

Minutes of the Policy Committee Meeting Held on Tuesday, February 7, 2023

Greg McNally Boardroom, Kemptville and Remotely – via Teams

PUBLIC SESSION

ATTENDANCE

Board Members

Present: Karen McAllister, Chair (Vice-Chair of the Board) (via Teams)
Jennifer Cooney (via Teams)
Brent Laton
Donna Nielsen (via Teams)
Karen Torrie-Racine (via Teams)
Sue Wilson (Chair of the Board) (via Teams)
Ella Scott, Catholic Student Trustee (via Teams)
Chloe Finner, Associate Catholic Student Trustee

Absent: Christopher Cummings

Administration:

Present: Laurie Corrigan, Director of Education
Dawn Finnegan, Superintendent of School Effectiveness
Heather Gerber, Superintendent of School Effectiveness (via Teams)
Tracy O'Brien, Superintendent of School Effectiveness (via Teams)

Recorder: Judith Bériault, Executive Secretary to the Director

Others: Nil

A. OPENING PRAYER:

The meeting opened at 6:33 p.m. with the reciting of a prayer.

B. APPROVAL OF THE AGENDA:

NIELSEN

"That the agenda of the Policy Committee Meeting of February 7, 2023, be approved as presented."

Carried

C. DIRECTIONAL POLICIES: Nil

D. ADMINISTRATIVE PROCEDURES:

- a) Administrative Procedure **E1:2 Communicable Diseases – Fifth Disease** was amended based on an internal review of the procedure by the Executive Council.

Superintendent Finnegan highlighted the changes and revisions in the updated procedure. New appendices include signage to be posted in schools should there be a confirmed case of Fifth Disease in the school.

COONEY

"That the amended Administrative Procedure **701 – Confirmed Case of Fifth Disease** be received."

Carried

- b) New Administrative Procedure **603: Child Sexual Abuse Prevention and Reporting** was created to outline employees' obligation to ensure their conduct aligns with the professional and ethical standards expected in their role.

Superintendent Finnegan reviewed the new procedure, which includes a requirement for yearly training and new forms when reporting to Children's Aid Societies. Once approved, the new procedure will be shared with all staff.

TORRIE-RACINE

"That the new Administrative Procedure **603 – Child Sexual Abuse Prevention and Reporting** be received."

Carried

E. CURRENTLY UNDER REVIEW:

- a) Travel & Expense Claim Reimbursement, Hospitality and Use of Corporate Credit Cards
- b) Catholic Student Trustees of the Board
- c) Field Trips Administrative Procedure
- d) Research Initiated by External Agencies
- e) Workplace Violence Prevention
- f) Video Surveillance

F. CLOSING PRAYER:

G. ADJOURNMENT:

WILSON

"That the Policy Committee Meeting of February 7, 2023, be adjourned."

Carried

Adjourned at 6:53 p.m.