



Minutes

THE MINUTES OF THE POLICY DEVELOPMENT COMMITTEE MEETING held on Monday, June 12, 2017 at 6:00 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough

PRESENT

Trustees: Mmes. Linda Ainsworth (Chairperson), Ruth Ciraulo,
Michelle Griepsma, Helen McCarthy.
Messrs. Dave Bernier, Zachary Smith (Student Trustee).

Administration: Mmes. Joan Carragher, Laurie Corrigan, Anne Marie Duncan,
Isabel Grace, Dawn Michie.
Messrs. Michael Nasello, Timothy Moloney.

Regrets: Mmes. Christine Dunn.
Messr. Dan Demers.

Recorder: Mrs. Pamela Smith.

1. **Call to Order:**

1. Opening Prayer.

The Committee Chairperson, Mrs. Linda Ainsworth, called the meeting to order at 6:00 p.m. and asked Mr. Dave Bernier, to lead the Opening Prayer.

2. Approval of the Agenda.

MOTION: Moved by Mrs. Ruth Ciraulo, seconded by Mrs. Michelle Griepsma, that the Policy Committee Agenda dated June 12, 2017 be approved as presented.

Carried.

3. Declarations of Conflicts of Interest.

There were no declarations of conflicts of interest.

4. Approval of the Minutes of the Policy Development Committee Meeting held on, May 16, 2017.

MOTION: Moved by Mrs. Helen McCarthy, seconded by Mrs. Michelle Griepsma, that the minutes of the May 16, 2017, Policy Development Committee Meeting be approved with the below amendment to Directional Policy #200 Catholic Education that a comma be added after the word live on page 5, Students are responsible for: bullet 3.

Students are responsible for:

- becoming *active participants in the process of Catholic education*.
- growing into and developing who they are as created by God and developing the talents they have been given.
- bringing *the best of themselves to the society* in which they **live**, in fulfillment of the Catholic Graduate Expectations.

Carried.

5. Business Arising from the Minutes.
There was no business arising from the minutes.

B. Presentations/Recommended Actions:

1. Draft Administrative Procedure – Mandated Alternate Educational Settings #911 (New)

Mrs. Anne Marie Duncan, Superintendent of Learning/Special Education Services, presented the draft Directional Policy - Mandated Alternate Educational Settings #911, which is a new Administrative Procedure and answered questions.

Trustees suggested the below amendments to the document:

ACTION REQUIRED/GUIDELINES:

The Peterborough, Victoria, Northumberland and Clarington Catholic District School Board believes that effective learning environments must be safe for students, staff, parents, clergy, volunteers and visitors. In some cases the principal may need to prevent ~~individuals~~ **students** from accessing the school or classes to ensure a safe environment for all, while maintaining appropriate programming and supports for all students.

Behavioural: Extreme behavioural concerns sometimes stem from needs that require ~~a student to be excluded~~ **exclusion of a student** until more information is collected (e.g., report from a physician or psychologist) in order to plan an educational program that meets the student's needs. Sometimes there needs to be successful intervention from healthcare professionals before the student can return to school.

Excluding students based on behavioural concerns is not to be confused with the disciplinary provisions found in Part XIII of the Education Act. PPM145 (Progressive Discipline and Promoting Positive Student Behaviour) stresses the need to build on strategies to maintain student behaviours that are conducive to learning and that do not place anyone in the school at risk.

When considering exclusion, there must be conditions outlined in an exclusion letter (**Appendix A**) to parents/guardians/adult students to facilitate the student's return to school or another appropriate placement. The conditions need to be reasonable, realistic and in the best interest of the student. In some cases, the conditions can be modified as more information, for example a report from a medical practitioner, is received. The school team, in communication with parents, is encouraged to meet frequently to review the status of the conditions. In some cases, the exclusion may overlap the end of one school year and the beginning of another school year, or may begin prior to entering school.

While the student is excluded from school, the school is still responsible to provide an educational program for that student. Schools will consult with the **student (where appropriate), the parents and the** Family of Schools Superintendent to explore options for alternative programming which could include out of school instruction or e-learning.

In order to appeal the decision to exclude a student, the parent/guardian or adult student must write to the Superintendent of Learning – Safe Schools, to include the specific reasons for the appeal, including why they believe that the exclusion should not have been imposed.

MOTION: Moved by Mr. Dave Bernier, seconded by Mrs. Helen McCarthy, that the new Administrative Procedure – Mandated Alternate Educational Settings #911 that will fall under Directional Policy Safe and Accepting Schools #900 be received and posted
Carried.

2. By-Law Review re: Open Question Period at Board Meetings.

Mr. Michael Nasello, Director of Education, informed Trustees that Open Question Period at Board Meetings is not required by law.

The Board discussed that public delegations can request to present at Board Meetings as well Trustees are very accessible via telephone and email.

MOTION: Moved by Mrs. Michelle Griepsma, seconded by Mrs. Helen McCarthy, that the Board Agenda item – Open Question Period, be removed from the Board Agenda and the Board By-Laws be updated to reflect this change and that the revised Board By-Laws be brought to the June 27, 2017 Board Meeting.

Carried.

C. Information Items:

1. Policy Development Committee Meeting Dates 2017-2018.

Mr. Michael Nasello, Director of Education, shared the meeting dates for 2017-2018 and indicated that the meetings are scheduled 6:30-8:30 p.m.

D. Next Meeting:

1. Tuesday, October 3, 2017 6:30-8:30 p.m.
2. Selection of Member for Opening Prayer – Mrs. Helen McCarthy.
3. Selection of Member for Closing Prayer – Mrs. Ruth Ciraulo.

E. Conclusion:

1. Closing Prayer.

The Committee Chairperson, Mrs. Linda Ainsworth, asked Mrs. Michelle Griepsma to lead the Closing Prayer.

2. Adjournment.

MOTION: Moved by Mr. Dave Bernier, seconded by Mrs. Ruth Ciraulo,

that the meeting adjourn at 6:36 p.m.

Carried.

Linda Ainsworth
Committee Chairperson
pls

Michael Nasello
Director of Education