

UPPER GRAND DISTRICT SCHOOL BOARD

POLICY MANAGEMENT COMMITTEE

MINUTES

2009 09 15

The Policy Management Committee of the Upper Grand District School Board met on Tuesday, September 15, 2009 in Room 10 at the Board Office, 500 Victoria Road North, Guelph, Ontario, commencing at 2:10 p.m.

The Chairperson, Trustee Gohn presided, and the following Trustees were present: Bailey, Borden, Busuttil, and Edwards, together with Director of Education, Dr. M.C. Rogers and Communications Officer McFadzen. Superintendent Fyfe and Superintendent Wright were also in attendance.

APPROVAL OF AGENDA

Trustee Edwards moved that the Agenda be approved as printed.

The motion carried.

APPROVAL OF MINUTES

Trustee Borden moved that the Minutes of the meeting held June 9, 2009 be approved as printed.

The motion carried.

POLICIES FOR APPROVAL

POLICY 211 ACCESSIBILITY STANDARDS FOR CUSTOMER SERVICE

Superintendent Fyfe advised that The Accessibility for Ontarians with Disabilities Act 2005 sets the goal of an accessible Ontario by 2025. The legislation requires all public and private organizations or businesses to provide service to persons with disabilities. Superintendent Fyfe noted that five areas are defined for which standards will be set; customer service, information and communication, transportation, built environment, and employment. The government released the first set of regulations under the Act in the area of Customer Service; Ontario Regulation 429/07 Accessibility Standards for Customer Service. These regulations direct school boards (as broader public sector organizations) to develop a policy and procedures to provide goods and services in an accessible way to all customers (including parents). She noted that the deadline for compliance with the regulations is January 1, 2010. As "customer" is not common

language in education, it was decided that the terminology be used to match legislation for the purpose of consistency. She clarified that the legislation does not deal with students or staff, because they are covered by other Board policies. Communications Officer McFadzen advised that a policy was developed in consultation with the Ontario Educational Services Corporation (OESC). She presented the policy which included administrative detail, definitions and objectives. She noted that a handbook will be developed and will contain precise direction dealing with persons with disabilities, particulars on training criteria, and communication plans. The policy will be reviewed annually by the Board's Accessibility Steering Committee. The policy was approved after some discussion and clarification.

RECOMMENDATION # 1

Trustee Borden moved that this Committee recommend to the Board that Policy 211 Accessibility Standards For Customer Service be approved.

The motion carried.

POLICY DEVELOPMENT PROCESS

POLICY 707 REIMBURSEMENT OF TRUSTEE EXPENSES

Superintendent Wright advised that the Ministry of Education, as part of the Ministry's commitment to working with school boards and Trustees to improve management and business practices and build public confidence, developed a Trustee Expenditure Guideline. The guideline includes best practices and processes. Superintendent Wright reported that all school boards need to establish either a new policy specifically for reimbursing Trustees' expenses or revise the existing policy (for staff and Trustees) by December 31, 2009. She advised that the existing policy 701 Reimbursement of Expenses can be used as a framework for the development of a new policy 707 Reimbursement of Trustee Expenses. Clarification from Trustees is required with respect to specific components to be included in the policy.

RECOMMENDATION # 2

Trustee Edwards moved that this Committee refer the development of Policy 707 Reimbursement of Trustee Expenses to the Chairs Committee, which will report back to PMC on the status of the policy development.

The motion carried.

POLICY SCHEDULE

Communications Officer McFadzen advised of the upcoming policy reviews and requirements for new policies for the upcoming school year.

DATES OF FUTURE MEETINGS

The following tentative dates were set for future meetings:

October 6, 2009; November 3, 2009; December – to be determined;
January 5, 2010; February 2, 2010; March 2, 2010;
April 6, 2010; May 4, 2010; and June 1, 2010.

ADJOURNMENT

Trustee Edwards moved that this Committee adjourn at 3:22 p.m. to report to the Board.

The motion carried.