

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 May 26, 2015.

The Secretary General established that quorum was met and Chairman Dan Lamoureux, called the meeting to order at 7:40 p.m.

### **COMMISSIONERS PRESENT:**

P. Booth Morrison

D. Butler

A. Capobianco Skipworth

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:**

### **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

Gail Somerville, Director of Complementary Services

Lucie Roy, Director of Adult and Continuing Education

### **Presence noted**

34 members of the public

### **ADOPTION OF THE AGENDA:**

IT IS MOVED by Commissioner Rodrigues, seconded by Commissioner Mazur, that the agenda be adopted and that a copy be appended to the Minutes of this meeting.

UNANIMOUS

### **PRESENTATION BY CHAMPION CUP-STACKING STUDENTS FROM TERRY FOX SCHOOL**

Terry Fox School teacher, Joannie Lafontaine, accompanied two of her Grade 4 students, Edouard Pelletier and Maddox Evong, who demonstrated different variations of cup stacking. Their speed and efficiency were remarkable. The Council applauds their talent and acknowledges this as a very worthwhile initiative by Terry Fox School.

### **PRESENTATION BY THE ASSOCIATION OF PROFESSIONALS OF RSB**

The President of the Riverside School Board Professional Association, Mr. Santo Melidona, read a statement objecting to the staffing cuts made for 2015-2016.

### **PUBLIC QUESTION PERIOD**

Various concerns were raised by Boucherville School parents regarding one principal for two schools.

IT IS MOVED BY Commissioner Gour, seconded by Commissioner Morrison, to extend question period for 15 additional minutes.

UNANIMOUS

Commissioner Charles Horrell informed the Secretary General that he intends to bring a Notice of Motion to the June meeting for the purpose of reinstating a full-time principal at Boucherville School as well as at Harold Sheppard School.

Resolution HR417-20150526

**NON-RE-ENGAGEMENT OF AN ADMINISTRATOR**

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

WHEREAS as per the Administrative Structure for 2015-2016, the number of administrative in-school posts has been reduced.

IT IS MOVED BY Commissioner Capobianco Skipworth, seconded by Commissioner Chouinard, that the non-re-engagement, as an administrator, of **Josée Roy**, be approved as of June 30, 2015 in order to return to a teaching position.

UNANIMOUS

Resolution HR418-20150526

**APPOINTMENT OF A VICE-PRINCIPAL TO HAROLD NAPPER SCHOOL**

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

IT IS MOVED by Commissioner Rodrigues, seconded by Commissioner Mazur, that **Mario Giulione** be appointed to the position of Vice-Principal at Harold Napper School, effective July 1, 2015.

UNANIMOUS

Resolution HR419-20150526

**APPOINTMENT OF A VICE-PRINCIPAL TO CENTENNIAL REGIONAL HIGH SCHOOL**

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

IT IS MOVED by Commissioner Craig, seconded by Commissioner Butler, that **Dianne Kilpatrick** be appointed to the position of Vice-Principal at Centennial Regional High School, effective July 1, 2015.

UNANIMOUS

Resolution HR420-20150526

**APPOINTMENT OF A PRINCIPAL TO HAROLD SHEPPARD AND BOUCHERVILLE ELEMENTARY SCHOOLS**

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

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Capobianco Skipworth, that **Jenny Brousseau** be appointed to the position of Principal at Harold Sheppard and Boucherville Elementary schools, effective July 1, 2015.

OPPOSED 2 (Commissioners Gour and Horrell)

IN FAVOUR 9

CARRIED

Resolution HR421-20150526

**APPOINTMENT OF A PRINCIPAL TO GOOD SHEPHERD SCHOOL**

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

IT IS MOVED by Commissioner Gour, seconded by Commissioner Smyth, that **Valerie Forde** be appointed to the position of Principal at Good Shepherd School, effective July 1, 2015.

UNANIMOUS

Resolution HR422-20150526

**APPOINTMENT OF A PRINCIPAL TO HAROLD NAPPER SCHOOL**

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

IT IS MOVED by Commissioner Mazur, seconded by Commissioner Gour, that **Timothy Mahoney** be appointed to the position of Principal at Harold Napper School, effective July 1, 2015.

UNANIMOUS

Resolution HR423-20150526

**APPOINTMENT OF A PRINCIPAL TO MOUNTAINVIEW SCHOOL**

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

IT IS MOVED by Commissioner Capobianco Skipworth, seconded by Commissioner Morrison, that **Julie Guyot** be appointed to the position of Principal at Mountainview School, effective July 1, 2015.

UNANIMOUS

Resolution HR424-20150526

**APPOINTMENT OF A PRINCIPAL TO ROYAL CHARLES SCHOOL**

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

IT IS MOVED by Commissioner Dumont, seconded by Commissioner Smith, that **Jim Jordan** be appointed to the position of Principal at Royal Charles School, effective July 1, 2015.

UNANIMOUS

Resolution HR425-20150526

**APPOINTMENT OF A PRINCIPAL TO ST. JOHNS SCHOOL**

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

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Butler, that **Colleen Lauzier** be appointed to the position of Principal at St. Johns School, effective July 1, 2015.

UNANIMOUS

Resolution HR426-20150526

**APPOINTMENT OF A PRINCIPAL TO ST. LAWRENCE SCHOOL**

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

IT IS MOVED by Commissioner Smyth, seconded by Commissioner Capobianco Skipworth, that **Bob Matthey** be appointed to the position of Principal at St. Lawrence School, effective July 1, 2015.

UNANIMOUS

Resolution HR427-20150526

**APPOINTMENT OF A SUMMER SCHOOL PRINCIPAL**

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

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Mazur, that **Clifford Tam** be appointed to the position of Summer School Principal 2015.

UNANIMOUS

Resolution HR428-20150526

**NON-REENGAGEMENT OF NON-TENURED TEACHER**

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

WHEREAS there is a surplus of teaching personnel at the secondary level.

WHEREAS employee 884004776 has not achieved tenure as per article 5-3.03 of the provincial collective agreement.

WHEREAS in respect of the provisions of clause 5-08.02 of the local agreement between Riverside School Board and the Riverside Teacher's Union.

IT IS MOVED BY Commissioner Dumont, seconded by Commissioner Craig, that employee 884004776 be non-reengaged for reasons of surplus effective July 1, 2015.

UNANIMOUS

Resolution HR429-20150526

**NON-REENGAGEMENT OF NON-TENURED TEACHER**

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

WHEREAS there is a surplus of teaching personnel at the secondary level.

WHEREAS employee 884005452 has not achieved tenure as per article 5-3.03 of the provincial collective agreement.

WHEREAS in respect of the provisions of clause 5-08.02 of the local agreement between Riverside School Board and the Riverside Teacher's Union.

IT IS MOVED BY Commissioner Chouinard, seconded by Commissioner Cuffling, that employee 884005452 be non-reengaged for reasons of surplus effective July 1, 2015.

UNANIMOUS

**ADOPTION OF THE MINUTES OF THE ADJOURNED MEETING HELD ON APRIL 21, 2015**

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Mazur, that the Minutes of the meeting held on April 21, 2015 be adopted.

UNANIMOUS

**BUSINESS ARISING FROM THE MINUTES**

The Director General followed up:

- As a result of the adoption of the administrative structure at our last meeting, there are 9 resolutions before Council this evening.

**ADOPTION OF THE MINUTES OF THE RECONVENED MEETING HELD ON APRIL 28, 2015**

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Chouinard, that the Minutes of the reconvened meeting held on April 28, 2015 be adopted.

UNANIMOUS

**BUSINESS ARISING FROM THE MINUTES**

The Director General followed up:

- None

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD ON MAY 12, 2015**

IT IS MOVED by Commissioner Morrison, seconded by Commissioner Mazur, that the Minutes of the meeting held on May 12, 2015 be adopted.

UNANIMOUS

**BUSINESS ARISING FROM THE MINUTES**

The Director General followed up:

- The Director General provided Council with information regarding the topic of the special meeting.

**CHAIRMAN AND DIRECTOR GENERAL**

Chair's report – D. Lamoureux

April 28 Audit Com. and Work Session  
 April 30 DG Liaison Committee  
 May 4 Boucherville Governing Board  
 May 5 Human Resources and Executive  
 May 6 Visited St. Jude and Harold Napper May 8 Attended MRC Meeting  
 May 11 DG Liaison Committee  
 May 12 Work Session  
 May 13 Visited Harold Sheppard  
 May 15 Attended Event with Minister Barrette at Harold Napper  
 May 19 Visited St. Jude and Work Session  
 May 21-22-23 Attended QESBA Convention in Quebec City  
 May 25 Education Committee

Director General's report – S. Racette

**TOPICS THAT REQUIRED SPECIAL ATTENTION**

Since the last Council meeting there were 2 expulsions from all schools for drug trafficking.

**MEETINGS AND EVENTS**

- › The Director General reported on the meetings and events he attended since the last Council meeting.

**THINGS YOU SHOULD KNOW**

- › Daycare costs will not be increased before the end of the school year
- › Technology shutdown May 6<sup>th</sup>
- › Validations process – Not happy about the results
- › Courtland Park International school teacher, Mélanie Boulet, lost her 9 year-old daughter, Chloé, to leukemia. We offer the family our deepest sympathies during this very difficult time.
- › June 10 – ACCESS Information session  
7:00 p.m.
- › May 27 - 25 years of service and retirement celebration

## HATS OFF

- › At the 7th Annual SAuS (Soutien Autism(e) Support) Autism Awareness Walk / Run in Candiac on April 26, 2015, **Spencer**, a former student at St-Lawrence Elementary, currently at Heritage Regional High School, won a prize package containing an iPad and various other items with a value of \$1000. Spencer graciously donated the prize package to St-Lawrence school to help support students with special needs – an act of selflessness and kindness which will benefit many students. Bravo Spencer!
- › To Alison Ingram and her exam room team for doing a phenomenal rush job in getting exams ready and to the principals for so graciously picking them up throughout the exam period without complaint.
- › To Anthony McGuinness for his involvement in last Thursday's "Apocalypse Zombies" Event at St. Johns. The team from Act Foundation was very appreciative. He was awarded the prize "Champion communautaire" – Bravo!
- › To Miss Lana Turner, Harold Napper Music teacher for giving 25 students the opportunity to perform at Place Des Arts on Monday, May 4, 2015 as part of this year's Music Monday. They met many artists and students from other schools at an event which was telecast live on the Internet.
- › St. Johns Vice-Principal, Ninon Romulus welcomed a beautiful daughter, Stella Neve Romulus, on Wednesday, April 15th at 8:36 p.m. Stella weighed in at 6lbs 13oz. Ninon and Stella are home now and doing well. Congratulations, Ninon!
- › ACCESS will be offering a new Vocational Program, Stationary Engine Mechanics in September. Riverside is the only School Board authorized to offer the program in English in the province.
- › To Myra Kestler for her community initiative "Bouge ta vie". She captured the heart of Brossard citizens and addressed the needs of the politicians effortlessly while still attending to her principal duties.

Parents' Committee: M. Rayes

The last meeting of the RSB Parent Committee (PC) was held on May 4<sup>th</sup> 2015. In addition to the PC members, the following school board and council members were present:

- Pierre Farmer – Assistant Director General
- Lesley Cuffling – RSB Commissioner and Vice-Chair

## **Discussion Topics**

### Regional daycare services in August 2015 (4 days prior to the first day of school)

The PC was advised that school governing boards need to assess their needs and the feasibility to offer daycare services during the four pedagogical days prior to school starting. If, based on this assessment, the daycare service managers identify a need, they will collectively have to agree on possible approaches and solutions.

### Visibility of the RSB Parent Committee

A discussion was held on how to promote the PC across the RSB community to help ensure that we are adequately addressing parent issues. One suggestion was to present ourselves at the schools' annual general assemblies. Other ideas were also shared.

### Review of documents for consultation

- 1) Delegation of Authority to the Director General – motion was passed to accept the policy as written without any modifications.
- 2) Three-year Plan – Given that the consultation period ends on June 5<sup>th</sup>, the PC decided to table the discussion to the next meeting (to give the schools time to review and provide comments).

### Recent communication on budget cuts and changes in administrative structure

The PC agreed that the quality of the information in the recent communication needed improvement. Pierre Farmer agreed to discuss this concern with the Directorate. Additional information has subsequently been made available to the RSB community.

### Varia – Change in protocol for students with lice, pink eye and other minor infectious diseases

The PC expressed concern over the new protocol that the Public Health Department has issued which prohibits schools from sending students home if they have lice, pink eye or other minor infectious diseases. Concerns raised included:

- Impacts on families with multiple children
- Impacts on teachers
- Impacts on families with pregnant or nursing mothers

Pierre Farmer agreed to bring the issue back to the Directorate for further discussion and analysis.

The next PC meeting is scheduled for June 1<sup>st</sup> at 7:00pm.

## Special Needs Advisory Committee: L. Rodrigues

The last meeting of the RSB ACSSN meeting was held on May 6, 2015.

**Presentation** by *Wendy Maher*, Special Education Consultant on the differences between the elementary and secondary IEP's. They are wondering if a more universal IEP would benefit the two. For example making the elementary IEP more like the secondary.

**Presentation** by Gail Somerville, Director of Complementary Services on Goal 4 of the Strategic Plan.

**Laptop Covers** - Currently on back order should be in within the next two weeks and laptops will be given out in the upcoming weeks.

**Ad-Hoc Forms** - looking to have parents sign off on the Ad-Hoc form in the future. Many parents have never seen or had explained what these forms are used for.

**Adaption/Modification** – Was explained that many parents do not know the difference in Adaptation / Modification. Discussion on whether or not having parental information sessions on IEP and terminology would be beneficial.

2014/2015 Evaluations have come in, Riverside has received approximately 85% validation rate this year. Mrs. Chantal Scroggins has met and will be having conversations with them with regards to some files in which the coding was denied.

\*Complementary Services is currently working on creating a *Policy on Restraints* and revising the *Policy on Special Needs*. They are hoping to have it out for consultation by the end of 2015, early 2016.

Date of Next Meeting is October 7, 2015

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

### Executive – Lesley Cuffling

- The Executive Committee met on May 5
- The committee worked on some updates to the Policy on the Enrolment Criteria. It will be worked on further before it comes to Council.
- The committee reviewed the modifications to the Policy on the Protection of Non-Smokers.
- The committee adopted the 2015-2016 Calendar of Meetings for the Executive
- The committee discussed Long-Term Planning and made some suggestions.
- The committee appointed Mr. Sylvain Racette as the person authorized to deal with Revenue Quebec and the Canada Revenue Agency.
- The next meeting of the Executive is June 2, 2015.

Commissioners Gour and Dumont expressed their displeasure that the Executive Committee had discussed Long-Term Planning.

The Transportation Advisory Committee met on May 26, 2015. The following items were reviewed:

- The Transportation Budget for 2014-2015.
- The Budgetary constraints for 2015-2016
- Report of school visits
- The request of College Charles Lemoyne to change the time that RSB transports their



students

- Budgetary rules for 2015-2016
- Review of the possibility of RSB organizing transportation for New Frontiers School Board
- The next meeting of TAC is in the new school year.

#### Education – D. Smith

- The Education Committee met on May 25 at Access
- Mme. Lucie Roy presented the ministry changes in the Partnership Agreement indicators for Vocational Education and Adult Education.
- Mrs. Lisa Rae-Nutter and Mrs. Mary Williams presented a summary of Board Objective #5: Reviewing Education Services at the Secondary Level. This was an assessment of the delivery of programs of study in the Secondary IV and V subjects of English language arts, French second language, Francais langue maternelle, mathematics, science and technology and History & Citizenship Education, as well as the Work Oriented Training Pathway. Among other things, this assessment showed the impact of bringing back Uniform Exams as well as the Retention Policy on student graduation rates.
- There was also an update on The Alternate School.
- This was the last meeting of the Education Committee in this school year unless called by the chair.

#### Audit (Finance/Material Resources) P. Morrison

- Meeting held on May 5
- Reviewed Material Resources resolutions
- Reviewed 2015-2016 budget
- Initial budget to come
- Summary of presentation re RCGT
- Fiber optics – will invest as much as possible
- Named DG as representative
- Banking services

Next meeting at the call of the chair.

#### Governance and Ethics –

No Report

#### Human Resources –

- Met on May 5 2015
- Discussed all administrative appointments

Next meeting at the call of the chair

#### Marketing and Communications

- Meeting will be held on May 28 at 1 p.m.

#### QESBA – A. Capobianco Skipworth

- Commissioner Capobianco Skipworth reported on the messages delivered by the 3 Keynote Speakers at the Spring Conference. In a heartfelt moment, she thanked the directors for all the work they do to help Riverside students achieve their potential. To close her commentary, she offered confectionaries to all.
- The Board of Directors Meeting was held on Friday May 21, 2015 at noon in Quebec City.
- Discussed ; Budget- we are presently on budget but if fees remain status quo, there

- will be a shortfall of 8 Thousand \$ : Details and plan will be forwarded to all boards
- Invitation to attend the opening ceremonies, the Minister of Education accepted.
- Labour relations : all seems to be on track
- Date of next meeting at the call of the chair due to circumstances with the ministry

## **NEW BUSINESS**

Resolution B532-20150526

### **ADOPTION OF THE 2015-2016 CALENDAR OF MEETINGS OF THE COUNCIL OF COMMISSIONERS**

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Craig, that the calendar of meetings for 2015-2016 be adopted as presented.

UNANIMOUS

Resolution B533-20150526

### **DEPOSIT FOR CONSULTATION OF THE AMENDED POLICY ON THE PROTECTION OF NON-SMOKERS**

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

IT IS MOVED by Commissioner Cuffling seconded by Commissioner Rayes, that the amended Policy on the Protection of Non Smokers be received for consultation from May 27, 2015 to October 9, 2015.

UNANIMOUS

Resolution MR304-20150526

### **AWARDING OF A CONTRACT FOR THE REPLACEMENT OF THE VENTILATION UNIT IN THE GYMNASIUM AT BOUCHERVILLE ELEMENTARY SCHOOL IN BOUCHERVILLE**

WHEREAS Riverside School Board has identified the replacement of the ventilation unit in the gymnasium at Boucherville Elementary School as one of the capital projects to be done in the 2015-2016 school year;

WHEREAS Riverside School Board will finance through its capital budget costs for the replacement of the ventilation unit in the gymnasium at Boucherville Elementary School;

WHEREAS a public call for tenders was received on April 24, 2015 and results are as follows (prices before taxes);

9179-8892 Québec Inc. (Groupe CVC)	\$151,750.00
Groupe Promécanic Ltée	\$162,800.00
Réfrigération Yvan Allison/9076-6759 Québec Inc.	\$168,257.16
Céleb Construction Ltée	\$178,000.00
St-Pi-Air Mécanique du bâtiment Inc.	\$303,725.00

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 Audit - Finance and Material Resources Committee:

IT IS MOVED by Commissioner Horrell, seconded by Commissioner Mazur, that Riverside School Board accept the recommendation of the professional firm, Normand Langlois Architecte, to award the contract for the replacement of the ventilation unit in the gymnasium at Boucherville Elementary School to the lowest bidder in conformity, 9179-8892 Québec Inc. (Groupe CVC), for the amount of \$151,750.00,

excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR305-20150526

**RENEWAL OF THE CONTRACT FOR CAFETERIA SERVICES AT HERITAGE REGIONAL HIGH SCHOOL**

WHEREAS Resolution MR212-20110419 awarded the contract for cafeteria services for Heritage Regional High School to Aramark Québec Inc. for a period of three years;

WHEREAS Resolution MR212-20110419 provides for the possibility of renewal of the contract for two (2) additional years;

WHEREAS the school administration is satisfied with the service provided by Aramark Québec Inc. and the governing board was consulted and they recommend that the contract be extended for one year;

WHEREAS this resolution was reviewed and is supported by the Audit (Finance/Material Resources) Committee;

IT IS MOVED by Commissioner Horrell seconded by Commissioner Butler, that the contract for cafeteria services for Heritage Regional High School be renewed with Aramark Québec Inc. for the 2015-2016 school year; and

THAT the school principal be authorized to sign the relevant documents.

UNANIMOUS

Resolution MR306-20150526

**CONTRACT FOR CLEANING SERVICES AT CHAMBLY ACADEMY**

WHEREAS the contract for cleaning services at Chambly Academy will end on June 30, 2015;

WHEREAS the needs were validated in consultation with the school administration and actualized in conformity with the quality standards as established in the 'PROPRE' software;

WHEREAS a public call for tenders was received on April 24, 2015 and the results are as follows (before taxes):

Les Entreprises Fervel Inc.	\$188,568.25
Service d'entretien d'édifices Allied (Québec) Inc.	\$222,322.13
Les services d'entretien Fany Inc.	Not in conformity

WHEREAS Riverside School Board had established and made public the quality criteria and their relative weight to determine the grade for the quality component of the bid;

WHEREAS the bids were analyzed by a selection committee composed of administrators from Material Resources, Chambly Academy and an external member as per specifications of the Act respecting contracting by public bodies;

WHEREAS after analysis of the bids by the committee both for the quality of services and total cost, the adjusted amounts are:

Les Entreprises Fervel Inc.	\$169,119.51
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Service d'entretien d'édifices Allied (Québec) Inc.	\$211,735.40
Les services d'entretien Fany Inc.	Not in conformity

WHEREAS once the best offer is determined using the lowest adjusted amount, the contract is awarded using the original amount;

WHEREAS the company has, in another Riverside school, demonstrated that it is able to meet the needs;

WHEREAS this resolution was reviewed and is supported by the Audit (Finance and Material Resources) Committee;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Smith, that Riverside School Board accept the recommendation of the selection committee to award the cleaning contract at Chambly Academy for a three-year period with the possibility of renewal for an additional two years, to the lowest bidder in conformity, Les Entreprises Fervel Inc., for the amount of \$61,087.88, before taxes, for the period of July 1, 2015 to June 30, 2016. The cost for 2016-2017 will be \$62,735.08, and for 2017-2018 will be \$64,745.29. The cost for the two additional years will be indexed according to the salary rates in effect for those years set by the decree of "le Comité paritaire de l'entretien d'édifices publics"; and

FURTHERMORE, that the Director General be authorized to sign the relevant documents.

UNANIMOUS

Resolution MR307-20150526

**CONTRACT FOR CLEANING SERVICES AT ST. JOHNS SCHOOL**

WHEREAS the contract for cleaning services at St. Johns School will end on June 30, 2015;

WHEREAS the needs were validated in consultation with the school administration and actualized in conformity with the quality standards as established in the 'PROPRE' software;

WHEREAS a public call for tenders was received on April 24, 2015 and the results are as follows (before taxes):

Les Entreprises Fervel Inc.	\$324,030.85
Service d'entretien d'édifices Allied (Québec) Inc.	\$311,250.95
Les services d'entretien Fany Inc.	\$303,742.00

WHEREAS Riverside School Board had established and made public the quality criteria and their relative weight to determine the grade for the quality component of the bid;

WHEREAS the bids were analyzed by a selection committee composed of administrators from Material Resources, St. Johns School and an external member as per specifications of the Act respecting contracting by public bodies;

WHEREAS after analysis of the bids by the committee both for the quality of services and total cost, the adjusted amounts are:

Les Entreprises Fervel Inc.	\$282,996.38
Service d'entretien d'édifices Allied (Québec) Inc.	\$289,535.77
Les services d'entretien Fany Inc.	\$283,871.03

WHEREAS once the best offer is determined using the lowest adjusted amount, the contract is awarded using the original amount;

WHEREAS the company has, in another Riverside school, demonstrated that it is able to meet the needs;

WHEREAS this resolution was reviewed and is supported by the Audit (Finance and Material Resources) Committee;

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Butler, that Riverside School Board accept the recommendation of the selection committee to award the cleaning contract at St. Johns School for a three-year period with the possibility of renewal for an additional two years, to the lowest bidder in conformity, Les Entreprises Fervel Inc., for the amount of \$105,137.55, before taxes, for the period of July 1, 2015 to June 30, 2016. The cost for 2016-2017 will be \$107,719.91, and for 2017-2018 will be \$111,173.39. The cost for the two additional years will be indexed according to the salary rates in effect for those years set by the decree of "*le Comité paritaire de l'entretien d'édifices publics*"; and

FURTHERMORE, that the Director General be authorized to sign the relevant documents.

UNANIMOUS

## **OTHER BUSINESS**

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

**PUBLIC QUESTIONS** : None

## **ROUND OF APPLAUSE**

- Commissioner Morrison attended two events at Cedar Street School – vernissage for student films and the inauguration of new playground equipment. Thank you to Ville de Beloeil who donated \$10K.
- Commissioner Gour spoke about Nadia Boisclair's class from Harold Napper School visiting Quebec City and lunching with Mr. Couillard. She also thanked Gail Somerville for making Penny Beerworth appreciate how she was treated by her.
- Commissioner Craig praised the initiative to organize the Food Revolution Day at St. Lambert Elementary.
- Commissioner Cuffling attended Chambly Academy on April 30<sup>th</sup> to view the IBO personal projects.
- Commissioner Capobianco Skipworth thanked Commissioner Chouinard for driving a number of commissioners to and from the Québec City Spring Conference. She also said that it had been a difficult evening and believes that commissioners have the right to acknowledge that they are doing a good job.
- Commissioner Smith attended the silent auction at Chambly Academy.
- Commissioner Aguiar reminded everyone about St. Mary's fundraiser on Thursday from 3 to 8 p.m. The garage sale will be held on Saturday, from 8:30 to 2.
- Family Day on Saturday at 10 a.m. at Mountainview.

## **CLOSING:**

IT WAS MOVED by Commissioner Morrison, seconded by Commissioner Gour, at 10:20 p.m., that the meeting be closed.

UNANIMOUS

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Dan Lamoureux, Chairman

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Denise Paulson, Secretary General



## COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on  
**Tuesday, May 26, 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. Champion cup-stacking students from Terry Fox
4. Presentation by Professionals' Association (10 minutes)
5. Questions from the Public – 30 minutes
6. Staffing Resolutions
  - o Non-re-engagement of an Administrator
  - o Appointment of a Vice-Principal
  - o Appointment of a Vice-Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Principal
  - o Appointment of a Summer School Principal
  - o Non-reengagement of a non-tenured teacher
  - o Non-reengagement of a non-tenured teacher
7. Approval of Minutes
  - o Adoption of the Minutes of the adjourned meeting of April 21, 2015
  - o Business arising from the Minutes of the meeting of April 21, 2015
  - o Adoption of the Minutes of the reconvened meeting of April 28, 2015
  - o Business arising from the Minutes of the meeting of April 28, 2015
  - o Adoption of the Minutes of the special meeting of May 12, 2015
  - o Business arising from the Minutes of the meeting of May 12, 2015
8. Chairman's Remarks
9. Director General's Remarks
10. Parent Committee Report
11. Special Needs Advisory Report
12. Committee Reports
  - 12.1 Executive
  - 12.2 Transportation
  - 12.3 Education
  - 12.4 Audit (Finance/Mat Resources)
  - 12.5 Governance and Ethics
  - 12.6 Human Resources
  - 12.7 Communications
  - 12.8 Q.E.S.B.A.
13. Resolutions
  - o Adoption of 2015-2016 Calendar of Meetings for the Council of Commissioners
  - o Deposit for Consultation of the Policy for the Protection of Non-Smokers
  - o Replacement of the ventilation unit in the gymnasium at Boucherville school
  - o Contract for Cafeteria Services at HRHS
  - o Contract for Cleaning Services at Chambly Academy
  - o Contract for Cleaning Services at St. Johns High School
14. Correspondence
15. Other Business
16. Questions from the Public – 20 minutes
17. Bravos (2 minutes per member)
18. Date of Next Regular Meeting: **June 16, 2015 at 7:30 p.m.**
19. Close of Meeting

Given at Saint-Hubert, Québec, on May 22, 2015

Denise Paulson, Secretary General

**CORRESPONDENCE - RIVERSIDE SCHOOL BOARD**

2015-05-26

<i><b>FROM</b></i>	<i><b>TYPE</b></i>	<i><b>SUBJECT</b></i>
Christiane Vézina, DGEQ	Letter to the Secretary General	Acknowledgement of receipt of extract of minutes