



Minutes

The Minutes of the Policy Development Committee Meeting held on Tuesday, November 1, 2022, at 6:30 p.m., in person at the Catholic Education Centre and virtually by Google Meet.

Present:

Trustees: Linda Ainsworth, Loretta Durst, Madelyn Gaskell (Student Trustee), Jenny Leahy, Braden Leal, Kevin MacKenzie (Committee Chairperson), Siobhan Marie (Student Trustee).

Administration: Jeannie Armstrong, Joan Carragher, Jonathan Di Ianni, Isabel Grace, Galen Eagle, Sean Heuchert, Stephen O'Sullivan, Sheila Piggott, Julie Selby.

Recorder: Michelle Kennedy.

Regrets: Helen McCarthy.

A. Call to Order:

1. Opening Prayer.

Kevin MacKenzie, Committee Chairperson, called the meeting to order at 6:30 and invited Trustee Jenny Leahy to lead the committee in opening prayer.

2. Land Acknowledgement.

Kevin MacKenzie respectfully acknowledged that the Policy Development Committee Meeting was taking place on the treaty and traditional territory of the Mississauga Anishinaabeg.

3. Approval of the Agenda.

MOTION: Moved by Linda Ainsworth,

that the agenda be amended to exclude item B.1, Revised Administrative Procedure, AP #1106, Display of Flags.

This motion was lost due to a lack of seconder.

MOTION: Moved by Braden Leal, seconded by Jenny Leahy
that the agenda be approved.

Carried.

4. Declarations of Conflicts of Interest.

There were no conflicts of interest declared.

5. Approval of the Minutes of the Policy Development Committee Meeting, October 4, 2022.

MOTION: Moved by Loretta Durst, seconded by Jenny Leahy
that the minutes of the Policy Development Committee Meeting
held on Tuesday, October 4, 2022, be approved.

Carried.

6. Business Arising from the Minutes.

There was no business arising out of the minutes.

B. Presentations/Recommended Actions:

1. Revised Administrative Procedure – AP #1106, Display of Flags.

Galen Eagle, Manager of Communications, presented the revised Administrative Procedure #1106, Display of Flags.

MOTION: Moved by Braden Leal, seconded by Jenny Leahy
that the Policy Development Committee recommend to the Board
that Administrative Procedure #1106, Display of Flags, be
received and posted as amended under Directional Policy #1100,
Communications; and,
that Board Policy #1108, Display of Flags, and the corresponding
Administrative Procedure #1108, be deleted.

Carried.

2. New Administrative Procedure – AP #602, Cybersecurity.

Sean Heuchert, Manager of Information Technology, acknowledged that the draft Administrative Procedure had been sent to the trustees well in advance of this meeting. He then gave a presentation explaining the significance and purpose of the need for the implementation of this administrative procedure.

MOTION: Moved by Braden Leal, seconded by Linda Ainsworth

that the Policy Development Committee recommend to the Board that Administrative Procedure #602, Cybersecurity, be received and posted under Directional Policy #600, Stewardship of Resources.

Carried.

3. Revised Administrative Procedure – AP #803, Pediculosis in Schools.

Superintendent of Learning, Jonathan Di Ianni highlighted the changes to the administrative procedure and the rationale for its movement to fall under the Directional Policy 800, Healthy Schools and Workplaces. The administrative procedure has been updated to reflect current recommendations of treatment under public health and Canadian Pediatric Society guidelines.

MOTION: Moved by Jenny Leahy, seconded by Linda Ainsworth

that the Policy Development Committee recommend to the Board that Administrative Procedure #803 Pediculosis in Schools, received and posted under Directional Policy #800, Healthy Schools and Workplaces; and, that Administrative Procedure #316, Pediculosis in Schools, be deleted.

Carried.

4. Revised Administrative Procedure – AP #1302, Bus Operator Contracted Services.

Isabel Grace, Superintendent of Business and Finance, presented the proposed revisions to Administrative Procedure #1302, Bus Operator Contracted Services.

MOTION: Moved by Braden Leal, seconded by Loretta Durst

that the Policy Development Committee recommend to the Board that Administrative Procedure #1302, Bus Operator Contracted Services, be received and posted under Directional Policy #1300, Student Transportation; and, that Board Policy #1302, Bus Operator Contracted Services, and the corresponding Administrative Procedure #1302, be deleted.

Carried.

5. Revised Administrative Procedure – AP #1305, Accidents Involving School Purpose Vehicles.

Isabel Grace, Superintendent of Business and Finance, explained the proposed revisions in Administrative Procedure #1305 and the reasoning behind them and the change of title.

MOTION: Moved by Braden Leal, seconded by Linda Ainsworth

that the Policy Development Committee recommend to the Board that Administrative Procedure #1305, Accidents Involving School Purpose Vehicles, be received and posted under Directional Policy #1300, Student Transportation; and, that Board Policy #1305, Bus Accidents and Resulting Injuries, and its the corresponding Administrative Procedure #1305, be deleted.

Carried.

C. Information Items:

D. Next Meeting:

1. Tuesday, February 7, 2022, 6:30 p.m.

E. Conclusion:

1. Closing Prayer:

The Committee Chairperson asked Linda Ainsworth to close the meeting with prayer.

2. Adjournment:

MOTION: Moved by Braden Leal, seconded by Jenny Leahy
that the meeting be adjourned at 7:51 p.m.

Carried.