

## OUR MISSION

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.  
We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

## OUR VISION

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*



# MINUTES OF THE REGULAR MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

**Held Tuesday, September 11, 2018**

## **PRESENT:**

### **Trustees:**

A. Andrachuk, Acting Chair  
J. A. Davis, Vice-Chair - via teleconference  
N. Crawford  
M. Rizzo

### **Staff:**

R. McGuckin  
L. Noronha  
P. Matthews  
P. Aguiar  
P. De Cock  
L. Jackman-Maselli  
J. Yan  
S. Coray  
  
S. Harris, Recording Secretary  
S. Tomaz, Assistant Recording Secretary

## **3. Roll Call & Apologies**

Apologies were extended on behalf of Trustees Kennedy and Poplawski.

**4. Approval of the Agenda**

MOVED by Trustee Davis, seconded by Trustee Crawford, that the Agenda be approved.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis

The Motion was declared

CARRIED

**5. Declarations of Interest**

There were none.

**6. Approval and Signing of the Minutes**

MOVED by Trustee Crawford, seconded by Trustee Davis, that the Minutes of the Meeting held May 8, 2018 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis

The Motion was declared

CARRIED

Trustee Rizzo joined the meeting at 7:10 pm.

**12. Matters Referred/Deferred**

MOVED by Trustee Davis, seconded by Trustee Crawford, that Item 12a) be adopted as follows:

- 12a) Consideration of Motion from Trustee Davis regarding Planned Work of the Governance and Policy Committee** approved in principle and that staff bring back a prototype that responds to the needs presented at the October 9, 2018 Governance and Policy Committee Meeting.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

**Referred from May 31, 2018 Student Achievement and Wellbeing,  
Catholic Education and Human Resources Committee Meeting**

**12b) Report of Governance and Policy Committee: Update to the Fair  
Practice in Hiring and Promotion Policy (H.M.40)**

Staff was directed to bring this back for discussion at the October 9, 2018 Governance and Policy Committee Meeting.

**Referred from the June 6, 2018 Corporate Services, Strategic Planning  
and Property Committee Meeting**

**12c) Ministry Memo 2018: B10- Final Pupil Accommodation Review  
Guidelines (PARG) and Updated on Integrated Planning and Supports  
for Urban Education**

Staff was directed to let this item remain on the Pending list until new legislation is passed.

**13. Staff Reports**

MOVED by Trustee Davis, seconded by Trustee Rizzo, that Item 13a) be adopted as follows:

**13a) Access to Students in Schools Policy (S.S.04)** that the revised Access to Students in Schools Policy (S.S.04) provided in Appendix A be adopted, and that the title in Appendix B, page 34: *“All Candidate Meeting Guidelines”* be replaced with *“All Candidate Meeting during School Hour Guidelines.”*

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that the Policy be referred to staff to improve language of the Purpose, Scope and Responsibility on page 20, and be brought back, along with the Trespass Policy, and that the following changes, as well as that on page 34 (see above) be incorporated:

Page 20, Scope and Responsibility - That “extends” be replaced with “applies”;

Page 22, Regulation 1c) - That “the” before “Board” be inserted;

Page 23, Regulation 3b) - That “license” be replaced with “licence”;

Page 32, Item 4 - That “Social” be removed from “Catholic Social Teaching”; and

That “principals” be replaced with “Principals” and be consistent throughout the Policy.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

The Chair declared a five-minute recess.

The meeting resumed with Trustee Andrachuk in the Chair and the attendance list remained unchanged.

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

- 13b) Review of Community Engagement Handbook (T.07) – Catholic Parent Involvement Committee’s (CPIC) that ongoing monitoring and reporting of metrics and accountability findings related to surveys and other parent engagement best practices continue to be collected and highlighted in the**

Annual Report on Communications and Community Engagement submitted to the Board of Trustees each September.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Crawford, that Item 13c) be adopted as follows:

- 13c) Update to Employee Involvement in Municipal, Provincial and Federal Elections Policy (H.M.25)** that the Committee recommend to the Board that the revised Employee Involvement in Municipal, Provincial and Federal Elections Policy (H.M.25) provided in Appendix A be adopted.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Davis, that Item 13d) be adopted as follows:

- d) **Update to Provisions of Requested Information to an Individual Trustee Policy (T.15)** that the Committee recommend to the Board that the revised Provision of Requested Information to an Individual Trustee Policy (T.15) provided in Appendix A be adopted and that the following amendments discussed be incorporated:

Page 50, Regulation 1b) - That “one” be replaced with “three”;

Page 51, Regulation 4 - That “in which the information falls within the policy” be replaced with “where disclosure is permitted under the policy”;  
and

Page 51, Regulation 5 - That “fall within” be replaced with “be covered by”

MOVED in AMENDMENT by Trustee Davis, seconded by Trustee Rizzo, that Regulation 7, page 51, be reworded to read: Where information is provided to an individual Trustee, the Director will share the information with all Trustees, unless it pertains to a specific local matter.

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

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
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

Rizzo

The Motion, as amended, was declared

CARRIED

The Chair declared a five-minute recess.

The meeting resumed with Trustee Andrachuk in the Chair and the attendance list remained unchanged.

MOVED by Trustee Davis, seconded by Trustee Crawford, that Item 13e) be adopted as follows:

- 13e) Update to Electronic Participation in Meetings of the Board, Committees of the Board and the Committee of the Whole Board Policy (T.19)** that the Committee recommend to the Board that the revised Participation in Meetings of the Board, Committees of the Board, and the Committee of the Whole Board Policy (T.19) provided in Appendix A be adopted and that the following amendments discussed, be incorporated:



Page 56, Cross References – That Education Act 207/2b, be referenced;

Page 56, Purpose - That “All Trustees are expected to attend in person, all meetings of the Board and Committees of the Whole Board” be inserted as the first sentence;

Page 57, Regulation 2 – That “Committees of the Board” be inserted after “Board”;

Page 57 – That “board” be replaced with “Board” and be consistent throughout the Policy;

Page 58, Regulation 3 – That Committees that do not comprise of all Trustees, be referenced;

Page 58, Regulation 6 - That “twenty” be replaced with “thirty”; and

Page 59 – That Regulations 10 and 14 be referred to staff to add more clarity.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that Item 13f) be adopted as follows:

**13f) Whistleblower Policy (A.39)** received.

MOVED by Trustee Rizzo, seconded by Trustee Davis, that the Committee recommend to the Board that the proposed Whistleblower Policy (A.39) and Operational Procedures be adopted and operationalized.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Crawford, that Item 13g) be adopted as follows:

**13g) Prevalent Medical Conditions Policy (S.M.17)** that the Committee recommend to the Board that the Prevalent Medical Conditions Policy (S.M.17) provided in Appendix A be adopted and the Anaphylaxis Policy (S.M.15) provided in Appendix C and the Asthma Policy (S.M.16) provided in Appendix D be rescinded and that the following amendments discussed be incorporated:

Page 110, Regulation 7 - That “Every effort shall be made to provide nut-free alternative during fundraising campaigns in schools” be added as the last sentence.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

Staff was directed to reference this in the Fundraising Policy.

MOVED by Trustee Davis, seconded by Trustee Rizzo, that Item 13h) be adopted as follows:

- 13h) Update to Filling a Trustee Vacancy Policy (T.18)** that the revised Filling a Trustee Vacancy Policy (T.18) provided in Appendix A be adopted and that staff develop recommended wording which makes clear the preference for a By-election, with appointment on an exceptional basis only and bring it back to the October 9, 2018 Governance and Policy Committee Meeting.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

**17. Adjournment**

MOVED by Trustee Davis, seconded by Trustee Crawford, that the meeting adjourn.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Andrachuk  
Crawford  
Davis  
Rizzo

The Motion was declared

CARRIED

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SECRETARY

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CHAIR