

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, 7525, chemin de Chambly, St. Hubert, Québec on October 15, 2013.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:34 p.m.

COMMISSIONERS PRESENT:

M. Bell	M. Gour	G. Sastre
F. Blais	D. Horrocks	D. Smith
A. Capobianco Skipworth	D. Lamoureux	D. Smyth
P. D'Avignon	L. Llewelyn Cuffling	
H. Dumont	N. Nichols	PARENTS– P. Chouinard, D. Copeman

Regrets: P. Booth Morrison, K. Cameron, J. Freund, M. L'Heureux, D. Pinel, S. Rasmussen

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 Educational Services
 Gail Somerville, Director of Complementary Services
 Lucie Roy, Director of Adult and Continuing Education

Presence noted

J.R. St-Cyr, J. Ruel, S. Rattray, A. Audet, N. Tanveer and an additional member of the public

ADOPTION OF THE AGENDA:

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

UNANIMOUS

ADOPTION OF THE MINUTES OF THE MEETING HELD ON SEPTEMBER 17, 2013:

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner D'Avignon, that the Minutes of the meeting held on September 17, 2013, be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- Nil

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- On October 4, attended meeting with the Premier and the Minister of Education.
- On October 9, attended a preliminary information session with schools affected by rezoning.

Director General's report – S. Racette

TOPICS THAT REQUIRED SPECIAL ATTENTION

- › Since the last Council meeting, there has been one expulsion from Heritage for possession.

MEETINGS

The Director General reported on the meetings he attended.

EVENTS

- › Week of October 7th – “Semaine de l'école publique”

THINGS YOU SHOULD KNOW

- › Ombudsman's Report for 2012-2013 has been submitted.
- › Following last week's planning meeting, each of the governing boards has requested to meet with us in the coming weeks. Here is a revised list of the dates of our school visits :
 - St-Lambert, October 16 @ **7:00 p.m.**
 - Good Shepherd, October 17 @ 7:00 p.m.
 - St-Jude, October 21 @ 7:30 p.m.
 - Harold Napper, October 24 @ **7:00 p.m.**

Commissioners are welcome to attend.

- › Meetings and conference calls with DG's and chairs of 3 boards to discuss joint venture.
- › Riverside has a new postal code: **J3Y 0N7**
- › Some of our schools have been approached by the Direction Générale des Élections to see if they can be used for voting stations on December 9.
- › Royal Oak opened today with 3 groups. The official grand opening will be on October 28th at 3 pm.

HATS OFF

- › To Martine Tremblay, our communication consultant, for coordinating and highlighting events in our schools during the “Semaine de l'École publique”.
- › To Eva De Gosztanyi, psychologist responsible for the Centre of Excellence for Behaviour Management, for her presentation to parents on October 2nd entitled “Protecting our Children from Bullies”. This was part of a series of workshops on Mental Wellness and Student Success. The workshop was extremely well received and requests have been received for a follow-up session.
- › To The Montreal Children's Hospital Foundation for the support it provides to children and, more specifically, to our students. The Foundation wrote an article telling the story of Daniel, one of our own students.

Parents' Committee: P. Chouinard

- Meeting was held on October 7, 2013
- Pierre Farmer, Assistant Director General, represented the board.
- Major turnover in representatives this year; many new faces
- Sherri Rattray was elected Chair
- Fadi Tawil was elected Vice-Chair
- Tanya Rivard was elected Secretary
- Kimberly Batten was elected Treasurer
- Pierre Chouinard was elected Parent Commissioner for Elementary Schools
- Donna Copeman was elected Parent Commissioner for Secondary Schools
- David Fournier was elected representative to the TAC
- Pierre Chouinard was elected representative to the EPCA
- Looking forward to continuing the work on the long-term planning at RSB
- Discussed items to be covered in the next few meetings
- Next meeting is November 4th, 2013

REPORTS (non-voting items only)

Executive – F. Blais

- Meeting held on October 1.
- Adopted two resolutions, one for itinerant services, the other for educational services for special needs students

Transportation Advisory – L. Cuffling

- First meeting will be held on October 16th at 1:30 p.m.

Education – D. Smith:

- Meeting held on September 23rd.
- Dawn Smith elected Chair.
- Sue Rasmussen elected Vice-Chair.
- Meetings will be held on the fourth Monday of the month
- Modified the committee mandate
- Discussed topics of interest for upcoming year
- Introduction to Lumix program by Lisa Rae
- No meeting on October 28, possibly two meetings in November

Finance and Audit – P. Chouinard

- Meeting to be held November 5th. Time to be determined.

Governance and Ethics –

- Meeting was held on October 1, 2013
- The Executive Committee mandate was reviewed

- Rules of governance for standing committees were discussed
- Commissioners may be asked in future to offer their expertise on Special Projects
- Next meeting to be held on December 3rd, following the Executive meeting.

Human Resources – H. Dumont:

- Meeting held on October 8th
- Reviewed changes to mandate
- Received information re: staff assistants
- Recommendation for Coordinator at ACCESS
- Next meeting at the call of the Chair

Material Resources and Safe Schools

- No meeting
- Next meeting at the call of the chair

QESBA – A. Capobianco

- Annual general meeting and Professional Development to be held on October 25 and 26, 2013

NEW BUSINESS

Resolution B477- 20131015

ADOPTION OF THE MANDATE OF THE EDUCATION COMMITTEE FOR 2013-2014

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Nichols, that the mandate presented by the Education Committee be adopted and that a copy be appended to these minutes.

ADOPTÉE À L'UNANIMITÉ

Resolution B478- 20131015

ADOPTION OF THE MANDATE OF THE HUMAN RESOURCES COMMITTEE FOR 2013-2014

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Horrocks, that the mandate presented by the Human Resources Committee be adopted and that a copy be appended to these minutes.

UNANIMOUS

Resolution HR372-20131015

APPOINTMENT OF STAFF ASSISTANTS

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

IT IS MOVED BY Commissioner Chouinard, seconded by Commissioner Copeman, that the following teachers be appointed to the positions of Staff Assistants for the 2013-2014 school year :

Taisha Hampden	The Alternate School
Laura Pescolla	Boucherville
Geoffrey Gaudette	Courtland Park International
Jessika Trépanier	Good Shepherd (50%)
Julie Humphrey	Good Shepherd (50%)
Marie-Eve Larochelle	Harold Sheppard (50%)
Christine Higginbottom	Harold Sheppard (50%)
Wendy Cumming	John Adam Memorial
Stephanie Domes	Mount Bruno
Johanne Bergeron	Mountainview
June Bastos	REACH
Karina La Giorgia	Royal Charles
Deborah Gallagher-Bulnes	St. Jude

Cindy Paluzzi
Jacqueline Hinds
Marlène Pépin

St. Mary's Elementary
Terry Fox
William Latter

UNANIMOUS

Resolution HR373-20131015

APPOINTMENT COORDINATOR – VOCATIONAL EDUCATION AT ACCESS SCHOOL

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

IT IS MOVED BY Commissioner D'Avignon, seconded by Commissioner Smith, that Cathia Mavrikakis be appointed to the position of Coordinator – Vocational Education at ACCESS School.

UNANIMOUS

OTHER BUSINESS

Correspondence – Copies of the list are available.

PUBLIC QUESTIONS : None

ROUND OF APPLAUSE

- Commissioner Capobianco Skipworth extended congratulations to Myra Kestler, Terry Fine and Linda Carré for the October 6th Run for the Cure
- Commissioner Gour attended the workshop on October 2nd given by Eva De Gosztonyi – there was a full house; Also attended a corn roast at Harold Napper; Great food at the Thanksgiving breakfast at Good Shepherd
- Commissioner Nichols felt that the Thanksgiving breakfast at Good Shepherd was very interesting;
- Commissioner Capabianco Skipworth mentioned that she would be interviewed by City TV – Montreal – Channel 14
- Commissioner Dumont has been communicating with ACCESS staff to plan the Open House at Royal Oak on October 30th . Doors open to the community at large from 1 – 8 p.m.

CLOSING:

IT IS MOVED by Commissioner Gour, seconded by Commissioner Blais, at 8:03, that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
2013-10-15

FROM	TYPE	SUBJECT
Luc Potvin Taxpayer	Letter to the Chairman	School taxes
Josée Garneau, Major Gifts Advisor, Montreal Children's Hospital Foundation	Letter to the Chairman	Donation
Philippe Brunet, Mayor, St. Lambert and Pierre Richard, President of the St. Lambert Royal Canadian Legion	Letter to the Chairman	Invitation to the unveiling ceremony of the Remembrance Wall
Carol Meindl, Quebec Federation of Home and School Associations Inc.	Letter to the Chairman	Annual Fall Leadership Conference
Sylvain Racette, Director General	Letter to taxpayer Luc Potvin	School taxes
Liz S.-Gagné, Chairman, commission scolaire des Rives-du- Saguenay	Letter to Pauline Marois	Reimbursement of school taxes

Education Committee Mandate

To review, consider and make recommendations to the Council of Commissioners on all aspects of Technology and Curriculum, student evaluation and promotion pertaining to students registered in Kindergarten, elementary, secondary, adult general education and vocational training.

This would include:

- Changes and innovations brought to it by the Administration;
- new programs and/or legislation proposed by the Ministry of Education, Leisure and Sports that may affect the curriculum and/or pedagogy and implementation in the classroom;
- development, implementation and results-based management of educational matters related to the Partnership Agreement and the Board Strategic Plan;
- local programs made available to students in Riverside School Board and their implementation;
- programs and support services for students with special needs;
- professional development provided to teaching staff, administrators and support staff;
- pedagogical materials made available or required by schools;
- adult programs offered by the School Board;
- introduction of additional programs / options to meet the needs of the community;
- and all issues specifically referred by Council.

Adopted by the Education Committee on September 23, 2013

Adopted by the Council of Commissioners on October 15, 2013

HUMAN RESOURCES COMMITTEE MANDATE 2013-2014

- Review the development, implementation and progress of human resources matters related to the Partnership Agreement (Goal 4), the School Board Strategic Plan and pertinent policies as directed by the Council of Commissioners;
- Assist the Commissioners in developing a professional profile and in establishing the selection criteria for persons to be appointed by the school board under the following sections of the Education Act: 96.8 (School Principal), 110.5 (Centre Director) and 198 (Director General or Assistant Director General), as well as other management personnel;
- Review and make recommendations to the Council of Commissioners relating to locally negotiated working conditions of management personnel;
- Review employee negotiations at the provincial and local levels;
- Participate in planning and priority setting with respect to human resources and make appropriate recommendations to the Council of Commissioners;
- Advise the Council of Commissioners of procedures relating to recognition, assistance, and ongoing training of employees;
- Represent the Council of Commissioners on the RAA/ACSQ Management Relations Committee;
- Name representatives to the calendar committee and report back to the council on school calendar issues.
- Review, with the Director General and the Director of Human Resources, the administrative organization;
- Recommend to the Council of Commissioners, following recommendation by the Director General and the Director of Human Resources, the appointment and transfer of management personnel;
- Review procedures of evaluation of all personnel.
- Collaborate with the Secretary General on the development of an orientation process for commissioners.

All items discussed in committee are kept in strictest confidence.

Reviewed and Revised by the Human Resources Committee: September 17, 2013

Date of adoption by Council of Commissioners: October 15, 2013