



COUNCIL OF COMMISSIONERS

Minutes of the proceedings of a **regular** session of the Council of Commissioners for Riverside School Board held at the Administration Centre, 299 Sir-Wilfrid-Laurier Blvd., St. Lambert, Québec on September 21, 2010.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:34 p.m.

COMMISSIONERS PRESENT:

M. Bell	H. Dumont	L. Llewelyn Cuffling
F. Blais (by telephone)	D. Gareau	N. Nichols
P. Booth Morrison	M. Gour	S. Rasmussen
K. Cameron	D. Horrocks	G. Sastre
A. Capobianco Skipworth	D. Lamoureux	D. Smith
M. Cloutier	M. L'Heureux	PARENT – D. Copeman

Regrets: P. D'Avignon, D. Guerriero, P. Chouinard, P. Farmer

Also present

Stephen Lessard, Director General
Denise Paulson, Secretary General
Michel Bergeron, Interim Director of Financial Resources
Lyse Gendron-Brodeur, Director of Secondary Schools
Wendy Bernier, Interim Director of Human Resources
Mary Williams, Director of Elementary Schools
Gail Somerville, Director of Complementary Services
Louise Beaupré, Director of Adult and Continuing Education

Presence noted J. Guyot, J. Dubé, J. Ruel, parent from St. Lawrence School

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Dumont, and seconded by Commissioner Nichols, that the agenda be adopted and that a copy be appended to the Minutes of this meeting.

UNANIMOUS

PUBLIC QUESTIONS: None

ADOPTION OF THE MINUTES OF THE MEETING HELD ON AUGUST 24, 2010

IT IS MOVED by Commissioner Smith, seconded by Commissioner L'Heureux, that the Minutes of the meeting held on August 24, 2010 be adopted as amended.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- Received annual report from the Student Ombudsman
- August 26 : Attended ACCESS welcome back
- August 27: Attended board-wide welcome back at HRHS. It was a very successful day-long event.
- September 1: Q92 radio broadcast live from St-Lambert Elementary. A donation of a smart board was made to the school and a lucky student won a laptop.
- September 16 : Senate committee visit to the Saint Lambert Elementary CLC (Community Learning Centre). This was a most successful few hours with CLC staff from RSB, New Frontiers and Littoral School Boards. Senators were very obviously moved by the presentations.
- The Chairman offered thanks to all those who were supportive during the days following the death of her father.

Director General's report – S. Lessard

- The Welcome Back was held August 27, at HRHS
- Interviews for the Director of Finance were held August 30 and September 1; a resolution is before Council tonight
- Gave words of welcome at new teachers' meeting on August 30
- Interview on August 31 with FM 103.3 host, Sébastien Lippé, re closure of schools in St. Hubert
- Interview on September 1 with Aaron Rand, Q92, at St. Lambert Elementary
- All directors visited schools during the morning of September 1
- Manon Dunn, teacher at Terry Fox, was killed tragically in a car accident on September 6
- September 9 and 10 – 2-day meeting with English DGs
- Met with members of the Senate Committee on Minority Languages at St. Lambert CLC on September 16
- There were three expulsions since last Council: one from St. Johns for violence, two from HRHS for possession of drugs. All students are in Secondary 4. There were three reinstatements: one student to each of the following: CRHS, HRHS and Chambly Academy

Parents' Committee: P. Chouinard/D. Copeman

- The Committee met on September 7th
- The Student Ombudsman made a PowerPoint presentation, which parents appreciated. They asked many questions.
- The next meeting is on the first Monday in October.

REPORTS (non-voting items only)

Executive - L. Cuffling:

- Meeting was held on September 7.
- Chairman elected – L. Cuffling
- Vice-Chairman elected – F. Blais
- Reviewed guidelines for commissioner professional development which all of Council saw at the last work session
- Reviewed draft Policy on Nepotism
- Next meeting: October 5, 2010

Transportation Advisory – L. Cuffling:

- Meeting was held on September 21
- Chairman elected – Pierre Chouinard
- Vice-chair elected – Lesley Cuffling
- Reviewed the transportation budget of 2009-2010 and 2010-2011
- Reviewed 2010-2011 transportation start-up
- Reviewed 2010-2011 transportation objectives
- Reviewed agreements with surrounding school boards and private schools
- Reviewed specific transportation arrangements; i.e. daycare; 4-year-olds
- Bus safety
- Next meeting: October 19, 2010

Communication – M. Cloutier:

- None. Meeting to be held next week.

Education – D. Smith:

- No report. Meeting to be held next week.

Finance and Audit – L. Cuffling:

- Meeting was held on September 14
- Reviewed Bill 100 MELS' proposed recovery plan which involves a reduction of 25% in travel expenses, publicity and professional development and a reduction of 10% in administrative expenses
- Discussed audit March 31st 2010, quarterly reports
- Discussed proposed dates for June 30th 2010 audit
- Reviewed Finance and Transportation Department objectives 2010-2011
- Discussed timing of purchasing card implementation
- Reviewed status of human resources of Finance and Transportation department
- Reviewed school surpluses/deficits for 2009-2010 school year
- Next meeting is at call of the chair.

Governance and Ethics – L. Cuffling

- Meeting on September 7
- Elected a Chair – Fern Blais
- Elected a Vice-chair – L. Cuffling
- Reviewed the issue of presently having just two Ethics Officers
- Next meeting is at call of the chair.

Human Resources – H. Dumont:

- Committee met on September 14th
- Received recommendations regarding the resolutions before Council this evening
- Next meeting: September 21, 2010

Material Resources and Safe Schools – K. Cameron

- Committee met on September 14th
- Reviewed Harold Napper extra work
- 2010 summer capital projects were reviewed – the majority of 22 projects have been completed within budget
- Selection of architects and engineers for 2011 capital projects was discussed
- Architectural diagrams and sketches of new Board Office were reviewed
- A preliminary discussion concerning the use of Royal Oak School took place

- The next meeting is at the call of the chair

QESBA – P. D'Avignon:

- A detailed summary of the meeting of the Board of Directors of September 10, 2010 was distributed to council members.
- The AGM and PD session will be held on November 5 and 6, 2010. Registration information will follow

NEW BUSINESS

Resolution B353-20100921

REQUEST TO VOTE BY TELEPHONE:

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Dumont, that Commissioner Blais be permitted to vote by telephone as requested.

UNANIMOUS

Resolution B354-20100921

APPOINTMENT OF MEMBERS OF THE EDUCATION COMMITTEE:

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Dumont, that Commissioners Smith, Rasmussen, Nichols and Cuffling, be appointed to the Education Committee for the 2010-11 school year.

UNANIMOUS

Resolution B355-20100921

APPOINTMENT OF MEMBERS OF THE FINANCE AND AUDIT COMMITTEE:

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Smith, that Commissioners D'Avignon, Chouinard, Cuffling, Horrocks, Lamoureux, Sastre, Dumont, Capobianco Skipworth, Morrison, Gour and Gareau, be appointed to the Finance and Audit Committee for the 2010-11 school year.

UNANIMOUS

Resolution B356-20100921

APPOINTMENT OF MEMBERS OF THE HUMAN RESOURCES COMMITTEE:

IT IS MOVED by Commissioner L'Heureux, seconded by Commissioner Dumont, that Commissioners Chouinard, Smith, Capobianco Skipworth, Dumont, Gareau, Horrocks, Sastre, Lamoureux, Gour, Rasmussen, Morrison, Cameron and Blais, be appointed to the Human Resources Committee for the 2010-11 school year.

UNANIMOUS

Resolution B357-20100921

APPOINTMENT OF MEMBERS OF THE MATERIAL RESOURCES AND SAFE SCHOOLS COMMITTEE :

IT IS MOVED by Commissioner L'Heureux, seconded by Commissioner Copeman, that Commissioners D'Avignon, Chouinard, Cameron and Nichols, be appointed to the Material Resources and Safe Schools Committee for the 2010-11 school year.

UNANIMOUS

Resolution B358-20100921

APPOINTMENT OF MEMBERS OF THE COMMUNICATION COMMITTEE:

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Rasmussen, that Commissioners Horrocks, L'Heureux, Dumont, Cloutier and Rasmussen, be appointed to the Communication Committee for the 2010-11 school year.

UNANIMOUS

Resolution B359-20100921

APPOINTMENT OF MEMBERS OF THE DIRECTOR GENERAL LIAISON COMMITTEE:

WHEREAS the Policy on the Evaluation of the Performance of the Director General states that four (4) commissioners be elected prior to September 30 of every year to sit on the Director General Liaison Committee;

WHEREAS the Policy on the Evaluation of the Performance of the Director General also states that these four members shall normally be the Chairman of the Council, the Vice-Chairman of the Council, the Chairman of the Executive Committee and the Chairman of the Human Resources Committee.

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Capobianco Skipworth, that nominations be opened and that a ballot vote be taken, if necessary, to elect the members of the Director General Liaison Committee for Riverside School Board.

DECLARATION OF ACCLAMATION:

The following Commissioners are therefore declared elected/acclaimed as members of the Director General Liaison Committee for Riverside School Board, effective immediately.

1. Chairman of the Council of Commissioners
2. Vice-Chair of the Council of Commissioners
3. Chairman of the Executive Committee
4. Chairman of the Human Resources Committee

Resolution B360-20100921

DEPOSIT FOR CONSULTATION OF THE DRAFT POLICY AGAINST NEPOTISM

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Cameron, that the draft Policy against Nepotism, having been reviewed by the Executive Committee, be deposited with Council for purposes of consultation to begin on September 22, 2010 and end on November 2, 2010.

AGAINST 1 (Gareau)
CARRIED

Resolution B361-20100921

ENDORSEMENT OF 2010-2011 QESBA REVISED DRAFT BUDGET

WHEREAS QESBA presented a revised draft budget to the Council of Commissioners on September 14, 2010;

WHEREAS this revised draft budget will be presented at the Annual General Meeting of the QESBA in the fall of 2010;

WHEREAS QESBA has requested that its member boards endorse the proposed budget at a meeting of their Councils;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Dumont, that the Council of Commissioners of Riverside School Board endorse the 2010-2011 QESBA revised draft budget, that a copy of this resolution be sent to all member boards; and

FURTHERMORE, that the Council of Commissioners of Riverside School Board recommend that the Quebec English School Boards Association work towards adopting the government norms identified under Bill 100 which its member boards are being required to follow; and this as of the 2011-2012 school year.

FOR: 11
AGAINST: 4 (Gour, Gareau, Lamoureux, Sastre)
ABSTENTION: 1 (Horrocks)
CARRIED

Resolution E94-20100921

AUTHORIZATION OF PAYMENT FOR ITINERANT SERVICES:

WHEREAS the Montreal Oral School for the Deaf is the designated service provider for Quebec English School Boards for students identified with severe hearing impairments;

WHEREAS there are 12 students at Riverside School Board with identified severe hearing impairments;

WHEREAS the set rate per student, as established between the MELS and the Montreal Oral School for the Deaf, is \$8 030 for full-time itinerant services and \$4 015 for half-time services;

WHEREAS this fee is taken into consideration by the MELS in their allocation to us for these students (8 full-time and 4 part-time):

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Gareau, that, for the school year 2010-2011, Riverside School Board contract itinerant instructional services from the Montreal Oral School for the Deaf for its students with identified hearing impairments in the amount of \$ 80 300.

UNANIMOUS

Resolution E95-20100921

AUTHORIZATION OF PAYMENT FOR INSTRUCTIONAL SERVICES TO BE PROVIDED BY GIANT STEPS, KELLS ACADEMY, MONTREAL ORAL SCHOOL FOR THE DEAF, PETER HALL SCHOOL, VANGUARD SCHOOL, AND SUMMIT SCHOOL:

WHEREAS the following private schools have agreed to provide instructional programs for the number of students below, at the fees indicated:

Giant Steps	6 students	\$ 136,282
Kells Academy	1 student	\$ 13,561
MOSD	2 students	\$ 48,934
Peter Hall	3 students	\$ 66,105
Summit	7 students	\$ 132,493
Vanguard	10 students	\$ 134,156

WHEREAS Riverside School Board cannot provide the instructional programs which these students require;

WHEREAS the MELS will reimburse Riverside School Board for the total amount of the fees

indicated:

IT IS MOVED by Commissioner Lamoureux, seconded by Commissioner Nichols, that, for the school year 2010-2011, Riverside School Board enter an inter-board agreement with Giant Steps, Kells Academy, MOSD, Peter Hall School, Vanguard School, and Summit School to provide instructional programs, in the amounts indicated, for a total of \$531, 531 and for the number of students specified above.

UNANIMOUS

Resolution E96-20100921

REQUEST FOR CREATION OF A PARTNERSHIP BETWEEN RIVERSIDE SCHOOL BOARD AND NEW FRONTIERS SCHOOL BOARD FOR THE HEALTH, ASSISTANCE AND NURSING PROGRAM #5825 FOR THE 2010-2011 AND 2011-2012 SCHOOL YEARS

WHEREAS Riverside School Board currently has an *à la carte* authorization to offer a Diploma of Vocational Studies in Health, Assistance and Nursing;

WHEREAS New Frontiers School Board has enough participants for a full cohort to start;

WHEREAS Health-sector programs are considered a priority in the Montérégie region;

IT IS MOVED by Commissioner Smith, seconded by Commissioner Rasmussen, that Riverside School Board and New Frontiers School Board implement measures that will facilitate access to the Health, Assistance and Nursing programme for the clientele of the New Frontiers School Board for the 2010-2011 and 2011-2012 school years;

THAT the Director General be authorized to sign the entente between Riverside School Board and New Frontiers School Board to put this agreement into effect; and

FURTHERMORE, that a copy of this resolution be sent to New Frontiers School Board, to the Ministry of Education, Recreation and Sport, as well as to the Members of the National Assembly situated on our territory.

UNANIMOUS

Resolution HR260-20100921

APPOINTMENT OF DIRECTOR OF FINANCE

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Sastre, that Michel Bergeron be appointed as Director of Finance and Transportation, effective immediately.

UNANIMOUS

Resolution HR261-20100921

RENEWAL OF APPOINTMENT OF INTERIM DIRECTOR OF HUMAN RESOURCES

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner L'Heureux, that Wendy Bernier be reappointed as Interim Director of Human Resources, effective immediately and for an indeterminate period of time, to be reviewed by Council by December 30, 2010.

UNANIMOUS

Resolution MR198-20100921

AUTHORIZATION FOR EXTRA WORK CARRIED OUT AT HAROLD NAPPER SCHOOL :

WHEREAS Riverside School Board adopted resolution MR182-20100420 awarding a contract to

proceed with the replacement of the boiler and HVAC equipment for an amount of \$279,861.15;

WHEREAS it was necessary to negotiate and agree to amendments to the contract to include unanticipated work; and, by August 18, 2010, the projected extra work amounted to \$28,538.74, which represents 10.2% of the contractual amount;

WHEREAS it was necessary that the work be done to ensure the proper functioning of the school;

WHEREAS the supplemental monies exceed the delegation of the Director General which allows for extra expenditures by maximum increments of 10% of the original amount as per the Act Respecting Contracting by Public Bodies;

WHEREAS special powers are given to the Director General under Article 6.1b of the Policy on Purchasing of Goods and Services and article 4.1.3 of Bylaw 4 to take any measure requiring immediate action for the continued functioning of the Board's schools;

WHEREAS this resolution was reviewed and is supported by the Material Resources and Safe Schools Committee.

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Nichols, that the Council of Commissioners of Riverside School Board agree to amendments to the contract to include unanticipated work at Harold Napper School, for an amount of \$28,538.74 including taxes; and

FURTHERMORE, to delegate to the Director General and the Assistant Director General the power to authorize, within their own level of delegation, extra expenditures of work up to a supplementary amount of 10% of the original cost from the new actualized cost of the contract.

FOR: 11
AGAINST: 3 (Gareau, Lamoureux, Sastre)
ABSTENTION: 1 (Gour)
CARRIED

OTHER BUSINESS

Correspondence - As listed in Appendix "A" to these Minutes. Copies available to the public.

PUBLIC QUESTIONS : none

ROUND OF APPLAUSE

- Commissioner Dumont attended a reception for the new PQ MNA for St-Hubert and invited her to visit Riverside schools. Commissioner Dumont also thanked all those who supported her participation in the Walk for Cancer.
- Commissioner Horrocks expressed disappointment with the way committee structure occurred.
- Commissioner Nichols attended the Welcome Back event at Heritage Regional High School and very much enjoyed the focus that was placed on the success of boys.
- Commissioner Rasmussen expressed her appreciation for the warm welcome by Centennial Regional High School's Talented and Gifted Programme welcome pot-luck.

CLOSING:

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Capobianco Skipworth, at

9:25 p.m., that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General



CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
 2010.09.21

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Line Beauchamp, MELS	Letter to the Chairman	Reform
Gaston Lemay, Fondation de l'ATEQ	Letter to the Chairman	Financial support
Michael Janosz, NANS	Letter to the Chairman	Final Report
Stephen Lessard, Director General and Moira Bell, Chairman	Letter to Senators Chaput, Seidman and Fraser	Thank you

Members are hereby convened to a regular meeting on
Tuesday, September 21, 2010 at 7:30 p.m. at the Administration Centre
 299 Sir-Wilfrid-Laurier Blvd., Saint Lambert, Québec.

REVISED AGENDA – REGULAR MEETING

1. Call to Order and Quorum
2. Adoption of the Agenda (a 10 minute break will be called during the meeting)
3. Questions from the Public – 30 minutes
4. Approval of Minutes
 - 4.1 Adoption of the Minutes of the meeting of August 24, 2010
 - 4.2 Business arising from the Minutes of the meeting of August 24, 2010
5. Chairman and Director General
 - 5.1 Chairman's Report
 - 5.2 Director General's Report
 - 5.3 Parents' Committee Report
6. Committee Reports

6.1 Executive	6.6 Governance and Ethics
6.2 Transportation	6.7 Human Resources
6.3 Communication	6.8 Material Resources and Safe Schools
6.4 Education	6.9 Q.E.S.B.A.
6.5 Finance and Audit	
7. New Business
 - 7.1 Board Administration
 - 7.1.1 Voting by Telephone
 - 7.1.2 Appointment of members of the Education Committee
 - 7.1.3 Appointment of members of the Finance and Audit Committee
 - 7.1.4 Appointment of members of the Human Resources Committee
 - 7.1.5 Appointment of members of the Material Resources and Safe Schools Committee
 - 7.1.6 Appointment of members of the Communication Committee
 - 7.1.7 Appointment of members of the DG Liaison Committee
 - 7.1.8 Deposit for Consultation of Draft Policy Against Nepotism
 - 7.1.9 Endorsement of the 2010-2011 QESBA Revised Draft Budget
 - 7.2 Educational Services
 - 7.2.1 Authorization for Payment of Itinerant Services
 - 7.2.2 Authorization for Payment for Instructional Services to be Provided by Giant Steps, Kells Academy, Montreal Oral School for the Deaf, Peter Hall School, Vanguard School, and Summit School
 - 7.2.3 Entente with New Frontiers SB for the Health Assistance and Nursing Programme
 - 7.3 Human Resources
 - 7.3.1 Appointment of a Director of Finance
 - 7.3.2 Renewal of Appointment of an Interim Director of Human Resources
 - 7.4 Material Resources
 - 7.4.1 Authorization for Extra Work done at Harold Napper School
8. Correspondence
9. Other Business
10. Questions from the Public – 20 minutes
11. Round of Applause (limit of 2 minutes/member)
12. Closing

Given at St. Lambert, Québec, on September 17, 2010

Denise Paulson,
 Secretary General