

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 March 18, 2014.

The Secretary General established that quorum was met and Vice-Chairman Debbie Horrocks, called the meeting to order at 7:35 p.m.

COMMISSIONERS PRESENT:

F. Blais	H. Dumont	N. Nichols
P. Booth Morrison	M. Gour	D. Pinel
K. Cameron	D. Horrocks	G. Sastre
P. D'Avignon	D. Lamoureux	D. Smith
L. Llewelyn Cuffling		PARENTS – P. Chouinard, D. Copeman

Regrets: M. Bell, A. Capobianco Skipworth, J. Freund, M. L'Heureux, S. Rasmussen
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
Lucie Roy, Director of Adult and Continuing Education

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

PUBLIC QUESTIONS : None

ADOPTION OF THE MINUTES OF THE MEETING HELD ON FEBRUARY 18, 2014

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Lamoureux, that the Minutes of the meeting held on February 18, 2014 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- No report

Director General's report – S. Racette

- There were 2 expulsions from St. Johns; 1 for possession of drugs and 1 for possession of a weapon.
- The Director General reported on the events and meetings he attended.

THINGS COUNCIL SHOULD KNOW

- Letter from Environment Canada dated March 14th re PCBs
- Snow day on March 13th
- We have received the confirmation of the second part of the “deficit du bâtiment” budget.
- Reception for retirees and 25-year staff will be held in a different location this year - Holiday Inn Longueuil, 900 St. Charles East, on June 4th.
- Adult Learners Week - March 31 to April 4. Speakers, guests and workshops will be offered at all 3 centres
- Authorization from the Minister to offer the 4-year old Kindergarten program for the 2014-2015 school year
- The MELS has mandated the firm Raymond Chabot Grant Thornton to examine the best practices in administration of 14 school boards. Riverside was chosen and this process will be completed before the end of June 2014. More details to follow.
- Provincial elections will be held on April 7th. Madame Malavoy, Minister of Education, will not be running again. David Birnbaum, Executive Director of QESBA, will be running for the Liberal Party in the riding of D'Arcy McGee
- Lastly, the evening session on enrolment is postponed to after the elections.

HATS OFF

- To ACCESS – they received the authorization to offer the English version of “Mécanique de machines fixes”, with an entente to use the equipment installed at C.s. des Patriotes.
- To all Mount Bruno staff for ensuring that one of their students, who was wheel-chair bound for two months as a result of an accident, received all the support needed to continue his involvement in school life and activities with the least impact possible.
- To Mary Williams for her role as the new Director of Educational Services. The secondary school principals voiced their appreciation of her support in a letter sent to me.
- To St. Lawrence School teacher, Sandy Plamondon, and her students for raising \$6,000 to help 8 Mexican students complete their secondary studies.
To Centennial students for their success at this year's CRC Canadian Robotics Competition.

Parents' Committee: D. Copeman

- A meeting was held on March 10, 2014.
- Mr. Pierre Farmer guided us through and explained any and all changes to both the policy on Transportation and Planning for Our Schools 2014-2015 that are currently out for consultation.
- Due to the fact that many parents were absent from this meeting, the proposed changes and their explanations will be sent out to all members asking for feedback regarding the policies. Any recommendations will be e-mailed to Secretary General prior to the deadline as we will likely not be meeting before then.
- Next meeting will be at the call of the Chair since the regularly scheduled meeting happens to be on Election Day.

REPORTS (non-voting items only)

Executive – F. Blais

- No report. Next meeting April 1, 2014

Transportation Advisory – L. Cuffling

- No report. Next meeting April 3, 2014

Education – D. Smith:

- Meeting held on February 24.
- Karen Rye gave an overview of the session she offers schools.
- Lisa Rae presented on PISA
- Mary Williams and Lisa Rae also presented on the 2013-2014 objectives – part 2 will come on

Monday

- Next meeting: March 24th at 6:30 p.m.

Financial and Audit – P. Booth Morrison

- No report. Next meeting March 25, 2014.

Governance and Ethics – F. Blais

- No report. Next meeting April 1, 2014.

Human Resources – H. Dumont:

- Meeting held tonight
- Received reports from calendar committee
- Update of two Human Resources issues
- Reviewed changes to management policy
- Only one administrative retirement is known to date
- Reviewed the administrative structure proposal
- Two Vice-Principal will be replaced temporarily
- There will be a maternity leave in Human Resources
- Next meeting: April 14th at 6:30
- Director General added that a decision was won in arbitration

Material Resources and Safe Schools – K. Cameron

- Meeting held tonight
- Discussed The Alternate School facilities at Centennial
- New ACCESS site at the current Alternate School location
- 75 parking places to be added at a cost of approximately \$200,000.
- Referred to resolutions before Council tonight
- Still trying to save CEFER project at HRHS
- Next meeting will be at the call of the Chair

QESBA – P. Chouinard

- PD session to be held on March 28 and 29.
- David Birnbaum, currently QESBA Executive Director, has taken a leave of absence to run for the Liberal Party in the upcoming provincial elections.

NEW BUSINESS

Resolution HR379-20140318

2014-2015 SCHOOL CALENDAR: YOUTH SECTOR

WHEREAS the proposed school calendar for the 2014-2015 school year has been the subject of consultation throughout the Riverside community;

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Sastre, that the attached school calendar be adopted for the 2014-2015 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.

UNANIMOUS

Resolution HR380-20140318

SCHOOL CALENDAR 2015-2016: YOUTH SECTOR

WHEREAS the Calendar Committee recognizes that further unforeseen changes might be issued by MELS that would impact the placement of terms and pedagogical days in the 2015-2016 school calendar;

WHEREAS the Committee wanted to help parents and employees plan their long term vacations;

IT IS MOVED by Commissioner Smith, seconded by Commissioner Copeman, that the attached school calendar be adopted for the 2015-2016 school year, identifying the recommended vacation periods as well as the start and end of the school year; and

THAT, by February 2015, a finalized calendar will be circulated for consultation regarding the placement of the terms and the remaining 12 pedagogical days.

UNANIMOUS

Resolution HR381-20140318

DEPOSIT FOR CONSULTATION OF THE 2014-2015 SCHOOL CALENDARS FOR THE ADULT EDUCATION AND VOCATIONAL EDUCATION CENTRES

WHEREAS this resolution has been reviewed and is supported by the Calendar Committee;

IT IS MOVED by Commissioner Smith, seconded by Commissioner Cuffling, that the 2014-2015 school calendars for the Adult Education and the Vocational Education Centres be received for consultation for the period from March 19 to April 11, 2014.

UNANIMOUS

Resolution B492-20140318

MODIFICATION OF HAROLD NAPPER ZONING TO INCLUDE THE AREA SOUTH OF HIGHWAY 30

IT IS MOVED by Commissioner Sastre, seconded by Commissioner Gour, that the "area South of Highway 30", which was inadvertently omitted from the zoning document for Harold Napper School's French Immersion stream, be added back to the zoning description.

UNANIMOUS

Resolution MR275-20140318

RATIFICATION OF AN AUTHORIZATION FOR SUPPLEMENTARY WORK CARRIED OUT AT GOOD SHEPHERD SCHOOL

WHEREAS Riverside School Board adopted resolution MR247-20130326 awarding a contract for the refurbishment of washrooms at Good Shepherd School for a cost of \$170,845;

WHEREAS Riverside adopted resolution MR267-20130827 where it was necessary to negotiate and agree to an amendment to the contract to deal with urgent work related to the structure and air quality in the building requested and supervised by a structural engineer and industrial hygienist done under the delegation of the Director General which increased the cost of construction by a maximum of \$35,000.00;

WHEREAS the estimate of the professionals and the entrepreneur of a maximum of \$35,000.00 was sufficient to deal with the urgent work related to the structure and air quality;

WHEREAS for other non-urgent work related to unforeseen conditions, the entrepreneur has requested a supplementary amount of \$9,736.75, without taxes, or 5.7% of the original amount;

WHEREAS the technical work was necessary and that the costs were controlled and accepted by the professionals concerned;

WHEREAS supplementary monies are available within the 2013-2014 capital budget of Riverside School Board;

WHEREAS according to the «Loi sur les contrats des organismes publics », the Council of Commissioners must ratify extra expenditures to contracts awarded from a public bid once the amount of extra costs of 10% is exceeded;

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

Committee;

IT IS MOVED by Commissioner Cameron, seconded by Commissioner D'Avignon, that Riverside School Board ratify an addendum in order to include supplementary work done at Good Shepherd School, for an amount of \$9,736.75, before taxes, and that the Assistant Director General be authorized to sign the amendment to the contract to that effect.

UNANIMOUS

Resolution MR276-20140318

AWARDING OF A CONTRACT FOR THE PARTIAL REPLACEMENT OF THE MASONRY, PHASE VI, AT HERITAGE REGIONAL HIGH SCHOOL IN ST. HUBERT:

WHEREAS Riverside School Board has, through Resolution MR262-20130618, requested monies to proceed with the partial replacement of the masonry, Phase VI, at Heritage Regional High School;

WHEREAS the MÉLS allocated monies to proceed with the partial replacement of the masonry, Phase VI, 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 March 11, 2014 and results are as follows (prices before taxes):

Axe Construction Inc.	\$490,568.84
Construction M.B. (2014) Inc.	\$508,200.00
Savite Construction Inc.	\$513,700.00
Maçonnerie Luc Bourassa Inc.	\$564,750.00
Maçonnerie Rainville & Frères Inc.	\$574,747.00
Groupe Atwill-Morin Inc.	\$594,750.00
Investissement immobilier Rainmaker Inc.	\$646,775.02
Les Entreprises Den-Pro Inc.	\$906,995.75

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

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Copeman, that Riverside School Board accept, the recommendation of the professional firm, Leclerc Architectes, to award the contract for the partial replacement of the masonry, Phase VI, at Heritage Regional High School, to the lowest bidder in conformity, Axe Construction Inc., for the amount of \$490,568.84, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR277-20140318

AWARDING OF A CONTRACT FOR THE RENOVATIONS OF THE WASHROOMS, SANITARY NETWORK AND THE WALL INSULATION AT ST. LAMBERT ELEMENTARY IN ST. LAMBERT:

WHEREAS Riverside School Board has, through Resolution MR262-20130618, requested monies to proceed with the renovations of the washrooms, sanitary network and the wall insulation at St. Lambert Elementary;

WHEREAS the MÉLS allocated monies to proceed with the renovations of the washrooms, sanitary network and the wall insulation at St. Lambert Elementary, within its "Maintien des bâtiments" and "Résorption du déficit d'entretien" measures;

WHEREAS a public call for tenders was received on March 10, 2014 and results are as follows (prices

before taxes):

Construction G.C.P. Inc.	\$322,000.00
Pincor	\$333,599.00
Constructions R.D.J. Inc.	\$342,700.00

WHEREAS further to the analysis performed by the professional firm Normand Langlois Architecte, 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 this resolution was reviewed and is supported by the Material Resources and Safe Schools Committee :

IT IS MOVED by Commissioner Nichols, seconded by Commissioner Sastre, that Riverside School Board accept, the recommendation of the professional firm, Normand Langlois Architecte, to award the contract for the renovations of the washrooms, sanitary network and the wall insulation at St. Lambert Elementary, to the lowest bidder in conformity, Construction G.C.P. Inc., for the amount of \$322,000.00, 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

- Commissioner Lamoureux reported that the QCGN has been working diligently to encourage voters to exercise their right on April 7th.
- P. Farmer indicated that the CRÉ had accorded a grant of \$20,000 for the CLC at Centennial
- Commissioner Chouinard reported that the St Johns Choir was taking part in a fundraiser/competition to sing with Céline Dion. Funds raised will go to St. Justine Hospital.
- Commissioner Cuffling attended the Open House for Kindergarten at St. Jude School. It appears that word of mouth led to a number of Brossard families attending as well.

CLOSING:

IT WAS MOVED by Commissioner Blais, and seconded by Commissioner Cuffling, at 8:28, 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
March 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 February 18, 2014
 - 4.2 Business arising from the Minutes of the regular meeting of February 18, 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 Adoption of School Calendars – Youth Sector
 - 7.2 Deposit for consultation of 2014-2015 school calendars for Adult Education and Vocational Education
 - 7.3 Modification of Harold Napper Zoning to include area South of Highway 30
 - 7.4 Ratification of an authorization for supplementary work at Good Shepherd School
 - 7.5 Awarding of a contract for work at Heritage Regional High School
 - 7.6 Awarding of a contract for work at Saint-Lambert Elementary
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 March 14, 2014

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD

2014.03.18

FROM	TYPE	SUBJECT
Marie Malavoy, MELS	Letter to the Chairman	<i>Programme d'études de Mécanique de Machines fixes</i>
Andrée Bouchard, RCSM / President	Letter to the Chairman	RCSM Annual Gala
Marie Malavoy, MELS	Letter to the Chairman	<i>Mesure Maintien des bâtiments</i>
Josée Garneau, Montreal Children's Hospital Foundation	Letter to the Chairman	Donation
Marie Malavoy, MELS	Letter to the Chairman	4 year old kindergarten
Chris Normandeau, Loraine Overall, Kids' Cup 2014 / Co-chairs	Letter to the Chairman	<i>Kids' Cup 2014</i>
Environment Canada	Letter to Riverside School Board	PCB regulations

COMMISSION SCOLAIRE RIVERSIDE / RIVERSIDE SCHOOL BOARD
Calendrier scolaire 2014-2015 / School Calendar 2014-2015

July 2014

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August 2014

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September 2014

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October 2014

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November 2014

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December 2014

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January 2015

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February 2015

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March 2015

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April 2015




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June 2015

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	Congés / holidays
	Journées pédagogiques / Pedagogical days
	Journées pédagogiques conditionnelles / Conditional ped. days
NB	20 ^e pédagogique au niveau de l'école / à déterminer / School-level 20 th ped. day / to be determined
Communication écrite / <u>Written communication</u>	
Au plus tard le / At the latest by	
Étapes / Terms – No. Days/jours	
1. Sept. 2 – Nov. 7 (46)	
2. Nov. 10 – Feb. 4 (48)	
3. Feb. 5 – June 23 (87)	
Journées pédagogiques / Pedagogical days	
17 fixes pour toutes les écoles / Board-wide (fixed)	
1 au niveau de l'école – à déterminer / School-level – T.B.D.	
2 conditionnelles / conditional	

As per the new MELS regulations, the issuing of report cards will occur at the latest by the following dates: October 15 (written communication), November 20, March 15 and July 1
 *Choice of either: 1 – Common ped day: February 27th OR 2 – Elementary ped day: May 27th (major daycare event) Secondary ped day: May 15th

COMMISSION SCOLAIRE RIVERSIDE / RIVERSIDE SCHOOL BOARD
Calendrier scolaire 2015-2016 / School Calendar 2015-2016

July 2015

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August 2015

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September 2015

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October 2015

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November 2015

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December 2015

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January 2016

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February 2016

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March 2016

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April 2016





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May 2016

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June 2016

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-  Congés / holidays
-  Journées pédagogiques / Pedagogical days
-  Journées pédagogiques conditionnelles / Conditional ped. days
-  NB 20^e pédagogique au niveau de l'école / à déterminer / School-level 20th ped. day / to be determined

Communication écrite /
Written communication

Au plus tard le /
 At the latest by

Étapes / Terms – No.
 Days/jours

- 1.
- 2.
- 3.

Journées pédagogiques /
 Pedagogical days

17 fixes pour toutes les écoles /

As per the new MELs regulations, the issuing of report cards will occur at the latest by the following dates: October 15 (written communication), November 20, March 15 and July 1

July 2014

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September 2014

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November 2014

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December 2014

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January 2015

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February 2015

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March 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015



S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2015

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	Holidays
	Pedagogical Days

VOCATIONAL TRAINING CENTRE

Pedagogical days: 12

Starting and ending dates of individual programs depend on length of program and enrolment.

July 2014

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2014

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2014

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2014

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2014

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2014

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2015

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015



S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2015

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

 Holidays
 Pedagogical Days
 Colored areas represent semesters.

ACCESS
 CONTINUING EDUCATION
 CENTRE

Fall Semester:
 From August 21, 2014 to January 23, 2015.

Winter Semester:
 From January 26 to June 25, 2015.

Summer Session:
 From July 2 to Aug 1, 2014