

POLICY VETTING COMMITTEE MEETING MINUTES

May 30, 2023 at 3:00 p.m.

Executive Meeting Room, Catholic Education Centre

A. CALL TO ORDER – J. McCann

1. Welcome & Opening Prayer – J. McCann

2. Recording of Attendance – Trustee Brenda Rumble sent regrets.

Trustee: Brenda Rumble, Jennifer McCann, Mat Roop
Administration: Scott Johnson, Amy Janssens, James Duff, Lisa Demers
Recording Secretary: Morgan Brown

3. Confirmation of Agenda

Motion: (Mat Roop and Jennifer McCann) That the Agenda for the Committee Meeting of Tuesday, May 30, 2023 be approved as presented. Carried.

4. Confirmation of Minutes

Motion: (Jennifer McCann and Mat Roop) That the Minutes for the Committee Meeting of Tuesday, April 25, 2023 be approved as presented. Carried.

5. Declaration of Conflict of Interest – Nil.

6. Policies to be Reviewed/Revised

1) Sec. A Policy – Equity and Inclusive Education – L. Demers (encl.)

- Omit 'Staff will' from Policy Goals number 7.
- Add 'Definition' section to the policy and add the definitions of the following to that section: 'OHRC', 'Inclusive Education', 'Equity', etc.
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**

2) Sec. D Policy – Volunteers – J. Duff (encl.)

- Under the procedure, there are two 2.5.7 under the 'Expectations' section. Renumber the second one to 2.5.8 and then then 2.5.9.
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**

3) Sec. D Policy – Accessibility Standards for Customer Service – J. Duff (encl.)

- For Policy Goal number 1, change to 'Confirm that the Board's mission and vision align...' rather than 'Confirm the Board's guiding principles align...'.
- Add a 'Definitions' section and add 'AODA' definition to that section.
- Add Policy Goal number 4, 'Establish a process for receiving and responding to feedback and confirm the feedback process will be readily available to the public'.
- Add 'Reference' section to policy and add the link to 'AODA' to that section.
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**

- 4) Sec. D Policy – Employment and Expectations of Academic Staff – J. Duff (encl.)
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure to be rescinded and to be brought to the Board for final approval on rescinding.**
- 5) Sec. D Policy – Employment and Expectations of Non-Academic Staff – J. Duff (encl.)
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure to be rescinded and to be brought to the Board for final approval on rescinding.**
- 6) Sec. B Policy – Emergency Closure of Schools and Board Facilities – A. Janssens (encl.)
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**
- 7) Sec. C Policy – Emergency Preparedness Response Plan – A. Janssens (encl.)
- **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**
- 8) Sec. B Policy – Transportation of Students for Curricular and Extra Curricular Activities – A Janssens (encl.)
- Remove Policy Goal number 3 and add to Policy Goal number 2, 'To support the practice of safely transporting students...'.
 - Under 'Administrative Procedures' reword paragraph two to 'This procedure does not apply when schools are making arrangements for students...'.
 - **Motion: (Mat Roop and Jennifer McCann) That the Committee has reviewed and approved the policy and procedure revisions and to be brought to the Board for final approval.**

7. Next Meeting Date – June 20, 2023 at 4:30 p.m.



8. Adjournment

Motion: (Mat Roop and Jennifer McCann) That the Committee Meeting of Tuesday, May 30, 2023 adjourn at 4:53 p.m.