

Minutes of the Policy Committee Meeting Held on Tuesday, February 6, 2024

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 (via Teams)
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
Heather Gerber, Superintendent of School Effectiveness

Recorder: Judith Bériault, Executive Assistant to the Director

Others: Amber LaBerge, Communications Lead

A. OPENING PRAYER:

The meeting opened at 6:17 p.m. with the reciting of a prayer.

B. AMENDMENT TO AND APPROVAL OF AGENDA:

Vice-Chair McAllister requested to reorder the agenda, due to time constraints for Superintendent Finnegan.

Amendment: *D:3 729 – Fall Prevention*

D:4 734 – Working Alone

D:1 403 – Non-Service Animals in Schools

D:2 404 – Use of Service Animals in Schools

TORRIE-RACINE

“That the Policy Committee approve the agenda of the Policy Committee Meeting of February 6, 2024, as amended.”

Carried.

C. APPROVAL OF MINUTES:

C.1 Minutes of the Policy Committee Meeting held on December 5, 2023

CUMMINGS

“That the Policy Committee approve the minutes of the Policy Committee Meeting held on December 5, 2023, as presented.”

Carried.

D. ADMINISTRATIVE PROCEDURES:

D.3 Administrative Procedure ***D1:10 Fall Prevention*** was amended based on an internal review of the procedure by Executive Council.

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

COONEY

“That the amended Administrative Procedure ***729 Fall Prevention*** be received.”

Carried.

- D.4** Administrative Procedure ***D1:15 Working Alone*** was amended based on an internal review of the procedure by Executive Council.

Superintendent Finnegan reviewed the updated procedure, which includes a list of high-risk activities, and is adapted to the new template.

TORRIE-RACINE

“That the amended Administrative Procedure ***734 Working Alone*** be received.”

Carried.

- D.1** Administrative Procedure ***B1:7 Animals in Schools*** was amended based on an internal review of the procedure by Executive Council.

Superintendent Gerber reviewed the revised procedure, which was adapted to the new template. “Resident Animals” has been removed from the procedure.

COONEY

“That the amended Administrative Procedure ***403 Non-Service Animals in Schools*** be received.”

Carried.

- D.2** Administrative Procedure ***B1:13 Use of Service Animals by Students*** was amended based on an internal review of the procedure by Executive Council.

Superintendent Gerber reviewed the revised procedure, which is in accordance with the obligations pursuant to the *Ontario Human Rights Code* to provide individualized accommodation to students with disabilities.

LATON

“That the amended Administrative Procedure ***404 Use of Service Animals in Schools*** be received.”

Carried.

E. DIRECTIONAL POLICIES AND BY-LAWS – Nil

F. FUTURE AGENDA ITEMS:

F.1 Purchasing Requirements

F.2 Student Injury Prevention

F.3 Acceptable Use Guideline for Internet Access by Students

F.4 Religious Accommodations

F.5 Video Surveillance

G. CLOSING PRAYER

H. ADJOURNMENT

CUMMINGS

"That the Policy Committee Meeting of February 6, 2024, be adjourned."

Carried

Adjourned at 6:45 p.m.