

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 April 16, 2013.

The Secretary General established that quorum was met and then called the meeting to order at 7:30 p.m.

**COMMISSIONERS PRESENT:**

P. Booth Morrison	M. Gour	D. Pinel
K. Cameron	D. Lamoureux	S. Rasmussen
P. D'Avignon	M. L'Heureux	G. Sastre
H. Dumont	L. Llewelyn Cuffling	D. Smith
J. Freund	N. Nichols	<b>PARENTS – P. Chouinard, D. Copeman</b>

**Regrets :** M. Bell, F. Blais, D. Horrocks, D. Smyth, A. Capobianco Skipworth

**Also present**

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  
Lucie Roy, Director of Adult and Continuing Education

**Presence noted**

Nathalie Gruenefeld

Resolution B455-20130416

**APPOINTMENT OF A CHAIR PRO TEM**

WHEREAS the Chairman, Moira Bell, the Vice-Chairman, Debbie Horrocks and the Chairman of the Executive Committee, Fernand Blais have given notice of their absence this evening;

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Cuffling, that the Vice-Chairman of the Executive Committee, Michel L'Heureux, act as Chairman Pro Tem for this meeting of the Council of Commissioners.

UNANIMOUS

**ADOPTION OF THE AGENDA :**

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Cuffling, 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 SPECIAL MEETING HELD ON MARCH 26, 2013**

IT IS MOVED by Commissioner Smith, seconded by Commissioner Nichols, that the Minutes of the meeting held on March 26, 2013 be adopted.

UNANIMOUS

## **BUSINESS ARISING FROM THE MINUTES**

The Director General followed up:

- Nil

## **CHAIRMAN AND DIRECTOR GENERAL**

Chair's report – M. Bell

- Nil

Director General's report – The Secretary General read his report:

### **TOPICS THAT REQUIRED SPECIAL ATTENTION**

- Since the last Council meeting, 3 students were expelled from Heritage Regional High School for drug possession and 1 student from Chambly Academy for possession of a weapon.

### **MEETINGS**

- › March 20 – Student Advisory Meeting
- › March 21 – LEARN Board of Directors
- › March 21-22 – ADGESBQ – English DG's meeting
- › March 25 – IB visit at Heritage
- › March 26 – Journée Pensons Persévérance Montérégie
- › March 27 – Comité directeur – Forum Jeunesse
- › March 27 – CPNCA
- › April 3 - Meeting with ETSB and NFSB to move forward on the International Students dossier
- › April 3 – CAQ MNA visit at Boucherville School
- › April 8 – Parents' Committee meeting on long-term planning
- › April 10 – Meeting with City of St. Bruno re neighbour of Mt. Bruno School
- › April 11 – Parent Information Session at St. Lambert Elementary re the building issues
- › April 16 – Presentation at Bill 14 Hearing with Moira Bell and Fern Blais

### **EVENTS**

- › March 23 – Symposium on Mental Health
- › April 4 – REEL Canada
- › April 4 – Reading Week at John Adam
- › April 9 – Alternate School Session with the Chairs, the DGs and commissioners of the 9 English school boards at TAS

### **THINGS YOU SHOULD KNOW**

- › William Latter School will be celebrating their 50<sup>th</sup> anniversary on May 18<sup>th</sup>

- › ACCESS held their Adult Learner's Week from April 6<sup>th</sup> to April 14<sup>th</sup>. Many activities were organized for the students.
- › ACCESS will hold an Open House on April 24.

#### **HATS OFF**

- › To Clémence Trotéchaud and Grace Palmieri of Courtland Park International School for their excellent IB evaluation.
- › To Jim Jordan and his staff at Boucherville Elementary who received a visit from CAQ MNA Nathalie Roy and her attaché Francine Leclerc. They toured the school, spoke to the children and commented on how bilingual the students were. She also remarked on the atmosphere of the school.
- › To our high school staff, the REEL Canada team, Valerie MacLeod, Denise Paulson and Michel Bergeron for a truly amazing day on the REEL Canada event. Everything ran smoothly despite the enormous logistical task required to organize a board-wide event. I would also like to tip my hat to more than 1,000 of our student participants who again, made me proud with their composure and positive participation. Wow!
- › To Paul Enros and his secretary, Helina Czerny, for selling over 1,900 tickets to the Impact game. This year's recipients of the \$500 bursaries were Emma Weiser of St. Lambert Elementary and Spencer Jutras of Heritage. The Impact will also organize player visits to encourage staying in school at Centennial, St. Lawrence and St. Jude this year.

#### Parents' Committee: D. Copeman

- Parents received too many documents
- Discussed planning
- Two different visions – some are focused on their school, some are more objective
- Want more stability in terms of principalships
- Next meeting May 6

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

##### Executive – M. L'Heureux

Meeting held on April 2<sup>nd</sup>. I had the pleasure to chair.

- For those that might be interested, the Executive calendar of meetings for 2013-2014 is available.
- The Executive reviewed the draft language policy and will continue to work on it at its next meeting in June.
- The continuation of Riverside's participation in the «regroupement d'assurances des commissions scolaires de la Montérégie et de l'Estrie». I wish to remind my fellow commissioners that this kind of initiative, brought forward by our secretary general, does save us money.
- We also approved and authorized commissioners to attend the Canadian School board Association's July conference in Vancouver. The participants are commissioners Bell and Horrocks.

- We also authorized PD requests for the QESBA-AAESQ June conference in Saint-Sauveur. The participants are Commissioners Bell, Morrison, Capobianco, Cuffling, D'Avignon, Freund, Gour, Horrocks, Lamoureux, Nichols, Smyth and I. We will certainly be well represented.
- Commissioners will be expected to present their Conference Reports at the same time as they submit their expense reports.
- Our next meeting will be held here at the board on the June 4<sup>th</sup> at 7pm.

#### Transportation Advisory – L. Cuffling

- No Meeting
- Next meeting is at the call of the Chair

#### Education – D. Smith

- Next meeting: April 22nd

#### Financial and Audit – P. Morrison

- Meeting held on March 19
- Discussed tax issue
- Next meeting at the call of the chair (probably April 23<sup>rd</sup>)

#### Governance and Ethics – M. L'Heureux

- Meeting held on April 2. The Committee is working on establishing a procedure to be followed in the event there is a real or potential conflict of interest involving commissioners.
- Our next meeting will also be on June 4<sup>th</sup>, before or after the executive.

#### Human Resources – H. Dumont :

- Meeting held April 9
- Update on loans of service. Two consultants are being recalled.
- Update on recruitment of administrators.
- Received changes proposed to administrative structure; looking at replacing Teaching Principal model.
- Addition of a coordinator at ACCESS
- Began discussions on a protocol for leaves of absence in order to assure consistency and fairness.
- Next meeting April 30.

#### Material Resources and Safe Schools – K. Cameron

- No meeting.
- Next meeting at the call of the Chair.

#### QESBA – A. Capobianco

- No report

## **NEW BUSINESS**

Resolution B456-20130416

### **ADOPTION OF THE CALENDAR OF MEETINGS OF THE COUNCIL OF COMMISSIONERS FOR 2013-2014**

IT IS MOVED by Commissioner Dumont, seconded by Commissioner Rasmussen, that the attached calendar of meetings of the Council of Commissioners for the 2013-2014 school year be adopted.

UNANIMOUS

Resolution B457-20130416

### **ASSIGNMENT OF MANDATE FOR INTERNATIONAL STUDENTS ATTENDING RIVERSIDE SCHOOL BOARD SCHOOLS AND CENTRES**

WHEREAS Riverside School Board has an interest in opening its schools and centres to international students;

WHEREAS the Eastern Townships School Board has developed an expertise in this area;

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Smith, that the Eastern Townships School Board be mandated to speak on behalf of Riverside School Board, after consultation with the Director General of Riverside, with respect to welcoming international students to our schools; and

THAT this mandate be in effect until October 1, 2013.

UNANIMOUS

Resolution E121-20130416

### **REQUEST FOR RENEWAL OF THE DEROGATION FOR GREENFIELD PARK PRIMARY INTERNATIONAL BY VIRTUE OF ARTICLE 240 OF THE EDUCATION ACT**

WHEREAS there continues to be support by the parents for the educational project of Greenfield Park Primary International School;

WHEREAS the educational project of the school meets the expectations of parents and needs of students;

WHEREAS Riverside School Board wishes to maintain Greenfield Park Primary International School with its specific project which conforms to Article 240 of the Education Act;

WHEREAS ministerial authorization expires after June 30, 2013;

WHEREAS a Deed of Establishment for Greenfield Park Primary International School was adopted by the Council of Commissioners on March 26, 2013;

WHEREAS consultation has taken place with the Parents' Committee, the Governing Board and the School Council of Greenfield Park Primary International School and all have adopted resolutions in favour of renewing the ministerial authorization to maintain the specific project in question:

IT IS MOVED by Commissioner Lamoureux, seconded by Commissioner Rasmussen, that Riverside School Board request that the Minister of Education, Leisure and Sports extend, for

the next three years (2013-2014, 2014-2015 et 2015-2016), the authorization to maintain the specific project at Greenfield Park Primary International School by virtue of Article 240 of the Education Act.

UNANIMOUS

Resolution HR356-20130416

**RESIGNATION OF AN ADMINISTRATOR**

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

IT IS MOVED BY Commissioner Gour, seconded by Commissioner Lamoureux, that the resignation, as an administrator, of **Suzanne Alleyn**, Vice-Principal of Centennial Regional High School, be accepted with regret as of June 28, 2013 in order that she return to teaching.

UNANIMOUS

Resolution HR357-20130416

**RESIGNATION OF AN ADMINISTRATOR**

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

IT IS MOVED BY Commissioner Sastre, seconded by Commissioner Pinel, that the resignation for purposes of retirement of **Lyse Gendron-Brodeur**, Director of Secondary Schools, be accepted with regret as of June 30, 2013.

UNANIMOUS

Resolution HR358-20130416

**SCHOOL CALENDAR 2013-2014/2014-2015 – YOUTH SECTOR**

WHEREAS the proposed school calendar for the 2013-2014 school year has been the subject of consultation throughout the Riverside community;

WHEREAS the Human Resources Committee has reviewed and supports this resolution;

IT IS MOVED by Commissioner Freund, seconded by Commissioner Copeman, that the attached school calendar be adopted for the 2013-2014 school year; and

THAT the scheduling and content of the school level pedagogical day be determined in consultation with the school council for that year; and

THAT, in order to ensure a 180 day instructional calendar, the Board may convert conditional pedagogical days to instructional days, after consultation with the Teachers' Union, should a circumstance arise that results in the temporary closure of its schools; and

FURTHERMORE, that a Youth sector 2014-2015 school calendar identifying only vacation periods and the school year beginning and ending dates be adopted.

UNANIMOUS

Resolution MR253-20130416

**AWARDING OF A CONTRACT FOR THE PARTIAL REPLACEMENT OF THE**

**ARCHITECTURAL ENVELOPE, PHASE V, AT HERITAGE REGIONAL HIGH SCHOOL IN ST. HUBERT:**

WHEREAS Riverside School Board has, through Resolution MR236-20120626, requested monies to proceed with the partial replacement of the architectural envelope, Phase V, at Heritage Regional High School;

WHEREAS the MÉLS should allocate monies to proceed with the partial replacement of the architectural envelope, Phase V, at Heritage Regional High School, within its “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS a public call for tenders was received on April 5, 2013 and results are as follows (prices before taxes):

Maçonnerie Luc Bourassa Inc.	\$295,565.00
Savite Construction Inc.	\$341,200.00
Construction Bugère Inc.	\$346,800.00
Constructions JBA	\$361,660.00
Maçonnerie Pro-Conseil	\$398,758.00
Groupe Atwill-Morin	\$445,491.00
Maçonnerie Rainville et Frères Inc.	\$498,200.00

WHEREAS, further to the analysis performed by the professional firm Leclerc Architectes, the lowest bidder in conformity has been recommended;

WHEREAS, this project meets all requirements to qualify within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS, any further delay in opening the bids could result in a systematic increase in prices for the same work and jeopardize funding of planned projects within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

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

IT IS MOVED by Commissioner Copeman, seconded by Commissioner Freund, that Riverside School Board accept, conditionally to receiving authorization from the minister of education leisure and sports, the recommendation of the professional firm, Leclerc Architectes, to award the contract for the partial replacement of the architectural envelope, Phase V, at Heritage Regional High School, to the lowest bidder in conformity, Maçonnerie Luc Bourassa Inc., for the amount of \$295,565.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect as soon as the Ministerial authorization is received.

UNANIMOUS

Resolution MR254-20130416

**AWARDING OF A CONTRACT FOR THE PARTIAL ROOF REPLACEMENT AT CENTENNIAL REGIONAL HIGH SCHOOL IN GREENFIELD PARK**

WHEREAS Riverside School Board has, through Resolution MR236-20120626, requested monies to proceed with the partial roof replacement at Centennial Regional High School;

WHEREAS the MÉLS should allocate monies to proceed with the partial roof replacement at Centennial Regional High School, within its “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS a public call for tenders was received on April 4, 2013 and results are as follows (prices before taxes):

Les Entreprises Cloutier & Gagnon (1988) Ltée	\$419,600.00
Couverture Montréal-Nord Ltée	\$429,950.00
Les Toitures Vick et Associés Inc.	\$466,930.00
Poulin et Bureau Inc.	\$467,000.00
Toiture Lacharité Inc.	\$475,000.00
Toitures Trois Étoiles Inc.	\$509,800.00
Couvreur R.B. Proulx Inc.	\$604,594.00

WHEREAS, further to the analysis performed by the professional firm Labbé et Associés Inc., the lowest bidder in conformity has been recommended;

WHEREAS, this project meets all requirements to qualify within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS, any further delays in opening the bids could result in a systematic increase in prices for the same work and jeopardize funding of planned projects within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

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

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Rasmussen, that Riverside School Board accept, conditionally to receiving authorization from the Minister of Education Leisure and Sports, the recommendation of the professional firm, Labbé et Associés Inc., to award the contract for the partial roof replacement at Centennial Regional High School, to the lowest bidder in conformity, Les Entreprises Cloutier & Gagnon (1988) Ltée, for the amount of \$419,600.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect as soon as the Ministerial authorization is received.

UNANIMOUS

Resolution MR255-20130416

**AWARDING OF A CONTRACT FOR STRUCTURAL RENOVATIONS TO STAIRCASES, GYMNASIUM AND SLAB AT MOUNT BRUNO SCHOOL IN ST. BRUNO**

WHEREAS Riverside School Board has, through Resolution MR236-20120626, requested monies to proceed with the structural renovation to staircases, gymnasium and slab at Mount Bruno School;

WHEREAS the MÉLS should allocate monies to proceed with the structural renovation to staircases, gymnasium and slab at Mount Bruno School, within its “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS a public call for tenders was received on April 8, 2013 and results are as follows (prices before taxes):

M.W. Constructions Inc.	\$145,000.00
Constructions R.D.J. Inc.	\$179,600.00
Les Constructions Claude Péloquin Inc.	\$184,425.00
Polyval Construction Inc.	\$188,872.00
Construction GCP Inc.	\$194,000.00



Constructions J.B.A. \$323,900.00

WHEREAS, further to the analysis performed by the professional firm Architecture Labbé et Associés, the lowest bidder in conformity has been recommended;

WHEREAS, this project meets all requirements to qualify within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS, any further delays in opening the bids could result in a systematic increase in prices for the same work and jeopardize funding of planned projects within the “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

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

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Freund, that Riverside School Board accept, conditionally to receiving authorization from the Minister of Education, Leisure and Sports, the recommendation of the professional firm, Architecture Labbé et Associés, to award the contract for the structural renovation to staircases, gymnasium and slab at Mount Bruno School, to the lowest bidder in conformity, M.W. Constructions Inc., for the amount of \$145,000.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect as soon as the Ministerial authorization is received.

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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 Smith offered congratulations to Chambly Academy on the occasion of its 11<sup>th</sup> Annual Fashion Show. A significant amount of money was raised for the Oncology Department at the Montreal Children’s Hospital as well as a modest sum for the school.
- Commissioner Rasmussen congratulated Ms Webb at Centennial Regional High School for writing and producing the play she attended at the school.
- Commissioner Nichols saw the Harold Napper performance of Annie at Centennial Regional High School. She commended all involved in the production.
- Commissioner Gour echoed the comments of Commissioner Nichols and offered kudos to all of the volunteers.
- Commissioner Freund offered congratulations to Judi Leonard for the program she organized on Alternative Education. He said that the challenges these students face are great. He also applauded the staff at The Alternate School for their participation and a delicious lunch.
- Commissioner Cuffling went to Chambly Academy for the Public Speaking. She found it very interesting to hear what teens had to say and what their issues are today.
- Commissioner L’Heureux congratulated everyone at Courtland Park for the successful evaluation of their IB program.

## **CLOSING :**

IT WAS MOVED by Commissioner Sastre, seconded by Commissioner Morrison, at 8:35, that

the meeting be closed.

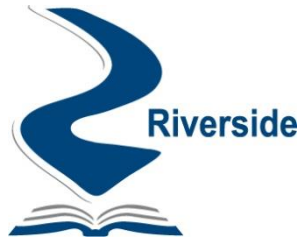
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Michel L'Heureux, Chairman pro tem

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Denise Paulson, Secretary General



Riverside School Board – Council  
Resolution B456-20130416

Calendar of Regular Meeting Dates for 2013-2014

Meetings begin at 7:30 p.m.

Day	Month	Year	Location
27	August*	2013	Administration Centre
17	September	2013	Administration Centre
15	October	2013	Administration Centre
19	November	2013	Administration Centre
17	December	2013	Administration Centre
21	January	2014	Administration Centre
18	February	2014	Administration Centre
18	March	2014	Administration Centre
15	April	2014	Administration Centre
27	May*	2014	Administration Centre
17	June	2014	Administration Centre

\* Exceptionally, held on the 4<sup>th</sup> Tuesday.

Administration Centre  
7525, chemin de Chambly  
St. Hubert  
J3Y 5K2

Members are hereby convened to a **regular** meeting on  
**Tuesday, April 16, 2013 at 7:30 p.m.** at the Administration Centre  
7525 chemin de Chambly, St. Hubert, QC

**REVISED AGENDA – REGULAR MEETING**

1. Call to Order and Quorum
  - Appointment of a Chair Pro Tem
2. Adoption of the Agenda (a 10 minute break may be called during the meeting)
3. Questions from the Public – 30 minutes
4. Approval of Minutes
  - 4.1 Adoption of the Minutes of the special meeting of March 26, 2013
  - 4.2 Business arising from the Minutes of the special meeting of March 26, 2013
- 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 Adoption of calendar of meetings for the Council of Commissioners for 2013-2014
  - 7.2 Assignment of mandate for international students attending RSB schools and centres
  - 7.3 Request for the renewal of the derogation for GPI
  - 7.4 Resignation of an administrator
  - 7.5 Resignation of an administrator
  - 7.6 School calendar 2013-2014 and 2014-2015 – Youth Sector
  - 7.7 Contract for the partial replacement of the architectural envelope, phase V, at HRHS
  - 7.8 Contract for the partial roof replacement at CRHS
  - 7.9 Contract for the structural renovation to staircases, gymnasium and slab at Mount Bruno 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. Hubert, Québec, on April 11, 2013

Denise Paulson, Secretary General