

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 February 18, 2014.

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	P. D'Avignon	D. Lamoureux
F. Blais	H. Dumont	L. Llewelyn Cuffling
P. Booth Morrison	J. Freund	N. Nichols
K. Cameron	M. Gour	S. Rasmussen
A. Capobianco Skipworth	D. Horrocks	D. Smith
		PARENTS —P. Chouinard

Regrets: M. L'Heureux, G. Sastre, D. Copeman, D. Pinel, D. Smyth

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

Presence noted: No members of the public attended

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Chouinard, and 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 MEETING HELD ON JANUARY 21, 2014

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Rasmussen, that the Minutes of the meeting held on January 21, 2014 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- Visited local schools with Commissioners Cuffling and Smith during Staff Appreciation week
- Thanks Commissioners Blais, Capobianco Skipworth and L'Heureux for their participation in the filming of the Round Table discussions

Director General's report – S. Racette

Since the last Council meeting there have been seven expulsions; 1 from Connections/Centennial, 3 from Centennial and 3 from Heritage. Four were for drug related incidents and three for violence. There was one reinstatement to St. Johns.

The Director General also reported on the meetings and events he attended.

THINGS COUNCIL SHOULD KNOW

- › A summary of the PISA findings from 2012 were noted. A presentation will be made at the next Education Committee. 76 countries were considered. Mathematics ranking for Canada: 15th and for Quebec: 8th. For Reading, Canada ranked 6th and for Science: Canada ranked 8th
- › The City of Longueuil will invest \$350,000 for a school yard project at St. Mary's School.
- › Surprises were delivered to each school the week of February 3rd for Staff Appreciation along with a letter from the Chair. Goodies were offered to the board staff throughout the week.
- › The registration period has begun. The echo we have is that it is going very well. Council will be kept informed as the numbers come in.
- › CEFER at Heritage: We have encountered a bump in the project. A building high enough to house the project is required.
- › A letter to the editor will be published regarding the cover story of contaminated soil at Mountainview School.
- › MELS has confirmed the amount of \$2,750,001 for the addition of a double gym at St. Johns School
- › MELS has allocated \$2,895,772 for major renovations at Mount Bruno, HRHS, St. Lambert Elementary, Chambly Academy and CRHS
- › Career Interviews with administrators were held recently.
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- › 3 large school boards have decided to leave the Fédération des commissions scolaires du Québec : Marie-Victorin, des Grandes Seigneuries and Marguerite-Bourgeois
- › Our thoughts are with one of our Heritage students and her family as they mourn the tragic loss of their young son and brother.

The Education Minister is trying to secure a meeting with ETSB, NFSB and RSB chairs and DGs regarding the 3 board agreement.

HATS OFF

- › To Martine Tremblay and Jordan Swift for making the Commissioner round table a success and for the new RTV format. I would also like to tip my hat to Martine for her great job on our Facebook page. She has also given us the number of likes and followers we have.
- › To Steven Carroll and Cynthia Elston for coordinating the Centennial ArtsWorks project.
- › To Joey Feith, Royal Charles Phys. Ed. Teacher and winner of the APEQ (Association of Physical Educators of Quebec) Dr. Andy Anderson Young Professional Award mentioned last month, is being nominated for a Shorty Award to honour his use of social media to reach students and teachers and share his knowledge of physical education. Visit his website at <http://www.ThePhysicalEducator.com>
- › To Sophie Lapointe for initiating a partnership with the CSSS with regard to the Junior Kindergarten program. They aided her in identifying the families who could benefit from this program.
- › To Gigi Nadeau, Board Librarian, for her outstanding contribution to the schools
- › To Mervin Hunter, St-Jude's principal and his team for hosting the work session at their school last week. It was a pleasure to experience, first hand, the spirit that exists within the school.

- ▶ To Chambly Academy's ELA Department for their staff appreciation week initiative. The students were asked to write a letter to a staff member to thank them for what they do and why. Great idea!

Parents' Committee: P. Chouinard

- Michel Bergeron spoke about the budget
- Pierre Farmer also attended
- EPCA – having trouble with financing
- Next meeting to be held March 10th

REPORTS (non-voting items only)

Executive – F. Blais

- Discussed Policy on Transportation and authorization for QESBA- AAESQ Spring Conference
- Next meeting to be held on April 1

Transportation Advisory – L. Cuffling

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

Education – D. Smith:

- No meeting
- Next meeting to be held at ACCESS on February 24th

Financial and Audit – P. Booth Morrison

- Changes to travel expense policy were discussed
- Will bring the draft to the Executive Committee in April
- Direct deposit to suppliers in effect since February
- Next meeting is at the call of the chair.

Governance and Ethics –

- Met on February 4th, 2014
- Reviewed the draft conflict of interest policy, which was subsequently brought to the February 11th, 2014 work session.
- After discussion, it was agreed that the need for guidelines concerning a conflict of interest was a necessity, but the actual question was, should it be as a stand-alone policy or should it be incorporated into our existing code of ethics?
- That issue will be discussed at our next G & E meeting on April 1st, following the executive meeting.

Human Resources – H. Dumont:

- No report.
- Next meeting possibly on March 11th – to be confirmed

Material Resources and Safe Schools – K. Cameron

- Meeting held on February 10
- Reviewed progress of moving schedule for TAS and ACCESS – going like clockwork

- Update on Queen St. parking lot for 75 vehicles
- Four resolutions are before Council tonight
- Cefer project at Heritage is still in flux
- \$1.5 million invested in St. Jude was reviewed.
- It was made clear that **all** schools have received their share of monies to upgrade the facilities over the years.

QESBA – A. Capobianco

- Meeting held on January 31
- Went to UPAC presentation – they could come to present here if there is any interest
- PD session on March 28 and 29 – could also be a special Annual General Meeting
- There will be a joint conference with QESBA and AAESQ again in 2015.
- The President of QESBA will be attending a conference in New Orleans
- Discussed School Board elections
- Discussed Bill 60 – QESBA still has not been invited to present
- History – nobody from English sector was consulted
- No decision re military eligibility has yet been made
- Next Board of Directors meeting to be held on March 28th
- Next Executive meeting to be held on February 21st

NEW BUSINESS

Resolution HR378-20140218

RESIGNATION OF AN ADMINISTRATOR:

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

IT IS MOVED BY Commissioner Bell, seconded by Commissioner Horrocks, that the resignation for purposes of retirement of **Judi Leonard**, Principal of the Alternate School, be accepted with regret as of June 30, 2014.

UNANIMOUS

Resolution B490-20140218

DEPOSIT FOR CONSULTATION OF THE TRIENNIAL PLAN FOR 2014-2017, LIST OF SCHOOLS FOR 2014-2015 AND DEEDS OF ESTABLISHMENT FOR 2014-2015

IT IS MOVED BY Commissioner Gour, seconded by Commissioner Blais, that the Triennial Plan for 2014-2017, List of Schools for 2014-2015 and Deeds of Establishment for 2014-2015 be received for purposes of consultation from February 19th to April 11, 2014.

UNANIMOUS

Resolution F150-20140218

DEPOSIT FOR CONSULTATION OF THE DRAFT REVISED POLICY ON TRANSPORTATION

WHEREAS this policy has been reviewed and is supported by the Transportation Advisory Committee and the Executive Committee;

T IS MOVED by Commissioner Cuffling, seconded by Commissioner Chouinard, that the draft revised Policy on Transportation be received for purposes of consultation from February 19th to April 11, 2014.

UNANIMOUS

Resolution E126-20140218

MODIFICATION TO THE 2013-2014 DEED OF ESTABLISHMENT FOR ACCESS – VOCATIONAL EDUCATION CENTRE

IT IS MOVED by Commissioner Rasmussen, seconded by Commissioner Nichols, that the additional location of Building 884-016 (partial) be added to the 2013-2014 Deed of Establishment of ACCESS – Vocational Education Centre and that the revised Deed be adopted as modified.

UNANIMOUS

Resolution B491-20140218

REQUEST FOR FINANCING FOR THE NOVEMBER SCHOOL BOARD ELECTIONS

WHEREAS there have been budget cuts for the last three years;

WHEREAS if the draft Bill 63 is adopted, there will be considerable financial repercussions on the 2014-2015 budget;

WHEREAS Riverside School Board does not have the latitude to self-finance school board elections;

WHEREAS budgetary rules are imposed by the Ministère de l'Éducation, du Loisir et du Sport (MELS);

WHEREAS costs incurred during an election on our territory, which includes 98 municipalities, are very high;

WHEREAS it is important to support democracy in education;

IT IS MOVED by Commissioner Lamoureux, seconded by Commissioner Capobianco Skipworth, that a request be made to the MELS to allocate a special budget to finance the 2014 school board elections and that a copy of this resolution be sent to the elected members of the National Assembly on our territory as well as to all school boards in the province.

UNANIMOUS

Resolution F151-20140218

APPOINTMENT OF EXTERNAL AUDITORS FOR THE 2013-2014 FISCAL YEAR

WHEREAS School Boards must appoint an external auditor each year according to Article 284 of the Education Act;

WHEREAS a public call for tender was made requesting prices for the next three fiscal years: 2013-2014, 2014-2015 and 2015-2016;

WHEREAS the results of the call for tenders are as follows:

Rocheleau, Labranche CPA:

2013-2014	\$31,970	
2014-2015	\$31,970	
2015-2016	\$31,970	TTL: \$ 95,910

Brunet, Roy, Dubé CPA:

2013-2014	\$47,500	
2014-2015	\$49,000	
2015-2016	\$51,000	TTL: \$147,500

Raymond Chabot Grant Thornton CPA:

2013-2014	\$85,000	
2014-2015	\$87,000	
2015-2016	\$89,000	TTL: \$261,000

WHEREAS further to the analysis performed by the selection committee, the lowest bidder has been recommended;

WHEREAS this resolution was reviewed and is supported by the Finance and Audit Committee;

IT IS MOVED by Commissioner Morrison, seconded by Commissioner D'Avignon, that the **Accounting Firm Rocheleau, Labranche CPA** be appointed external auditors of Riverside School Board for the 2013-2014 fiscal year, with the possibility of renewal in 2014-2015 and again in 2015-2016.

UNANIMOUS

Resolution MR271-20140218

AWARDING OF A CONTRACT FOR THE REPLACEMENT OF THE ROOF, COOLING TOWER AND EXTERIOR DOORS AT CENTENNIAL REGIONAL HIGH SCHOOL IN GREENFIELD PARK

WHEREAS Riverside School Board has, through Resolution MR262-20130618, requested monies to proceed with the partial roof replacement at Centennial Regional High School in Greenfield Park;

WHEREAS Riverside School Board, in a January 29, 2014 letter signed by Sylvain Racette, Director General, requested from MÉLS supplementary monies to proceed with the replacement of the cooling tower at Centennial Regional High School in Greenfield Park;

WHEREAS the MÉLS has allocated monies to proceed with the project of the replacement of the roof, cooling tower and exterior doors 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 February 7, 2014 and results are as follows (prices before taxes):

Les Entreprises Cloutier & Gagnon (1988) Ltée	\$702,954.00
Toitures Trois Étoiles Inc.	\$857,500.00
Les Couvertures St-Léonard Inc.	\$834,000.00
Les Entreprises QMD Inc.	\$878,200.00
Couverture Montréal-Nord Ltée	\$942,200.00

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

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

IT IS MOVED by Commissioner Rasmussen, seconded by Commissioner Freund, that Riverside School Board accept the recommendation of the professional firm, Architecture Labbé et Associés, to award the contract for the project of the replacement of the roof, cooling tower and exterior doors at Centennial Regional High School to the lowest bidder in conformity, Les Entreprises Cloutier & Gagnon (1988) Ltée, for the amount of \$702,954.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR272-20140218

AWARDING OF A CONTRACT FOR THE WINDOW REPLACEMENT AT HAROLD SHEPPARD SCHOOL IN TRACY:

WHEREAS Riverside School Board has identified the window replacement at Harold Sheppard School as one of the capital projects to be done in the 2014-2015 school year;

WHEREAS Riverside School Board will finance through its capital budget costs for the window replacement at Harold Sheppard School;

WHEREAS a public call for tenders was received on February 7, 2014 and results are as follows (prices before taxes):

Groupe Lessard Inc.	\$138,400.00
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Construction Stam Inc.	\$146,000.00
Amro Aluminium Inc.	\$148,726.00

WHEREAS further to the analysis performed by the professional firm Atelier Goyette Architecture Inc., the lowest bidder in conformity has been recommended;

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

IT IS MOVED by Commissioner Blais, seconded by Commissioner Nichols, that Riverside School Board accept the recommendation of the professional firm, Atelier Goyette Architecture Inc., to award the contract for the window replacement at Harold Sheppard School to the lowest bidder in conformity, Groupe Lessard Inc., for the amount of \$138,400.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR273-20140218

AWARDING OF A CONTRACT FOR THE WINDOW PROJECT AT MOUNT BRUNO IN SAINT BRUNO:

WHEREAS Riverside School Board has, through Resolution MR262-20130618, requested monies to proceed with the window project at Mount Bruno School in Saint Bruno;

WHEREAS the MÉLS has allocated monies to proceed with the window project 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 February 10, 2014 and results are as follows (prices before taxes):

Amro Aluminium Inc.	\$497,450.00
La Cie de Construction Relève Inc.	\$559,700.00
M.W. Constructions Inc.	\$607,000.00
Construction Brault Inc.	\$636,967.00
Potosi Construction (9229-2010 Québec Inc.)	\$670,300.00
Groupe Lessard Inc.	\$678,500.00
Construction G. Nault	\$730,004.00

WHEREAS further to the analysis performed by the professional firm Normand Langlois Architecte, the lowest bidder in conformity has been recommended;

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 Capobianco Skipworth, that Riverside School Board accept the recommendation of the professional firm, Normand Langlois Architecte, to award the contract for the window project at Mount Bruno School to the lowest bidder in conformity, Amro Aluminium Inc., for the amount of \$497,450.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolosi MR274-20140218

AWARDING OF A CONTRACT FOR THE WINDOW PROJECT AT ST. LAWRENCE SCHOOL, PAVILIONS CHAMPLAIN AND ST. RAYMOND IN CANDIAC:

WHEREAS Riverside School Board has, through Resolution MR262-20130618, requested monies to proceed with the window project at St. Lawrence School, pavilions Champlain and St. Raymond in Candiac;

WHEREAS the MÉLS has allocated monies to proceed with the window project at St. Lawrence School,

pavilions Champlain and St. Raymond, within its “Maintien des bâtiments” and “Résorption du déficit d’entretien” measures;

WHEREAS a public call for tenders was received on February 7, 2014 and results are as follows (prices before taxes):

Potosi Construction (9229-2010 Québec Inc.)	\$177,600.00
Vitrierie Brunelle Inc.	\$181,019.00
Amro Aluminium Inc.	\$182,986.33
Groupe Atwill-Morin Inc.	\$265,650.00
Groupe Lessard Inc.	\$298,900.00

WHEREAS further to the analysis performed by the professional firm Robert Crépeau et Alain Duval Architectes Inc., the lowest bidder in conformity has been recommended;

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

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Smith, that Riverside School Board accept the recommendation of the professional firm, Robert Crépeau et Alain Duval Architectes Inc., to award the contract for the window project at St. Lawrence School, pavilions Champlain and St. Raymond, to the lowest bidder in conformity, Potosi Construction (9229-2010 Québec Inc.), for the amount of \$177,600.00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

OTHER BUSINESS

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

PUBLIC QUESTIONS: None

ROUND OF APPLAUSE

- The Director General thanked Council for its foresight. Allowing Material Resources to go to tender early has generated \$300,000 in savings.
- Commissioner Capobianco noted that a recent encounter with an emergency room doctor validated the public education system as the young physician was a graduate of Heritage Regional High School.
- Commissioner Horrocks offered congratulations to the students who participated in the Science Fair at Harold Napper. They are amazing young minds.
- Commissioner Rasmussen reported that a teacher from Mountainview School, Sandy Plamondon, has been selected to go to Africa for one year to teach teachers.
- Commissioner Gour saluted Complementary Services and the regional programs at Good Shepherd School. Due to their support and diligence, the reading ability of her granddaughter has progressed dramatically.
- Commissioner Capobianco mentioned that Heritage Regional High School is collecting donations of grad dresses.

- Commissioner Smith stated how thrilled St. Mary’s School is to be receiving the investment of \$350,000 for their school yard.

CLOSING:

IT WAS MOVED by Commissioner Blais, and seconded by Commissioner D'Avignon, at 8:55, that the meeting be closed.

UNANIMOUS

Moira Bell, Chairman

Denise Paulson, Secretary General



CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on
February 18, 2014, 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. 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 regular meeting of January 21, 2014
 - 4.2 Business arising from the Minutes of the regular meeting of January 21, 2014
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 Resignation of an Administrator
 - 7.2 Deposit for consultation of the Triennial Plan, List of Schools and Deeds of Establishment
 - 7.3 Deposit for consultation of the draft revised Policy on Transportation
 - 7.4 Modification to the 2013-2014 Deed of Establishment for ACCESS – Vocational Education Centre
 - 7.5 Request for Financing for the November School Board Elections
 - 7.6 Appointment of external auditors for the 2013-2014 fiscal year
 - 7.7 Awarding of a contract for the replacement of the roof, cooling tower and exterior doors at Centennial Regional High School
 - 7.8 Awarding of a contract for the window replacement at Harold Sheppard school in Tracy
 - 7.9 Awarding of a contract for the window project at Mount Bruno school in Saint Bruno
 - 7.10 Awarding of a contract for the window project at St. Lawrence school, pavilions Champlain and St. Raymond in Candiac
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 February 12, 2014

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
2014.02.18

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Sylvain Mallette Chairman, , <i>La Fédération autonome de l'enseignement</i>	Letter to the Chairman	Week for public schools
Lucie Roy, ACCESS	Letter to the Chairman	Thank you
Marie Malavoy, MELS	Letter to the Chaiman	Approval project <i>Maintien des bâtiments</i>
Marie Malavoy, MELS	Letter to the Chairman	Authorization gymnasium at St. Johns School
/ The Alternate School	Letter to the Chairman	Thank you
Joelle Jobin, MELS	Letter to the Director General	Equalization grant
Véronique Bergeron, Philippe Daigle, parents, Mount Bruno School	Letter to Riverside School Board	Thank you