

York Catholic District School Board

MINUTES
POLICY REVIEW COMMITTEE

Tuesday, October 7, 2025

In Attendance

Committee Members: **In Person:** F. Alexander, A. Saggese, J. Wigston

Virtual: A. Grella

Absent with Notice: M. Barbieri, C. Cotton, J. DiMeo

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

Administration: **In Person:** J.Sarna, R. Antunes, A. Arcadi, M. Brosens, A. Burnell-Gentile, J. Chiutsi,
J. De Faveri, G. De Girolamo, A. Driscoll, K. Elgharbawy, N. Galatianos,
A. Iafrate, T. Laliberte, T. Liggett, C. McNeil, S. Morrow, J. Powers, L. Sawicky

Absent with Notice: L. Paonessa, S. Wright

Recording: A. McMahon

Presiding: A. Saggese

1. CALL TO ORDER/OPENING PRAYER / LAND ACKNOWLEDGEMENT

Committee Chair Saggese opened the meeting at 6:30 pm and read the prayer; Associate Director Sarna read the Land Acknowledgement.

2. ROLL CALL

PRC Committee Members were present with the exception of M. Barbieri, C. Cotton, and J. DiMeo who were absent with notice.

3. APPROVAL OF NEW MATERIAL

N/A

4. APPROVAL OF THE AGENDA

Explanation of why Tiers are now indicated beside each policy on the agenda. Meta Policy goes into details of each Tier.

MOTION: Wigston/Alexander

CARRIED

5. DECLARATION OF CONFLICT OF INTEREST

N/A

6. APPROVAL OF PREVIOUS MINUTES - June 16, 2025

MOTION: Alexander/Grella

CARRIED

7. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

N/A

8. DELEGATIONS

N/A

9. STAFF PRESENTATION(S)

N/A

10. ACTION ITEMS:

a) Policy 101 Meta Policy: Management and Governance

This policy was scheduled for review as part of the Board's cyclical review process. Revisions were informed by feedback gathered during the Meta Policy Workshop, where staff and Trustees discussed a number of key areas, including the reinstatement of the Policy Steering Committee, enhancements to the Policy revision and consultation process, and the removal of the THREADS framework. The policy was subsequently discussed at the June 16 Policy Review Committee meeting, with revisions updated to reflect Trustee feedback. Revisions were discussed to clarify the policy review process, including adjustments to the tiered review steps.

MOTION: Alexander/Wigston

CARRIED

b) Policy 202 Safe Schools - Student Discipline and Procedure Safe Schools - Student Discipline

This policy was scheduled for review as part of the Board's cyclical review process. Revisions were made to better align with legislation, applicable PPMs, and Ministry of Education guidelines. The policy was reviewed through an equity and human rights lens to ensure it promotes fairness, reduces barriers, and supports inclusive practices across the system. Revisions were discussed to expand on the Safe Schools committee's role, further outline the appeal and suspension/expulsion processes, and address what information related to student discipline can be disclosed.

MOTION: Wigston/Crowe

CARRIED

c) Policy 409 Occupational Health and Safety

This policy was scheduled for review as part of the annual requirements under the *Occupational Health & Safety Act (OHSA)*. The draft policy had been reviewed by the Joint Health and Safety Committee (JHSC).

MOTION: Wigston/Alexander

CARRIED

d) Policy 415 Accessibility Standards for Employment

This policy was reviewed as part of a broader accessibility review of YCDSB policies/procedures to ensure alignment with the Accessibility for Ontarians with Disabilities Act (AODA). The policy was initially presented at the June 16 Policy Review Committee meeting, and at the request of Trustees, a supporting procedure had been included. Discussion focused on clarifying and correcting information within the policy's purpose section.

MOTION: Iafrate/Alexander

CARRIED

e) Policy 609 Accessibility Standards for Information and Communication

This policy was scheduled for review as part of the Board's cyclical review process. Additionally, this policy was reviewed as part of a broader accessibility review of YCDSB policies/procedures to ensure alignment with the Accessibility for Ontarians with Disabilities Act (AODA). Discussion focused on clarifying and correcting information within the policy's purpose section.

MOTION: Iafrate/Wigston

CARRIED

f) Policy 616 Community Use of Schools

This policy and procedure were revised in response to Trustee feedback from the September 30th, 2024; December 2nd, 2024; February 5th, 2025; and June 16th, 2025, Policy Review Committee meetings.

In addition, a new internal guideline titled Internal Use of School Facilities by Staff was created to distinguish between community use and staff use of facilities, clarifying the different processes and restrictions

that apply to each. Discussion focused on removing classification B, correcting minor errors in Schedule B, and making other clarifying revisions.

MOTION: Alexander/Crowe
CARRIED

11. DISCUSSION ITEM: N/A

12. INFORMATION ITEM(S):

i) Procedure 202 Safe Schools – Student Discipline

This procedure was referred to when discussing Policy 202.

ii) NEW Procedure 415 Individualized Work Accommodation (Medical)

This procedure was referred to when discussing Policy 415.

iii) Procedure 616 Community Use of Schools and NEW YCDSB Internal Guideline: Internal Use of School Facilities by Staff

This procedure and new internal guideline were referred to when discussing Policy 616.

13. FUTURE MEETING DATE(S):

Dec. 1, 2025, Feb. 3, 2026, Apr. 7, 2026, June 2, 2026

ADJOURNMENT:

THAT the Policy Review Committee meeting adjourned 7:15 p.m.

MOTION: Alexander/Wigston
CARRIED