

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 17, 2015.

The Secretary General established that quorum was met and Chairman Dan Lamoureux, called the meeting to order at 7:35 p.m.

COMMISSIONERS PRESENT:

P. Booth Morrison
 C. Craig
 H. Dumont
 M. Gour
 C. Horrell

D. Lamoureux
 L. Llewelyn Cuffling
 A. Mazur
 D. Smith
 D. Smyth

Parent Commissioners

T. Aguiar
 P. Chouinard
 M. Rayes
 L. Rodrigues

Regrets : D. Butler, A. Capobianco Skipworth

Also present

Sylvain Racette, Director General
 Pierre Farmer, Assistant Director General
 Denise Paulson, Secretary General
 Michel Bergeron, Director of Financial Resources
 Wendy Bernier, Director of Human Resources
 Mary Williams, Director of Educational Services
 Lucie Roy, Director of Adult and Continuing Education

Presence noted

M. Hunter, J-R St-Cyr, D. Fournier, D. Copeman

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Aguiar, 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 JANUARY 20, 2015:

IT IS MOVED by Commissioner Rodrigues, seconded by Commissioner Smith, that the Minutes of the meeting held on January 20, 2015, be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- Nil

PUBLIC QUESTIONS :

- Donna Copeman spoke about the number of students at Heritage Regional High School who come to school without a lunch. Asked that information be put on our website to raise awareness. Also asked Council to donate funds to breakfast club programs.

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – D. Lamoureux

- January 21 – Quebec English School Board Association Board of Directors' meeting. The Minister of Education, Yves Bolduc, was present.
- January 26 – Education Committee
- January 27 – Human Resources Committee
- February 10 – Quebec English School Board Association meeting; RSB work session
- February 13 – As part of Employee appreciation week, visited Centennial Regional High School and St. Jude with Christopher Craig; also visited Heritage Regional High School where the Principal, Kim Barnes took him on a tour of the CFER program
- February 16 – DG Liaison committee

Director General's report – S. Racette

TOPICS THAT REQUIRED SPECIAL ATTENTION

Since the last Council meeting, in accordance with the policy, there were 3 expulsions; 2 from Heritage and 1 from The Alternate School; 2 for violence and 1 for drug possession.

Meetings and Events

- › The Director General reported on the meetings and events he attended since the last Council meeting. He also mentioned Employee Appreciation Week (February 9-13) – board office events, school visits, walk in our shoes

Things You Should Know

- › Strategic Plan is moving forward
- › Measure on Optimization: \$142,500 (fiber optic with NFSB)
- › Career Interviews are underway
- › Revised recovery plan was accepted by MELS
- › The first re-investment would be the \$300K cut to special needs
- › New names in administrative bank

Hats Off

- › To Minh Alain Truong, WOTP student at Centennial, and his teachers and parents. Together they have made the impossible possible as Minh will be starting his first stage at Krispy Kreme, a great achievement for this young man.

Parents' Committee:

- Meeting held on February 2, 2015
- In attendance were Commissioners Cuffling and Smith, as well as P. Farmer, Assistant Director General
- Special guests: Representatives from Adam's P.A.C.E., Richard Merlini and his attaché Mr. Tremblay, Maxim Labrecque, Attaché to N. Ménard and D. Turcotte's Attaché, Louis-David Benard
- Meagan Hawes and representatives from Adam's P.A.C.E. gave a very moving presentation to the committee
- Discussed the meeting on the proposed school board mergers with MNA and other representation from the National Assembly
- Consultation on the 2015-2016 Youth School Calendar
- Next meeting: March 9th 2015

Special Needs Advisory Committee:

Met on Monday February 9, 2015

Presentations:

1. P.A.C.E-post secondary alternative community based education

Marina Bresba Champlain College St. Lambert

Megan Hughes presented on what it was like to be in P.A.C.E

2. Mr. Bergeron, Director of Finance

Explained the current 2014/2015 Budget cuts (approx. \$300000). Explained the upcoming 2015/2016 Budget cuts (Additional \$300000) **was not well received

New Business:

Spending of our \$1,000 budget to purchase laptop bags. Will be looking at the recommendations of different individuals in Riverside to determine what kind of bags would be the best purchase at next meeting.

Date of next meeting : March 16, 2015 (Scheduled to change)

REPORTS (non-voting items only)

Executive – L. Cuffling

- The Executive Committee met on February 3
- The committee voted to authorize commissioners to attend the QESBA-AAESQ Spring Conference in May 2015.
- The mandate of the committee, as outlined in Bylaw 3: Delegation of Powers to the Executive, was reviewed.
- The committee approved the participation in the Group Purchase of Insurance with school boards in the Monteregie and Estrie.
- The committee voted to uphold the recommendation of the Student Ombudsman, No. SO-2014-15-105.
- The next meeting of the Executive is April 7, 2015.

Transportation Advisory –

No report

Education –

- Reviewed mandate
- Topics for further discussion suggested were: ACCESS, RSB Objective, Team Teaching model, new programs at RSB, new strategic plan 2015-2020 and Riverside models of delivery in elementary
- Juan-Carlos Quintana provided an overview of the services provided by ACCESS to the business community
- D. Lamoureux requested information on the follow-up in response to the Fraser Report
- S. Compagna reported that there are 7 registrations for 2015-2016 Pre-K at St. Mary's to date.
- L. Roy reported that Office 365 is being installed on all RSB computers.
- Date of next meeting: February 23, 2015 at 6:30 p.m.

Audit (Finance & Material Resources) P. Morrison

- Next meeting is on February 24, 2015 at 6 :30 p.m.

Governance and Ethics – L. Cuffling

- The Governance and Ethics Committee met on February 3.
- The committee recommends using the services of the Ethics Officer of New Frontiers School Board.
- The committee also briefly discussed school board mergers. The Director General will address this at a work session.

Human Resources –

- Meeting was held on January 27.
- Received a report from the DG on the \$2 million budget cuts RSB has to realize within the next 2 years
- Proposed a new Administrative structure for 2015-2016
- Recruitment bank interviews are taking place
- Career interviews with school administrators are being conducted
- Received notice of the resignation of an administrator for purposes of retirement and another notice for purposes of returning to teaching was received after the January 27 meeting (resolutions before Council tonight)
- Date of next meeting is February 24.

Marketing and communications – C. Craig

- No meeting

QESBA – Chairman Lamoureux

- Two meetings were held
- Met with Y. Bolduc on January 21
- On February 10, discussed section 23 of the Canadian Charter of Rights and Freedom
- Discussed model of governance not involving elections

NEW BUSINESS

Resolution B523-20150217

CLOSURE OF THE ALTERNATE SCHOOL

WHEREAS resolution E125-20140121 was adopted moving The Alternate School from its Queen Street location in Saint-Lambert, to Centennial Regional High School in Greenfield Park;

WHEREAS resolution E125-20140121 also stipulated that a satellite class would be housed at Heritage Regional High School;

WHEREAS resolution B496-20140527 was adopted authorizing a Public Notice to be posted indicating that Council intended to close the school at the end of the 2014-2015 school year;

WHEREAS public consultation was held as required by Article 212 of the Education Act and the Board’s Policy on the Continued Operation or Closure of Schools;

IT IS MOVED by Commissioner Craig, seconded by Commissioner Mazur, that the Alternate School be closed as of June 30, 2015 and that its Deed of Establishment be revoked.

UNANIMOUS

Resolution HR404-20150217

ADOPTION OF THE 2015-2016 SCHOOL CALENDAR: YOUTH SECTOR

WHEREAS the proposed school calendar for the 2015-2016 school year has been the subject of consultation throughout the Riverside community;

IT IS MOVED by Commissioner Smyth, seconded by Commissioner Gour, that the attached school calendar be adopted for the 2015-2016 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 B524-20150217

ADOPTION OF THE MANDATE OF THE EDUCATION COMMITTEE FOR 2014-2015

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

UNANIMOUS

Resolution B525-20150217

APPRECIATION FOR SERVICES RENDERED BY THE BOARD’S ETHICS OFFICERS

WHEREAS Mr. Don Hossack and Mr. Brian O’Boyle, have acted as Ethics Officers for Riverside School Board since July 1, 2011;

WHEREAS their mandates expired on December 31, 2014 and both indicated they did not wish to renew their mandates;

IT IS MOVED by Chairman Lamoureux, seconded by Commissioner Cuffling, that Mr. Hossack and Mr. O’Boyle receive the thanks of Council for services rendered in their capacity as Ethics Officers.

UNANIMOUS

Resolution HR405-20150217

RESIGNATION OF AN ADMINISTRATOR

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

IT IS MOVED BY Commissioner Chouinard, seconded by Commissioner Horrell, that the resignation for purposes of retirement of Elizabeth Gillies-Poitras, Principal at Good Shepherd School, be accepted with regret as of June 30, 2015.

UNANIMOUS

Resolution HR406-20150217

RESIGNATION OF AN ADMINISTRATOR

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

IT IS MOVED BY Commissioner Craig, seconded by Commissioner Rodrigues, that the resignation, as an administrator, of Daphne Mullins, Vice-Principal of Centennial Regional High School, be accepted with regret as of June 30, 2015 in order to return to a teaching position

UNANIMOUS.

Resolution B526-20150217

ADOPTION OF TEMPORARY MEASURES REGARDING THE DELEGATION OF POWER TO AUTHORIZE THE AWARDING OF CERTAIN SERVICE CONTRACTS

WHEREAS the adoption on December 5, 2014, of the *Act respecting the governance of public infrastructure, establishing the Société québécoise des infrastructures and amending various legislative provisions* (hereinafter known as the LGCE);

WHEREAS this Law introduces a new element of authorization prior to awarding all service contracts;

WHEREAS the LGCE states that such power of authorization may be delegated;

WHEREAS, in accordance with article 174 of the Education Act it is necessary for school boards to adopt a By-Law in order to delegate some of its functions and powers;

WHEREAS the process of drafting a By-Law and sending it for consultation is set by the Education Act;

WHEREAS the legislators have set the first application period from January 1, 2015 to March 31, 2016;

WHEREAS temporary measures must be put in place until the By-Law is adopted so as to ensure the continued smooth operation of Riverside School Board;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Mazur, to put in place the following temporary measures until a new By-Law is adopted and comes into force:

- To grant power to pre-authorize service contracts to the individuals already covered by a delegation of power By-Law, up to the threshold permitted by the LGCE;
- To grant power to pre-authorize service contracts to the Director General, for the amounts over the threshold permitted by the LGCE;

UNANIMOUS

OTHER BUSINESS

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

PUBLIC QUESTIONS : none

ROUND OF APPLAUSE

- Commissioner Rodrigues thanks Patti Buchanan at REACH. She has learned much about the level of community involvement that goes on at that school. Everyone is invited to the year-end celebrations.
- Commissioner Morrison reminded all about the play on Saturday at Mountainview School. Commissioner Capobianco Skipworth will be making an appearance on stage!
- Commissioner Aguiar invited Nicole Ménard to attend a Governing Board meeting at Chambly Academy
- Commissioner Craig had an amazing tour of St. Jude before the Work Session. Eye-opening enlightenment – feel the energy. Congratulations.
- Commissioner Gour pointed out that Council meetings are not boring.
- Commissioner Mazur attended the science fair awards at Centennial Regional High School and the robotics camp at Vanier. CRHS received top place for its kiosk.
- Commissioner Rayes reminded everyone that the Kid's Cup will be held this Friday, February 20 at 6:30.
- Commissioner Horrell visited two schools in St. Bruno. LED lights in the gymnasium at Mount Bruno. Both principals in attendance here this evening are passionate about their schools – bravo!

CLOSING:

IT WAS MOVED by Commissioner Chouinard, and seconded by Commissioner Craig, at 9:05, that the meeting be closed.

UNANIMOUS

Dan Lamoureux, Chairman

Denise Paulson, Secretary General



COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on
Tuesday, February 17, 2015 at 7:30 p.m. at the
Administration Centre
7525 chemin de Chambly, St. Hubert, QC

REVISED AGENDA – REGULAR MEETING

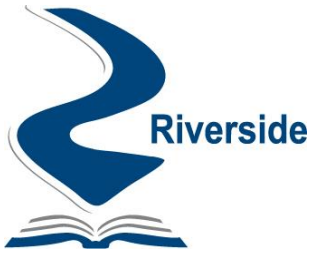
1. Call to Order and Quorum
2. Adoption of the Agenda
3. Approval of Minutes
 - 3.1 Adoption of the Minutes of the meeting of January 20, 2015
 - 3.2 Business arising from the Minutes of the meeting of January 20, 2015
4. Questions from the Public – 30 minutes
5. Chairman's Remarks
6. Director General's Remarks
7. Parent Committee Report
8. Special Needs Advisory Report
9. Committee Reports
 - 9.1 Executive
 - 9.2 Transportation
 - 9.3 Education
 - 9.4 Audit (Finance/Mat Resources)
 - 9.5 Governance and Ethics
 - 9.6 Human Resources
 - 9.7 Marketing and Communications
 - 9.8 Q.E.S.B.A.
10. Resolutions
 - o Closure of TAS
 - o Adoption of Youth Sector Calendar for 2015-2016
 - o Adoption of Education Committee Mandate
 - o Appreciation for services rendered by Ethics Officers
 - o Resignation of an Administrator for Purposes of Retirement
 - o Resignation of an Administrator to return to a Teaching Position
 - o Adoption of temporary measures regarding the delegation of power to authorize the awarding of certain service contracts
11. Correspondence
12. Other Business
13. Questions from the Public – 20 minutes
14. Bravos (2 minutes per member)
15. Date of Next Regular Meeting: **March 17, 2015 at 7:30**
16. Close of Meeting

Given at Saint-Hubert, Québec, on February 13, 2015

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD
2015-02-17

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Bruno Pelletier, Attaché politique, Gouvernement du Québec	Letter to the Chairman	Acknowledgement of receipt of extract B516- 20141216
Joelle Jobin, MELS	Letter to the Director General	Equalization grant
Yves Bolduc, MELS	Letter to the Chairman	Proposed training program
Marie-Josée Berger, Bishop's University	Letter to the Chairman	English second language teaching program



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 within the context of Safe and Caring Schools.

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.



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. November 6th (44)
2. February 4th (49)
3. June 23rd (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 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