

MINUTES

POLICY REVIEW COMMITTEE

December 2, 2024

In Attendance

Committee Members: **In Person:** F. Alexander, J. DiMeo, A. Grella, A. Saggese, J. Wigston
Virtual: M. Barbieri, C. Cotton (joined 6:50 pm)

Other Trustees: **In Person:** E. Crowe, M. Iafrate

Administration: **In Person:** J. Sarna, M. Brosens, A. Burnell-Gentile, J. De Faveri, K. Elgharbawy,
Virtual: A. Arcadi, A. Battick, J. Chiutsi, G. De Girolamo, A. Iafrate, L. Paonessa,
L. Sawicky, S. Wright

Recording: A. McMahon

Presiding: A. Saggese - Newly Elected Chair

1. CALL TO ORDER/OPENING PRAYER / LAND ACKNOWLEDGEMENT

Associate Director J. Sarna opened the meeting at 6:30 pm and read the prayer and Land Acknowledgement.

2. ROLL CALL

All PRC Committee Members present.

3. ELECTION OF CHAIR

Trustee Wigston nominated Trustee Saggese as Chair of the Policy Review Committee. There being no other nominations, Trustee Saggese was declared Chair of the Policy Review Committee.

4. ELECTION OF THE VICE-CHAIR

Trustee nominated Trustee DiMeo as Vice-Chair of the Policy Review Committee. There being no other nominations, Trustee DiMeo was declared Vice-Chair of the Policy Review Committee.

5. APPROVAL OF NEW MATERIAL

N/A

6. APPROVAL OF THE AGENDA

Terms of Reference 2024-2025 be number 14 on the agenda;

Under Information Items, number 16 i, ii, iii be moved to Action Items;

Policy 118 be pulled from the agenda as it is waiting for legal opinion.

MOTION: Wigston/DiMeo

CARRIED

7. DECLARATION OF CONFLICT OF INTEREST

N/A

8. APPROVAL OF PREVIOUS MINUTES - September 30, 2024

MOTION: Grella/DiMeo

CARRIED

9. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

N/A

10. DELEGATION

Parent, S. Dzigerovski, from St. Gregory the Great CA spoke to Bingo on Pause. Committee Chair Saggese acknowledged the delegation; Trustee Crowe indicated that changes to Policy 616 Community Use of Schools would need to be approved by the Board of Trustees and if that happened, it would not be until January 2025.

11. STAFF PRESENTATION(S)

N/A

12. ACTION ITEMS:

a) Terms of Reference 2024-2025

The Terms of Reference will be included with the Policy Review Committee report at the Regular Board Meeting being held on Tuesday, December 17, 2024.

MOTION: DiMeo/Wigston

CARRIED

b) Policy 102 Respecting Sacred Time

J. Sarna presented this policy which was up for review, as it was last updated on January 29, 2019. The policy has been revised to ensure that no homework or tests are scheduled for the days immediately following Ash Wednesday and Easter Monday, in accordance with *Policy 313 Homework*.

MOTION: Wigston/DiMeo

CARRIED

c) Policy 114 Trustee Honorarium

J. Sarna presented this policy which was revised to align with regulatory changes under the *Education Act*. These changes include amendments to *Ontario Regulation 357/06: Honoraria for Board Members*, which establish a new maximum sanction for breaches of a Trustee Code of Conduct. There was discussion regarding the retroactive terms when the integrity commissioner declares to have found a breach.

MOTION: DiMeo/Alexander

CARRIED

d) Policy 118 Trustee Code of Conduct

This policy was removed from the agenda as it is awaiting legal consultation.

e) Policy 203 Student Transportation Services

J. Sarna presented this policy which was scheduled for review and was last updated on June 16, 2020. The revisions are a result of discussions and feedback from the Transportation Review Committee. G. De Girolamo confirmed that bus companies are responsible to train their drivers on board policy and follow up with them when there are changes. Families with custody arrangements must follow a consistent schedule and have a notation and multiple addresses in our database.

MOTION: Crowe/Alexander

CARRIED

f) Policy 205 Student Government

J. Sarna presented this policy which was sent out for consultation to members of York Secondary Catholic Presidents' Council (YSCPC). Trustees did not have questions regarding the consultation results. They did suggest that a larger demographic be surveyed which would yield information that would be more fulsome and provide further insight into how all students feel about the student government election process. Trustees are looking to ensure the process is equitable and that student governments are comprised of a group that represents that makeup of each school. HREA will review this policy and provide feedback to the Academic and Inclusivity Superintendents for further discussion and possible further consultation.

g) Policy 221 Extreme Temperature

J. Sarna presented this policy with revisions made to the Hot Weather Action Plan. As a result of this recommendation, Trustees requested a review of practices from other organizations. Following this review, the original language in the policy was retained.

MOTION: Crowe/Wigston

CARRIED

h) Policy 230 Guest Speaker

J. Sarna presented this new policy which was created to comply with a Ministry of Education memo which was issued in May 2024. This policy establishes a formal vetting process for guest speakers in schools. A minor change was suggested, the policy will be known at the External Presentation / Guest Speaker policy and will include language about the various forms of presentations that can take place in our schools.

MOTION: Iafrate/Crowe

CARRIED

i) Policy 307 Opening Exercises

J. Sarna presented this policy with the revision suggested by Trustees to include language that ensures schools are balancing a variety of versions of "O Canada" when playing the anthem each morning.

MOTION: Crowe/Iafrate

CARRIED

j) Policy 311 Digital Discipleship (Student Use of Technology)

J. Sarna presented this policy. In April 2024, the Ministry released PPM 128 requiring school boards to update their policies restricting student use of mobile devices and social media on school networks. Following clarification from the Ministry of Education, the Board has ensured that social media remains accessible for staff to use for pedagogical or work-related purposes.

MOTION: Crowe/Iafrate

CARRIED

k) Policy 319 Supplementary Learning Resources

J. Sarna presented this policy updated to reflect the Religious Education Department's revision of 'The York Catholic Communities of Faith document', now titled the 'YCDSB Monthly Virtues Resource Chart', with updated links in both the policy and procedure.

MOTION: Wigston/Crowe

CARRIED

l) Policy 413 Attendance Support Program

J. Sarna presented this policy and procedure were revised to reflect updates to Stage 1 of the Attendance Support Program. There was discussion around the number of meetings that take place during the course of a year. Trustees asked for efficacy data to be compiled and for further discussion to take place at the next Human Resources Committee meeting to bring these requests to light. This policy will be brought back to the next PRC meeting.

m) Policy 616 Community Use of Schools

Associate Directory Sarna presented this policy and procedure which were revised following feedback at the September 30th Policy Review Committee meeting. Changes include clearer classifications within the procedure and new language in the policy addressing subletting and gambling. The contradiction between the activities and processes found within the School Fundraising Policy 603A and the Community Use of School Policy & Procedures have been addressed in the revised language now incorporated within the Draft Procedures for Policy 616. Trustees requested that further work be done on both the policy and procedure to ensure language is consistent; to ensure that the definitions are clear and concise; to ensure that fee schedules are up to date and include all facilities of the YCDSB including the St. Elizabeth Theatre. Trustees wanted

information on permit use during seasonal holidays and long weekends. A recommendation was made to bring a committee together to work on all aspects of this policy.

n) Policy 712 Flag Display on Board Premises

J. Sarna presented this policy with revisions suggested by a motion submitted by Trustee Alexander. Trustee Alexander spoke to the motion and asked that it be considered.

MOTION: Alexander/

No seconder came forward, therefore, the motion was defeated.

o) INDEPENDENT PROCEDURE: DISTRIBUTION OF MATERIALS

This procedure replaced one formerly titled External Organizations, Groups, or Individuals Presenting and/or Distributing Material in Our Schools and now focuses solely on the distribution of materials in our schools, as the vetting of guest speakers is now addressed under the new Policy 230 External Presentation / Guest Speaker.

13. DISCUSSION ITEM:

a) Policy 220 Graduation Exercises in Elementary and Secondary Schools

J. Sarna presented this policy in response to concerns raised by Trustees regarding the financial burden on families for Grade 8 graduation ceremonies. Suggested language has been added to Section B, Parameter 1.2, to help address these concerns and ensure greater affordability and accessibility for all families. Much discussion regarding the policy itself ensued. It was established that this policy needed further work. Superintendents will come together to discuss data that is collected from elementary schools before work is continued on this policy. Trustees suggested that this process should include a clear guideline for Principals to enforce to ensure that schools do things equitably and in a manner that minimizes financial hardships of this event to parents.

14. INFORMATION ITEM:

Cell Phones and Report Cards (System Memo October 24, 2024)

Trustees reviewed the system memo and are clear on what was communicated to staff pertaining to the implementation of this directive and how misuse will be communicated on report cards.

FUTURE MEETING DATE(S):

January 21, 2025, March 18, 2025, June 3, 2025

ADJOURNMENT:

THAT the Policy Review Committee meeting adjourned 8:56 p.m.

MOTION: Grella/DiMeo

CARRIED