

Minutes of the Policy Committee Meeting Held on Tuesday, April 2, 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
Karen Torrie-Racine
Sue Wilson (Chair of the Board)
Chloe Finner, Student Trustee
Brooke Guindon, Associate Student Trustee (via Teams)

Administration:

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

Recorder: Judith Bériault, Executive Assistant to the Director

Others: Amber LaBerge, Communications Lead
Steve Payne, Chief Information Officer

A. OPENING PRAYER:

The meeting opened at 5:32 p.m. with the reciting of a prayer.

B. AMENDMENT TO AND APPROVAL OF AGENDA:

LATON

"That the Policy Committee approve the agenda of the Policy Committee Meeting of April 2, 2024, as presented."

Carried.

C. APPROVAL OF MINUTES:

C.1 Minutes of the Policy Committee Meeting held on March 5, 2024

CUMMINGS

"That the Policy Committee approve the minutes of the Policy Committee Meeting held on March 5, 2024, as presented."

Carried.

D. ADMINISTRATIVE PROCEDURES:

D.1 Administrative Procedure ***B2:3 Progressive Discipline*** was amended based on an internal review of the procedure by Executive Council.

Superintendent Bovaird presented the revised administrative procedure, revised as per the new template. The administrative procedure focuses on reinforcing positive behaviours and ensuring supports are available to students.

WILSON

"That the amended Administrative Procedure ***413 Progressive Discipline*** be received."

Carried.

D.2 Administrative Procedure ***803 Workplace Harassment Prevention*** was amended based on the policy review schedule.

Superintendent Finnegan presented the revised administrative procedure. Changes reflect the current CDSBEO landscape.

LATON

"That the amended Administrative Procedure **803 Workplace Harassment Prevention** be received."

Carried.

D.3 Administrative Procedure **D1:7 Video Surveillance** was amended based on an internal review of the procedure by Executive Council.

Superintendent Hutchinson presented the revised administrative procedure, revised as per the new template. The administrative procedure was carefully reviewed by ICT and FOI Officer. It includes rules and obligations under the MFIPPA and IPC.

CUMMINGS

"That the amended Administrative Procedure **1007 Video Surveillance** be received."

Carried.

E. DIRECTIONAL POLICIES AND BY-LAWS

D.4 New Appendix **A2:1 Committee Terms of Reference** was created by Executive Council.

Director Corrigan presented the draft Committee Terms of Reference, to be included in the General Board Operational and Procedural By-Laws. Trustees requested a section for STEO Board of Directors be added.

TORRIE-RACINE

"That the new appendix **A2:1 Committee Terms of Reference** be received, as amended."

Carried.

F. FUTURE AGENDA ITEMS:

F.1 Delegation of Authority

F.2 Attendance

F.3 Positive Communications

F.4 Suspension/Expulsion

F.5 Boundary Policy

G. CLOSING PRAYER

H. ADJOURNMENT

LATON

"That the Policy Committee Meeting of April 2, 2024, be adjourned."

Carried

Adjourned at 6:11 p.m.