



**Policy Committee
Tuesday, November 26, 2013 ♦ 3:30 p.m.
Boardroom**

Trustees:

Present: Dennis Blake (Chair), Cliff Casey, Dan Dignard, Bonnie McKinnon, Rick Petrella, June Szeman

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Bill Chopp (Superintendent of Education) and Tom Grice (Superintendent of Business & Treasurer)

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: Rick Petrella

Seconded by: Dan Dignard

THAT the Policy Committee approves the agenda of the November 26, 2013 meeting.
Carried

1.4 Approval of the Policy Committee Meeting Minutes – October 9, 2013

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT the Policy Committee approves the minutes of the October 9, 2013 meeting.
Carried

2. Committee and Staff Reports

2.1 Home Instruction 200.17 (revised)

Superintendent Chopp explained that although there are no revisions to the Policy, there are now two different ways of delivering home instruction: at the student's home or alternative location (i.e., local library), or on-school site at St. Mary Catholic Learning Centre. Consequently, a new Administrative Procedure has been developed to provide direction regarding on-school site instruction. Trustees made minor revisions to the Administrative Procedures.



Moved by: Dan Dignard
Seconded by: Rick Petrella

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Home Instruction policy.

Carried

2.2 Universal Design for Accessibility 400.12 (rescind)

Superintendent Chopp explained that several new policies and administrative procedures have been developed recently that incorporate the legislative requirements for universal design for accessibility. The original policy 400.12 is no longer required.

Moved by: Dan Dignard
Seconded by: Rick Petrella

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board rescinds the Universal Design for Accessibility policy 400.12.

Carried

2.3 Communication on Behalf of the Board 100.08 (revised)

Director Roehrig noted that the policy has merely been revised to adhere to standardized formatting. The only change is the addition of the General Guidelines document that was shared with trustees in April 2013. This reference provides suggested best practices with respect to trustee communications and will be added as Appendix A, but will not be specifically referenced in the policy statement.

Moved by: Rick Petrella
Seconded by: Bonnie McKinnon

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Communication on Behalf of the Board policy.

Carried

2.4 Access to Legal Counsel 100.09 (revised)

Director Roehrig explained that this policy and administrative procedures have been revised to adhere to standardized formatting and to update the title for the Superintendent of Business. Trustee Casey requested a couple of revisions with respect to the Board (not just the Chair of the Board) approving the use of legal counsel regarding matters that involve the interests of trustees or miscellaneous issues. Trustee Casey also requested that a report be brought to Board bi-annually summarizing legal matters and costs; this will be added to the Administrative Procedure.

Moved by: Rick Petrella
Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Access to Legal Counsel policy.

Carried



2.5 Trustee Conflict of Interest 100.05 (revised)

Director Roehrig advised that this policy has been revised to adhere to standardized formatting and that no other changes have been made.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Trustee Conflict of Interest policy.

Carried

3. Discussion Items

3.1 Pupil Accommodation Policy – secret ballots

Trustee Blake questioned the practice of secret ballot votes by members of Accommodation Review Committees when making their final ARC recommendation. Superintendent Grice explained that this is not a Ministry policy, but rather a decision made by the ARC members. Discussion ensued and it was noted that secret ballots is the basis of our demographic society and that it is also a way of protecting the members of the ARC. Trustee Casey noted that Accommodation Reviews do not have to be for a group of schools, they can also be for an individual school, as noted in the Administrative Procedures. This decision would be part of the Board's initial discussion when considering the establishment of an ARC study.

4. Adjournment

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Policy Committee adjourns the meeting of November 26, 2013.

Carried