



**Policy Committee
Thursday, April 5, 2018 ♦ 1:00 p.m.
Boardroom**

Trustees:

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

Absent: Dan Dignard

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula, 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: Carol Luciani

Seconded by: Bill Chopp

THAT the Policy Committee approved the agenda of the April 5, 2018 meeting.

Carried

1.4 Approval of the Policy Committee Meeting Minutes – December 12, 2017

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Policy Committee approves the minutes of the December 12, 2017 meeting.

Carried

1.5 Business Arising from the Minutes

Trustee Chopp referred to Item 3.2, Community Use of Schools, and inquired if an understanding had been reached with the user groups.

Chair Petrella requested that a formal letter outlining the policy and procedures be issued.

2. Committee and Staff Reports

2.1 Accessibility Standards Policies & Administrative Procedures (revised)

Superintendent Shypula reiterated the intentions of the *Ontarians with Disabilities Act, 2001 (ODA)* which are improving access and opportunities for people with disabilities. The Act creates an opportunity for those with disabilities to be involved in identifying, removing and



preventing obstacles. A summary of the revisions made to the policies and administrative procedures was provided along with a chart outlining ongoing work with regard to identification and removal of barriers across the board.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Accessibility Standards Policy 200.33.

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Multi-Year Integrated Accessibility Plan 2018-2023 Policy 200.32.

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Multi-Year Integrated Accessibility Plan 2018-2023.

Carried

2.2 French Immersion Program Policy & Administrative Procedure 200.30 (revised)

Superintendent Telfer provided an update on the growing French Immersion programs. The policy has been updated to embrace the changes in language with regard to the administration of the Primary Mathematics EQAO Assessment. Grade 3 students in French Immersion will now write the assessment in English. Inclusive practices in French as a Second Language programs was also reviewed.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Policy Committee recommends that the Committee of the Whole refers the revised French Immersion Program Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

2.3 Student Attendance Policy & Administrative Procedure 200.03 (revised)

Director Roehrig reviewed the developments in the revised policy and administrative procedure including consistency between panels, clear delineation between problematic and consecutive absences and emphasis on promoting good attendance. An overview of the process for monitoring and determining courses of actions relating to absenteeism was provided along with a summary of responsibilities for various roles.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Policy Committee recommends that the Committee of the Whole refers the revised Student Attendance Policy to the Brant Haldimand Norfolk Catholic District School Board for approval effective September 1st, 2018.

Carried



Moved by: Rick Petrella
Seconded by: Bonnie McKinnon
That the Safe Arrival Policy 200.03 be rescinded.
Carried

3. Discussion Items

3.1 Video Security Surveillance Policy & Administrative Procedure 400.11

Chair Petrella requested that the Board of Trustees be apprised of any surveillance being conducted. Director Roehrig advised that the policy is currently under review and noted that applicable legislation is continually changing.

3.2 Inclement Weather & Temporary School/Facility Closures Policy 400.01

Director Roehrig reviewed the need for clarification of when schools are closed to students and open to staff. Various options were explored including having schools remain open for any students that can get to school safely when transportation is cancelled.

3.3 Trustee Expenses Policy 100.01 and Employee Expenses Policy 700.04

Discussion was held regarding changes to the policy. Director Roehrig advised that the Broader Public Sector Expenses Directive fully guides board policy.

Moved by: Rick Petrella
Seconded by: Bonnie McKinnon

THAT the Policy Committee recommends that the Committee of the Whole refers the following revision to the Trustee Expenses Policy and Administrative Procedure 100.10 to the Brant Haldimand Norfolk Catholic District School Board for approval:

5.0 Hospitality

5.3 Other costs related to Board business, which are incurred while attending conferences and workshops, will be reimbursed if approved by the Chair of the Board. Board events involving employees are not considered hospitality functions and cannot be reimbursed as the Broader Public Expenses Directive states that hospitality may never be offered solely for the benefit of any individual covered by this policy. ~~Expenses that are not considered hospitality and will not be reimbursed are office social events, personal retirement parties and holiday celebrations.~~ Hospitality may be extended in an economical and consistent manner when:

- it can facilitate the business of the Board;
- it is considered desirable as a matter of courtesy or protocol;
- engaging in discussions or hosting receptions regarding Board matters with representatives from other governments; the broader public sector; business and industry; public interest groups or labour groups;
- providing individuals from national, international, or charitable organizations with an understanding or appreciation of Ontario and the workings of its government;
- honouring distinguished individuals for exceptional public service in Ontario;
- conducting prestigious ceremonies for heads of state, government or distinguished guests from the private sector;
- the business of the Board includes hospitality functions.



Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Policy Committee recommends that the Committee of the Whole refers the following revision to the Employee Expenses Policy and Administrative Procedure 700.04 to the Brant Haldimand Norfolk Catholic District School Board for approval:

5.0 Hospitality

5.3 Other costs related to Board business, which are incurred while attending conferences and workshops, will be reimbursed if approved by the employee's immediate supervisor. Hospitality may never be offered solely for the benefit of any individual covered by this policy. ~~Expenses that are not considered hospitality and will not be reimbursed are office social events and holiday celebrations.~~ Hospitality may be extended in an economical and consistent manner when:

- it can facilitate the business of the Board;
- it is considered desirable as a matter of courtesy or protocol;
- engaging in discussions or hosting receptions regarding Board matters with representatives from other governments; the broader public sector; business and industry; public interest groups or labour groups;
- providing individuals from national, international, or charitable organizations with an understanding or appreciation of Ontario and the workings of its government;
- honouring distinguished individuals for exceptional public service in Ontario;
- conducting prestigious ceremonies for heads of state, government or distinguished guests from the private sector;
- the business of the Board includes hospitality functions.

Carried

3.4 Transportation of Students Policy 400.19

Trustees discussed changing the walking distance from 1.6 km to 1.4 km. Superintendent Grice reviewed the four areas of concern outlined in the Financial Pressures on the 2018-19 Transportation Budget report. He explained the cost implications along with implementation issues that will arise if the walking distance is changed and advised against the revision.

Moved by: Rick Petrella

Seconded by: Bill Chopp

THAT the Policy Committee recommends that the Committee of the Whole refers the following revision to the Transportation of Students Policy and Administrative Procedure 400.19, effective September 1, 2018, to the Brant Haldimand Norfolk Catholic District School Board for approval:

1.0 Eligibility of Transportation

1.2 Reside in the attendance area for the assigned school.

- 1.2.1 The maximum walking distance for elementary school students living in urban areas shall be ~~1.6~~ **1.4** kilometers and the maximum walking distance for secondary school students living in urban areas shall be 3.2 kilometers. The maximum walking distance for students living in rural areas shall be 0.8

Carried



**Brant Haldimand Norfolk
Catholic District School Board**

Minutes

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

4. Trustee Inquiries - Nil

5. Adjournment

Moved by: Bill Chopp

Seconded by: Bonnie McKinnon

THAT the Policy Committee adjourns the meeting of April 5, 2018.

Carried

Next Meeting: At the Call of the Chair