

Minutes of the Policy Committee Meeting Held on Tuesday, October 3, 2023

Greg McNally Boardroom, Kemptville

PUBLIC SESSION

ATTENDANCE

Board Members

Present: Karen McAllister, Chair (Vice-Chair of the Board)
Jennifer Cooney
Christopher Cummings
Brent Laton
Donna Nielsen
Karen Torrie-Racine
Sue Wilson (Chair of the Board)
Chloe Finner, Student Trustee
Brooke Guindon, Associate Student Trustee

Absent:

Administration:

Present: Laurie Corrigan, Director of Education
Ashley Hutchinson, Superintendent of Business/Treasurer
Heather Gerber, Superintendent of School Effectiveness

Recorder: Judith Bériault, Executive Assistant to the Director

Others:

A. OPENING PRAYER:

The meeting opened at 7:05 p.m. with the reciting of a prayer.

B. AMENDMENT TO AND APPROVAL OF AGENDA:

WILSON

"That the Policy Committee approve the agenda of the Policy Committee Meeting of October 3, 2023, as presented."

Carried.

C. APPROVAL OF MINUTES:

C.1 Minutes of the Policy Committee Meeting held on June 6, 2023

NIELSEN

"That the Policy Committee approve the minutes of the Policy Committee Meeting held on June 6, 2023, as presented."

Carried.

D. ADMINISTRATIVE PROCEDURES:

D.1 Administrative Procedure **103 – Trustee Honorarium** was amended based on the annual review of the procedure by Executive Council.

Superintendent Hutchinson reviewed the procedure as per the policy review schedule.

LATON

"That the amended Administrative Procedure **103 – Trustee Honorarium** be received."

Carried.

D.2 Administrative Procedure **B8:1 Admission of Students** was amended based on an internal review of the procedure by Executive Council.

Superintendent Hutchinson reviewed the updated procedure brought forward considering the increased enrollment and capacity in the schools.

Recommendations were suggested by the Trustees. Superintendent Hutchinson will review the procedure and bring it back for consideration.

- D.3** Administrative Procedure **B1:2 Anaphylaxis** was amended based on the annual review of the procedure by Executive Council.

Superintendent Gerber reviewed the updated procedure, which was adapted to the new template. Forms are now available through this procedure.

NIELSEN

"That the amended Administrative Procedure **704 – Anaphylaxis** be received."

Carried.

- D.4** Administrative Procedure **B:11 Asthma Friendly Schools** was amended based on an internal review of the procedure by Executive Council.

Superintendent Gerber reviewed the updated procedure, which was adapted to the new template. Forms are now available through this procedure.

CUMMINGS

"That the amended Administrative Procedure **706 – Asthma: Reducing the Risks (Ryan's Law)** be received."

Carried.

- D.5** Administrative Procedure **B11:1 Protocol for Partnerships with External Agencies** was amended based on an internal review of the procedure by Executive Council.

Superintendent Gerber reviewed the updated procedure, which was adapted to the new template. This procedure is in alignment with PPM 149 and differentiates between School Based Rehabilitation Services and Non-School Based Rehabilitation Services.

COONEY

"That the amended Administrative Procedure **1202 – Protocol for Partnerships with External Agencies** be received."

Carried.

E. DIRECTIONAL POLICIES AND BY-LAWS: - Nil

F. FUTURE AGENDA ITEMS:

F.1 Acceptable Use Guideline for Internet Access by Students

F.2 Animals in Schools

F.3 Use of Service Animals in Schools

F.4 French Immersion Admission and Withdrawal

F.5 Extreme Weather Conditions

F.6 Injuries to Student and Non-Teaching Employees

F.7 Video Surveillance

G. CLOSING PRAYER

H. ADJOURNMENT

TORRIE-RACINE

"That the Policy Committee Meeting of October 3, 2023, be adjourned."

Carried

Adjourned at 7:57 p.m.