

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 December 13, 2011.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:50 p.m.

COMMISSIONERS PRESENT:

M. Bell	D. Gareau	N. Nichols
K. Cameron	M. Gour	S. Rasmussen
A. Capobianco Skipworth	D. Horrocks	G. Sastre
M. Cloutier	D. Lamoureux	D. Smith
P. D'Avignon	M. L'Heureux	D. Smyth
H. Dumont	L. Llewelyn Cuffling	PARENTS – P. Chouinard, D. Copeman

Regrets : P. Morrison, F. Blais

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

V. Forde, J. Plourde, C. Macaro, A. Audet

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Capobianco, seconded by Commissioner D'Avignon, that the agenda be adopted as corrected and that a copy be appended to the Minutes of this meeting.

UNANIMOUS

SWEARING IN OF NEW COMMISSIONER

Mr. Douglas Smyth was sworn in as the new commissioner for Electoral Division 18.

PUBLIC QUESTIONS : None

ADOPTION OF THE MINUTES OF THE MEETING HELD ON NOVEMBER 15, 2011

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Gour, that the Minutes of the meeting held on November 15, 2011 be adopted.

UNANIMOUS

ADOPTION OF THE MINUTES OF THE MEETING HELD ON NOVEMBER 21, 2011

IT IS MOVED by Commissioner Cameron seconded by Commissioner Gour that the Minutes of the meeting held on November 21, 2011 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- The Director General welcomed Mr. Douglas Smyth, new commissioner for Electoral Division 18.

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- The Chairman reported on the key points of a conference call where participants discussed impending budget cuts.
- She also circulated a sign-up sheet for QESBA committees.

Director General's report – S. Racette

TOPICS THAT REQUIRED SPECIAL ATTENTION

- **Expulsions:** Four students were expelled since the last Council meeting: three from Heritage RHS for possession of drugs and one from Chambly Academy for possession of a weapon.
- **Measles Vaccination Campaign:** Selective catch-up vaccination campaign in all schools in Quebec. The goal is to vaccinate students and staff who have not received all the necessary doses of vaccine or who do not have proof of vaccination.

MEETINGS

- On December 5, our DCM meeting was held at St. Lambert Elementary.
- I have continued my visits to schools, namely St. Jude, Boucherville Elementary, John Adam Memorial and St. Lawrence. My Riverside World Tour will come to an end by Christmas time with my visits this week to Mount Bruno, Courtland Park International and Mountainview.
- ADIGECS on November 16-17-18 in Québec City.
- MAC Meeting on November 23.
- DG Montérégie on November 24 and December 8 at C.S. Marie-Victorin.
- Provincial Inter-level Table for English Sector on November 28 and December 13 in Montreal.
- Meeting with Deputy Minister Louise Pagé on November 30 in Québec City.
- ADGESBQ on December 1-2 and December 12 at EMSB
- Transportation Advisory Committee and Parents Committee on December 5.
- Administrative Leadership Session (ALP) on December 7.

EVENTS

- Welcomed all the Support Staff on November 25 at their PIC Session at the Sandman Hotel.
- Many schools are in the thick of holiday celebrations!

UPCOMING EVENTS = DON'T FORGET OUR NEW WEB LINK ON OUR HOME PAGE!!!

HATS OFF

- Riverside is proud to announce that it now boasts the highest graduation rate of all public high schools in Québec: 77% based on the 2005 cohort (i.e. students who enrolled in Sec. 1 in 2005)! Also, the MELS has just published its final report on the dropout rate of each school board for 2009-2010. Riverside appears to have gone even lower - our final 2009-2010 dropout rate is 13.4% overall. (17.6% for boys and 9.6% for girls). The Province average for public school boards is 20.1.
- Partnership Agreement is completed: very good participation from all Directors: Special thanks to Mary Williams and Lisa Rae.
The first Insertion Social Group for Adults with Special Needs and the In-school daycare educator courses started in November at ACCESS.

And that is the extent of my last DG's report in this room since we are going to meet you all in our new board for the next council meeting.

Parents' Committee: P. Chouinard/D. Copeman

- Meeting held on December 5; Director General and Director of Elementary Schools were present. The focus of the discussion was on split classes and special needs. The Parents' Committee will ask Council to open the EHDAA Advisory Committee to the public. The EPCA will be sending a request to QESBA.

REPORTS (non-voting items only)

Executive – M. L'Heureux:

- We had a very brief meeting on December 6th as we were between the Governance and ethics committee and a specially called work session as previously reported by our director general.
- We approved the participation of our chair and vice-chair's at the National School Board Association conference in Boston in April of next year.
- We deposited for general consultation the Draft Policy and Procedures on the Engagement of Personnel: the Draft By-Law on the Code of Ethics and Professional Conduct for Commissioners: and the Draft Revised Policy on the Purchase of Goods and Services.
- We also approved the affiliation costs to l' Association Régionale du sport étudiant du Richelieu and nominated our various school personnel as delegates to said association.
- Finally, we heard back from our director general concerning an Ombudsman's report on a case of bullying (his actions and recommendations were deemed satisfactory). We also gave our support to the city of Longueuil's bid for les Jeux du Québec 2014.
- Our next meeting will be in our new board offices, adjacent to Heritage, on Chemin Chambly, after our committee's work session on February 7, 2012 at 7pm. As usual all commissioners are invited to participate at our work sessions and relevant scheduled meetings.

Transportation Advisory –P. Chouinard:

- Met on December 5th
- Reviewed the revised budget 2011-2012
- Looked at contract changes of Transdev vs Transco
- Reviewed the transportation of daycare students who don't use the bus seats
- Reviewed some zoning changes
- Next meetings will be at 10:15 a.m. on February 20 and April 23.

Education – D. Smith:

- No meeting held. Will review Partnership Agreement in depth at next meeting

Financial and Audit – P. Chouinard

- No meeting held.
- Next meeting on December 14th at 6 p.m.
- More budget cuts are expected.

Governance and Ethics – L. Cuffling

- Met on December 6th
- Reviewed activities of Student Ombudsman (presentation at Governing Board session and new pamphlet), gave feedback on his reports and discussed how to go about the evaluation of the SO, keeping in mind that Council must remain at arm's length.
- Next meeting is on February 7th

Human Resources – H. Dumont:

- Met on November 22nd
- Reviewed compensation guidelines, policy and procedures for administrators, AESOP software
- Remainder of the meetings were planned
- Review of Harassment Policy to be undertaken
- Next meeting on December 20th

Material Resources and Safe Schools – K. Cameron

- No meeting was held. Next meeting is at the call of the Chair.
- The Director of Material Resources informed Council that he would be present at the new building on January 4, 5 and 6 with coffee and snacks.

QESBA –A. Capobianco

- Meeting on December 2nd
- QCGN forum in March
- Discussed eligibility cases
- Ben Huot introduced Anne Marie Lepage who will be replacing him when he retires
- List of committees was circulated and members were asked to sign up before December 20th
- Chairs of all school boards sit on an Immediate Priorities Committee
- CSBA document will be sent out in the new year

NEW BUSINESS

Resolution B404-20111213

ADOPTION OF THE REPORT ON THE PARTNERSHIP AGREEMENT FOR 2010-2011

IT IS MOVED BY Commissioner Capobianco, seconded by Commissioner Chouinard, that the

Report on the Partnership Agreement for 2010-2011 be adopted and submitted to the Ministère de l'Éducation, du Loisir et du Sport.

UNANIMOUS

Resolution HR304-20111213

DEPOSIT OF DRAFT POLICY AND PROCEDURES ON THE ENGAGEMENT OF PERSONNEL

IT IS MOVED by Commissioner Dumont, seconded by Commissioner Sastre, that the draft Policy and Procedures on the Engagement of Personnel, having been reviewed by the Executive Committee, be deposited for consultation for the period from December 14, 2011 to February 10, 2012.

UNANIMOUS

Resolution B405-20111213

ADOPTION OF DRAFT BY-LAW ON THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR COMMISSIONERS

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Nichols, that the draft By-Law on the Code of Ethics and Professional Conduct for Commissioners, having been reviewed by the Executive Committee, be adopted by the Council of Commissioners.

UNANIMOUS

Resolution B406-20111213

DEPOSIT OF THE DRAFT REVISED POLICY ON THE PURCHASE OF GOODS AND SERVICES

IT IS MOVED by Commissioner Smith, seconded by Commissioner Rasmussen, that the draft revised Policy on the Purchase of Goods and Services, having been reviewed by the Executive Committee, be deposited for consultation for the period from December 14, 2011 to February 10, 2012.

UNANIMOUS

Resolution B407-20111213

DEPOSIT FOR CONSULTATION OF THE PLANNING DOCUMENT - PLANNING FOR OUR SCHOOLS 2012-2015

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Chouinard, that the preliminary document entitled "Planning for Our Schools 2012-2015", which regroups the following documents:

- Three-Year Plan of Allocation and Destination of Immovables
- List of Schools
- Deeds of Establishment and
- Enrolment Criteria,

dated December 13, 2011 be received for consultation to run from December 14, 2011 to January 16, 2012; and

THAT the final document, "Planning for Our Schools 2012-2015" be adopted at the January 17, 2012, meeting of the Council of Commissioners.

ABSTENTION 1 (Commissioner Dumont)
UNANIMOUS

OTHER BUSINESS

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

PUBLIC QUESTIONS :

Mr. Macaro commented on the consultation period regarding the Planning Document; the difficult decisions that were pending due to budget cuts and on inviting stakeholders to share information.

ROUND OF APPLAUSE

- Commissioner Capobianco attended a breakfast at Mountainview School which was a great success as there were many people from the community in attendance. She plans to attend the Christmas concert planned for December 16th.
- Commissioner Gour congratulated the Director of Adult and Vocational Education, Lucie Roy, on the news coverage in the Saint-Lambert Journal. She also attended a fundraiser concert at Centennial RHS. She was very proud of the performance of the Glee Clubs from Centennial and Chambly Academy.
- Commissioner Chouinard commented on the amazing student talent showcased at St. Johns' variety show, including the Principal, Tim Mahoney, on guitar and the Vice-Principal, Brad Morley, as the late, great Elvis!
- Commissioner Nichols attended the Centennial craft sale and was at Royal Charles School on December 8th for the traditional Christmas concert where they invite senior citizens from the Saint-Hubert area.
- Commissioner Smyth attended the John Adam Memorial Christmas concert which he found very enjoyable.
- Commissioner Cameron offered a generous thank you to all former and present English teachers.

CLOSING:

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Cameron, at 9 p.m., that the meeting be closed.

Moira Bell, Chairman

Denise Paulson, Secretary General



CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a regular meeting on
Tuesday, December 13, 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. Swearing in of new Commissioner, Mr. Douglas Smyth
4. Questions from the Public – 30 minutes
5. Approval of Minutes
 - 5.1 Adoption of the Minutes of the meeting of November 15 and 21, 2011
 - 5.2 Business arising from the Minutes of the meeting of November 15, 2011
6. Chairman and Director General
 - 6.1 Chairman's Report
 - 6.2 Director General's Report
 - 6.3 Parents' Committee Report
7. Committee Reports
 - 7.1 Executive
 - 7.2 Transportation
 - 7.3 Education
 - 7.4 Finance and Audit
 - 7.5 Governance and Ethics
 - 7.6 Human Resources
 - 7.7 Material Resources and Safe Schools
 - 7.8 Q.E.S.B.A.
8. New Business
 - 8.1 Adoption of the Report on the Partnership Agreement 2010-2011
 - 8.2 Deposit of the Revised Draft Policy and Procedures on the Engagement of Personnel
 - 8.3 Deposit of the Revised Draft By-Law on the *Code of Ethics and Professional Conduct for Commissioners*
 - 8.4 Deposit of the Revised Draft Policy on the Purchase of Goods and Services
 - 8.5 Three-Year Plan of Allocation and Destination of Immovables
 - 8.6 List of Schools
 - 8.7 Deeds of Establishment
 - 8.8 Enrolment Criteria
9. Correspondence
10. Other Business
11. Questions from the Public – 20 minutes
12. Round of Applause (limit of 2 minutes/member)
13. Closing

Given at St. Lambert, Québec, on December 9, 2011

Denise Paulson
Secretary General



CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
2011.12.13

FROM /	TYPE	SUBJECT	EMAILED/DATE
Steve Bletas, Chairman, Sir Wilfrid Laurier School Board	Letter to the Chairman	Invitation	November 17 2011
Gaston Lemay, President, <i>Fondation de l'ATEQ</i>	Letter to the Chairman	Fundraiser	November 24 2011
Lucie Désilets, <i>Regroupement des commissions scolaires de la Montérégie</i>	Letter to the Chairman	Annual report	November 30, 2011