

York Catholic District School Board

**MINUTES
POLICY REVIEW COMMITTEE**

June 6, 2017

Attending:

Committee Members:

T. Ciaravella, C. Cotton, E. Crowe, C. Ferlisi
M. Marchese, D. Mazzotta, A. Stong
Student Trustee B. Smith

Absent with Notice:

Administration:

D. Giuliani, M. Mogado, T. McNicol
F. Bagley, M. Battista, A. Chan, L. Coulter, D. Murgaski, J. Porter, P. Preston,
J. Sarna

Other Guests:

Patricia Chiarella, OECTA

Presiding:

C. Ferlisi

Recording:

J. Di Bratto

1. Opening Prayer, 7:40 p.m.

2. ROLL CALL

3. Approval of the Agenda

MOTION Crowe/Stong

CARRIED

4. Approval of the Previous Minutes – February 27, 2017

THAT the minutes be approved.

MOTION Cotton/Crowe

CARRIED

5. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING: NIL

6. OUTSIDE PRESENTATIONS: NIL

7. STAFF PRESENTATIONS:

Policy 320 Regional French Immersion Program

Further to the January 23, 2017 Policy Review Committee, F. Bagley shared the revised policy which includes suggested feedback from the Program and Pathways to Success Committee. Superintendent Murgaski was present to respond to questions and to receive any further input or feedback from the committee. The committee shared further considerations to be incorporated within the policy and procedures as well as further discussion items to be added to a future Program and Pathways to Student Success Committee meeting agenda. D. Murgaski appreciated the feedback and will present a revised version of the policy and procedures at a future Program and Pathways to Success Committee meeting and then to a future Policy Review Committee Meeting.

Policy 412 Progressive Discipline

L. Coulter updated the committee with the revisions of this policy as part of its five (5) year review. The committee requested that the Director of Education forward an Implementation Training Plan (schedule of dates, information and training) brought to the Board as soon as possible, with an Implementation Roll-Out date for the end of September. The Director confirmed that an Implementation Plan with suggested details will be forwarded to the Trustees before the end of June. The committee continued to review and discuss in detail the policy and procedures and requested further revisions and clarifications throughout the document. L. Coulter will present the revised policy and procedures at the September 19, 2017 Policy Review Committee Meeting.

Post Meeting Notes: The Director of Education provided the Board of Trustees with the Implementation & Training Plan on June 29, 2017.

Policy 424 Disposition of Complaints Against Employees

The committee discussed, reviewed and shared further suggestions and revisions to be incorporated in the policy and procedures. L. Coulter will present the revised policy at the September 19, 2017 Policy Review Committee Meeting.

ACTION ITEMS

York Catholic District School Board Office Consolidation of By-Law No. 1 Operational By-Law

Further direction to Staff received from the Chair of the Board to revise sections of the YCDSB By-Law 1: Operational By-Law for presentation to the committee, F. Bagley updated the committee with the revisions to sections 2.2, 3.1.12, 3.2.3 and 4.1.12 of the document. The committee agreed to three of the revisions, specifically sections 2.2, 3.1.12 and 4.1.12 and directed Staff to revise section 3.2.3 with its original language omitting the word “verbal”. The YCDSB Office Consolidation of By-Law No. 1 Operational By-Law was moved and approved.

MOTION Crowe/Cotton

CARRIED

Policy 201 Healthy Schools, Policy 201A Eating and Nutrition, Policy 201B Physical Activity (5 year review)

F. Bagley presented the revised Healthy Schools policies that are up for a five (5) year review. With minor revisions Policy 201 Healthy Schools, 201A Healthy Schools - Eating and Nutrition and 201B Healthy Schools – Physical Activity were moved and approved.

MOTION Cotton/Crowe

CARRIED

Policy 203 Student Transportation Services

F. Bagley presented the revised policy denoting the deletion of mid-day transportation for Kindergarten students. With minor revisions to definition 5.5 the policy was moved and approved.

MOTION Crowe/Cotton

CARRIED

Policy 217 Sexual Harassment (Students)

F. Bagley presented a recommendation for the termination of Policy 217 Sexual Harassment (Students). F. Bagley shared that Administration strongly believes that the preventative practices and positive behaviour management strategies, as well as the investigation procedure outlined within *Policy 202 Safe Schools – Student Discipline* provide a safe and caring environment for students. *Policy 204 Child Protection and Abuse* also addresses, in clear terms, our legislative and moral obligations relating to the protection of children. The policy was approved for termination.

MOTION Cotton/Marchese

CARRIED

Policy 407 Criminal Background Checks

The committee suggested minor revisions to the policy. The policy was moved and approved.

MOTION Cotton/Crowe

CARRIED

Policy 423 Conflict of Interest

The committee suggested minor revisions to the policy. The policy was moved and approved.

MOTION Marchese/Crowe

CARRIED

Policy 425 Workplace Harassment

This policy was revised to incorporate Racial and Ethnocultural Harassment. With no further changes, the policy was moved and approved.

MOTION Cotton/Crowe

CARRIED

Policy 428 Racial & Ethnocultural Harassment

A separate and distinct policy is no longer necessary as the principles and standards regarding workplace harassment related to race or ethnicity have now been incorporated into the newly revised Policy 425 (**Workplace Harassment**.) The committee moved and approved to terminate Policy 428 (**Racial & Ethnocultural Harassment**.)

MOTION Crowe/Marchese

CARRIED

DISCUSSION

Policy 219A Elementary Dress Code

F. Bagley requested further direction with the implementation of the procedures relating to the completion of the “5 full years” as per the January 23, 2017 Policy Review Committee meeting. The committee agreed that the school community should not have to revisit the decision-making process for 5 full years. Since the 2013-2014 original implementation if a school communicated an interest to revisit the school’s dress code to the Principal, this would only occur in year six (6) of the school’s current dress code enforcement. Therefore, schools who express this interest may do so beginning in the 2018-2019 school year. The committee also agreed that new schools (Pope Francis) and PAR schools will be the only schools able to implement the dress code procedures in the 2017-18 school year. F. Bagley will revise the procedures accordingly and present at the September 19, 2017 Policy Review Committee meeting.

8. INFORMATION ITEMS

Report of Results of Parent Satisfaction Survey, Policy 604 Child Care: Early Years, Extended Day, Before and After School Programs

The committee received and appreciated the survey results prepared by F. Zeppieri, Manager of Child Care Services.

Procedure: Transition Process for School Consolidation/Closure (Addendum to Policy 713)

The committee received information related to two revisions to the *Transition Process for School Consolidation Closure*, an Addendum to Policy 713, *Pupil Accommodation Review of Schools*.

Report on Exam Scheduling

J. Sarna provided an update to the Board of Trustees with regards to the draft revision of the *Guidelines and Procedures for the Implementation of the Ministry Policy: Growing Success – Assessment, Evaluation, and Reporting in Ontario Schools*, 2011, as they relate to the motion put forward, by Trustee Marchese, (September 2016). The committee discussed the report and the upcoming exam schedules in the four (4) schools that are operating under Model A. J. Sarna confirmed all of the YCDSB secondary students will be writing one exam per day. J. Sarna advised that the four (4) schools were reviewing the exam schedules and will advise her of the number of conflicts that would occur with moving to a 4-day model. E. Crowe presented concerns related to the timing of the year to move forward with these revisions and suggested that J. Sarna report back to the Board on June 13th with an update. Trustees gave further direction to J. Sarna to make the decision of whether the four (4) schools could move forward with a four (4) day exam schedule or whether they should remain with the present five (5) day schedule. J. Sarna will report an overview and decision to the Trustees by June 13th regarding the four schools operating under Model A.

11:08 p.m. RECESS TO CONVENE IN-CAMERA SESSION

11:25 p.m. Report from Policy Review Committee IN-CAMERA

ACTION:

THAT Policy 226B Admissions to Secondary Schools with noted revisions to parameter 3.8.2 be added as an action item for approval at the June 20, 2017 Regular Board Meeting.

MOTION Crowe/Marchese

CARRIED

9. Notices of Motion: NIL

10. Future Discussion Items

Policies to be brought to future Policy Committee Meetings

Policy 105	Trustee Professional Development
Policy 107	Student Trustees
Policy 111	Trustee Services and Expenditures
Policy 119	Disposition of Complaints against Trustees
Policy 312A	Pupil Texts, School Supplies & Supplementary Student Fees - Elementary
Policy 312B	Pupil Texts, School Supplies & Supplementary Student Fees – Secondary
Policy 406	Performance Appraisal of Academic Staff
Policy 410	Principal & Vice Principal Performance Appraisal
Policy 411	Workplace Accommodation
Policy 412	Progressive Discipline
Policy 424	Disposition of Complaints about Board Employees
Policy 703	Community Use of Schools
Policy 801	Use of Board Funds for Recognition/Acknowledgement Purposes

11. Future Meeting Dates:

September 19, 2017, 6:30 p.m.
November 14, 2017, 6:30 p.m.
January 16, 2018, 6:30 p.m.
April 10, 2018, 6:30 p.m.

12. Adjournment

That, the Policy Review Committee meeting adjourned at 11: 30 p.m.

MOTION Crowe/Marchese.

CARRIED