

Minutes of the proceedings of a **regular** session of the Council of Commissioners for Riverside School Board held at the Administration Centre, 7525, chemin de Chambly, St. Hubert, Québec on November 20, 2012.

The Secretary General established that quorum was met and called the meeting to order at 7:32 p.m.

COMMISSIONERS PRESENT:

F. Blais	D. Lamoureux	S. Rasmussen
P. Booth Morrison	M. L'Heureux	G. Sastre
K. Cameron	L. Llewelyn Cuffling	D. Smith
A. Capobianco Skipworth	N. Nichols	D. Smyth
M. Gour	D. Pinel	PARENTS – P. Chouinard, D. Copeman

Regrets : M. Bell, P. D'Avignon, H. Dumont, J. Freund, D. Horrocks

Also present

Sylvain Racette, Director General
Pierre Farmer, Assistant Director General
Denise Paulson, Secretary General
Michel Bergeron, Director of Financial Resources
Wendy Bernier, Interim Director of Human Resources
Mary Williams, Director of Elementary Schools
Gail Somerville, Director of Complementary Services

Presence noted: Ellen Strike, Vicky Roach, Sheri Rattray, Nikita Kayurov

Resolution B442-20121120

APPOINTMENT OF A CHAIR PRO TEM

IT WAS MOVED by Commissioner L'Heureux seconded by Commissioner Morrison, that, in the absence of the Chair and Vice-Chair, Commissioner Blais be appointed Chair pro tem to preside at this regular meeting of Council.

UNANIMOUS

ADOPTION OF THE AGENDA :

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

UNANIMOUS

Donna Copeman and Pierre Chouinard were sworn in as Parent Commissioners for the 2012-2013 school year.

PUBLIC QUESTIONS

S. Rattray, Chair of the Governing Board of St. Jude School, asked for clarification regarding the enrolment criteria listed for St. Jude in the document currently out for consultation. The Director General responded. Mrs. Rattray also informed Council that the community was not unanimously supportive of the proposal. She stated that feedback would be forthcoming prior to the end of the consultation period, which is December 7, 2012.

ADOPTION OF THE MINUTES OF THE MEETING HELD ON OCTOBER 16, 2012

IT IS MOVED by Commissioner Rasmussen seconded by Commissioner Chouinard, that the Minutes of the meeting held on October 16, 2012 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- The City of Longueuil has approved the rezoning for the Royal Oak school property in St. Hubert. We can now go ahead with plans to modify the existing building.
- The ADGESBQ received a letter from Claude Lessard, President of the Superior Council of Education on the Pre-K dossier, informing us that a report was published indicating the importance of pre-K programs in lower income areas.
- Riverside launched a board-wide initiative to address mental health issues. Margaret Trudeau was the keynote speaker at a recent event held at Centennial Regional High School. She touched us all with her personal stories and the evening was a great success. A Town Hall is scheduled to be held January 26th. More information will follow.
- In response to a request from the Terry Fox community, staff and parents were informed that Principal Jean-René St-Cyr's transfer to Mount Bruno School will be done over an extended period of time.

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- In the absence of the Chair, there was no report.

Director General's report – S. Racette

- Since the last Council meeting, in accordance with the policy, 1 student was expelled from St. Johns, 1 from Centennial and 1 from Chambly Academy for possession of drugs and 1 from Heritage for possession of a weapon and drugs.
- The students were only expelled from their school and are still being serviced by us to help them address the events that led to their expulsion. The number of expulsions is down from last year.
- October 29 – The New Employee's Reception went very well again this year. The evening was enjoyed by all.
- November 1 – Attended a very informative session on bullying.
- November 7 – Welcomed everyone to the Centennial Career Fair.
- November 7 – Attended the board launch of the mental health focus, with guest speaker, Margaret Trudeau.
- November 7 – Attended a CPNCA meeting.
- November 8 – Met with Michael O'Grady, municipal councillor for the Borough of Greenfield Park to see how we can work together to enhance the services we can provide to our community.
- November 9 – Attended the Table Interordre – Anglo sector meeting.

- November 15 – Met with Educational Services and Dr. Alain Breuleux from McGill. Discussion focussed on how to work in collaboration with McGill regarding professional development and the integration of technology.
- The situation at St. Lambert Elementary is under control and all work has gone according to schedule. A letter was sent to staff and parents keeping them informed of developments. We are waiting a full week to make sure everything has been resolved, then, we will send a last letter to close this dossier.
- On August 18, 2011, the Ministry of Education, Leisure and Sports (MELS) began a radon detection program in all elementary and secondary schools in the province. School boards are required to measure radon concentrations in all buildings in order to ensure that interior air quality respects Health Canada's guidelines. A letter will be sent to school staff and parents to provide them with information regarding this process and to inform them of the objectives of the program and of the events that will occur in the school in the coming weeks.
- The MELS will be presenting their new budget today and the DGs and ADGs have all been invited to Quebec City to meet with Deputy Minister Bernard Matte tomorrow.
- ACCESS is looking to start a new summer language program in 2013 in their Brossard location.

Hats Off...

- To St. Mary's School for their \$4,000 grant from Le fonds Amusécole (S'Cool Life Fund) for their music program. Congratulations!
- To Harold Napper School who also received a grant from the S'Cool Life Fund for \$3,000 for their music program. Special thanks to James Stadnyk for coordinating the project.
- To Chambly Academy for a very successful IBO visit. The teachers worked very hard, as a team, to be prepared. The students and teachers involved in the presentations were extremely positive about and committed to their school.
- To Julie Rouette and Daphne Mullins of Educational Services for their participation in the ExploreLearning: Gizmos Challenge in Québec. Riverside School Board won the first quarter challenge with the most "booked and delivered" trainings since September. Thank you for putting Riverside at the forefront of integrating technology in their mathematics classrooms, from elementary to high school.
- To Educational Services, more particularly, Lisa Rae, as we were invited to the Congrès des milieux documentaires (a provincial-wide conference) to present the model of services we provide to our school libraries. Riverside was ably represented by Lyse Gendron Brodeur.
- To Lisa Rae for organizing the two-day Bill 56 workshop on bullying and to the Secretary General and the Educational Services team for their presentations. The session went well and was well attended. Union representatives were also present.
- And since I am thanking Lisa Rae, I would like to point out that she really went above and beyond by providing assistance to our Complementary Services Department while they were without a Coordinator. Again, a big thank you to Lisa Rae!

- To Juan-Carlos, Development Officer, at ACCESS, for presenting at the Forum économique 2012 de l'Agglomération de Longueuil on Monday, November 5th in Boucherville. He spoke about the importance of entrepreneurship.
- To Sherry Tite and her team, including the student Centennaires, for their invaluable help in organizing the Margaret Trudeau session. Also to Denise Paulson, Mary Williams, Gail Somerville, Judi Leonard and her devoted team and our Chair, Moira Bell for making this initiative possible. The evening was a great success, thanks to them all!
- To James Stadnyk, teacher at Harold Napper, for going to Calgary to represent Riverside with his ArtsSmarts project.
- To the 21 board employees who walked, danced and skipped along Sainte- Catherine Street on Saturday, November 17th at the Santa Claus Parade carrying the Riverside banner! An extra thank you to Melanie Melnyk who made it happen!

Parents' Committee: P. Chouinard

- Last meeting was held on November 5
- Discussed internal rules of operation
- Reminder that parent committee meetings are open to the public
- Began to study the enrolment criteria document out for consultation
- Mr. Chouinard asked the Secretary General whether the Governing Board training would be rescheduled
- He has been elected to the Presidency of EPCA (English Parents' Committee Association)

REPORTS (non-voting items only)

Executive – F. Blais

- No meeting was held in November
- Next meeting is on December 4th

Transportation Advisory – L. Cuffling

- No report
- Next meeting is on November 27th at 1:30 p.m.

Education – D. Smith :

- Met on October 22nd
- Discussed Mental Health
- G. Somerville provided a summary of resources available and also talked about the Sleep for Success Project
- J. Leonard and T. Hampden shared their reflections about mental health
- Lisa Rae discussed subject-time allocations
- Next meeting will be on the 4th Monday in January

Financial and Audit – P. Morrison

- Met on October 16th
- Financial statements for 2011-2012 were presented
- Student activity funds were discussed
- External auditors presented at November 13th work session
- Next meeting is at the call of the Chair

Governance and Ethics – M. L'Heureux

- No meeting was held in November
- Next meeting is on December 4th

Human Resources – A. Capobianco

- Met on October 23rd to review committee's mandate and the Modified Policy on Leaves of Absence
- Met on November 6 to receive recommendations for the appointment of two administrators at a special meeting on November 13th
- Next meeting is at the call of the Chair.

Material Resources and Safe Schools – K. Cameron

- The Committee met on November 12th and the following items were discussed:
- Radon testing in our schools
- Choice of professionals for Royal Oak and Royal Oak Start-Up
- Environmental Survey Follow-up
- Review of Head Office's Final Adaptations
- St. Lambert Air Quality Follow-up
- TIC Computer-Employee Ratio Analysis and Needs
- Riverside was the second lowest in energy consumption of the thirteen Montérégie/Estrie school boards and amongst the top ten of the province
- ACCESS – School Project, Handicap Accessibility and Parking
- A new fire drill draft document for the board office was presented for review.
- Mountainview-Otterburn Park Protocol Project
- Montérégie Group Purchasing
- Next meeting will be on December 4th

QESBA – A. Capobianco

- The AGM was held on October 26 and 27.
- Met with two candidates for Liberal leadership
- Chairs and Vice-chairs met with the new Education Minister, Marie Malavoy.
- On October 27th a plenary panel on 'A Look at Politics and Political Affairs in Canada' was held.
- Commissioner Capobianco reported that QESBA has a code of conduct and she will share it with Council as soon as she receives a copy.

NEW BUSINESS

Resolution HR345-20121120

ADOPTION OF MODIFIED POLICY ON LEAVES OF ABSENCE WITHOUT SALARY

WHEREAS the modified Policy on Leaves of Absence without Salary was the subject of consultation from April 18 to June 8, 2012;

WHEREAS this policy was reviewed by the Executive Committee and is supported by the Human Resources Committee;

IT IS MOVED by Commissioner Chouinard seconded by Commissioner Pinel, that the modified Policy on Leaves of Absence without Salary be adopted.

UNANIMOUS

ADOPTION OF COMMITTEE MANDATES

WHEREAS, the Human Resources and the Finance and Audit Committees have reviewed their mandates for 2012-2013;

IT IS MOVED by Commissioner Capobianco, seconded by Commissioner Morrison, that the mandates submitted by the Human Resources and the Finance and Audit Committees be adopted.

UNANIMOUS

OTHER BUSINESS

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

PUBLIC QUESTIONS: none

ROUND OF APPLAUSE

- Commissioner Capobianco attended the Remembrance Day Ceremony at Mountainview School. Veterans from the Legions in Otterburn Park and Beloeil were in attendance.
- Commissioner Lamoureux attended the Remembrance Day Ceremony at Centennial Regional High School. The students, staff and administration did a great job and the event was well attended.
- Commissioner Gour was also at Centennial for the Ceremony. She commented on a tour she had taken of REACH and was impressed with the work done by Material Resources in such a short period of time. She offered congratulations to Mr. Farmer and his team.
- Commissioner Nichols mentioned that David Bagnato, a grade 6 student from Terry Fox appeared in the St. Hubert Journal and that Chairman, Moira Bell, appeared on the cover page of the St. Lambert Journal with Margaret Trudeau. Mrs. Nichols went on to read a thank you note from one of her students, Primo Bertoli, thanking Riverside for the opportunity to attend the Margaret Trudeau lecture.
- Commissioner Rasmussen attended the Margaret Trudeau evening as well and wondered if she might consent to return to speak directly to students.

CLOSING:

IT WAS MOVED by Commissioner Gour and seconded by Commissioner Cuffling, at 8:40 p.m. that the meeting be closed.

Fernand Blais, Chairman *pro tem*

Denise Paulson, Secretary General



CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on
Tuesday, November 20, 2012 at 7:30 p.m. at the Administration Centre
7525 chemin de Chambly, St. Hubert, QC

AGENDA – REGULAR MEETING

1. Call to Order and Quorum
2. Appointment of a Chair *pro tem*
3. Adoption of the Agenda (a 10 minute break will be called during the meeting)
4. Swearing-In of Parent Commissioners
5. Questions from the Public – 30 minutes
6. Approval of Minutes
 - 6.1 Adoption of the Minutes of the meeting of October 16, 2012
 - 6.2 Business arising from the Minutes of the meeting of October 16, 2012
7. Chairman and Director General
 - 7.1 Chairman's Report
 - 7.2 Director General's Report
 - 7.3 Parents' Committee Report
8. Committee Reports
 - 8.1 Executive
 - 8.2 Transportation
 - 8.3 Education
 - 8.4 Finance and Audit
 - 8.5 Governance and Ethics
 - 8.6 Human Resources
 - 8.7 Material Resources and Safe Schools
 - 8.8 Q.E.S.B.A.
9. New Business
 - 9.1. HR : Policy on Leaves of Absence
 - 9.2. Board: Adoption of Committee Mandates
10. Correspondence
11. Other Business
12. Questions from the Public – 20 minutes
13. Round of Applause (limit of 2 minutes/member)
14. Closing

Given at St. Hubert, Québec, on November 15, 2012

Denise Paulson
Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
 2012-11-20

FROM	TYPE	SUBJECT
Margaret Gour, Commissioner	Card to the Council and administrators	Thank you
David C. D'Aoust, New Frontiers School Board	Letter to Marie Malvoy	Shared services
Moira Bell, Chairman and Sylvain Racette, Director General	Letter to parents and staff members, St. Lambert Elementary	Condition of St. Lambert Elementary School
Moira Bell, Chairman and Sylvain Racette, Director General and Mary Williams, Director of Elementary Schools	Letter to the Principal and staff of St. Lambert Elementary	Thank you
Moira Bell, Chairman and Sylvain Racette, Director General	Letter to parents and staff members, St. Lambert Elementary	Follow-up
Moira Bell, Chairman	Letter to the Principal and Staff, The Alternate School	Thank you
France Vigneault, Director, Sport, Leisure and Physical activity	Letter to the Chairman	Grants
Gaston Lemay, Chairman, ATEQ Foundation	Letter to the Chairman	Fundraiser
Christian Fréchette, President and Ed Turchyniak Chairman of the Executive Committee, Sir-Wilfrid-Laurier Foundation	Letter to the Chairman	<i>AcroDance</i>