

**MINUTES OF THE REGULAR MEETING OF THE  
GOVERNANCE AND POLICY COMMITTEE  
TUESDAY, APRIL 11, 2017**

**PUBLIC SESSION**

**PRESENT:**

Trustees: N. Crawford, Chair  
A. Andrachuk, Vice-Chair  
J.A. Davis – by teleconference  
A. Kennedy  
M. Rizzo - by teleconference

A. Gauthier  
P. Matthews  
A. Della Mora  
M. Silva  
C. Kavanagh  
S. Coray

S. Harris, Recording Secretary  
K. Eastburn, Assistant Recording Secretary

An apology was received on behalf of Trustee D'Amico.

Karen Eastburn was introduced to the meeting as the new Assistant Recording Secretary.

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that the Agenda, as amended to include Item 14a) Communication from OCSTA regarding topics to be discussed at their 2017 AGM/Conference, be approved.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy

The Motion to approve the Agenda, as amended, was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that the Minutes of the Regular Meeting held March 21, 2017 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy

The Motion was declared

**CARRIED**

MOVED by Trustee Kennedy, seconded by Trustee Andrachuk, that Item 11a) be adopted as follows:

- 11a) Inquiry from Trustee Rizzo regarding whether the Chair can second a Motion** – received along with advice from Paul Matthews confirming that the Chair, who has the same rights as any other member, can propose, second and debate a motion but not while in the Chair and therefore would have to relinquish the Chair.

The Motion was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that Item 12a) be adopted as follows:

- 12a) Development of the Framework for the Principles for Effective Trustee-Staff Relations** that staff prepare a framework for the Principles for Effective Trustee-Staff Relations using the information that was provided to us by the facilitators and to bring back a draft for Trustees to review with cross-references to any of our existing policies.

Staff was directed to include relevant information on past Retreats in the Framework.

Results of the Vote taken, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The Motion was declared

**CARRIED**

Trustee Crawford turned the Chair over to Trustee Andrachuk.

Trustee Crawford returned to the Chair.

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that Item 12b) be adopted as follows:

**12b)            Review of Consultation Policy** that staff review the Community Engagement Policy (T7) for any language that speaks specifically to community engagement with parents on changes to programs at the local level and to include any cross-reference to any other policies.

Results of the Vote taken, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The Motion was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that Item 12c) be adopted as follows:

**12c)            Review of the Safe Arrival Policy** that staff develop a new Safe Arrival Policy for elementary students and special needs secondary students up to the age of 21 and consider the Adult Education Program students at Monsignor Fraser Catholic School.

Results of the Vote taken, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy

Rizzo

The motion was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that Item 12d) be adopted as follows:

**12d) Review of the Anaphylaxis Policy** that staff come to the SEAC meeting and outline the protocols that take place at the secondary level and explain how students with special needs and Anaphylaxis are cared for at the school level.

Results of the Vote taken, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The motion was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that Item 13a) be adopted as follows.

**13a) Update to Donation policy (F.F.02) and Sponsorship policy (F.F.26) – received.**

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Rizzo that staff bring back the two original policies, the Donation (F.F.02) and Sponsorship (F.F.26) policies, and the new consolidated policy accompanied with the Minutes of the meeting at which input was provided from the Governance and Policy Committee.

**CARRIED**

MOVED in AMENDMENT to the AMENDMENT by Trustee Davis, seconded by Trustee Kennedy, that staff bring back with the Donation and Sponsorship policy an outline for schools on the process for applying to the Partnership and Development office and expected turnaround time

**CARRIED**

Results of the Vote taken on the Amendment to the Amendment, as follows:

**In favour:**

**Opposed:**

Trustees	Andrachuk
	Crawford
	Davis
	Kennedy
	Rizzo

The Motion was declared

**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Rizzo, that Item 13b) be adopted as follows:

**13b) Update to Access to Pupil Information policy (S.16) - received**

MOVED IN AMENDMENT by Trustee Andrachuk, seconded by Trustee Rizzo,  
that language  
be added in Regulation No. 3 to clarify “legally incapacitated” for special education  
students up  
to the age of 21

**CARRIED**

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee  
Andrachuk, that the  
Progressive Discipline policy (S.S.10), Fresh Start policy (S.S.12) and Suspension  
and  
Expulsion policy (S.S.01) be cross-referenced with the Access to Pupil Information  
policy  
(S.16)

**CARRIED**



MOVED by Trustee Andrachuk, seconded by Trustee Kennedy that the Access to Pupil Information Policy (S.16) with the amendments be approved

**CARRIED**

Results of the Vote taken on the Amendment to the Amendment, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The Motion was declared  
**CARRIED**

MOVED by Trustee Davis, seconded by Trustee Andrachuk, that item 13c) be adopted as follows:

**13c)            Update to Acceptance of Hospitality or Gifts policy (H.M.33)**

That the Acceptance of Hospitality of Gifts policy (H.M.33) be adopted - **received**

MOVED in AMENDMENT by Trustee Andrachuk, seconded by Trustee Davis, that under Policy, first paragraph “hospitality of less than \$100 per person” be changed to “hospitality of less than \$500 per person per accumulated total per calendar year”.

**CARRIED**

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Davis, that this policy be referred to staff for further review

**CARRIED**

Results of the Vote taken on the Amendment to the Amendment, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The Motion was declared  
**CARRIED**

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that item 13d) be adopted as follows:

**13d)            Update to Records Management (A.20) and Archives (A.21) policies** that the Records Management & Archives policy (A.20) provided in APPENDIX A be adopted and the current Archives policy (A.21) be rescinded – **received**

MOVED in AMENDMENT by Trustee Andrachuk, seconded by Trustee Rizzo that for the

Records Management Policy (A.20), “antecedent” be simplified, “Board” be defined in the Definitions section as “Corporate Board” and that the Art Collection policy (A.22) be cross-referenced in the Records Management Policy (A.20)

**CAR  
RIED**

Results of the Vote taken on the Amendment to the Amendment, as follows:

**In favour:**

**Opposed:**

Trustees     Andrachuk  
                 Crawford  
                 Davis  
                 Kennedy  
                 Rizzo

The Motion was declared  
**CARRIED**

MOVED by Trustee Kennedy, seconded by Trustee Andrachuk, that item 13e) be adopted as follows:

**13e)            Update on Current Policies**     received and referred to the Board for  
                 its information            **- received**

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the meeting adjourn.

CARRIED

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SECRETARY

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CHAIR