

York Catholic District School Board

**MINUTES
POLICY REVIEW COMMITTEE**

February 7, 2024
(Hybrid)

In Attendance

Committee Members: **In person:** J. DiMeo, A. Grella, M. Iafrate, A. Saggese
Virtual: F. Alexander; M. Barbieri

Other Trustees: E. Crowe, J. Wigston

Regrets with Notice: C. Cotton

Administration: **In Person:** J.Sarna, R. Antunes, A. Arcadi, M. Brosens, J. Chiutsi, K. Elgharbawy,
C. McNeil, L. Paonessa, L. Sawicky, S. Wright
Virtual: D. Candido, J. Tsai

Recording: A. McMahon

Presiding: M. Iafrate

1. CALL TO ORDER/OPENING PRAYER/LAND ACKNOWLEDGEMENT

J. Sarna opened the meeting (and election) with a prayer followed by the Land Acknowledgement.
at 6:30 p.m.

2. ROLL CALL

PRC Committee Members Present with the exception of Trustee Carol Cotton Absent with Notice

3. ELECTION OF CHAIR

J. Sarna called for nominations; A. Saggese nominated M. Iafrate. There were no other nominations, M. Iafrate declared chair of PRC for the 2023-2024 year.

CARRIED

4. ELECTION OF VICE CHAIR

J. Sarna called for nominations; M. Iafrate nominated A. Saggese. There were no other nominations, A. Saggese declared Vice Chair of PRC for the 2023-2024 year.

CARRIED

5. APPROVAL OF NEW MATERIAL

N/A

6. APPROVAL OF THE AGENDA

THAT Policy 319 and Policy 702 be removed from the agenda as further consultation is needed for both policies and work is needed on the Communication Handbook which supports Policy 702.

MOTION: Saggese/DiMeo

CARRIED

7. DECLARATION OF CONFLICT OF INTEREST

N/A

8. APPROVAL OF THE PREVIOUS MINUTES

THAT the minutes of October 30, 2023 be approved.

MOTION: DiMeo/Wigston

CARRIED

9. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING: NIL

10. APPROVAL OF COMMITTEE TERMS OF REFERENCE 2024

THAT the Terms of Reference 2024 be approved as presented.

MOTION: DiMeo/Saggese

CARRIED

11. OUTSIDE PRESENTATION: NIL

12. STAFF PRESENTATIONS: NIL

13. ACTION ITEMS

a) Policy 211 Indigenous Student Self Identification

J. Sarna indicated that this policy has been revised to incorporate language which speaks to Indigenous Peoples and their communities. In addition, the revised policy includes the digital link for the registration of Indigenous students' voluntary self-identification. This policy was moved and approved.

MOTION: Crowe/Barbieri

CARRIED

b) Policy 316 Secondary School Post Examination Review and Procedure

J. Sarna indicated that this policy was last reviewed November 2021; the only change was to reflect that exams are to be stored for 2 years rather than one year. This policy was moved and approved.

MOTION: Wigston/Saggese

CARRIED

DISCUSSION ITEM(S):

i) Policy 712 Flag Display on Board Premises and Trustee Motion

This policy was last revised March 29, 2022. Trustee Frank Alexander's *Motion to Bring Unity to YCDSB*, would amend Section A, PARAMETER 3.8, sub-section 3.8.1 to read: "Only flags listed under PARAMETER 3.8 shall be flown or displayed on or within the premises of the York Catholic District School Board". Additionally, Section B, GUIDELINE 2, would be amended to read as follows: "Flags listed in PARAMETER 3.8 of SECTION A 3, PARAMETERS, may also be displayed inside the school either horizontally or vertically. No other flags shall be displayed within school premises". These policy revisions are up for discussion.

Committee Chair Iafrate indicated that in order to put changes into effect, Board would seek legal council on how to manage the suggested changes especially with regard to reinforcing the policy if any other flag is displayed or brought to school. Trustee Alexander expressed that the motion will stand and agreed that a legal opinion would be of benefit to the Board prior to any changes being made.

ii) Policy 111 Trustee Services and Expenditures

This policy was last revised March 2023 and has been brought forward for further discussion by Chair Crowe. Chair Crowe has looked at Policy 111 and Policy 808 and expressed that staff and trustees are entitled to equitable treatment when it comes to expenditures. It appears that Trustee submissions in TRIP are not calculated in the same manner as staff TRIP submissions. Concern is that it appears that the Primary Work Location (PWL) for a Trustee does not start with the Trustee's home address. Both C. McNeil and J. Tsai explained that TRIP claims follow the same guidelines for all Board staff, taking into consideration home or school or CEC as a PWL dependent on the employee's position. TRIP calculations and processes are standardized for an organization such as this. C. McNeil offered to receive further questions from Trustees and indicated he would offer Trustees a workshop on TRIP and expenditures in general. This Policy will be brought back for further review.

iii) Policy 808 Travel, Meals & Expense Reimbursements

This policy was last revised October 30, 2023. It needed one minor change. The Board of Trustees raised their concerns over the dollar amount staff are allotted for meals when they are away on business or excursions. C. McNeil indicated that the amount is within range of what other Boards provide - it is the standard. He commented that while a dollar amount should be included in the policy it is difficult to predict where in the world staff would be traveling and assign that number in the policy. Discretion to provide an exception should be left to the manager or CFO on a case by case consideration. This Policy will be brought back for further review.

iv) Policy 220 Graduation Exercises in Elementary and Secondary Schools

This policy was last revised November 26, 2019. It was requested that this policy be brought forward for further discussion as a result of a Committee that was struck to review the present Elementary and Secondary graduation procedures and parameters. The Committee's recommendations were reviewed and the Board of Trustees brought forth their comments and suggestions especially around the Faith Leadership Award and moving the date of elementary graduations to the Wednesday rather than the Thursday. Superintendent Sawicky who led the committee in discussion was present to receive their questions and to help guide further changes. This Policy will be brought back to the Policy Review Committee.

v) Policy 307 Opening Exercises

This policy was last revised January 29, 2019. The Board of Trustees raised concerns that some schools are not playing our national anthem in both languages; an option would be to either play the English version for an equitable number of days as a French version is played; or play a bilingual version of the national anthem daily. Do French Immersions schools play the French version more than the English or Bilingual version? A recommendation for 3.2 to be more specific and for it denote that instrumental versions are acceptable as a means to not disclude any appropriate and respectful version of an anthem.

The Land Acknowledgement as part of opening exercises was discussed. A recommendation to include why the Land Acknowledgement is a part of opening exercises and how school Land Acknowledgements are written should be a part of this Policy. As such, this Policy will be brought back to the Policy Review Committee.

14. INFORMATION ITEMS AND FUTURE ITEMS:

A recommendation was made by Chair Crowe to provide a list of Board Policies on the Board website and to include when each one is up for review and consultation. E.g., every 4 years for most and 1 year for some. A list will be posted September 2024.

The March 5th agenda will include policies that are due for review and the ones that have to come back from the list discussed above.

It was noted that, it is possible that a Policy Review Committee meeting will be necessary between the March 5 and June 4, 2024 meetings.

FUTURE MEETING DATE(S):

March 5, 2024 June 4, 2024

ADJOURNMENT:

THAT the Policy Review Committee meeting adjourn at 8:10 p.m.

MOTION: DiMeo/Barbieri

CARRIED