked David Bernier to lead the Opening Prayer.

- #### 2. Emmanuel Pinto, Committee Chairperson, acknowledged that the Policy Development Committee Meeting was taking place on the traditional territory of the Mississauga Anishinaabeg.

3. Approval of Policy Development Committee Meeting Agenda.

Motion: Moved by Linda Ainsworth, seconded by Helen McCarthy, that the Policy Development Committee Agenda be accepted.

Carried.

4. Declarations of Conflicts of Interest.

There were no conflicts of interest.

5. Approval of the Draft Minutes of the Policy Development Committee Meeting held on Tuesday, November 2, 2021.

MOTION: Moved by Linda Ainsworth, seconded by Braden Leal, that the Minutes of the Policy Development Committee Meeting held on Tuesday, November 2, 2021, be approved.

Carried.

6. Business Arising from the Minutes.

There was no business arising from the minutes.

B. Recommended Actions / Presentations:

1. R.A.: Remove Policy and Administrative Procedure – Old #104 (#1109)

Exhibits and Displays at the Catholic Education Centre

Galen Eagle, Communications Manager, explained to the Committee-of-the-Whole how communication tools have changed since Policy and Administrative Procedure #104 was put in place to feature good news stories. We now communicate through our Corporate Website, Board Newsletter, School Messenger, Twitter and Facebook, etc. Exhibits and displays for special events such as Black History Month, Catholic Education Week, and National Indigenous Peoples Month, to name a few, may still be featured in the foyer.

MOTION: Moved by Kevin MacKenzie, seconded by David Bernier that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#104 (#1109) – Exhibits and Displays at the Catholic Education Centre**, under Directional Policy **#1100 – Communications**, be deleted.

Carried

2. R.A.: Draft Administrative Procedure – #823

COVID-19 Vaccination Disclosure

Darren Kahler, Human Resource Services Manager, presented Draft Administrative Procedure – #823 – COVID-19 Vaccination Disclosure to the Committee-of-the-Whole. Changes in rules and procedures regarding COVID-19 have changed so the Administrative Procedure has been revised accordingly.

MOTION: Moved by Braden Leal, seconded by Linda Ainsworth that the Policy Development Committee recommend to the Board revised Administrative Procedure – **#823 – COVID-19 Vaccination Disclosure**, be received and posted as amended under Directional Policy – **#800 – Healthy Schools and Workplaces**.

Carried

3. R.A.: Annual Review of Administrative Procedure – #817

Students Wearing Masks

Jonathan Di Ianni, Superintendent of Learning / Student Success, highlighted one specific change to the Administrative Procedure. Masks will now be worn by students from junior kindergarten to grade 12, rather than previously stated grade 1 to grade 12. Jonathan also answered questions from Trustees.

MOTION: Moved by David Bernier seconded by Braden Leal that the Policy Development Committee recommend to the Board revised Administrative Procedure – **#817 – Students Wearing Masks**, be received and posted as amended under Directional Policy – **#800 – Healthy Schools and Workplaces**.

Carried

4. R.A.: Draft Administrative Procedure – New #312, Old #805

Dress Code – Students

Jonathan Di Ianni, Superintendent of Learning / Student Success, presented Draft Administrative Procedure – #312 – Dress Code – Students, to the Committee-of-the-Whole and answered questions from Trustees.

MOTION: Moved by Kevin MacKenzie, seconded by Helen McCarthy that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#805 – Dress Code – Students**, be deleted and the revised, newly formatted Administrative Procedure – **#312 – Dress Code – Students** be received and posted as amended under Directional Policy – **#300 – Student Achievement and Well-being.**

Carried

5. R.A.: Draft Administrative Procedure – New #308, Old #205, (#816)

Environmental Education

Sheila Piggott, Superintendent of Learning / Learning Technologies / P/J Program, presented Draft Administrative Procedure – #308 – Environmental Education, to the Committee-of-the-Whole and answered questions from Trustees. Sheila will be making some minor changes to the Administrative Procedure before presenting to the Board.

MOTION: Moved by Braden Leal, seconded by Linda Ainsworth that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#205 (#816) – Environmental Stewardship**, be deleted and the revised, newly formatted Administrative Procedure – **#308 – Environmental Education** be received and posted as amended under Directional Policy – **#300 – Student Achievement and Well-being.**

Carried

6. R.A.: Draft Administrative Procedure – New #606, Old #109

Pupil Accommodation Review

Isabel Grace, Superintendent of Business and Finance, presented Draft Administrative Procedure #606 – Pupil Accommodation Review, to the Committee-of-the-Whole and answered questions from Trustees. Isabel pointed out that there were not any changes from the old policy and old administrative procedure, that it was just newly formatted.

MOTION: Moved by David Bernier, seconded by Linda Ainsworth that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#109 – *Pupil Accommodation Review***, be deleted and the revised, newly formatted Administrative Procedure – **#606 – *Pupil Accommodation Review*** be received and posted as amended under Directional Policy – **#600 – *Stewardship of Resources***.

Carried

7. R.A.: Draft Administrative Procedure – New #1005, Old #707

Volunteers in Our Schools

Stephen O’Sullivan, Superintendent of Learning / Leadership and Human Resource Services, presented Draft Administrative Procedure #1005 – Volunteers in Our Schools, to the Committee-of-the-Whole and answered questions from Trustees. There are a number of appendix files that go with this administrative procedure and many of them that are no longer relevant. Those appendix files will be deleted and the remaining appendix files renumbered.

MOTION: Moved by Kevin MacKenzie, seconded by Linda Ainsworth that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#707 – *Volunteers in Our Schools***, be deleted and the revised, newly formatted Administrative Procedure – **#1005 – *Volunteers in Our Schools*** be received and posted as amended under Directional Policy – **#1000 – *Parent and Community Relations***.

Carried

8. R.A.: Annual Review of Administrative Procedures

#508 – Workplace Harassment Prevention

#809 – Occupational Health and Safety

Stephen O’Sullivan, Superintendent of Learning / Leadership and Human Resource Services, reviewed the minor changes to Administrative Procedure #508 – Workplace Harassment Prevention and answered questions from Trustees. There were no changes to Administrative Procedure #809 – Occupational Health and Safety.

MOTION: Moved by Linda Ainsworth, seconded by Braden Leal that the Policy Development Committee recommend to the Board revised Administrative Procedure – **#508 – Workplace Harassment Prevention**, be received and posted as amended under Directional Policy – **#500 – Employee Relations**; and that Administrative Procedure **#809 – Occupational Health and Safety**, be received and posted under Directional Policy – **#800 – Healthy Schools and Workplaces**.

Carried

C. Information Items:

There were no information items.

D. Next Meeting:

1. Tuesday, March 29, 2022.
6:30 p.m. – 8:30 p.m.

E. Conclusion:

1. Closing Prayer:

Emmanuel Pinto, Committee Chairperson, lead the Closing Prayer in the absence of Loretta Durst.

2. Adjournment:

Motion: Moved by Braden Leal, seconded by Linda Ainsworth, that the Policy Development Committee Meeting adjourn at 8:09 p.m.

Carried

Emmanuel Pinto
Committee Chairperson
/ab

Joan Carragher
Director of Education