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# REPORT

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## ***Policy Committee***

- *Minutes of the Policy Committee meeting February 23, 2016.*

### **Resolutions:**

- *That the Rainy River District School Board approve the following policy:  
2.65 School Code of Conduct*
- *That the Rainy River District School Board rescind Policy 4.00, Reporting Suspected Child Abuse.*
- *That the Rainy River District School Board receive the Notice of Intent to amend the Board's Procedural Bylaw, Section 9.0, Role of Chairs and Vice Chairs to be replaced with a process for Filling a Trustee Vacancy.*



**Policy Committee Minutes  
Education Centre  
February 23, 2016 – 9:30 a.m.**

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**COMMITTEE MEMBERS PRESENT:** Don McBride, Dianne McCormack, David Kircher, Michael Lewis (teleconference)

**REGRETS:** Ann Cox, Manager, Human Resources

**STAFF:** Heather Campbell, Director of Education; Bill Daley, Principal Representative; Kaylie Lundgren, Recording Secretary

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**1. Call to Order**

Chair McBride 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**

The minutes of the January 26, 2016 meeting were approved.

**5. Business Arising from Minutes**

**a) Policy Feedback**

**2.65, School Code of Conduct**

The Committee received feedback from the Student Senate on Policy 2.65, School Code of Conduct. The Student Senate felt that a more developed definition of decency in attire is needed and that students need to understand that the school code of conduct and dress code are preparing them for the world of work. The definition of inappropriate dress was amended to address the feedback from the Student Senate.



The School Council at the Atikokan High School (AHS) also provided feedback and suggested that the Committee consider adding the Student Council in the review process in Guideline 2.2 of the policy. The School Council also recommended that the review of each school code of conduct be completed annually rather than every three years. The Committee amended Guideline 2.2 to be inclusive of students when reviewing the school code of conduct and to provide schools the option to review the document prior to every three years. Heather Campbell, Director of Education, will provide a response to the Student Senate and AHS School Council on their feedback. The Committee reviewed the policy further and made minor revisions for clarification purposes. The Committee agreed that the content of the policy remains the same but is now more concise.

The Committee recommended that Policy 2.65, School Code of Conduct be presented to the Board for approval.

## **b) Policy Review**

### **Replacement of a Trustee**

There was discussion at the last Policy Committee meeting on integrating the proposed guidelines from the draft policy into the Board Procedural Bylaw or Policy 1.07, The Role of the Board. Heather Campbell, Director of Education, noted it is important to have a process in place before it is needed and thus recommended that the Committee look at replacing Section 9.0 of the Procedural Bylaw with the filling of a trustee vacancy. The Committee reviewed the guidelines in the draft replacement of a trustee policy and discussed each step in the process. There was a question raised on Guideline 1.3, with respect to the number of days before a municipal election when the Board does not have to fill a trustee vacancy. This proposed number will be confirmed by the Director of Education.

There was also a discussion on where and for how long the vacancy would be advertised. The Committee agreed the minimum time to advertise for the vacancy in the local newspapers and on the Board website should be two weeks. There was a discussion on Guideline 2.6 and the Committee agreed that specific questions would not be given to candidates to present on at the Special Board Meeting during the appointment process; rather candidates would be asked to present themselves to the Board. It was noted that legal opinions confirmed that no part of the decision process can be completed in camera.

The Committee made final changes and recommended that the changes, along with a notice of intent to change the Procedural Bylaw, be presented to the Board for approval.

In addition, Chair McCormack asked to bring back Policy 1.07, The Role of the Board, to the next meeting to ensure that the content in Section 9.0 is fully covered in Policy 1.07.



## 6. New Business / Reports

### a) Policy Review

#### 4.00, Reporting Suspected Child Abuse

The Committee reviewed the report from the Director of Education on Policy 4.00, Reporting Suspected Child Abuse. Heather Campbell recommended that Policy 4.00 be rescinded as the present policy is taken directly from the *Child and Family Services Act*. As well, the Board has recently developed a protocol, in collaboration with other school boards and district children's aid societies, which extensively covers the language in this policy. It was noted that the protocol will be posted on the Board website once all signatures have been obtained and translation is complete.

The Committee recommended that Policy 4.00, Reporting Suspected Child Abuse be rescinded.

#### 7.05, Workplace Inspections

Heather Campbell, Director of Education, advised that Policy 7.05, Workplace Inspections, will be reviewed at the upcoming Joint Health and Safety Committee meeting in March. It was noted that the Manager of Plant Operations and Maintenance had reviewed the present policy and did not see any necessary changes. A question was raised as to whether or not this policy could be combined with Policy 7.00, Occupational Health and Safety, or if it is needed at all, as Policy 7.00 outlines the Board's responsibility to provide a safe and healthy workplace for employees. The Director of Education noted that Policy 7.05, Workplace Inspections, lists exceptions granted from the Ministry of Labour in regards to Section 9(27) of the *Occupational Health and Safety Act*. The Committee discussed options such as combining Policy 7.05, Workplace Inspections and Policy 7.00, Occupational Health and Safety, or if possible, turning Policy 7.05 into a procedure.

The Committee recommended that Policy 7.05, Workplace Inspections be referred to the Manager, Plant Operations and Maintenance, and Manager, Human Resources, to review the options for this policy and, if needed, that notice will be sent to the Joint Occupational Health and Safety Committee of any potential changes to the policy.

#### **Recommendations:**

***"That the Rainy River District School Board approve the following policy:  
2.65 School Code of Conduct."***

***"That the Rainy River District School Board rescind Policy 4.00, Reporting Suspected Child Abuse."***



**Heather Campbell**  
Director of Education

**Dianne McCormack**  
Chair

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7. The next Policy Committee meeting is scheduled for March 29, 2016 at 9:30 a.m.
8. The meeting adjourned at 11:08 a.m.

<b><i>Rainy River District School Board</i></b>	<b>SECTION 4</b> <i>Students</i>
<b>REPORTING SUSPECTED CHILD ABUSE</b>	<b>4.00</b>

## **POLICY**

The Rainy River District School Board expects every employee who, in the course of professional or official duties, has reasonable grounds to suspect that a child is, or may be, in need of protection, as defined in Section 72.1 of the *Child and Family Services Act* and in the *Child & Family Services Amendment Act*, shall forthwith report the suspicion and the information on which it is based to Kenora-Rainy River Districts Child and Family Services or Weechi-it-te-win Family Services Inc.

## **RATIONALE**

The *Child and Family Services Act* and the *Child and Family Services Amendment Act* places a responsibility on every person to report cases of suspected child abuse.

## **IMPLEMENTATION**

As per Procedure 4.00 Reporting Suspected Child Abuse.

## **GUIDELINES**

Despite the provision of any other *Act*, if a person, including a person who performs professional or official duties with respect to children, has reasonable grounds to suspect one of the following, the person shall forthwith report the suspicion and the information on which it is based to a society:

1. The child has suffered physical harm, inflicted by the person having charge of the child or caused by or resulting from that person's,
  - failure to adequately care for, provide for, supervise or protect the child, or
  - pattern of neglect in caring for, providing for, supervision or protecting the child.
2. There is a risk that the child is likely to suffer physical harm inflicted by the person having charge of the child or caused by or resulting from that person's,
  - failure to adequately care for, provide for, supervise or protect the child, or
  - pattern of neglect in caring for, providing for, supervising or protecting the child.
3. The child has been sexually molested or sexually exploited, by the person having charge of the child or by another person where the person having charge of the child knows or should know of the possibility of sexual molestation or sexual exploitation and fails to protect the child.
4. There is a risk that the child is likely to be sexually molested or sexually exploited as described in paragraph 3.

5. The child requires medical treatment to cure, prevent or alleviate physical harm or suffering and the child's parent or the person having charge of the child does not provide, or refuses or is unavailable or unable to consent to, the treatment.
6. The child has suffered emotional harm, demonstrated by serious:
  - Anxiety
  - Depression
  - Withdrawal
  - Self-destructive or aggressive behavior
  - Delayed development

and there are reasonable grounds to believe that the emotional harm suffered by the child results from the actions, failure to act or pattern of neglect on the part of the child's parent or the person having charge of the child.

7. The child has suffered emotional harm of the kind described in subparagraph i, ii, iii, iv or v of paragraph 6 and the child's parent or the person having charge of the child does not provide, or refuses or is unavailable or unable to consent to, services or treatment to remedy or alleviate the harm.
8. There is a risk that the child is likely to suffer emotional harm of the kind described in subparagraph i, ii, iii, iv or v of paragraph 6 resulting from the actions, failure to act or pattern of neglect on the part of the child's parent or the person having charge of the child.
9. There is a risk that the child is likely to suffer emotional harm of the kind described in subparagraph i, ii, iii, iv or v of paragraph 6 and that the child's parent or the person having charge of the child does not provide, or refuses or is unavailable or unable to consent to, services or treatment to prevent the harm.
10. The child suffers from mental, emotional or developmental condition that, if not remedied, could seriously impair the child's development and the child's parent or the person having charge of the child does not provide, or refuses or is unavailable or unable to consent to, treatment to remedy or alleviate the condition.
11. The child has been abandoned, the child's parent has died or is unavailable to exercise his or her custodial rights over the child and has not made adequate provision for the child's care and custody, or the child is in a residential placement and the parent refuses or is unable or unwilling to resume the child's care and custody.
12. The child is less than 12 years old and has killed or seriously injured another person or caused serious damage to another person's property, services or treatment are necessary to prevent a recurrence and the child's parent or the person having charge of the child does not provide, or refuses or is unavailable or unable to consent to, those services or treatment.
13. The child is less than 12 years old and has on more than one occasion injured another person or caused loss or damage to another person's property, with the encouragement of the

person having charge of the child or because of that person’s failure or inability to supervise the child adequately.

14. Any employee who has reasonable grounds to suspect that a child is or may be in need of protection shall immediately report the suspicion and the information on which it is based to the appropriate agency.

15. Duty to Report

- all employees have a duty to report when they have “reasonable grounds to suspect” that a child is in need of protection;
- the duty is personal and can only be carried out by the person who has “reasonable grounds to suspect”;
- the duty is ongoing if the circumstances persist or if additional circumstances arise;
- reporting must occur as soon as possible;
- failure to report where there are “reasonable grounds to suspect” that a child is in need of protection can lead to a conviction of an offence which is subject to a maximum fine of \$1,000.00 and/or imprisonment for a maximum of one year;
- the obligation to report extends to the entire public including volunteers in the school.

<p><u>CROSS REFERENCE</u></p> <p>Procedure 4.00 Reporting Suspected Child Abuse</p> <p>Protocol for the Provision of Agency Services on School Board Property</p>	<p><u>Date Approved</u> November 2, 2010</p> <p><u>Board Motion</u> 466</p> <p><u>Review Prior to</u> 2016</p>	<p><u>LEGAL/MINISTRY OF EDUCATION REFERENCE</u></p> <p><i>Child &amp; Family Services Act, 1984 - Sections 37 &amp; 72</i></p> <p>Ministry of Education Policy/Program Memorandum #9</p> <p><i>Child &amp; Family Services Amendment Act, 1999</i></p>
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*RAINY RIVER DISTRICT SCHOOL BOARD*

**NOTICE OF INTENT TO AMEND THE  
PROCEDURAL BYLAW FOR THE  
RAINY RIVER DISTRICT SCHOOL BOARD**

The Rainy River District School Board will consider the proposed amendment to replace Section 9.0, Role of Chairs and Vice Chairs with a process for Filling a Trustee Vacancy. This motion will be considered at the next Regular Board meeting scheduled for April 5, 2016.

For further information please contact Heather Campbell, Director of Education.

Submitted – March 1, 2016  
Regular Board Meeting