

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 August 23, 2011.

### COMMISSIONERS PRESENT:

M. Bell	P. D'Avignon	N. Nichols
P. Booth Morrison	H. Dumont	S. Rasmussen
K. Cameron	D. Horrocks	G. Sastre
A. Capobianco Skipworth	D. Lamoureux	D. Smith
	M. L'Heureux	<b>PARENTS</b> – P. Chouinard, D. Copeman

**Regrets:** F. Blais, L. Llewelyn Cuffling; M. Cloutier, D. Gareau, M. Gour

**Absent:** D. Guerriero

### Also present

Sylvain Racette, Director General  
Pierre Farmer, Assistant Director General  
Denise Paulson, Secretary General  
Michel Bergeron, 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  
Lucie Roy, Director of Adult and Continuing Education

### Presence noted

E. Kutter; J. Jordan; J. Plourde; J. Guyot; D. Angelus; D. La Rocque

### ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner L'Heureux, that the agenda be adopted as amended and that a copy be appended to the Minutes of this meeting.

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### PUBLIC QUESTIONS :

Mr. Denis La Rocque thanked Council for agreeing to post the English Parents Committee Association newsletters on the Board's website. He also indicated that a Parent Committee meeting was planned for Tuesday, August 30<sup>th</sup>. Mr. La Rocque also asked for Board support to ensure that the Annual General Meetings to elect members to school Governing Boards are take place according to the Education Act. The Secretary General responded that she would follow up.

### ADOPTION OF THE MINUTES OF THE ADJOURNED MEETING HELD ON JUNE 28, 2011 AND THE RECONVENED MEETING HELD ON JULY 5, 2011

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Cameron, that the Minutes of the adjourned meeting held on June 28, 2011 and the reconvened meeting held on July 5, 2011 be adopted.

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### BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- The final version of the 2011-2012 Board and Director General objectives is being circulated.

## **CHAIRMAN AND DIRECTOR GENERAL**

### **Chair's report** – M. Bell

- Attended the CSBA Conference in Ottawa on July 7 -9, 2011. It was content rich and the best conference she has ever attended. Quebec is the host province in 2012. Anyone interested in participating in the organization should contact QESBA.

### **Director General's report** – S. Racette

- **Expulsions:** One student was expelled since the last Council meeting.
- **Media:** I was interviewed by Justin Blanchard for the St. Lambert Journal. A copy of the article is in the DG's Report binder.
- **Bricklaying :** The Ministry is offering to fund an annex to Royal Oak School to house ACCESS's Masonry and Bricklaying Program. We will be finalizing the necessary paperwork with the MELS. A copy of the letter is in the DG's Report binder.

### **MEETINGS:**

- Met with the notary to finalize the sale of the land at Royal Oak School to the Centre de la Petite Enfance Caillou Lapierre

### **EVENTS:**

- Administrators' and Commissioners' End of Year Social on June 30<sup>th</sup>
- Administrators' Retreat at Manoir Rouville Campbell on August 18<sup>th</sup>
- Welcome Back Breakfast for ACCESS staff on August 19<sup>th</sup>
- St. Lambert Days – Riverside Kiosk
- Welcome Back Breakfast next Monday the 29<sup>th</sup> at 8:30 a.m. at Heritage

### **HATS OFF:**

- Bob Matthey's intensive training paid off this summer as he brought home 3 bronze medals from the World Cup Dragon Boat races that took place in Tampa Bay, Florida in August. Congratulations Bob!
- We have been advised by the Centre de la Petite Enfance Caillou Lapierre, that one of the pavilions will be named "Royal Oak".
- To you from some of our students who were honoured by the Riverside bursaries.

### **Parents' Committee:** P. Chouinard

- A meeting is planned for August 30, 2011

## **REPORTS** (non-voting items only)

### **Executive** - L. Cuffling:

- No report

### **Transportation Advisory** –P. Chouinard:

- No report

### **Communication** – S. Rasmussen

- No report

### **Education** – D. Smith:

- No report

Finance and Audit – P. Chouinard

- A meeting is scheduled for August 30, 2011

Governance and Ethics – F. Blais

- No report

Human Resources – H. Dumont:

- A meeting was held today at 5:30 and another will be called in the next week or two.

Material Resources and Safe Schools – K. Cameron

- No report

QESBA – D. Horrocks

- A meeting is scheduled for September 9<sup>th</sup> and the AGM is planned for October 28 and 29, 2011. The issue of taxation will be discussed at a meeting on August 31<sup>st</sup>.

**NEW BUSINESS**

Resolution HR298-20110823

**RESIGNATION OF AN ADMINISTRATOR:**

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Smith, that the resignation of **Claudine Turnbull**, Assistant Centre Director at ACCESS, be accepted with regret as of August 19, 2011.

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Resolution F121-20110823

**MODIFICATION TO THE BERLINE CONTRACTS AWARDED BY RESOLUTION F116-20110628 FOR THE TRANSPORTATION OF SPECIAL NEEDS STUDENTS**

WHEREAS Resolution F116-20110628 supporting the recommendation of the Transportation Advisory Committee to award seven (7) berline contracts to Transport Sco-Bec was adopted by Council;

WHEREAS the approved cost of the 7 berline contracts for the 2011-2012 school year was \$155,916.00;

WHEREAS an essential adjustment to the routes of these 7 berline contracts is necessary and will increase the cost to \$224,175.00, a difference of \$68, 259.00;

WHEREAS the monies available within the 2011-2012 Transportation budget are sufficient to cover the difference:

IT IS MOVED by D'Avignon, seconded by Morrison that the modification to the berline contracts awarded to Transport Sco-Bec be approved.

UNANIMOUS

Resolution B390-20110823

**ELECTION OF THE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE COUNCIL OF**

**COMMISSIONERS OF RIVERSIDE SCHOOL BOARD:**

WHEREAS By-Law 3 – Delegation of Powers to the Executive Committee – establishes that the voting members shall be 6 commissioners elected to the Executive and the Chair of the Council of Commissioners;

WHEREAS the members of the Executive Committee shall also sit as members of the Governance and Ethics Committee;

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

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**APPOINTMENT OF SCRUTINEERS**

IT IS MOVED by Commissioner Cameron, seconded by Commissioner D’Avignon, that Wendy Bernier and Michel Bergeron be appointed as Scrutineers.

Number of votes required for election: 7/13

Moved by	Nominee	Seconded by	Accepts	Votes received (7/13 needed to win)
P. Morrison	M. L’Heureux	A. Capobianco	X	12
S. Rasmussen	D. Smith	A. Capobianco	X	10
D. Smith	K. Cameron	M. L’Heureux	X	7
D. Lamoureux	G. Sastre	D. Smith	X	11
A. Capobianco	P. Morrison	H. Dumont	X	10
N. Nichols	F. Blais	K. Cameron	X	6
P. Chouinard	L. Cuffling	D. Copeman	X	8

IT IS MOVED by Commissioner Sastre and seconded by Commissioner Cameron that nominations cease.

**DECLARATION OF ELECTION:**

The following Commissioners are therefore declared elected as members of the Executive Committee for Riverside School Board, effective immediately:

- Commissioner Cameron
- Commissioner Cuffling
- Commissioner L’Heureux
- Commissioner Morrison
- Commissioner Sastre
- Commissioner Smith

Resolution B391-20110823

**ELECTION OF MEMBERS OF THE TRANSPORTATION ADVISORY COMMITTEE:**

WHEREAS the Transportation Advisory Committee is mandated by Article 188 of the Education Act; and

WHEREAS it is mandated in the composition of the Transportation Advisory Committee that two Commissioners of the Council of Commissioners be members of the committee:

IT IS MOVED by Commissioner D’Avignon seconded by Commissioner L’Heureux, that nominations be opened and that a ballot vote be taken, if necessary, to elect the members of

the Transportation Advisory Committee for Riverside School Board.

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Moved by	Nominee	Seconded by	Accepts	Declines
P. D'Avignon	P. Chouinard	K. Cameron	X	
D. Smith	L. Cuffling	P. Chouinard	X	

IT IS MOVED by Commissioner Sastre and seconded by Commissioner Cameron that nominations cease.

Resolution B392-20110823

**APPOINTMENT OF MEMBERS OF THE EDUCATION COMMITTEE:**

IT IS MOVED by Commissioner Smith, seconded by Commissioner Chouinard, that **Commissioners Copeman, Cuffling, Nichols, Rasmussen and Smith** be appointed to the Education Committee for the 2011-12 school year.

UNANIMOUS

Resolution B393-20110823

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

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Capobianco Skipworth, that **Commissioners Cameron, Chouinard, Copeman, D'Avignon and Nichols** be appointed to the Material Resources and Safe Schools Committee for the 2011-12 school year.

UNANIMOUS

Resolution B394-20110823

**APPOINTMENT OF MEMBERS OF THE FINANCE AND AUDIT COMMITTEE:**

IT IS MOVED by Commissioner Morrison, seconded by Commissioner D'Avignon, that **Commissioners Chouinard, Cuffling, D'Avignon, Lamoureux, Morrison and Sastre** be appointed to the Finance and Audit Committee for the 2011-12 school year.

UNANIMOUS

Resolution B395-20110823

**APPOINTMENT OF MEMBERS OF THE HUMAN RESOURCES COMMITTEE:**

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Dumont, that **Commissioners Capobianco, Chouinard, D'Avignon, Dumont, Horrocks, Lamoureux and Morrison** be appointed to the Human Resources Committee for the 2011-12 school year.

UNANIMOUS

Resolution B396-20110823

**NOMINATION OF A RECIPIENT OF THE QESBA AWARD OF MERIT**

IT IS MOVED by Commissioner Horrocks, seconded by Commissioner Rasmussen that the name of Mr. Jim Munro be submitted to receive the Award of Merit of the Quebec English School Boards Association.

UNANIMOUS

Resolution B397-20110823

**NOMINATIONS TO THE BOARD OF DIRECTORS OF THE QESBA:**

IT IS MOVED by Commissioner L'Heureux and seconded by Commissioner Sastre that Commissioners Moira Bell and Anna Capobianco Skipworth be named to the Board of Directors of the Quebec English School Boards Association.

UNANIMOUS

Resolution B398-20110823

**NOMINATIONS TO THE EXECUTIVE COMMITTEE OF THE QESBA:**

IT IS MOVED by Commissioner Sastre and seconded by Commissioner L'Heureux that Commissioner Moira Bell be named as member-at-large to the Executive Committee of the Quebec English School Boards Association.

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**OTHER BUSINESS**

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

**PUBLIC QUESTIONS** : None

**ROUND OF APPLAUSE**

- Commissioner Capobianco commented on the fact that some teachers have already been hard at work in their classrooms preparing for the return of students. This is proof of their high level of excellence and professionalism.
- Commissioner Nichols suggested that people who apply for positions at the Board and are not selected ought to receive written communication from the Board advising them of the decision.
- Commissioner Morrison noted that the Board's job postings mention that only the candidate selected will be contacted. This is standard practice among school boards.
- Commissioner Dumont applauds all of the back-to-school initiatives and is especially appreciative of the efforts being made with respect to the Royal Oak building and grounds.
- Commissioner Horrocks reported that there are three new CLC coordinators at Riverside.
- Commissioner Bell encouraged Council members to attend the welcome-back breakfast at Heritage on Monday, August 29<sup>th</sup>, 2011.
- Commissioner Copeman invited commissioners to view the display case at Heritage where part of one of the trees that was felled to make room for the new Board Office construction, has been shaped into a vase.

**CLOSING:**

IT IS MOVED by Commissioner L'Heureux, and seconded by Commissioner Rasmussen, at 8:42 p.m. that the meeting be closed.

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Moira Bell, Chairman

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Denise Paulson, Secretary General

**CORRESPONDENCE - RIVERSIDE SCHOOL BOARD**  
 2011.08.23

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Daryl Gnann, Good Shepherd Student	Letter to the Chairman	Thank you
Mary-Francis Turk, CRHS Student	Letter to the Chairman	Thank you
Institute of Corporate Directors	Letter to the Chairman	Invitation
Laurence Mosseray, MELS, Direction de l'éducation des adultes et de l'action communautaire	Letter to the Chairman	Projet RECIT FP
Line Beauchamp, MELS	Letter to the Chairman	Derogation for special pedagogical project
Lyse Gendron-Brodeur	Card to the Council	Thank you



## CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a regular meeting on  
**Tuesday, August 23, 2011 at 7:30 p.m.** at the Administration Centre  
299 Sir-Wilfrid-Laurier Blvd., Saint Lambert, Québec.

### ADOPTED 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 adjourned meeting of June 28, 2011 and the reconvened meeting of July 5, 2011
  - 4.2 Business arising from the Minutes of the adjourned meeting of June 28, 2011 and the reconvened meeting of July 5, 2011
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
  - 6.2 Transportation
  - 6.3 Communication
  - 6.4 Education
  - 6.5 Finance and Audit
  - 6.6 Governance and Ethics
  - 6.7 Human Resources
  - 6.8 Material Resources and Safe Schools
  - 6.9 Q.E.S.B.A.
7. New Business
  - 7.1 Resignation of an Administrator
  - 7.2 ~~Appointment of a Principal to Greenfield Park Primary International School~~
  - 7.3 ~~Appointment of an Assistant Centre Director at ACCESS~~
  - 7.4 Modification to a Berline Contract
  - 7.5 Election – Executive Committee
  - 7.6 Election – Transportation Advisory Committee
  - 7.7 Appointment of Members to Committees:  
Education, ~~Communication~~, Material Resources and Safe Schools, Finance and Audit,  
Human Resources
  - 7.8 Nominations for QESBA Award of Merit
  - 7.9 Nominations for QESBA Board of Directors
  - 7.10 Nominations for QESBA Executive Committee
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 August 22, 2011

Denise Paulson  
Secretary General