

**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

3) Roll Call and Apologies

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

Karen Eastburn, Assistant Recording Secretary, was introduced to the meeting.

4) Approval of the Agenda

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

6) Approval and Signing of the Minutes

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

11) Unfinished Business

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.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees	Andrachuk
	Crawford
	Davis
	Kennedy
	Rizzo

The Motion was declared

CARRIED

12) Matters Referred or Deferred

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 to the Governance and Policy Committee meeting on May 10, 2017 for Trustees to review with cross-references to any of our existing policies e.g. Code of Conduct.

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 relinquished the Chair to Trustee Andrachuk.

Trustee Crawford reassumed 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

13) Staff Reports

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.

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

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

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Amendment to the Amendment was declared

CARRIED

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

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Amendment was declared

CARRIED

Results of the Vote taken on the Motion, as amended, as follows:

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Motion, as amended, 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.

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).

Time for business expired and was extended by unanimous consent for 15 minutes as per Article 12.6.

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

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The first Amendment was declared

CARRIED

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

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The second Amendment was declared

CARRIED

Results of the Vote taken on the Motion, as amended, as follows:

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Motion, as amended, was declared

CARRIED

The Chair declared a five-minute recess.

The meeting continued with Trustee Crawford in the Chair.

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”.

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

Results of the Vote taken on the first 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) and that the current Archives Policy (A.21) be rescinded.

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

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Amendment was declared

CARRIED

Results of the Vote taken on the Motion, as amended, as follows:

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Motion, as amended, 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.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
 Crawford
 Davis
 Kennedy
 Rizzo

The Motion was declared

CARRIED

14) Listing of Communications

MOVED by Trustee Kennedy, seconded by Trustee Andrachuk, that Item 14a) be adopted as follows:

14a) Communication from Nick Milanetti, Executive Director, Ontario Catholic School Trustees' Association regarding OCSTA's 2017 AGM/Conference – received.

Trustee Andrachuk will lead in gathering information, along with the Director, for the OCSTA 2017 AGM/Conference topics.

Results of the Vote taken, 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 the meeting adjourn.

The Motion was declared

CARRIED

SECRETARY

CHAIR