



**2010 - 11 ANNUAL PLAN FOR POLICY REVIEW & DEVELOPMENT
AND
REPORT ON EFFECTIVENESS OF POLICIES FOR REVIEW**

(This plan represents a tracking of all current Board policies endorsed for review in 2010 - 11 and prior.)

Information on the Board's policy review and development process can be accessed through the Board website at: www.catholicboard.ca along with the Board policies and supporting administrative procedures.

POLICY REVIEW AND DEVELOPMENT STATUS

Policy Review / New Policy Initiated	Under Review by Working Subcommittee	Scoping Document to Executive Council for Review & Direction	Draft Posted for Public Consultation	Board Approval In Principle	Public Comment	Final Board Approval
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- ◆ **A: 01 Policy Development, Approval and Review Process** and Administrative Procedure Pr A: 01 Procedure for the Management and Co-ordination of the Policy Process
- ◆ **A: 05 Pupil Accommodation Review Policy** and Administrative Procedure Pr A: 05 Pupil Accommodation Review Procedure
- ◆ **A: 23 Microwave Ovens in Elementary School Classrooms**
- ◆ **A: 31 Accessibility Standards for Customer Service** (new policy) and Administrative Procedure Pr A: 31 Accessibility Standards for Customer Service - Procedure
- ◆ **H: 03 Hiring of Teachers** and Administrative Procedure Pr H: 03 Procedures for the Hiring of Teachers
- ◆ **H: 04 Criminal Background Checks and Offence Declarations for Employees**
- ◆ **H: 08 Workplace Harassment** and Administrative Procedure Pr H: 08 Workplace Harassment
- ◆ **H: 19 Violence Prevention in the Workplace** and Program for Violence Prevention in the Workplace
- ◆ **H: 20 Performance Management - Director of Education**
- ◆ **SC:17 Video Security Surveillance** and Administrative Procedure Pr SC: 17 Video Security Surveillance - Procedure
- ◆ **SC: 18 Bullying Prevention and Intervention** and Administrative Procedure Pr SC: 18 Strategies For Bullying Prevention and Intervention
- ◆ **SC: 19 Environmental Education** (new policy) and Administrative Procedure Pr SC: 19 Environmental Education
- ◆ **ST: 05 Student Discipline Policy** and Administrative Procedure Pr ST: 05 Student Discipline Procedure
- ◆ **ST: 23 Assessment, Evaluation and Reporting - Grades 1 to 12**
- ◆ **ST: 25 Voluntary First Nation, Métis and Inuit Self-Identification Policy** (new policy) and Administrative Procedure Pr ST: Voluntary First Nation, Métis and Inuit Self-Identification
- ◆ **T: 01 Student Trustees**

STATUS: The Policies listed above have been reviewed and amendments/new policies were developed and given final approval by the Board in the 2009-2010 school-year.

PLAN FOR REVIEW/DEVELOPMENT: The above policies/procedures have been approved and endorsed for review within the policy review cycle in accordance with the Board's Policy Development, Approval and Review Process.

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<ul style="list-style-type: none"> ◆ B: 08 Facility Partnerships (new policy) ◆ A: 14 Promoting and Supporting Equity & Inclusion Within a Catholic Community and Religious Accommodation Guide <p>STATUS: The draft policy listed above has been prepared and approved by Executive Council for consultation. Draft documents have been distributed to stakeholders and posted for public consultation.</p> <p>PLAN FOR REVIEW/DEVELOPMENT: The proposed draft policy is scheduled for preliminary Board approval in the Fall 2010.</p>						

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<ul style="list-style-type: none"> ◆ A: 08 Board Name ◆ A: 10 Naming of Schools ◆ A: 15 Death, Bereavement or Illness ◆ B: 03 Vehicles on School Property During School Hours ◆ H: 05 Hiring Procedures - Administration and Support Staff ◆ SC: 14 Emergency Measures Plan ◆ SC: 16 Opening / Closing Exercises ◆ ST: 08 Grade 8 Graduations ◆ ST: 14 New Academic Programs ◆ ST: 16 HIV Presence in Students ◆ ST: 22 Home Instruction Policy ◆ T: 03 Information to Trustees ◆ T: 04 Electronic Participation in Board Meetings (Existing Policy Review - Board Motion) - to be reviewed in conjunction with the review of Board By-Laws and with consideration of applicable legislation ◆ T: 05 Negotiation Procedures ◆ T: 06 Trustee Honoraria - amend policy as per Ministry Directive by October 15, 2010 <p>STATUS: The above policies are scheduled for review during the 2010 review cycle and have proven generally effective. Only minor amendments are anticipated.</p> <p>PLAN FOR REVIEW/DEVELOPMENT: Draft amended policies to be forwarded to the Board for approval over the course of the 2010-2011 school-year. Reviews will be under taken on a priority basis.</p>						

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<ul style="list-style-type: none"> ◆ A: 09 Educational Materials De-Selection Policy ◆ A: 24 Criminal Background Checks for Service Providers and Others ◆ B: 05 Property Damage/Vandalism/Theft/Loss – review of existing policy to address damage/vandalism/theft/loss to property not owned or leased by the Board. ◆ B: 06 Access to School Premises - to ensure compliance with related policies re: Safe Schools ◆ H: 06 Health and Safety of Employees ◆ SC: 02 Fundraising Policy ---- new guidelines will come out in 2012 						

- ◆ **SC: 11 Trespassing**
- ◆ **ST: 15 Accidents / Students**
- ◆ **ST: 18 Physical Intervention Policy**
- ◆ **ST: 20 Collection of Personal Information**

STATUS: The above policies are scheduled for review during the 2010 review cycle and have proven generally effective. Substantive amendments are anticipated. It is recommended that policy SC:02 Fundraising Policy be re-scheduled during the 2011 - 2012 review cycle as the Ministry is expected to release new guidelines to provide direction on fundraising.

PLAN FOR REVIEW/DEVELOPMENT: Reviews shall proceed through the 2010-2011 school year as detailed above. Reviews will be under taken on a priority basis.

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<ul style="list-style-type: none"> ◆ A: 04 Travel, Meal, Professional Development and Compensation for Use of Auto ◆ A: 07 Channels of Communication ◆ A: 12 Code of Ethics/Conflict of Interest (employees) ◆ A: 13 Board Solicitor ◆ A: 16 Information/Materials Distribution to Parents ◆ A: 17 Educational Research and related Surveys ◆ A: 18 Continuing Education/Summer School Programs Policy ◆ A: 20 Transportation ◆ A: 21 Child Care ◆ A: 22 School Boundary ◆ A: 27 Purchasing Cards ◆ A: 28 Advertising Expenditures ◆ A: 29 Advocacy Expenditures ◆ F: 04 Sweatshop Free Purchasing ◆ H: 07 Selection Process Principals and Vice Principals ◆ H: 11 Drug and Alcohol Abuse by Employees ◆ H: 13 HIV Presence in Employees ◆ H: 14 Teacher Exchanges ◆ H: 17 Employees' Acceptable Use of Electronic Access, Information Technology and Data ◆ H: 18 Internet Acceptable Use – Employees ◆ SC: 01 Catholic School Councils ◆ SC: 03 Acceptable Use of the Internet (Students) ◆ SC: 05 Blessing and Opening of New Schools ◆ SC: 09 School Volunteers ◆ SC: 10 Crisis/Trauma Response Plan ◆ SC: 12 Co-Instructional Activities ◆ SC: 13 Release of Student Information ◆ ST: 01 Student Admission (Elementary) ◆ ST: 02 Student Admission (Secondary) ◆ ST: 04 Attendance and Punctuality ◆ ST: 10 SALEP (Supervised Alternative Learning for Excused Pupils) ◆ ST: 11 Medication Administration at School (Including Epi-Pen) ◆ ST: 12 Student Pregnancy ◆ ST: 19 Appropriate Dress ◆ T: 02 Conventions, Meetings, Out of Pocket Expenses 						
<p>STATUS: Reviews of the above policies have been carried over from prior review cycles.</p>						

The Subcommittee will utilize the new Consortium transportation procedures to review and amend Policy A: 20 Transportation. Policy A: 22 School Boundary will be reviewed to ensure consistency with A: 05 Pupil Accommodation Review and the Ministry’s pupil accommodation review guidelines. A: 12 Code of Ethics/Conflict of Interest, SC: 12 Co-Instructional Activities and H: 07 Selection Process Principals and Vice Principals will be reviewed after clarification and consideration of new legislation. Policies A: 04 Travel, Meal, Professional Development and Compensation for Use of Auto, A: 27 Purchasing Cards and T: 02 Conventions, Meetings, Out of Pocket Expenses currently under review to ensure consistency with Ministry guidelines. Policy F: 04 Sweatshop Free Purchasing will be reviewed with the assistance of the members of the Catholic Affiliate for the Workers Rights Consortium of which the WECDSB is now a part.

PLAN FOR REVIEW/DEVELOPMENT: The above policies are being reviewed and are in varying degrees of policy development. Draft proposals will be brought forward to the Board over the course of the 2011-2010 school year. Reviews will be under taken on a priority basis.

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<ul style="list-style-type: none"> ◆ SC: 04 Field Trips/Excursions ◆ A: 02 Inclement Weather - Emergency School Closings ◆ A: 03 Community Use of Schools ◆ A: 19 Communicable Diseases ◆ B: 01 Smoke Free Schools and Sites ◆ F: 01 Donations/Sponsorships/Partnerships ---- new guidelines will come out in 2012 ◆ H: 01 Staff Performance Management ◆ ST: 09 Control of Head Lice and Nits ◆ ST: 11A Anaphylaxis Policy ◆ ST: 13 Safe Arrival ◆ ST: 15 Code of Conduct <p>STATUS: The above policies have been scheduled for review in the 2010-2011 policy review cycle and have proven generally effective. It is recommended that policy SC:02 Fundraising Policy be re-scheduled during the 2011 - 2012 review cycle as the Ministry is expected to release new guidelines to provide direction on fundraising.</p> <p>PLAN FOR REVIEW/DEVELOPMENT: Reviews will be under taken on a priority basis.</p>						

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<ul style="list-style-type: none"> ◆ Nutrition and Healthy Eating in Schools (New Policy - Board Motion) – a new policy to be developed to ensure compliance with Ministry Policy and Program Memorandum No. 150 School Food and Beverage Policy that sets out nutrition standards for food and beverages sold in publicly funded elementary and secondary schools in Ontario. Implementation required for September 2011. ◆ Conflict Resolution (New Policy - Board Motion) – to be reviewed with consideration for Ministry governance guidelines. ◆ New School Construction Standards (New Policy) - anticipating provincial standards to be introduced ◆ Lockdown Procedures and Police / School Board Protocols (New Policy) - As per Ministry directive ◆ Employee use of handheld electronic devices while operating a motor vehicle – compliance with new legislation October 26, 2009 ◆ F: 02 Purchasing/Disposal of Assets - review of existing policy to ensure compliance with the Ministry’s Supply Chain Guideline 						

- ◆ **Fees for Learning Materials and Activities** (new policy) -As per Ministry Directive.
- ◆ **Parent Involvement Committees** (new policy) - pending introduction of new Ministry regulations

STATUS: The above are proposals for policy development of new policy or amendment to existing Board policy outside of the regular policy review cycle.

PLAN FOR DEVELOPMENT: As outlined above.

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<p style="text-align: center;">▲</p> <ul style="list-style-type: none"> ◆ Vision, Mission, and Foundations of Faith and Learning ◆ Governance Commitment ◆ Role of the Board ◆ Role of the Trustee ◆ Code of Conduct for Catholic Trustees ◆ Role and Accountability of the Director of Education ◆ Audit Committee <p>STATUS: The above governance policies are proposals for policy development of new policy outside of the regular policy review cycle and in response to the recommendations of the Ministry's Operation Review and new legislation introduced under Bill 177. Draft policies have been developed and/or are pending the development of specific regulations.</p> <p>PLAN FOR DEVELOPMENT: As outlined above.</p>						