



Minutes

THE MINUTES OF THE POLICY DEVELOPMENT COMMITTEE MEETING held on Wednesday, May 13, 2020 at 6:30 p.m. via Google Meet.

PRESENT

- Trustees: Mmes. Linda Ainsworth, Eveline Fisher (Senior Student Trustee), Helen McCarthy, Michelle Griepsma.
Messrs. Braden Leal, Kevin MacKenzie, Emmanuel Pinto (Committee Chairperson).
- Administration: Mmes. Joan Carragher, Laurie Corrigan, Isabel Grace.
Messrs. Pepe Garieri, Timothy Moloney, Michael Nasello, Stephen O'Sullivan.
- Guests: Messrs. Galen Eagle, Communications Manager,
Sean Heuchert, Information Technology Services Manager.
- Regrets: Messrs. David Bernier, Josh Hill (Junior Student Trustee).
- Recorder: Mrs. Andrea Bradley.

A. Call to Order:

Emmanuel Pinto called the meeting to order.

1. Opening Prayer.

The Committee Chairperson, Emmanuel Pinto, called the meeting to order at 6:32 p.m. and asked Kevin MacKenzie to lead the Opening Prayer.

- ### 2. Emmanuel Pinto, Committee Chairperson, acknowledged that the Policy Development Committee Meeting was taking place on the traditional territory of the Mississauga Anishinaabe.

3. Approval of the Agenda.

MOTION: Moved by Linda Ainsworth, seconded by Michelle Griepsma, that the Policy Development Committee Agenda be accepted.

Carried

4. Declarations of Conflicts of Interest.

5. Approval of the Draft Minutes of the Policy Development Committee Meeting held on February 4, 2020.

MOTION: Moved by Braden Leal, seconded by Kevin MacKenzie, that the Minutes of the Policy Development Committee Meeting held on February 4, 2020, be approved.

Carried.

6. Business Arising from the Minutes.

Re: C.1. Pastoral Care in Schools: Diocesan Board Guidelines

It was stated in the Minutes that: *“Michael will engage in further conversation with the Bishop regarding the document and will bring it back to the Policy Development Committee.”* Michelle Griepsma, Board Chairperson, asked if Michael has met with the Bishop regarding the Guidelines. Michael reported that he has not yet had an opportunity to meet with the Bishop regarding the Guidelines.

B. Recommended Actions/Presentations:

1. R.A.: Draft Administrative Procedure – New #1209

Privacy Breach Response

Galen Eagle, Communications Manager, presented new draft Administrative Procedure – **#1209 – Privacy Breach Response** to the Policy Development Committee and answered questions.

MOTION: Moved by Linda Ainsworth, seconded by Braden Leal that the Policy Development Committee recommend to the Board that new draft Administrative Procedure – **#1209 – Privacy Breach Response** be received and posted under Directional Policy – **#1200 Records and Information**.

Carried

2. R.A.: Draft Administrative Procedure – New #314 (Old #904)

Personal Network Devices

Sean Heuchert, Information Technology Services Manager, presented new draft Administrative Procedure – **#314 – Personal Network Devices** to the Policy Development Committee and answered questions.

MOTION: Moved by Kevin MacKenzie, seconded by Braden Leal that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#904 – Personal Network Devices**, be deleted and the revised, newly formatted, Administrative Procedure – **#314 – Personal Network Devices**, be received and posted as amended under Directional Policy – **#300 – Student Achievement and Well-being**.

Carried

3. R.A.: Remove Policies and Administrative Procedure –

#602 – (Old Policy #105)

School Sites – Operating Budget Surplus

#603 – (Old Policy and Administrative Procedure #106)

Alternative Arrangements for School Facilities

Isabel Grace, Superintendent of Business and Finance, explained to the Policy Development Committee that the wording in **Administrative Procedures #602** and **#603** is no longer relevant due to changes in EDC regulations. Legal council recommended that they be deleted from the Policy Register.

MOTION: Moved by Michelle Greipsma, seconded by Braden Leal that the Policy Development Committee recommend to the Board that Policies and Administrative Procedure – **#602 (Old Policy #105) – School Sites – Operating Budget Surplus**, and **#603 – (Old Policy and Administrative Procedure #106) – Alternative Arrangements for School Facilities** be deleted.

Carried

4. R.A.: Draft Administrative Procedure – New #902 (Old #411)

Visitors to Schools

Tim Moloney, Superintendent of Learning / Student Success, presented new draft Administrative Procedure – **#902 – *Visitors to Schools***, to the Policy Development Committee and answered questions.

MOTION: Moved by Linda Ainsworth, seconded by Helen McCarthy that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#411 – *Visitors to Schools***, be deleted and the revised, newly formatted, Administrative Procedure – **#902 – *Visitors to Schools***, be received and posted as amended under Directional Policy – **#900 – *Safe and Accepting Schools***.

Carried.

5. R.A.: Draft Administrative Procedure – New #901 (Old #814)

Safe Arrivals

Tim Moloney, Superintendent of Learning / Student Success, presented new draft Administrative Procedure – **#901 – *Safe Arrivals***, to the Policy Development Committee and answered questions.

MOTION: Moved by Linda Ainsworth, seconded by Kevin MacKenzie that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – **#814 – *Safe Arrivals – Elementary***, be deleted and the revised, newly formatted, Administrative Procedure – **#901 – *Safe Arrivals***, be received and posted as amended under Directional Policy – **#900 – *Safe and Accepting Schools***.

Carried.

C. Information Items:

D. Next Meeting:

1. September 29, 2020 6:30 p.m. – 8:30 p.m.

E. Conclusion:

1. Closing Prayer.

The Committee Chairperson, Emmanuel Pinto asked Linda Ainsworth to lead the Closing Prayer.

2. Adjournment.

MOTION: Moved by Helen McCarthy seconded by Braden Leal, that the Policy Development Committee Meeting adjourn at 7:52 p.m.

Carried.

Helen McCarthy, City of Peterborough Trustee, commended Emmanuel Pinto, Committee Chairperson, on his professionalism chairing the first virtual Policy Development Committee meeting.

Emmanuel Pinto
Committee Chairperson
/ab

Michael Nasello
Director of Education