

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 15, 2016.

The Secretary General established that quorum was met and Chairman Dan Lamoureux, called the meeting to order at 7:30 p.m.

COMMISSIONERS PRESENT:

D. Butler	D. Lamoureux	Parent Commissioners
C. Craig	L. Llewelyn Cuffling	T. Aguiar
H. Dumont	A. Mazur	P. Chouinard
M. Gour	D. Smith	M. Rayes
C. Horrell	D. Smyth	L. Rodrigues

Regrets: Pamela Booth Morrison, Anna Capobianco Skipworth

Also present

Sylvain Racette, Director General
 Denise Paulson, Secretary General
 Michel Bergeron, Director of Financial Resources
 Hélène Coupal, 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

C. Lauzier, S. LeSueur, D. Fournier, A. Audet, one other member of the public

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Mazur, 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 FEBRUARY 16, 2016:

IT IS MOVED by Commissioner Butler, seconded by Commissioner Horrell, that the Minutes of the meeting held on February 16, 2016, be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

BUSINESS ARISING

As a result of the modifications to the 2015-2016 administrative structure, a resolution is before Council tonight for the appointment of an assistant director of HR and secretary general.

PUBLIC QUESTIONS :

- The Chair of St. Jude’s Governing Board questioned the Policy on the Rental of Facilities; the day camp was hit with a big bill last year and they fear the school will lose them. There is a similar situation with the Scouts. If the new Policy has not yet been implemented, who is making these changes? The Director General responded that it is not for us to subsidize other organizations. He asked Mr. Fournier to send more information to him by email and he will follow-up on the matter.

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – D. Lamoureux

- February 16 - RSB Council of Commissioners
- February 17 - Attended CFER Open House – hats off for doing such a great job!
- February 18 - Attended HRHS Academic Awards
- February 22 - RSB Secretary General Search Committee
- February 23 - Attended Science Fair for St. Jude and CRHS
- March 1 - Commissioner Cuffling and I met with MNA Nicole Menard re: Bill 86 among other topics
- March 7 - RSB Secretary General Search Committee; RSB Parents Committee
- March 11 - RSB Secretary General Search Committee
- March 14 - RSB Human Resources Committee

Director General's report – S. Racette

TOPICS THAT REQUIRED SPECIAL ATTENTION

Since the last Council meeting, there have been 2 expulsions: One from Heritage for possession of drugs and one from Saint-Lambert International for possession of a weapon.

Following the Student's Ombudsman report on the application of the Policy on Maintaining a Safe, Respectful and Drug-Free Environment, a meeting with the high school principals and the Ombudsman is scheduled for April 7th to discuss his report. Following this meeting, the topic will be brought to April 12th Work Session for further discussion.

MEETINGS & EVENTS

- › February 18 – HR Square Table : Reclassification process, Workshop on evaluation, noon hour supervision
- › March 10 – LCEEQ meeting : Human trafficking and the new history program
- › April 27 – Parent session on sexual exploitation

THINGS YOU SHOULD KNOW

- › NFSB is not ready to start transportation partnership next year.
- › Oversize at REACH
- › Board office summer closure: July 24-August 5, 2016
- › LEARN/ACCESS project
- › 1,166 registrations in Adult Education for the winter semester! In the past 5 years ACCESS has doubled both in ETPs and in Centers and points of services. Going from 431 to 756 ETPs and 2 centers to 3 centers and 2 service points.
- › The FAE has reached an agreement in principle with the government. The details of this agreement will be revealed following ratification of the membership which should be completed by March 23rd.
- › We received an extra \$51,000 for 2015-2016 to support special needs students. We will add extra technician time during the exam period.
- › Pierre Moreau, our new Education Minister, was replaced by Mr. Sébastien Proulx, our new, new Education Minister. The Ministère de l'Éducation, de l'Enseignement Supérieur et de la Recherche took this opportunity to change it's doubtful acronym from MEESR to a new one, the MEES.
- › The MEES has said often that there will be reinvestments as of next year in Education. We should learn more this Thursday when the provincial budget is presented in Quebec.
- › Events calendar on website
- › Don't forget to take a look!!!!

- › To all the employees who won the chance to have a board administrator or commissioner walk in his or her shoes: you will be contacted shortly to arrange a date and time. As for who will replace the dance teacher at Centennial...don't worry, it's Pierre Farmer!
- › And finally, hats off to Denise Paulson, our Secretary General for all these years of dedicated service, good advice and... firm guidance. Your political wisdom, knowledge of our community and sense of humour will be dearly missed. I know you will enjoy that beautiful field you're seeing in your head when you picture your retirement, but keep us a small spot to set up a folding chair once in a while, as we will miss you. Enjoy your last Council meeting and thank you very much Madame Sec Gen!

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Cuffling, that the Council go in camera at 8:10 p.m.

IT IS MOVED by Commissioner Gour, seconded by Commissioner Chouinard, that the Council come out of its in camera session at 8:30 p.m.

Parents' Committee:
Report tabled.

Special Needs Advisory Committee: L. Rodrigues

- › Special Needs Advisory Committee was held on Wednesday March 9, 2016
- › PACE presentation was given by Marina Bresba
- › Presentation and work session were held by Wendy Maher on IEP's
- › Complementary services, in collaboration with the SNAC committee, started working on documents that could be sent home to parents who have children with an IEP. This document would explain terminology and the IEP document itself. We will continue to work on this at the next meeting.
- › Date of next meeting is April 27, 2016

REPORTS (non-voting items only)

Executive – February meeting was cancelled.

Transportation Advisory – L. Cuffling

The TAC met on March 14. The committee reviewed the following:

- › The updated 2015-2016 budget
- › A request for adults using available seats
- › The RTL refund for 2015-2016
- › Safety week
- › The progress of having online student transportation information
- › Shared services with New Frontiers School Board

The next meeting will be Monday, May 30 at 1:30 p.m.

Education – D. Smith

No report. The next meeting will be held on April 25.

Audit (Finance/Material Resources) A. Mazur
No report. The next meeting will be on March 29.

Governance and Ethics – L. Cuffling
No meeting was held.

Human Resources –

- › Meeting held on March 14
- › Selection process discussed to fill position of Assistant Director of HR and Secretary General position
- › Proposed administrative structure for 2016-2017 reviewed
- › Calendars approved by calendar committee
- › Modification to Regroupment plan for vocational training
- › 20% LOA of an administrator for 16-17
- › Next meeting – April 26, 2016

Marketing and Communications - C. Craig
No meeting was held

QESBA – D. Lamoureux

- › Parliamentary hearings
- › Moving to West Island
- › Spring Conference is on
- › Will bring more info back to Council as soon as it is available.

NEW BUSINESS

Resolution HR447-20160315

APPOINTMENT OF AN ASSISTANT DIRECTOR OF HUMAN RESOURCES / ACTING SECRETARY GENERAL

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

IT IS MOVED by Commissioner Dumont seconded by Commissioner Chouinard, that **Sylvie Côté** be appointed to fill the position of Assistant Director of Human Resources / Acting Secretary General as of April 18, 2016; and

THAT on May 30, 2016, the word Acting be removed from the position title as a result of the retirement on May 27, 2016, of the current Secretary General, Denise Paulson.

UNANIMOUS

Resolution HR448-20160315

MODIFICATION TO THE VOCATIONAL EDUCATION REGROUPMENT PLAN

IT IS MOVED by Commissioner Smith, seconded by Commissioner Rodrigues, that the Vocational Education Regroupment Plan be modified as presented and that a copy be appended to these Minutes.

UNANIMOUS

Resolution HR449-20160315

ADOPTION OF THE 2016-2017 SCHOOL CALENDAR FOR GREENFIELD PARK PRIMARY INTERNATIONAL SCHOOL

WHEREAS the Calendar Committee has reviewed and supports this resolution;

IT IS MOVED by Commissioner Craig, seconded by Commissioner Gour, that the proposed calendar for the 2016-2017 school year for Greenfield Park Primary International School be adopted as presented.

UNANIMOUS

Resolution HR450-20160315

2016-2017 SCHOOL CALENDARS FOR ADULT EDUCATION AND VOCATIONAL TRAINING

WHEREAS the Calendar Committee has reviewed and supports this resolution;

IT IS MOVED by Commissioner Horrell, seconded by Commissioner Mazur, that the attached school calendars for adult education and vocational training for the 2016-2017 school year be deposited for consultation from March 16 to May 6, 2016.

UNANIMOUS

Resolution B561-20160315

DEPOSIT FOR CONSULTATION OF THE DEEDS OF ESTABLISHMENT AND LIST OF SCHOOLS FOR 2016-2017

IT IS MOVED by Commissioner Butler, seconded by Commissioner Rodrigues, that the Deeds of Establishment and List of Schools be deposited for consultation from March 16 to May 6, 2016.

UNANIMOUS

Resolution B562-20160315

ADOPTION OF THE CALENDAR OF MEETINGS OF THE COUNCIL OF COMMISSIONERS FOR 2016-2017

IT IS MOVED by Commissioner Dumont, seconded by Commissioner Cuffling, that the calendar of meetings of the Council of Commissioners for 2016-2017 be adopted as presented and that a copy be appended to these Minutes.

UNANIMOUS

Resolution MR316-20160315

AWARDING OF A CONTRACT FOR THE PARTIAL REPLACEMENT OF THE EXTERIOR ENVELOPE, PHASE VIII, AT HERITAGE REGIONAL HIGH SCHOOL IN ST. HUBERT

WHEREAS Riverside School Board has, through Resolution MR308-20150616, requested monies to proceed with the partial replacement of the exterior envelope, Phase VIII, at Heritage Regional High School;

WHEREAS the Ministry of Education and Higher Education (MEES) has allocated monies to proceed with the partial replacement of the exterior envelope, Phase VIII, 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 8, 2016 and results are as follows (prices before taxes):

Savite Construction Inc.	\$444,487.50
Axe Construction Inc.	\$447,250.00

Constructions R.D.J. Inc.	\$482,400.00
Construction MB (2014) Inc.	\$486,456.22
La Cie Construction Relève Inc.	\$495,750.00
9207-2289 Québec Inc. (Balex Construction)	\$557,000.00
Construction CPB Inc.	\$674,250.00

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 Audit (Finance & Material Resources) Committee:

IT IS MOVED by Commissioner Horrell, seconded by Commissioner Mazur, that Riverside School Board accept the recommendation of the professional firm, Leclerc Architectes, to award the contract for the partial replacement of the exterior envelope, Phase VIII, at Heritage Regional High School, to the lowest bidder in conformity, Savite Construction Inc., for the amount of \$444,487.50, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution MR317-20160315

AMENDMENT TO SELECTION COMMITTEE FOR THE HIRING OF FIRMS OF ARCHITECTS AND ENGINEERS FOR THE VERMICULITE REMOVAL WITHIN THE GYMNASIUM WALL OF GREENFIELD PARK INTERNATIONAL SCHOOL

WHEREAS on October 20th 2015 Riverside School Board adopted Resolution MR314-20151020 for the naming of the selection committee for the hiring of architects and engineers for the vermiculite removal within the gymnasium wall of Greenfield Park International School;

WHEREAS Mr. Pierre Farmer, Assistant Director General, was named as the committee secretary;

WHEREAS Mr. Pierre Farmer is currently unavailable to act as the committee secretary;

WHEREAS the Audit (Finance and Material Resources) Committee decided to name a new secretary to avoid any delays in this project;

WHEREAS Mr. Michel Bergeron is proposed by the Audit (Finance and Material Resources) Committee to replace Mr. Pierre Farmer as committee secretary;

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 Smith that Riverside School Board accept the nomination of Mr. Michel Bergeron, Director of Finance, to act as committee secretary replacing Mr. Pierre Farmer.

UNANIMOUS

Résolution F179-20160315

RÉSEAU DE TRANSPORT DE LONGUEUIL (RTL) STUDENT-USER REIMBURSEMENT FOR

2015-2016

WHEREAS according to its Transportation Policy, Riverside School Board reimburses secondary level students who use RTL busses to attend school and are eligible for such reimbursement;

WHEREAS money owed by the parents to the schools will be deducted from the reimbursement;

WHEREAS the transportation budget has made provisions for the reimbursement;

WHEREAS the reimbursement for the 2015-2016 school year represents 70% of the cost of the RTL bus pass for students;

WHEREAS the Transportation Advisory Committee unanimously recommends that Council set the RTL reimbursement for 2015-2016 at \$392.00 per student;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Craig, that the RTL reimbursement for 2015-2016 be set at \$392.00 per student.

UNANIMOUS

Resolution B563-20160315

AUTHORIZATION TO PARTICIPATE IN THE RECONVENED MEETING OF MARCH 29, 2016 BY TELEPHONE CONFERENCE CALL

WHEREAS the meeting of March 15, 2016 will be adjourned to March 29th at 7 p.m.

WHEREAS a resolution regarding the hiring of firms of architects and engineers for the vermiculite removal in the gymnasium wall of Greenfield Park International School will be presented for discussion and adoption;

WHEREAS the Vice-Chair and the Director General will be present in accordance with Article 169 of the Education Act;

WHEREAS the Audit (finance and Material Resources) Committee will have reviewed the draft resolution at its meeting on March 29, 2016;

IT IS MOVED by Commissioner Gour, seconded by Commissioner Mazur, that commissioners be permitted to participate by telephone conference call; and

THAT, the Secretary General provide the call-in information as well as a copy of the proposed resolution for adoption.

UNANIMOUS

OTHER BUSINESS

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

PUBLIC QUESTIONS :

- Mr. Fournier asked what services Riverside School Board receives for its annual contribution of \$75,000 more or less. How does involvement with QESBA contribute to student success? The Chairman responded that the QESBA provides various services but he will ask for a full breakdown for more clarity and will make this information available to everyone. The Chairman also mentioned that Riverside supports other

organizations as well. The Director of Finance will do a full breakdown.

BRAVOS

Commissioner Gour attended the award ceremonies at Heritage Regional High School. She offered her congratulations to all the student recipients.

As this was the last Council of Commissioners the Secretary General would be attending prior to her retirement, a number of Commissioners took the opportunity to express their appreciation for her service over the last 8 years in the position. They also wished her very happy retirement years and presented her with a bouquet of spring flowers.

The Secretary General was humbled by the kindness and warmth expressed by the commissioners and thanked them for their well wishes.

CLOSING:

IT IS MOVED by Commissioner Chouinard, seconded by Commissioner Dumont, at 9:10 p.m., that the meeting be closed.

UNANIMOUS

Dan Lamoureux, Chairman

Denise Paulson, Secretary General

CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on
March 15, 2016, 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
 - Adoption of the Minutes of the meeting of February 16, 2016
 - Business arising from the Minutes of the meeting of February 16, 2016
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

<ul style="list-style-type: none"> ▪ Executive ▪ Transportation ▪ Education ▪ Audit (Finance/Mat. Resources) 	<ul style="list-style-type: none"> ▪ Governance and Ethics ▪ Human Resources ▪ Communications ▪ Q.E.S.B.A.
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10. Resolutions
 - Appointment of Assistant Director of Human Resources / Acting Secretary General
 - Modification to Voc Ed Regroupment Plan
 - Adoption of Greenfield Park International School Calendar
 - Deposit of Adult and Vocational Education Calendar for consultation
 - Deposit of Deeds of Establishment and List of Schools for consultation
 - Adoption of Calendar of Meetings for 2016-2017
 - Awarding Of A Contract For The Partial Replacement Of The Exterior Envelope, Phase VIII, At Heritage Regional High School In St. Hubert
 - Amendment to selection committee for the hiring of firms of architects and engineers for the vermiculite removal within the gymnasium wall of Greenfield Park International School
 - Student-User Reimbursement for 2015-2016
 - Authorization to Participate in a reconvened meeting of Council on March 29, 2016
11. Correspondence
12. Questions from the Public – 20 minutes
13. Bravos (2 minutes per member)
14. Other Business
15. Adjournment to **March 29, 2016 at 7 p.m.**
16. Date of Next Regular Meeting: **April 19, 2016 at 7:30 p.m.**

Given at Saint-Hubert, Québec, on March 11, 2016

Denise Paulson, Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD

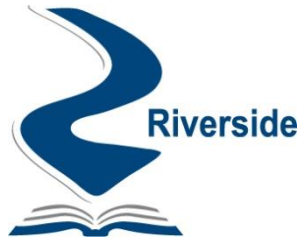
2016.03.15

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Bruno Pelletier, attaché politique, cabinet du premier ministre	Letter to the Secretary General	Acknowledgment of receipt
The Montreal Children's Hospital Foundation	Letter to the Chairman	Donation
Yvette Thornton, Program Creator and Co-ordinator	Letter to the Chairman	Youth Leadership summit
Theresa Aguiar & Monica Rayes, RSB Families Facebook page administrators	Letter to the Chairman	Feedback from Townhall
Sébastien Proulx MEES	Letter to the Chairman	Financial support
Dan Lamoureux Chairman	Letter to Monica Rayes	Response to feedback

2016-2017

***PLAN DE REGROUPEMENT
FORMATION PROFESSIONNELLE
REGROUPEMENT PLAN – VOCATIONAL EDUCATION***

Accounting
Assistance in Health Care Facilities
Health, Assistance and Nursing
Home Care Assistance
Hygiene and Sanitation
Masonry - Bricklaying
Pharmacy Technical Assistance
Sales Representation
School Daycare Education
Secretarial Studies
Resource
Starting a Business
Stationary Engine Mechanic



Riverside School Board – Council Resolution B562-20160315

Calendar of Regular Meeting Dates for 2016-2017

Meetings begin at 7:30 p.m.

Day	Month	Year	Location
20	September	2016	Administration Centre
18	October	2016	Administration Centre
15	November	2016	Administration Centre
20	December	2016	Administration Centre
17	January	2017	Administration Centre
21	February	2017	Administration Centre
21	March	2017	Administration Centre
18	April	2017	Administration Centre
23	May*	2017	Administration Centre
20	June	2017	Administration Centre

* Exceptionally, held on the 4th Tuesday.

Administration Centre
7525, chemin de Chambly
St. Hubert
J3Y 0N7



COMMISSION SCOLAIRE RIVERSIDE / RIVERSIDE SCHOOL BOARD
Calendrier scolaire 2016-2017 / School Calendar 2016-2017

July 2016 juillet							August 2016 août							September 2016 septembre						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
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October 2016 octobre							November 2016 novembre							December 2016 décembre						
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
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30	31																			

January 2017 janvier							February 2017 février							March 2017 mars						
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April 2017 avril							May 2017 mai							June 2017 juin						
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	Congés / holidays
	Journées pédagogiques / Pedagogical days
	Fall semester
	Winter semester
	Summer semester

SECTEUR DE LA FORMATION GÉNÉRALE ADULTE
ACCESS CONTINUING EDUCATION

Étapes / Terms – No. Days/jours

- August 22, 2016 - January 24, 2017
- January 25, 2017 – June 26, 2017

Journées pédagogiques / Pedagogical days
 8 per semester




RIVERSIDE SCHOOL BOARD
16-2017 / School Calendar 2016-2017

July 2016 juillet							August 2016 août							September 2016 septembre							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
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October 2016 octobre							November 2016 novembre							December 2016 décembre							
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23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	
30	31																				

January 2017 janvier							February 2017 février							March 2017 mars						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31					26	27	28					26	27	28	29	30	31	

April 2017 avril							May 2017 mai							June 2017 juin							
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16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		
30																					

 Congés / holidays
 Journées pédagogiques / Pedagogical days
 No classes / Pas de cours

**SECTEUR DE LA FORMATION
PROFESSIONNELLE
VOCATIONAL STUDIES SECTOR**

Journées pédagogiques / Pedagogical days :
18 journées pédagogiques – 18 pedagogical days

May 18 – 19 QACVE Conference

Start Date for the Bricklaying program / Date de début pour le programme de Briquetage:
August 15, 2016

Dates de début et dates de fin varient d'un programme à l'autre et sont affectées par les inscriptions – Starting and ending dates of individual programs depend on the length of the program and enrolment.

Please refer to the individual program descriptions on our website. Veuillez vous référer aux différents descriptifs de programmes sur notre site web.