

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 April 19, 2016.

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 (7:45 p.m.)
 M. Gour

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

Commissaires parent / Parent Commissioners

T. Aguiar
 M. Rayes (7:44 p.m.)

Regrets: A. Capobianco Skipworth, D. Butler, P. Chouinard

Also present

Sylvain Racette, Director General
 Pierre Farmer, Assistant Director General
 Sylvie Côté, Acting 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

D. Fournier, A. Velin, S. Compagna, S. Lapointe, I. Lessard

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Mazur, seconded by Commissioner Horrell, 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 MARCH 15 2016:

IT IS MOVED by Commissioner Gour, seconded by Commissioner Craig, that the Minutes of the meeting held on March 15, 2016, be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- Further to the resolution at the March 15th Council meeting, we are pleased to welcome Sylvie Côté as our Assistant Director of Human Resources and Secretary General

ADOPTION OF THE MINUTES OF THE RECONVENED MEETING HELD ON MARCH 29, 2016:

IT IS MOVED by Commissioner Smith, seconded by Commissioner Booth Morrison, that the Minutes of the reconvened meeting held on March 29, 2016, be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

The Director General followed up:

- Pre Work and CFER programs are at the elementary level, cycle 3 or lower. They are considered to be an entry path to regular secondary. The student who finishes either of these modified paths would be at least 17 years old and should be considering going on to the adult sector. Both are considered qualifications. They are in the combined rate (SSD, Adult, Voc. Ed., CFER, Semi-skilled and Pre Work) published for Riverside.

PUBLIC QUESTIONS : None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – D. Lamoureux

March 15 RSB Council of Commissioners
March 21 RSB Management Committee
March 22 RSB DG Liaison Committee
March 29 RSB Reconvened Council Meeting
April 4 RSB Parents Committee
April 5 RSB Executive
RSB Governance and Ethics Committee
April 6 I and Commissioner Cuffling represent RSB at the 50th Anniversary of
French Immersion, hosted by Canadian Parents for French, in Ottawa with Pierre
Farmer
Will be having a celebration of our 50th anniversary on May 4th:
April 12 RSB Sub-Committee, Long- Term Planning
RSB Work Session
April 13 Attend Denise Paulson Retirement Dinner
April 15 QESBA Executive Meeting
QESBA Board of Directors

Director General's report – S. Racette

TOPICS THAT REQUIRED SPECIAL ATTENTION

Policy to Maintain a Drug-Free and Violence-Free Atmosphere in our Schools: since the last Council meeting, in accordance with the policy, there were 2 transfers from one school to another and a student who will receive homebound tutoring. One from Centennial for violence, one from Centennial for possession of a weapon and one from St. Lambert International for violence.

The students transferred to other schools are still serviced by us to help them to address the events that led to their expulsion.

MEETINGS

- › March 17-18 – ADGESBQ at ETSB
- › March 23 – Conference Call Diane Ouellette: new investments for special needs students and schools in low socio-economic areas 12,5M\$
- › March 24 – Student Advisory
- › March 31-April 1 – PIDIGECS
- › April 6th – Planning for our schools organized by Ed committee
- › April 14 – CPNCA

EVENTS

- › March 16 – HRHS IB Fair
- › March 21 – Saint-Lambert Int'l – International Day
- › March 24 – Reading Week at Good Shepherd
- › March 30 – Reading Week at Boucherville
- › March 30 – Walk in your Shoes – Melanie Grimard, teacher at GPI
- › April 5 – Walk in your Shoes – Colleen Savory Charles, daycare at Royal Charles (photos in SharePoint)
- › April 8 – Public Speaking Contest – Saint-Lambert Int'l
- › April 13th – Denise's retirement party
- › April 15 – Kids' Cup – St. Lambert Elementary
- › April 19 – Symposium sur le transfert des connaissances en Éducation, Québec

THINGS YOU SHOULD KNOW

- › FAE signed the entente de principe i.e. recuperation of strike days
- › RSB was awarded financial assistance for the next 3 years for the Pharmacy Assistance Program at ACCESS
- › Human trafficking – Session organized by Complementary Services on “Protecting our Children from Sexual Exploitation and Street Gangs” on April 27th (poster in SharePoint)
- › Cathia Mavrikakis and her team from ACCESS visited vocational education centres in the Maritimes to share best practices and to develop partnerships to work and train together. The funding for this trip was through a John Killingbeck grant from LCEEQ.
- › St. Lambert International Summer Camp information has gone out. These camps are for French or English classes and include 27 lessons per week, accommodations and sightseeing in Quebec and Ontario (posters in SharePoint folder)
- › Our partnership with the Montreal Alouettes. The game will be held on October 30th vs the Calgary Stampeders. Tickets will cost only \$16 and \$3 will go towards fundraising for the schools who sell tickets. Team members will also be visiting some schools!
- › Dual Stream study at Education Committee
- › Supreme Court ruling about in-camera discussion at Council

HATS OFF

- › To Marina Bresba and her team at PACE in Champlain College. See SharePoint folder for a letter from Ingrid Hove Gust, Project Development Officer, Work Oriented Training Path, applauding their efforts!
- › To the CFER team at HRHS. The CFER provincial representative and other partners say we had the most vibrant centre! Well done!
- › To the St. Lambert Elementary students who sent pictures and a letter to Prime Minister

Justin Trudeau. Hats off also to Justin Trudeau for responding to them with a letter! (in SharePoint)

- › To Lucie Roy and her team working on the International Students dossier. Through a new agent in China, they are at least doubling the number of students we have this year.
- › To Jim Jordan for his April Fools' Joke – We reached at least 8,020 people on Facebook!
- › To Gail Somerville and her amazing team in Complementary Services for obtaining a validation percentage of 96,81%
- › To Sherry Tite and her team for her WOTP program at Centennial
- › Adam Velin who will be returning to teaching
- › To Gail Somerville! After nine years with Riverside, she is retiring! We are losing someone who is known for her vision and creative ideas. Gail has a heart of gold, and would do whatever needs to be done for the students. We will miss her and we wish her all the best!

Parents' Committee:

Parent Committee Report for February 4th, 2016:

- We reviewed the Town Hall that was held on February 2nd. Parent Committee wants to thank the School Board and the organizing Committee for organizing the event in such a short time frame.
- The feedback/concerns that PC wanted to share for future Town Hall initiatives: Time allocation, audience demographics, message content.
- A question was asked: What is the cost involved in being a part of the QESBA? Does Parent Committee ever get consulted on RSB's association in QESBA?
- We provided EPCA feedback concerning BILL 86.

We received clarification from Ms Nicole Ménard's (Deputy de Laporte) attaché Mr Labrecque that anyone who wishes to submit an opinion, a brief, or concerns about Bill 86 can do so by February 23rd.

Parent Committee Report for meeting held March 7th 2016

The majority of the meeting was spent discussing the Sex-Ed program that will be rolled out across the province in the coming years. A presentation was made by the Assistant Director of Complementary Services and various related topics were discussed.

We were informed that one of our EPCA Directors (Robert Flint) would likely resign from that position due to personal matters. David Fournier was subsequently named as his replacement in his capacity as EPCA Director. The Parent Committee would like to thank Robert for his contributions to EPCA and for co-representing the RSB parents at the provincial table. We would also like to thank David for stepping forward and accepting his new role.

The next Parent Committee meeting will be held on April 4th2016.

- Mrs Williams and Mrs Ray shared with the Parent Committee their Presentation concerning Bilingualism within the RSB.
- French Language Consultant was discussed
- Guidelines for Parent Commissioners were deposited

Next meeting will be held May 2

Special Needs Advisory Committee: L. Rodrigues

REPORTS (non-voting items only)

Executive –

- Meeting was held April 5.

Reviewed the following:

- the Mandate of the Revision Committee
- authorized commissioners to attend Spring Conference
- the Technology Policy
- adopted the Calendar of Meetings in 2016-2017 for the Executive Committee

The next meeting is on May 3.

Transportation Advisory – L. Cuffling

The Transportation Advisory Committee has not met since the last Council meeting. The next meeting will be held May 30.

Education – D. Smith

No meeting. Date of next meeting: April 25 at 6:30 p.m.

Audit (Finance/Material Resources) A. Mazur

The Audit met this evening at 6h45 to discuss the awarding of a contract at St. Johns school

Governance and Ethics – L. Cuffling

The Governance and Ethics Committee met on April 5. We discussed the Student Ombudsman contract, the Ethics Officer positions, and Professional development for commissioners. We asked for additional information and will further discuss these topics at the next meeting on May 3.

Human Resources – M. Gour

Brief meeting tonight for a resolution that is being presented at Council tonight.
Regular meeting April 26th 6H30 PM

Marketing and Communications - C. Craig

No meeting.

Date of next meeting: May 9th.

QESBA – D. Lamoureux

Chair:

Financial: Discussion regarding the Spring Conference. When we last met in Feb as a group we said we would not be going to Spring Conference. Regarding Bill 86, there was a request presented to attend. Commissioner PD was developed.

68 commissioners attending right now.

First week of March:

President had a meeting with the minister to discuss various subjects other than Bill 86 as the brief had been already presented. The Minister also discussed Bill 86. There are talking about changing the history program. They were left out

The commissioner's certification program: in the province of Ontario there are 14 modules for commissioners. They are in discussion with the Ontario to obtain the material. There will be a discussion about that at the Spring Conference.

Chair informed Council that there was discussion concerning a possible commission developed to look at children's issues. The members of the QESBA board agreed that this should be considered again.

May 12th when we start the Spring Conference

QESBA – D. Lamoureux

Chair:

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NEW BUSINESS

Resolution HR451-20160419

DISMISSAL OF AN EMPLOYEE

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

WHEREAS Employee 884005652 was formally relieved of his/her duties effective March 23, 2016 in accordance with Clause 5.7-02 of the Local Agreement between the Riverside School Board and the Riverside Teachers' Union.

WHEREAS the Union has received a written notice of the Board's intention to terminate the engagement of Employee 884005652;

IT IS MOVED BY Chairman Lamoureux, seconded by Commissioner Cuffling, in accordance with Article 5.7-00 of the Local Agreement between the Riverside School Board and the Riverside Teachers' Union, that the contract of engagement between the Riverside School Board and the Employee 884005652 be terminated effective April 20th, 2016, with dismissal from the Riverside School Board.

UNANIMOUS

Resolution HR452-20160419

ADOPTION OF ADMINISTRATIVE STRUCTURE AND ORGANIGRAM FOR 2016-2017

WHEREAS, the necessary period of consultation as per the provisions of the management policy was followed with respect to the administrative structure and the organigram for the 2016-2017 school year;

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

IT IS MOVED BY Commissioner Dumont, seconded by Commissioner Gour, that the Council of Commissioners approve the administrative structure and the organigram for the 2016-2017 school year, as presented.

UNANIMOUS

Resolution MR319-20160419

RENEWAL OF CAFETERIA SERVICE AGREEMENT – ST. JOHNS SCHOOL

WHEREAS the cafeteria service contract at St.Johns school will expire on June 30th, 2016.

WHEREAS the Governing Board supports the renewal of the contract with Groupe Compass for the 2016-2017 school year.

IT IS MOVED by commissioner Mazur, seconded by commissioner Cuffling, that the Council of Commissioners adopts the renewal of the Cafeteria service contract at St. Johns school for the 2016-2017 school year and that the principal be authorized to sign the contract.

UNANIMOUS

Resolution MR320-20160419

AWARDING OF A CONTRACT FOR WASHROOMS AND PIPING, ADMINISTRATIVE OFFICE RENOVATION, AND DEFECTIVE PLASTER RESTORATION, PHASE IV, AT ST. JOHNS SCHOOL IN SAINT-JEAN-SUR-RICHELIEU

WHEREAS Riverside School Board has, through Resolution MR308-20150616, requested monies to proceed with washrooms and piping renovation and defective plaster restoration, phase IV, at St. Johns School in Saint-Jean-sur-Richelieu ;

WHEREAS the Ministry of Education and Higher Education (MEES) allocated monies to proceed with washrooms and piping renovation and defective plaster restoration, phase IV, at St. Johns School in Saint-Jean-sur-Richelieu, within its "Maintien des bâtiments" and "Résorption du déficit d'entretien" measures;

WHEREAS a public call for tenders was received on April 6th, 2016 and results are as follows

(prices before taxes):

| | | |
|---|---------------|-------------------|
| Ardec Construction Inc. | \$ 647 000.00 | not in conformity |
| Construction Richelieu Inc. | \$ 697 900.00 | |
| Construction G.C.P. Inc. | \$ 711 000.00 | |
| Baja Construction Inc. | \$ 719 029.00 | |
| Construction Gilles Nault Inc. | \$ 753 724.72 | |
| S.I.L. Construction | \$ 785 800.00 | |
| Constructions Dougère inc. | \$ 791 101.00 | |
| Constructions J. Boulais Inc. | \$ 794 605.00 | |
| Construction Simon Vallières (3104-0355 QC inc.) | \$ 867 753.86 | |

WHEREAS further to the analysis performed by the professional firm Atelier Goyette Architecture Inc., the lowest bidder (Ardec) is not found to be in conformity;

WHEREAS further to the analysis of the other bids, performed by the professional firm Atelier Goyette Architecture Inc., 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 Morrisson, seconded by Commissioner Mazur, that Riverside School Board accept the recommendation of the professional firm Atelier Goyette Architecture Inc., to award the contract for washrooms and piping, administrative office, and defective plaster restoration, phase IV, at St. Johns School, to the lowest bidder in conformity, Construction Richelieu Inc., for the amount of \$697 900,00, excluding taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

Resolution B564-20160419

DEPOSIT FOR CONSULTATION OF DRAFT POLICY ON THE USE OF TECHNOLOGY

WHEREAS the Draft Policy on the Use of Technology has been reviewed by the Executive Committee:

It is moved by Commissioner Rayes, seconded by Commissioner Craig that the Draft Policy on the Use of Technology be deposited for purposes of consultation from April 20th, 2016 to June 9th, 2016.

UNANIMOUS

Resolution B565-20160419

DEPOSIT FOR CONSULTATION OF THE TRIENNIAL PLAN FOR 2016-2019

WHEREAS Article 211 of the Education Act requires that the school board establish a three-year plan for the allocation and destination of its immovables.

IT IS MOVED BY Commissioner Cuffling, seconded by Commissioner Smith, that the Triennial Plan for 2016-2019 be deposited for purposes of consultation from April 20th to June 9th 2016 and that a copy of the three-year plan be transmitted to every municipality and metropolitan

community whose territory is situated entirely or partially within its own territory.

UNANIMOUS

Resolution F180-20160419

AWARDING OF CONTRACT FOR BANKING SERVICES

WHEREAS a public call for tender of services was launched to supply banking services for the period from July 1, 2016 to June 30, 2019;

WHEREAS the submission received from the Caisse Desjardins was not in conformity;

WHEREAS the only other submission for the supply of banking services, which was from the National Bank, was judged to be in conformity;

WHEREAS the results of the analysis were reviewed by the Finance and Audit Committee at the meeting of March 29, 2016 and the committee supports the recommendation made;

IT IS MOVED by Commissioner Mazur, seconded by Commissioner Cuffling, that the offer of service from the National Bank be retained and that the necessary services be put in place for July 1, 2016.

UNANIMOUS

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

PUBLIC QUESTIONS : (8 :39)

- Mr. Fournier asked if the school board has a policy on the distribution of flyers in the schools for various organizations i.e. A football association; the Director General responded that due to the volume of work that this could generate, schools do not usually distribute. He will follow-up at more length at the next Council of Commissioners meeting.
- Mr. Fournier inquired about the decision regarding allowing sport associations use a school. For instance, summer camps. St. Jude school is waiting for payment from last summer. Mr. Farmer replied that the school board is in discussion with the City of Longueuil regarding a bill that was sent to them.
- Mr. Fournier expressed his disappointment that the school has lost a contract for the summer. Mr. Farmer suggested that Mr. Fournier speak with the school principal regarding specific questions related to the contract.
- Mr. Fournier asked whether the monies sent to QESBA were approved at Council and what services were given for our contribution. The Chairman informed Mr. Fournier that the amount is approved in the budget and QESBA has developed a flyer which the Chairman will bring to the next Parents Committee meeting. The flyer lists various items such as:
PD for commissioners and administrators, communication resource (ex: Monday message) a lot of advocating, Labour Relations (CPNCA).
- QESBA has been around since 1929. Has an important advocacy role for the English community and the education community. In my opinion, they do a good job, money well spent. 0.069%. Otherwise Riverside would have to engage in their own advocacy.
- Mr. Fournier questioned why we are paying dues to QESBA and not paying a consultant. The Chairman stated that they are unrelated and all school boards were forced to make cuts due to budget constraints. QESBA is one of the main vehicle to transmit our messages to the Ministry. We tried to limit the cuts of professionals directly

in service to the students.
(9h03)

BRAVOS

Commissioner Cuffling attended the International Day at Saint-Lambert International High School – was a good opportunity to talk about heritage and taste different foods. Congratulated St. Lambert Elementary on the Kids Cup held last week. 900 tickets were sold – an excellent fundraising and community event.

Following the ceremony on Parliament Hill on April 6th, Commissioner Cuffling acknowledged Mrs. Parkes, Mrs. Melikoff and Mrs. Neale, the three women who were instrumental in pioneering French Immersion.

Commissioner Mazur also attended the Kids Cup and particularly enjoyed the puck throwing contest. He also attended the Spaghetti dinner at Centennial Regional High School.

Commissioner Dumont attended the Governing Board meeting at Terry Fox and was happy to see a vibrant team, lots of “buzz” around the table. Thanked all staff, parents, volunteers and administrators for making our schools such great places to be. Congratulations to the whole team at Terry Fox on the registrations of Kindergarten students – two classes this fall, up from one this year. Terry Fox will hold a Spring Concert on May 27th.

Commissioner Gour attended the Kids Cup and the Spaghetti Dinner as well. Wants to ensure good attendance at the “Protecting our Children from Sexual Exploitation and Street Gangs” presentation on April 27th at Centennial Regional High School.

The Chairman extended his congratulations to Gail Somerville, who is retiring after nine wonderful years.

CLOSING:

IT WAS MOVED by Commissioner Rayes, and seconded by Commissioner Horrell, at 9h13, that the meeting be closed.

Dan Lamoureux, Chairman

Sylvie Roy, Acting Secretary General

CONSEIL DES COMMISSAIRES COUNCIL OF COMMISSIONERS

Members are hereby convened to a **regular** meeting on
April 19, 2016, 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
 - Adoption of the Minutes of the meeting of March 15, 2016
 - Business arising from the Minutes of the meeting of March 15, 2016
 - Adoption of the Minutes of the reconvened meeting of March 29, 2016
 - Business arising from the Minutes of the reconvened meeting of March 29, 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
 - Executive
 - Transportation
 - Education
 - Audit (Finance/Mat. Resources)
 - Governance and Ethics
 - Human Resources
 - Communications
 - Q.E.S.B.A.
10. Resolutions
 - Dismissal of an employee
 - Adoption of administrative structure and organigram for 2016-2017
 - Renewal of Cafeteria Service Agreement – St. Johns School
 - Awarding of a contract for washrooms and piping, administrative office renovation, and defective plaster restoration, phase IV, at St. Johns school in Saint-Jean-sur-Richelieu
 - Deposit for consultation of Draft Policy on the Use of Technology
 - Deposit for consultation of Three-year Plan for the Allocation and Destination of Immovables
 - Resolution to Award Contract for Bank Services
11. Correspondence
12. Questions from the Public – 20 minutes
13. Bravos (2 minutes per member)
14. Other Business
15. Close of Meeting
16. Date of Next Regular Meeting: **May 24, 2016 at 7:30 p.m.**

Given at Saint-Hubert, Québec, on April 15, 2016

Sylvie Côté, Acting Secretary General

CORRESPONDENCE - RIVERSIDE SCHOOL BOARD

2016-04-19

| FROM | TYPE | SUBJECT |
|--|---|--|
| Christian Haché, président, Société nationale des Québécois | Letter to the Chairman | Invitation |
| Sébastien Proulx, MEES | Letter to the Chairman | Authorization to offer vocational education programs |
| Stephen Cheasley, president, Exporail | Lettre au president Letter to the Chairman | Invitation |