



**Policy Committee
Monday, January 21, 2013 7:00 p.m.
Boardroom**

Trustees:

Present: Dennis Blake (Chair), Cliff Casey, Rick Petrella, June Szeman

Absent: Dan Dignard, Bonnie McKinnon

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Bill Chopp (Superintendent of Education)

1. Opening Business

1.1 Opening Prayer

The meeting opened with a prayer led by Dennis Blake.

1.2 Attendance

As noted above.

1.3 Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Rick Petrella

THAT the Policy Committee approves the agenda of the January 21, 2013 meeting.

Carried

1.4 Approval of the Policy Committee Meeting Minutes – October 10, 2012

Moved by: Rick Petrella

Seconded by: Cliff Casey

THAT the Policy Committee approves the minutes of the October 10, 2012 meeting.

Carried

2. Committee and Staff Reports

2.1 Integrated Accessibility Plan 2013-2017 – Policy 200.32

The goal of the *Ontarians with Disabilities Act 2001* and the *Accessibility for Ontarians with Disabilities Act 2005* is to create an accessible Ontario by 2025. Superintendent Chopp explained that the Integrated Accessibility Plan 2013-2017 Policy, as well as the Integrated Accessibility Plan document, details the Board's strategy over the next five years to identify, remove and prevent barriers to persons who work, learn in and/or use board facilities. The procedures were largely developed by a committee of the London Regional Office of the Ministry of Education, with representation from boards across the region. The procedures were then adapted by the Board's Accessibility Committee. Attention was drawn to a summary of implementation deadlines, as well as some of the work that has already been completed.



Superintendent Chopp confirmed that funding is not provided for renovations. An annual progress report will be made to the Board regarding the implementation of the 2013-2017 Integrated Accessibility Plan.

Moved by: June Szeman
Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Integrated Accessibility Plan 2012-2017 Policy 200.32.

Carried

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Integrated Accessibility Plan 2012-2017.

Carried

2.2 Accessibility Standards Policy 200.33

Superintendent Chopp explained that the *Integrated Accessibility Standards Regulation 2011* requires that standards be developed related to customer service, information and communication, employment and transportation, with compliance dates that range from present time through to 2021. Superintendent Chopp advised that a new Accessibility Standards Policy, as well as Administrative Procedures related to the four identified areas, have been developed. He also indicated that the existing *Accessibility – Customer Service Standards Policy 200.32* needs to be rescinded as it is redundant with the proposed new Accessibility Standards Policy 200.33.

Moved by: June Szeman
Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Accessibility Standards Policy 200.33.

Carried

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board rescinds the Accessibility – Customer Service Standards Policy 200.32.

Carried

2.3 Nutrition – Creating a Healthy Environment 200.01 (revised)

Superintendent Chopp noted that the Board had approved an “interim” Nutrition policy in May 2011 to meet the government’s requirement that all boards have a nutrition policy in place by September 1, 2011. The interim policy made allowance for an implementation/transition period. A follow-up survey was conducted in May 2012 and feedback provided to the Board’s Nutrition Committee. One amendment to the Administrative Procedure was proposed to allow community organizations that provide breakfast /snack programs in schools the option to follow the Student Nutrition Program Guidelines developed by the Ministry of Child and Youth Services. Trustee Petrella suggested that students be provided with an opportunity to respond to these types of surveys in the future. Trustee Casey requested that a follow-up report be given at a future Committee of the Whole meeting regarding the current use of secondary school cafeterias, the impact on cafeteria profit margins, the percentage of students going offsite for lunch, and student response to the revised nutrition standards.



Moved by: Rick Petrella
Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Nutrition – Creating a Healthy Environment Policy 200.01.

Carried

2.4 Board Governance 100.01 (revised)

Director Roehrig presented proposed revisions to the Board Governance Policy which reflects the addition of language to direct the Board to create a trustees' code of conduct consistent with the terms of Bill 177. Concern was expressed regarding the addition of code of conduct language before a revised Trustee Code of Conduct has been approved. Trustee Szeman proposed a motion to postpone the revision of this policy.

Moved by: June Szeman
Seconded by: Rick Petrella

THAT the Policy Committee postpones revising the Board Governance Policy 100.01 indefinitely.

Carried

2.5 Policy Development 100.03 (revised)

Director Roehrig advised that the policy on Policy Development has been revised to include a provision that the Board ought to adopt policies consistent with the teachings of the Catholic Church. Minor updates have also made to the administrative procedure in the areas of vetting groups, titles, review periods and terminology. Trustees requested that a two-week vetting period be added to the administrative procedure, and that the signature line be removed from the consultation form.

Moved by: Rick Petrella
Seconded by: June Szeman

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Policy Development Policy 100.03, as amended.

Carried

2.6 Copyright-Protected Works 400.03

Director Roehrig advised that the interim Copyright-Protected Works policy was approved by the Board in November 2012 to meet a Ministry requirement that *Fair Dealing Guidelines* be incorporated into board policy and communicated to all schools prior to December 31, 2012. Meeting these requirements allows the Board to opt out of paying the certified Access Copyright Tariff. The interim policy was subsequently vetted across the system and no feedback was received. The "interim" policy is being recommended as a final policy.

Moved by: June Szeman
Seconded by: Rick Petrella

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Copyright-Protected Works Policy 400.03.

Carried



2.7 School Beautification Projects 400.14 (rescinding)

Director Roehrig proposed that the School Beautification Projects policy be rescinded as landscaping and school ground enhancements projects can no longer be supported by the Board's budget as a result of the revised Public Sector Accounting Board (PSAB) accounting principles.

Moved by: Rick Petrella

Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board rescinds the School Beautification Projects Policy 400.14.

Carried

3. Information Items

3.1 Board By-Laws (revised)

Director Roehrig commented that the Board By-Laws, which were reviewed and revised by trustees over the course of 2011-12, are being distributed to allow trustees the opportunity for a final review and discussion prior to proceeding with the approval process. He highlighted some of the major revisions which include the addition of electronic meetings, the addition of the Audit Committee as a Statutory Committee, revisions of several sections to reflect Education Act wording or Robert's Rules of Order language, and revisions to the order of business.

3.2 Trustees' Code of Conduct (Draft) 100.04 (revised)

Trustees requested that discussion on this item be deferred until a time when all trustees can be present to allow for a thorough review and discussion. Director Roehrig noted that Bill 177 became legislation three years ago and that the existing Code of Conduct, which was adopted over ten years ago, should be addressed within a reasonable period of time to incorporate the requirements of Bill 177.

4. Scheduling February 2013 Meeting Date – to be determined.

5. Adjournment

Moved by: Rick Petrella

Seconded by: Cliff Casey

THAT the Policy Committee adjourns the meeting of January 21, 2013.

Carried