



**Policy Committee  
Wednesday, January 13, 2016 ♦ 4:30 p.m.  
Boardroom**

**Trustees:**

**Present:** Cliff Casey (Chair), Bill Chopp, Dan Dignard, Carol Luciani, Bonnie McKinnon, Rick Petrella

**Absent:**

**Senior Administration:**

Chris N. Roehrig (Director of Education & Secretary), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

---

**1. Opening Business**

**1.1 Opening Prayer**

The meeting opened with prayer led by Chair Casey.

**1.2 Attendance**

As noted above.

**1.3 Approval of the Agenda**

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Policy Committee approves the agenda of the January 13, 2016 meeting.

**Carried**

**1.4 Approval of the Policy Committee Meeting Minutes – October 14, 2015**

Moved by: Dan Dignard

Seconded by: Rick Petrella

THAT the Policy Committee approves the minutes of the October 14, 2015 meeting.

**Carried**

**1.5 Business Arising - Nil**

**2. Committee and Staff Reports**

**2.1 Public Concerns Policy 400.10 (new)**

Director Roehrig advised that Section 4.0 of the Administrative Procedure has been reworded to reflect the changes that were requested by trustees at the October Policy Committee meeting. With reference to Section 2.0, Trustee Petrella noted that in his opinion, the word “support” requires additional clarification to ensure that there is no privacy exposure. Director Roehrig will review and revise, as applicable.



Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the Public Concerns Policy 400.10 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

## **2.2 Student Behaviour, Discipline and Safety Policy 200.09 (new)**

Director Roehrig noted that this policy, which integrates five existing policies, Administrative Procedures and Ministry Policy/Program Memoranda (P/PMs), is a first in the province. From an operational perspective, this will provide administrators with one consolidated resource for reference and direction. Director Roehrig drew attention to two significant additions; namely, the creation of a district and school-level Safe School teams and the addition of a section on “delegation of authority”. Trustee discussion focused on the length of suspensions based on the seriousness of infractions, consultation between the Principal and the Superintendent prior to issuing a suspension, as well as a teacher’s duty to report.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the rescinding of the following policies to the Brant Haldimand Norfolk Catholic District School Board for approval:

- Code of Conduct – 200.05
- Safe Schools – 200.25
- Student Discipline – 200.26
- Bullying Prevention and Intervention – 200.27
- Program for Students on Long-Term Suspension and for Expelled Students – 200.28

**Carried**

THAT the Policy Committee recommends that the Committee of the Whole refers the Student Behaviour, Discipline and Safety Policy 200.09 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

## **2.3 Board By-Laws**

Director Roehrig drew attention to several minor revisions to sections dealing with notices of motion, the order of business, the Board seal, and reports at annual/inaugural meetings. He noted that the main revisions are to section 8.0 which deals with Committees, as several committees which have been formed over the past few years have not been added to the by-laws. Committees struck by the Board are now organized according to their function, i.e., governance, advisory or ad-hoc, and district/interjurisdictional committees with trustee representation are listed separately. Director Roehrig added that all committees now include information regarding trustee membership, how trustees are appointed, and committee reporting requirements.



**Brant Haldimand Norfolk  
Catholic District School Board**

**Minutes**

Catholic Education Centre  
322 Fairview Drive  
Brantford, ON N3T 5M8

---

Clarification was requested as to the process for proposing revisions to the by-laws and whether the Policy Committee was the best forum for the discussion. Discussion ensued regarding the process used to appoint trustees to committees and giving trustees the opportunity to serve on different committees as professional growth opportunities, keeping in mind trustee skill set, required training, and potential conflicts of interest. Trustee Chopp was of the opinion that open dialogue should take place with all trustees prior to assignments being finalized and he also suggested the addition of three new employee group-trustee liaison committees; neither of the suggestions were supported by the Committee.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the revised Board By-Laws to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

**3. Discussion Items – Nil**

**4. Trustee Inquiries - Nil**

**5. Adjournment**

Moved by: Dan Dignard

Seconded by: Rick Petrella

THAT the Policy Committee adjourns the meeting of January 13, 2016.

**Carried**

---

**Next Meeting:** At the call of the Chair