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# REPORT

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## ***Policy Committee***

§ *Minutes of the Policy Committee meeting September 16, 2013.*



**Policy Committee Minutes  
Education Centre  
September 16, 2013 – 9:30 a.m.**

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**COMMITTEE MEMBERS PRESENT:** Michael Lewis, David Kircher, Dianne McCormack

**ABSENT:** Ralph Hill

**STAFF:** Heather Campbell, Director of Education; Ann Cox, Manager of Human Resources, Bill Daley, Principal Representative; Kathie Zatulsky, Recording Secretary

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**1. Call to Order**

Trustee Dianne McCormack called the meeting to order at 9:30 a.m.

**2. Approval of Agenda**

The agenda was approved.

**3. Disclosure of Conflict of Interest**

There was no conflict of interest declared.

**4. Confirmation of Minutes**

A correction was noted. The minutes of the June 17, 2013 meeting were approved.

**5. Business Arising from the Minutes**

**2.64 Digital Citizenship / 2.61 Filtering Internet Sites**

It was recommended that Policy 2.64 Information/Communication Technology and 2.61 Filtering Internet Sites be combined in a policy titled *Digital Citizenship*. Revisions were made at the June 17 Policy Committee meeting and brought forward to the September meeting for further discussion. A cross reference of Policy 2.22 Emergency Response was added. Further revisions were noted under Rationale, Implementation and Guidelines. It was agreed that detailed guidelines in Section 3.0 Security and Safety of Board Data will be removed and placed in Board Procedure. There was discussion regarding ownership of Board data and the Board's right to monitor data. The Committee agreed that the language should be clear about monitoring. It was noted that guidelines in Section 5.0 Legal Compliance and Adherence to Board Policies and 6.0 Expectation of Privacy were shared by Peel District School Board who has vetted it through their legal department. The policy will be reviewed at the next Policy Committee meeting before going out to stakeholders.



## 2.30 Accessibility Standard for Customer Services

The Committee deferred Policy 2.30 Accessibility Standard for Customer Services to the next meeting.

## 6. Report

### a) Policy Review

#### 6.50 Accommodation Review Discussion

The Director spoke about the Accommodation Reviews on Donald Young School, Sturgeon Creek School and Crossroads School, and the remaining two final steps in the process. It was noted that specific timelines must be followed in accordance with Board Policy 6.50, Pupil Accommodation. As neither the Policy nor the Procedure indicates when administration's analysis is to occur within the 60 days' notice of the decision, a recommendation was made to:

- Give notice to the public at the October 2013 regular Board meeting that the Board make its decision(s) on the Accommodation Reviews at the January 2014 regular Board meeting.
- Include the date and time of a Committee of the Whole Board meeting in the notice, where administration presents its analysis to trustees. The Committee of the Whole meeting will allow trustees to ask questions and to discuss the Committees' recommendations and administration's analysis. The suggested date for the Committee of the Whole meeting is November 19 at 6:30 p.m. in Fort Frances.

This process will follow the timelines outlined in Policy 6.50, Pupil Accommodation. The Policy Committee agreed with the recommendation. Ads will be placed in local newspapers and Chairs of the Accommodation Review Committees will be notified of the Committee of the Whole meeting. It was agreed that an open forum will allow the public to hear the discussion by the trustees regarding the Accommodation Reviews at Donald Young School, Sturgeon Creek School and Crossroads School.

The following policies were deferred to the next Policy Committee meeting:

- 3.86 Code of Conduct for Employees / 3.85 Employee Conflict of Interest
- 8.45 Fraud Management
- 1.19 Audit Committee

7. The next Policy Committee meeting is scheduled for October 21, 2013 at 9:30 a.m.
8. The meeting adjourned at 12:00 p.m.