

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 20, 2011.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:35 p.m.

COMMISSIONERS PRESENT:

| | | |
|-------------------------|----------------------|--------------|
| M. Bell | M. Gour | N. Nichols |
| P. Booth Morrison | D. Horrocks | S. Rasmussen |
| K. Cameron | D. Lamoureux | G. Sastre |
| A. Capobianco Skipworth | M. L'Heureux | D. Smith |
| M. Cloutier | L. Llewelyn Cuffling | |

PARENTS – P. Chouinard, D. Copeman

Absent : F. Blais, P. D'Avignon, H. Dumont, D. Guerriero

Also present

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

S. LeSueur, J. Plourde, P. Buchanan, D. La Rocque, four (4) parents from St. Jude School

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Rasmussen, that the agenda be adopted with the addition of item 7.6 Authorization to Sign Transfer Documents, 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 23, 2011

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Capobianco Skipworth, that the Minutes of the meeting held on August 23, 2011 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- None

ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD ON SEPTEMBER 13, 2011

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Smith, that the Minutes of the special meeting held on September 13, 2011 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- August 29: Attended welcome back celebrations at Heritage Regional High School. Commissioners Nichols, Capobianco and Chouinard also in attendance
- August 31 : Attended a meeting of Board Chairs at QESBA to discuss the issue of taxation on board territories
- September 7 : Attended iCan launch at HRHS; Commissioners Nichols and Capobianco also in attendance

Assistant Director General's report

TOPICS THAT REQUIRED SPECIAL ATTENTION:

- During the night of Thursday, September 15th, there was a fire in the former Royal Oak School building. The building is salvageable. Pierre met with a MELS representative on Friday afternoon and they have agreed to cover the cost of repairs (\$500,000 to \$750,000). We also have their approval to spend \$50,000 immediately to ensure that the building is secure in the interim. More information will follow.
- A letter from Minister Beauchamp approving the building of a Masonry/Bricklaying Training Centre on the former Royal Oak School property in the amount of \$2.5 million.
- **Expulsions:** Two students were expelled since the last Council meeting for possession of drugs.

MEETINGS:

- Pierre Farmer will be meeting the Montérégie DGs on Wednesday (in the DG's absence) to discuss the article in La Presse about the condition of the schools in Montreal and to disassociate themselves from it (copy in DG binder).
- We held our first DCM in a school this month. We were very well received by Liz Poitras and the staff at Good Shepherd School. This was a good opportunity to have lunch with the teachers and to chat with them in an informal setting.

EVENTS:

- The Welcome Back Breakfast at Heritage on August 29th was a success! We applauded the students' wonderful performances.
- The director general and other board directors visited the schools on September 1st, the first day of school. It's always wonderful to see the children's smiling faces and to meet some of the teachers and staff in the schools.
- Sylvain attended the launch of the iCan program at Heritage. An article from the Journal de Saint-Hubert is in the DG binder.

HATS OFF:

- To Sophie Compagna and her staff at St. Mary's School for their involvement in the Mobilys Project. Mobilys is a foundation created in 2009 to make success in school a priority in Quebec through the use of interactive websites such as Facebook. A Press Conference was held (which Sophie attended) and an article from The Gazette can be found in the DG

Binder.

- To François Couture and Éric Boutin who are still actively involved in ArtsSmarts. They are both now well regarded by the ArtsSmarts Organization in terms of their project development and Riverside is definitely proud of their achievements locally, provincially and nationally. They will be presenting "The Space of Learning" twice at the ArtsSmarts Knowledge Exchange 2011 in Toronto on October 31st and November 1st.

Parents' Committee: P. Chouinard

A meeting was held on August 30th. Discussed tax bills and the discrepancy between French and English boards. Next meeting is on October 3. Elections will be held at that time.

REPORTS (non-voting items only)

Executive – M. L'Heureux

- I was elected chair and Leslie Cuffling was elected vice-chair.
- There were no questions from the public during this meeting.
- The draft policy on the purchase of goods and services and the resulting modifications to by-laws were reviewed but have been deferred pending translation to English (Table of la Montérégie) and we will resume discussion at our next work session that will take place on October 4th.
- We did review a file presented to us by the student ombudsman. As this is still a relatively new process for everyone concerned, it was felt that the recommendations and action plan was too vague. Therefore, the report was sent back to the ombudsman requesting a more precise and a more directive plan of action. We felt that this would certainly benefit the student, especially as related to follow-up.
- There are now 2 documents before council deposited for consultation. Draft by-law on the code of ethics and professional conduct for commissioners and the Reimbursement of expenses. Interestingly, we had a long discussion on trip reports and we will be bringing this up at the next work session of council.
- Our next meeting will be here, on October 4th, 7 p.m.

Transportation Advisory – P. Chouinard:

Next meeting: September 27, 10 a.m.

Education – D. Smith:

- Next meeting: September 26, 6:30 p.m. at ACCESS

Financial and Audit – P. Chouinard

- Met on August 31. Commissioner Chouinard was elected as chair. Discussed objectives for 11-12; purchasing policy and Law 100

Governance and Ethics – L. Cuffling

- Meeting was held on September 6.
- Lesley Cuffling was elected Chairman and Gustavo Sastre was elected Vice-chairman
- Discussed the new business for 2011-2012. Plan to review the feedback and evaluation process for the Student Ombudsman position as well as the Ethics Officer positions.
- Next meeting will be held on October 4.

Human Resources – A. Capobianco

- A meeting of the HR Committee was held last Tuesday, September 13.
- Elections were held: Henriette Dumont was acclaimed Chairperson and I (Anna Capobianco) was acclaimed Vice-Chairperson

- The committee discussed the administrative appointments that were approved at the special meeting held last Tuesday, September 13th.
- The next HR meeting will be held on Tuesday, September 27 at 7:30 p.m.

Material Resources and Safe Schools – K. Cameron

- Meeting was held on September 13th
- K. Cameron was elected Chair and P. D'Avignon, Vice-Chair
- Committee mandate remains unchanged
- Selection process of professionals for Royal Oak conversion to begin
- Process of selecting capital projects under review.
- Phase 1 of radon testing has begun.
- Brick walls in HRHS gymnasiums will be rebuilt at an estimated cost of \$550,000.00
- At the request of the MELS, an environmental survey was conducted of areas affected by flooding.

A discussion of new technologies and the increasing demands on technology staff took place.

QESBA – D. Horrocks

- Last meeting was on September 9th; summary will be sent by e-mail to all commissioners
- Attended the launch of Mobilys Project; St Mary's School has made quite a splash
- PD information is in commissioners' kits
- QESBA is the first association in Canada to offer e-voting to its members. Details will follow.
- Will be attending summit on October 18 & 19th in Quebec City on *la persévérance scolaire*
- Commissioner L'Heureux noted that Commissioner Horrocks' second term as President of QESBA was ending and he extended the thanks of Council for having represented Riverside so well during her tenure.

IT IS MOVED by Commissioner Capobianco and seconded by Commissioner Chouinard at 8 :27 p.m. that Council move out of committee.

IT IS MOVED by Commissioner Smith and seconded by Commissioner L'Heureux at 9 :15 p.m. that Council move out of committee.

NEW BUSINESS

Resolution B400-20110920

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 Capobianco Skipworth, seconded by Commissioner Gour, that

the above members form the Director General Liaison Committee for Riverside School Board.

UNANIMOUS

DEPOSIT FOR CONSULTATION OF THE REVISED BY-LAW: CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR COMMISSIONERS

IT IS MOVED by Commissioner Lamoureux and seconded by Commissioner Chouinard that this resolution be deferred to a later date.

UNANIMOUS

Resolution B401-20110920

DEPOSIT FOR CONSULTATION OF THE DRAFT POLICY ON THE REIMBURSEMENT OF EXPENSES

IT IS MOVED by Commissioner L'Heureux, seconded by Commissioner Chouinard, that the draft Policy on the Reimbursement of Expenses, having been reviewed by the Executive Committee, be deposited for consultation for the period from September 24th to November 8, 2011.

UNANIMOUS

Resolution E104-20110920

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 \$8 150 for full-time itinerant services for 7 students and \$4 075 for half-time services for 5 students,

WHEREAS this fee is taken into consideration by the MELS in their allocation to us for these students:

IT IS MOVED by Commissioner Copeman, seconded by Commissioner Smith, that, for the school year 2011-2012, 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 \$ 77 425.

ABSTENTION 1 (Commissioner Gour)
UNANIMOUS

Resolution E105-20110920

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 | \$ 139 203. |
| Kells Academy | 1 student | \$ 13 820. |
| MOSD | 1 student | \$ 24 918. |

| | | |
|-------------------|--------------|--------------------|
| Peter Hall | 3 é students | \$ 65 808. |
| Summit | 8 students | \$ 154 676. |
| Vanguard | 11 students | \$ 148 743. |

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 Gareau, seconded by Commissioner Morrison, that, for the school year 2011-2012, 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 **\$547,168.**, and for the number of students specified above.

UNANIMOUS

Resolution B399-20110920

AUTHORIZATION TO SIGN TRANSFER DOCUMENTS

WHEREAS it is anticipated that unspent monies will remain from the 2010-2011 fiscal year;

WHEREAS it is proposed that these monies be distributed to all Riverside schools for student activities, subject to financial guidelines;

IT IS MOVED by Commissioner L'Heureux seconded by Commissioner Chouinard, that the Chairman and the Director General be authorized to sign the documents to that effect.

UNANIMOUS

OTHER BUSINESS

- Commissioner Morrison suggested that Council respond to the letter from the Quebec Federation of Home and Schools by supporting their resolutions as requested.
- Commissioner Sastre referred to a letter published in the Saint-Lambert Journal and asked whether budget information is published on the website. It is.

PUBLIC QUESTIONS :

Mr. D. La Rocque asked whether the October 17 date for the Governing Board training session was confirmed. The Secretary General advised that it was however the location was not. He mentioned that the EPCA also supports the QFHSA. He stated that Chambly Academy needed a full-time librarian. he invited commissioners to attend the public meetings of the parent committee; the next one being on October 3, 2011. He asked about the exchange of school buildings dating back to provisional council days.

ROUND OF APPLAUSE

- Commissioner Capobianco visited Mount Bruno School, Cedar Street and Mountainview on the first day of school. She also attended the welcome back ceremonies, two corn roasts and will be participating with HRHS in the Run for the Cure on October 1st
- Commissioner Horrocks attended the Harold Napper corn roast and reported that the school had been adopted by Indigo.
- Commissioner Gour also attended the corn roast at Harold Napper and some staff from Centennial were also present. It was a good opportunity for parents to talk with them. Commissioner Gour also attended an assembly at Good Shepherd School and is

pleased to note the increase in the number of smart boards in our schools.

CLOSING:

IT IS MOVED by Commissioner Gareau, seconded by Commissioner Chouinard, at 9:45, that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
CORRESPONDANCE – COMMISSION SCOLAIRE RIVERSIDE
 2011.09.20

| FROM / DE | TYPE | SUBJECT / OBJET |
|---|---|---|
| Liette Chamberland, President, QFHSA | Letter to the Chairman | Support for resolutions |
| Gaston Lemay, President, Fondation de l'ATEQ | Letter to the Chairman | Financial support |
| Line Beauchamp, MELS | Letter to the Chairman | Programme d'études <i>Masonry : Bricklaying</i> |
| Sherri Rattray, Chairman, St. Jude Governing Board | Letter to the Director General and the Chairman | Transfer of Mrs. Ellen Strike, Principal |
| Peter Woodruff, Student Ombudsman, Riverside School Board | Letter to Council of Commissioners | Annual report |
| Jean Thibodeau, vice-président ressources humaines, Transdev Canada / Vice-President, Human Resources | Letter to the Chairman | School transportation contract |



Members are hereby convened to a regular meeting on
Tuesday, September 20, 2011 at 7:30 p.m. at the Administration Centre
299 Sir-Wilfrid-Laurier Blvd., Saint Lambert, Québec.

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 23, 2011
 - 4.2 Business arising from the Minutes of the meeting of August 23, 2011
 - 4.3 Adoption of the Minutes of the special meeting of September 13, 2011
 - 4.4 Business arising from the Minutes of the special meeting of September 13, 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 Education
 - 6.4 Finance and Audit
 - 6.5 Governance and Ethics
 - 6.6 Human Resources
 - 6.7 Material Resources and Safe Schools
 - 6.8 Q.E.S.B.A.
7. New Business
 - 7.1 Nomination of members to the DG Liaison Committee
 - 7.2 Deposit for consultation of the By-Law on Ethics and Professional Conduct of Commissioners
 - 7.3 Deposit for Consultation of the Draft Policy on the Reimbursement of Expenses
 - 7.4 Authorization for Payment of Itinerant Services
 - 7.5 Authorization for Payment of Instructional Services to Various Schools
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 16, 2011

Denise Paulson
Secretary General