

Minutes of the Policy Committee Meeting Held on Tuesday, November 7, 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

Administration:

Present: Laurie Corrigan, Director of Education
Ashley Hutchinson, Superintendent of Business/Treasurer
Dawn Finnegan, Superintendent of School Effectiveness
Norma McDonald, Superintendent of School Effectiveness

Recorder: Judith Bériault, Executive Assistant to the Director

A. OPENING PRAYER:

The meeting opened at 6:45 p.m. with the reciting of a prayer.

B. AMENDMENT TO AND APPROVAL OF AGENDA:

NIELSEN

"That the Policy Committee approve the agenda of the Policy Committee Meeting of November 7, 2023, as presented."

Carried.

C. APPROVAL OF MINUTES:

C.1 Minutes of the Policy Committee Meeting held on October 3, 2023

WILSON

"That the Policy Committee approve the minutes of the Policy Committee Meeting held on October 3, 2023, as presented."

Carried.

D. ADMINISTRATIVE PROCEDURES:

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

Superintendent Hutchinson reviewed the changes to the procedure, based on Trustee feedback.

LATON

"That the amended Administrative Procedure ***206 – Admission of Students*** be received."

Carried.

D.2 Administrative Procedure ***B1:5 Extreme Weather Conditions*** was amended based on an internal review of the procedure by the Executive Council.

Superintendent Finnegan reviewed the updated procedure, which was adapted to the new template.

CUMMINGS

"That the amended Administrative Procedure **716 – Extreme Weather & Environmental Conditions** be received."

Carried.

- D.3** Administrative Procedure **D1:14 Personal Protective Equipment** was amended based on an internal review of the procedure by the Executive Council.

Superintendent Finnegan reviewed the updated procedure, which was adapted to the new template.

TORRIE-RACNE

"That the amended Administrative Procedure **733 – Personal Protective Equipment** be received."

Carried.

E. DIRECTIONAL POLICIES AND BY-LAWS:

- E.1** Directional Policy **B5 Instruction/Program** was amended based on an internal review of the policy by the Executive Council.

Director Corrigan reviewed the new policy, and the procedures anchored by this Directional Policy. The policy includes a brief history of Catholic Education.

COONEY

"That the new Directional Policy **200 Nurturing and Protecting Catholic Education** be received."

Carried.

- E.2** **A2 General Board Operational and Procedural By-Laws** were reviewed based on the recommendation from the Board of Trustees.

Director Corrigan reviewed the proposed amendments to the Procedural By-Laws, as recommended by the committee and the Trustees.

COONEY

"That the amended Directional Policies and By-Laws **A2 General Board Operational and Procedural By-Laws** be received."

Carried.

F. FUTURE AGENDA ITEMS:

F.1 Acceptable Use Guideline for Internet Access by Students

F.2 Injuries to Student and Non-Teaching Employees

F.3 Video Surveillance

F.4 Voluntary Accident Insurance

F.5 Co-Operative Education/PLAR

F.6 Use of Service Animals in Schools

G. CLOSING PRAYER

H. ADJOURNMENT

NIELSEN

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

Carried

Adjourned at 7:38 p.m.