



POLICY COMMITTEE

Tuesday, November 21, 2017
5:30 p.m.
Grimsby Lincoln Room – Education Centre

MINUTES

PRESENT: Cheryl Keddy Scott, Dave Schaubel, Linda Crouch

ADMINISTRATION: Kelly Pisek, Michael St. John, Jennifer Feren,

GUESTS: John Dickson, Lora Courtois, Brett Sweeney, Michael Langlois, Amal Quayum

REGRETS: Jonathan Fast, Jennifer Ajandi

SECRETARY: Jennifer Reid

WELCOME AND INTRODUCTIONS

Chair Cheryl Keddy Scott called the meeting of the Policy Committee to order at 5:35 p.m.

APPROVAL OF AGENDA

Chair Cheryl Keddy Scott asked the Committee for approval of the agenda.

Moved by Linda Crouch, Seconded by Dave Schaubel

REVIEW OF THE MINUTES OF June 20, 2017

Chair Keddy Scott asked the Committee to review the Minutes of June 20, 2017. Chair Keddy Scott asked for questions or comments and none were brought forward.

Moved by Dave Schaubel, Seconded by Linda Crouch

“That the Minutes of the meeting held on June 20, 2017 be received as presented.”

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the Minutes of June 20, 2017.

CARRIED

NEW BUSINESS**POLICY A-11: FLAG PROTOCOL**

Communications Officer, Brett Sweeney shared that no feedback was received. Updates to this policy include the removal of specific details and responsibilities as they pertain to the operational procedures that support this policy rather than the policy itself.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy A-11: Flag Protocol be approved as amended and adopted.”

attached

CARRIED

POLICY D-05: HOME SCHOOLING

Superintendent of Education John Dickson presented that terminology updates were made to reflect current practise. Feedback was received and incorporated into this policy for clarification in the second paragraph which now includes that parents/guardians must submit a new Letter of Intent each and every year.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy D-05: Home Schooling be approved as amended and adopted.”

attached

CARRIED

POLICY D-12: HOME USE OF EQUIPMENT PURCHASED THROUGH THE SPECIAL EQUIPMENT AMOUNT (SEA)

Superintendent of Education John Dickson shared that no feedback was received. Changes were made to amalgamate language from the Ministry of Education Special Education Funding Guidelines with the District School Board of Niagara's to reflect current practise.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy D-12: Home Use of Equipment Purchased Through the Special Equipment Amount (SEA) be approved as amended and adopted.”

attached

CARRIED

POLICY D-13: APPLIED BEHAVIOUR ANALYSIS

Superintendent of Education John Dickson shared that no feedback was received. Key points were added from the Ministry of Education PPM 140. In addition, terminology updates were made for more clarity and to reflect current practise.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy D-13: Applied Behaviour Analysis be approved as amended and adopted.”

attached

CARRIED

POLICY E-02: SEXUAL HARASSMENT

Board Lawyer Jennifer Feren presented new policy G-39: Human Rights Discrimination and Harassment or Occupational Health and Safety Workplace Harassment. This new policy was developed to combine policy E-02: Sexual Harassment and E-09: Human Rights. It defines grounds of discrimination and addresses dealing with the Ontario Human Rights Code to provide a safe environment. Board Lawyer Jennifer Feren added that this policy aligns with the newly developed administrative procedure as well. No feedback was received.

Moved by Dave Schaubel, seconded by Linda Crouch

“That Policy G-39: Human Rights Discrimination and Harassment or Occupational Health and Safety Workplace Harassment replace policy E-02: Sexual Harassment and policy E-09: Human Rights and be approved as received and adopted.”

attached

CARRIED

POLICY E-03: HEALTH AND SAFETY

Health and Safety Officer Michael Langlois stated that the Occupational Health and Safety Act mandates this policy to be reviewed annually. No feedback was received. Terminology and references were updated to reflect current practise.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy E-03: Health and Safety be approved as amended and adopted.”

attached

CARRIED

POLICY E-04: INFECTIOUS AND COMMUNICABLE DISEASES

Health and Safety Officer Michael Langlois stated that the focus on health was added to this policy. Feedback was received and updates were made to include Niagara Region Medical Officer of Health, Commissioner, Public Health (MOH). Terminology and references were updated to reflect current practise.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy E-04: Infectious and Communicable Diseases be approved as amended and adopted.”

attached

CARRIED

POLICY E-15: WORKPLACE VIOLENT AND HARASSMENT PREVENTION

Health and Safety Officer Michael Langlois stated that Occupational Health and Safety Act mandates this policy be reviewed annually. References were updated to reflect current practise. Health and Safety Officer Michael Langlois clarified that anyone in the workplace is covered through the OHSA.

Moved by Linda Crouch, seconded by Dave Schaubel

“That policy E-15: Workplace Violent and Harassment Prevention be approved as amended and adopted.”

attached

CARRIED

POLICY G-30: HEAD LICE (PEDICULOSIS)

Health and Safety Officer Michael Langlois shared that no feedback was received. Changes made to terminology to reflect current practise. Health and Safety Officer Michael Langlois added that the language in this policy aligns with Niagara Region Public Health Department.

Moved by Linda Crouch, seconded by Dave Schaubel

“That Policy G-30: Head Lice (Pediculosis) be approved as amended and adopted.”

attached

CARRIED

POLICY I-04: TEACHER EXCHANGE – WITHIN THE DISTRICT SCHOOL BOARD OF NIAGARA

Superintendent of Human Resources Lora Courtois shared that no feedback was received. Changes were made to terminology to reflect current practise.

Moved by Dave Schaubel, seconded by Linda Crouch

“That Policy I-04: Teacher Exchange – Within the District School Board of Niagara be approved as amended and adopted.”

attached

CARRIED

POLICY E-19: TEACHER TERMINATION RESULTING FROM UNSATISFACTORY PERFORMANCE APPRAISAL PROCESS

Superintendent of Human Resources Lora Courtois presented this newly developed policy which aligns with the Education Act and supports the process for the termination of a teacher resulting from an unsatisfactory Performance appraisal. After discussion the committee agreed that 2.1(ii) be removed from the policy.

Moved by Dave Schaubel, seconded by Linda Crouch

“That Policy E-19: Teacher Termination Resulting From Unsatisfactory Performance Appraisal Process be approved as amended and adopted.”

attached

CARRIED

NEXT MEETING

The next Policy Committee meeting is scheduled for Tuesday, February 13, 2018 at 5:30 p.m. Policies will be open for vetting from Nov.29-Jan 23. Policy J-01 will be added to the group.

ADJOURNMENT

Moved by Dave Schaubel, Seconded by Linda Crouch

“That the Policy Committee meeting adjourn.”

CARRIED

The meeting adjourned at 6:40.