

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2004-06-23

A Regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, QC on Wednesday, 2004-06-23 at 19:30 hours, at which were present:

Steve Bletas, Chairman; Carolyn Curiale, Vice-Chair; Natalie Auclair, Georges Benoit, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, and Edward Turchyniak, Commissioners; Sandra Rouleau, Parent Commissioner; and Giordano Rosa-del-Vecchio, Director General.

Also present were: Robert Vallerand, Deputy Director General; François Badin, Director of Human Resources; Daniel Hogue, Director of Material Resources; Effie Maniatis, Director of Educational Services; Mireille Ménard, Centre Director of Adult & Technical Vocational Education; Jean-Guy Messier, Director of Information Services; Livia Nassivera, Director of Financial Resources; George Paquette, Coordinator of School Organization & Transportation; and Jocelyne Thompson-Ness, Administrative Assistant. Several other persons were also in the audience.

Absent: Tony De Lauri and Walter Fogel, Commissioners; and Linda Iaconetti, Parent Commissioner.

The Chairman called the meeting to order at 19:35 hours.

The Chairman welcomed everyone to the meeting.

The Chairman advised the Council that he had received a letter from Walter Fogel requesting that, due to health reasons, he be allowed to exercise his vote, in absentia, on the following items being presented this evening as per section 169 of the Education Act (R.S.Q., Chapter I-13.3):

1. Item 6.2 :2004-2005 Organizational Chart & Staffing Plan
2. Item 7.4: Proposed Policy #2005-CA-11: Professional Development for Commissioners
3. Item 7.5: Mobile Computer Lab
4. Item 8.4: Request to Adopt a Deficit Budget for 2004-2005:
5. Item 8.5: 2004-2005 Budget
6. Item 10.3: 2004-2005 Insurance
7. Item 10.4: 2004-2005 Capital Projects
8. Item 11.2: Extension of Contract – Qualified Desktop Supplier
9. Item 11.3: Extension of Contract – Qualified Laptop Supplier

The Deputy Director General clarified section 169 of the Education Act (R.S.Q., Chapter I-13.3).

Nick Milas entered the meeting.

**TIME: 19:37 hours**

**040623-CA-0209**

WHEREAS section 169 of the Education Act (R.S.Q., Chapter I-13.3) allows for the participation of Commissioners at a meeting by various means;

WHEREAS the participation of a Commissioner in this capacity can only be authorized by a majority of Commissioners physically present at the meeting;



The Chairman and the Director General presented Mr. Garofano with a gift of appreciation.

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On a “point of order”, Steve Kmec referred to the passing of a former Commissioner of the Lauroval School Board.

The Chairman advised Mr. Kmec that he would be discussing this matter in his report.

The Chairman advised the Council that Jean-Guy Messier, Director of Information Technology, would be retiring on 2004-07-01 and went on to recognize his contributions to the board, notably the implementation of the Fibre Optic Network.

The Chairman and the Deputy Director General presented Mr. Messier with a a gift of appreciation.

#### **4.0 QUESTION PERIOD**

In reponse to a question from Lucrezia De Feudis, a Laval parent, the Chairman advised that the board is aware of the overcrowding problem at Genesis Elementary School and that the matter is currently being studied as to how to best accommodate the overflow of in-zone students.

The Director General noted that the board is looking at housing students from Genesis Elementary School at Jules Verne Elementary School as this school is not experiencing overcrowding and has some available space.

In response to an additional question from Ms. De Feudis, the Chairman advised that if additional registrations for Genesis Elementary School are received over the summer each case will be reviewed individually.

He went on to advise that there is a possibility of creating a mobile computer lab at Genesis Elementary School which would free up classroom space. The idea of a mobile computer lab has been submitted to the Ministère de l'Éducation as a short term solution to the overcrowding problem in Laval with the long term solution being the board's request for a new school in Laval being granted. If a new school is granted the attendance zones would be adjusted accordingly.

In response to a question from Cora Amato, a Laval parent, the Director General advised that a bilingual education program is not a requirement under the Education Act (R.S.Q., Chapter I-13.3) but that these programs are created by school boards that wish to have them. The Education Act speaks to what the Ministère de l'Éducation feels that the province needs educationally not linguistically.

In response to an additional question from Ms. Amato, the Director General noted that all schools in Laval have have core courses of English, Mathematics in English and French and that the language of instruction for the remainder of the curriculum is at the discretion of the Governing Boards, who follow the guidelines set out by the Education Act (R.S.Q., Chapter I-13.3) and school board policy.

In response to a question from Sylvie Boivin, a Laval parent, the Director General stated that the school board will request proof of residence if it is advised that someone may be using a false address to gain enrollment to a particular school but that the board does not have the funds to conduct massive verifications.

In response to a question from Terri Di d'Adamo, a Laval parent, the Chairman advised that a French Immersion program is the choice of the Governing Board of a school once the core course time allocations are achieved and that a Governing Board should consult its school community before allocating the remaining time in order to determine whether or not a French Immersion program is the choice of the school community.

In response to an additional question from Ms. Di d'Adamo, the Chairman advised that a request has been made to the Ministère de l'Éducation for funding to complete the renovation of the basement of Jules Verne Elementary School and that the office of Thomas Mulcair, Membre de l'Assemblée Nationale for Chomedey, would be looking into the status of the board's request.

In response to another question from Ms. Di d'Adamo, the Director General advised that siblings were not given preference over in-zone students in the 2004-2005 enrollment criteria as it would have negated the results of the 2002-2003 consultation on school zones. He noted that "grandfathering" students cannot go on forever as it increases overcrowding in schools. He further noted that in conformity with section 239 of the Education Act (R.S.Q., Chapter I-13.3), every out-of-zone family signs an agreement that indicates that the enrollment in an out-of-zone school is for one year only and that the process must be repeated each year with no guarantee that there will be a student place in that particular school.

## **5.0 CHAIRMAN'S REPORT**

The Chairman advised the Council of Commissioners of the passing of Donald Stewart, a former Commissioner for the Laurenval School Board from Rawdon, and extended condolences to the Stewart Family on behalf of the board.

He went on to advise that Dr. Debbie Silver will be the guest speaker at the "2004 Welcome Back" event planned for 2004-08-26.

He noted that he, the Vice-Chair, the Director General and the Deputy Director General will be attending the Quebec English School Boards Association (QESBA) Media Awareness Workshop on 2004-08-23 in Aylmer.

In closing, he asked that Commissioners submit any outstanding expense accounts by 2004-06-30 so that the 2003-2004 accounts can be prepared for audit.

### **5.1 Fall Focus Session:**

The Chairman advised that the Fall Focus Session would be held on October 30 & 31, 2004 and that the location and theme would be presented at the August meeting.

The Director General presented several thank you letters from the retirement dinner and extended his appreciation to those Commissioners who were able to attend.

The Chairman noted that the Ministère de l'Éducation is reviewing the current delivery of the CEGEP programs and has admitted that the programs do need to be adjusted but not abolished.

He went on to advise the Council that the Quebec English School Boards Association (QESBA) annual Fall Workshop would be held on 2004-10-02 in Sherbrooke.

He also advised that twenty-one school boards have submitted their Strategic Plans to the Ministère de l'Éducation and that the rest are expected to be submitted by 2004-06-30. The Sir Wilfrid Laurier School Board will build an information session around its Strategic Plan during the 2004-2005 school year.

## **6.0 BUSINESS ARISING**

### **6.1 Organization of Laval High Schools for 2005-2006:**

The Chairman reviewed the consultation process on the "Organization of Laval High Schools for 2005-2006" noting that the briefs received provided insight to the needs and wishes of the Laval high school community. These briefs helped create the proposal which incorporates some of the following recommendations:

1. The creation of a junior high school in both Laval high school buildings. This recommendation comes from the Laval elementary parents.

2. The creation of separate Administration for all four proposed Laval high schools. This recommendation was strongly supported by the Laval elementary parents as past perceptions and prejudices need to be erased.
3. The physical layout of two schools within 3200 Souvenir O., will have to be carefully studied and funding set aside in the 2005-2006 capital budget to ensure adequate facilities and office space are provided for both schools.
4. One junior high school and one senior high school located in separate buildings. The Administration concedes that this is an option but that it does not recommend that it be retained at this time.
5. Open enrollment at both junior high schools. It is the belief of Laval parents is that a basic curriculum for both schools enhanced by enriched or magnet programs will provide the choice parents want for their child(ren). The Administration has some concerns with this approach as past perceptions and prejudices need to be erased between Sacred Heart Middle School and Western Laval High School. The Administration recommends that this approach be adopted but that if enrollment imbalances continue between the two schools, the board will create one junior and one senior high school in separate buildings no earlier than the 2007-2008 school year.
6. The names of the four proposed schools be changed. This was strongly recommended in the briefs received and that these names be in place for January 1, 2005.
7. The creation of a single marketing tool for all four schools to promote each school and its programs. The Administration supports this recommendation but its effectiveness will depend on parents willingness to break away from traditional enrollment patterns.
8. Pursue the basic curriculum in each school while enabling the individual school to build on its respective strengths by offering differing enriched programs. The Administration recommends that Council adopt, as part of the resolution, a position that the core curriculum program include English Language Arts, Mathematics in English and French Second Language. The schools would then select its language of instruction and time allocations for the remaining subjects and any enrichment programs strengthening the basic education to which all students are entitled. This would allow an option of choice while ensuring equity and transferability.

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The Chairman noted that a meeting with the Laval school community and the Council of Commissioners was held to discuss the briefs received and that an additional workshop for Commissioners was held to discuss the options and recommendations resulting from the consultation briefs.

**040623-TS-0212**

WHEREAS on March 22<sup>nd</sup>, 2004 the Sir Wilfrid Laurier School Board entered into public consultation with the Laval school communities to solicit recommendations on the use of the two Laval high school buildings beginning in the 2005-2006 school year;

WHEREAS several meetings were held between School Board representatives, Commissioners and the various stakeholders to discuss the process and possible directions to be taken;

WHEREAS public consultation ended May 25<sup>th</sup>, 2004;

WHEREAS the stakeholders submitted their briefs on May 25<sup>th</sup>, 2004 outlining their recommendations;

WHEREAS a public hearing was held on May 31<sup>st</sup>, 2004 to permit interested stakeholders to present their briefs to the Commissioners;

WHEREAS the Committee on the Use of Schools and Other Facilities / Transportation has reviewed all the briefs and other information;

WHEREAS the Executive Committee has reviewed all the briefs and other information submitted;

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WHEREAS the Directorate and the Council of Commissioners have reviewed all the briefs and other information submitted;

Nick Milas MOVED THAT, on the recommendation of the Directorate, the Committee on the Use of Schools & Other Facilities / Transportation and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve, beginning in the 2005-2006 school year, the creation of a separate junior high school and a separate senior high school in each of the two current high school buildings in Laval situated at 3200 chemin du Souvenir and 2323 boulevard Daniel Johnson;

AND THAT separate administrations be put in place for all four Laval high schools;

AND THAT all four Laval secondary schools will be given new names to be adopted by the Council of Commissioners by the December 2004 Council meeting;

AND THAT the core curriculum program includes English Language Arts, Mathematics in English and French Second Language. The schools can then select the language of instruction and time allocations for all remaining subjects and any enrichment programs strengthening the basic education to which all students are entitled. This approach provides the option of choice all the while ensuring equity and transferability;

AND THAT an open enrollment exists offering parents the choice of school and specialty programs offered in each of the schools;

AND THAT a single marketing tool be created centrally for all four schools to promote each school and its programs;

AND THAT if enrolment imbalances continue to exist creating overcrowding beyond enrollment capacity excluding portables in one building or the other, the school board will create one junior high school and one senior high school in separate buildings but no earlier than in the 2007-2008 school year.

**Carried unanimously**

Nick Milas left the meeting.

**TIME: 20:26 hours**

## **6.2 2004-2005 Organizational Chart & Staffing Plan:**

The Director General commented that the organizational chart and staffing plan had been sent out for consultation to the associations it concerned and that no comments or recommendations had been received.

### **040623-HR-0213**

WHEREAS the Human Resources Committee has reviewed the Organizational Chart of the Sir Wilfrid Laurier School Board for the 2004-2005 school year;

Nazario Facchino MOVED THAT, on the recommendation of the Human Resources Committee and the Executive Committee, the Council of Commissioners approve the Organizational Chart as presented in Documents #SWLSB-2004/06/23-HR-001.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA: Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak**

**6.3 Policy #2004-CA-02: Deeds of Establishment & Three-Year Plan:**

The Deputy Director General reviewed the results of the consultation noting some minor changes.

**040623-CA-0214**

WHEREAS section 211 of the Education Act (R.S.Q., chapter I-13.3) requires the school board to each year establish a three-year plan of allocation and destination of its immovables;

WHEREAS section 211 also requires the school board to draw up, in accordance with the plan, a list of its schools and of its vocational training and adult education centres and issues a deed of establishment to them;

Edward Turchyniak MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2004-CA-02: Deeds of Establishment and Three Year Plan for Allocation and Destination of Immovables.

**Carried unanimously**

**6.4 Policy # 2004-HR-05: Criminal Record & Employment Verification:**

The Director of Human Resources advised that some good recommendations and a few minor changes were received from the consultation.

In response to a question from Carolyn Curiale, the Director of Human Resources advised that a certificate of good conduct can be prepared by any police force.

Nick Milas returned to the meeting.

**TIME: 20:37 hours**

**040623-CA-0215**

Merle Parkinson MOVED THAT, on the recommendation of the Human Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2004-HR-05: Criminal Record & Employment Reference Verification.

**Carried unanimously**

**6.5 Policy #2004-CA-06: Harassment:**

The Director of Human Resources advised that this consultation received excellent feedback and that some of the issues raised will need further investigation, therefore, he is recommending that the adoption of this policy be tabled until the fall.

**7.0 CORPORATE AFFAIRS****7.1 Date, Time & Place of Meetings 2004-2005:**

The Deputy Director General noted that this resolution is being presented in accordance with school board by-law.

**040623-CA-0216**

Grace Nesi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that the Council meeting for the month of December be set for 2004-12-15, in accordance with by-law #BL2000-CA-05: Date, Time and Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board.

**Carried unanimously  
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**040623-CA-0217**

Peter MacLaurin MOVED THAT regular meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board be held at 19:30 hours in the Boardroom of the Administration Centre located at 235 Montée Lesage, Rosemère, Québec on the following dates for the 2004-2005 school year:

2004-08-25	2005-01-26
2004-09-22	2005-02-23
2004-10-27	2005-03-23
2004-11-24	2005-04-27
2004-12-15	2005-05-25
	2005-06-22
	2005-06-29 ♣

(♣ If required)

**Carried unanimously**

**7.2 Committee Membership 2004-2005:**

The Deputy Director General commented that the current Standing Committees have existed for a short period of time as a result of the November 2003 school elections and have only begun to establish a rapport, therefore, it may be prudent to extend the current membership.

The Council entered into discussion.

**040623-CA-0218**

WHEREAS a new Council of Commissioners was elected on 2003-11-16;

WHEREAS the majority of the Standing Committees established by the Sir Wilfrid Laurier School Board did not begin to meet until January 2004;

WHEREAS these Standing Committees are only beginning to establish a rapport;

Robert Dixon MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board extend the mandate of all standing and statutory committees for the period 2004-07-01 to 2005-06-30:

Adult Education Committee  
Advisory Committee on Special Education  
Advisory Committee on Transportation  
Appeals Review Committee  
Committee on the Use of Schools & Other Facilities / Transportation  
Communications & Public Relations Committee  
Educational Services Committee  
Ethics Review Committee  
Financial Resources Committee  
Human Resources Committee  
Information Technology Committee  
Material Resources Committee

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA: Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert**

NAY:

Steve Kmec, Albina Pace

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**7.3 Annual Evaluation - Director General & Deputy Director General:**

The Chairman advised that a caucus meeting had been held to discuss the annual evaluation of the Director General and that sixteen Commissioners had attended. The review focused on the Director General's achievement of goals, leadership style and capabilities as a motivator. The results of the review have been presented to the Director General for his comments.

He went on to note the effectiveness of each department in meeting the challenges given in the 2003-2004 school year with respect to the recovery plan, the Strategic Plan and services to schools and centres.

**040623-CA-0219**

WHEREAS the Treasury Board announced on March 10, 1999 its decision to lift, as of 1998-99, the moratorium on the payment of lump sum bonuses to recompense the performance of management staff in the public and parapublic sectors in effect since 1992;

WHEREAS the Minister of Education, by order-in-council dated August 12, 1999, amended the regulation respecting the conditions of employment of management staff of school boards with respect to the payment of lump sum performance bonuses to directors general and assistant directors general;

WHEREAS the regulation respecting the conditions of employment of management staff of school boards was further modified by order-in-council dated January 9, 2002;

WHEREAS the Council of Commissioners adopted policy #2000-HR-03: Annual Evaluation of the Director General;

WHEREAS the procedures outlined in the policy have been followed;

Nancy Rupnik MOVED THAT, on the recommendation of the Chairman and the Executive Committee, the Council of Commissioners grant the Director General a performance bonus for 2003-2004 in accordance with the regulation to amend the regulation respecting the conditions of employment of management staff of school boards in an amount equal to 6% of his salary on June 30, 2004.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA: Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Edward Turchyniak**

**ABST: Steve Kmec, Morten Schrier**

The Director General thanked the Council of Commissioners for their support as without it it would not be possible to achieve the goals set. He also extended thanks to the Directors for their support and willingness to work as a team.

He went on to thank the Deputy Director General for all of his support and his ability to meet the demands of his position, as well as that of Secretary General. He noted that the Deputy Director General's strong leadership style supports the team effort tremendously and recommends that he receive the maximum bonus allowed.

WHEREAS the Treasury Board announced on March 10, 1999 its decision to lift, as of 1998-99, the moratorium on the payment of lump sum bonuses to recompense the performance of management staff in the public and parapublic sectors in effect since 1992;

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WHEREAS the Minister of Education, by order-in-council dated August 12, 1999, amended the regulation respecting the conditions of employment of management staff of school boards with respect to the payment of lump sum performance bonuses to directors general and assistant directors general;

WHEREAS the regulation respecting the conditions of employment of management staff of school boards was further modified by order-in-council dated January 9, 2002;

WHEREAS the Director General is the immediate superior of the Deputy Director General;

WHEREAS the Council of Commissioners adopted policy #2000-HR-03: Annual Evaluation of the Director General;

WHEREAS the procedures outlined in the policy have been followed;

Carolyn Curiale MOVED THAT, on the recommendation of the Director General and the Executive Committee, the Council of Commissioners grant the Deputy Director General a performance bonus for 2003-2004 in accordance with the regulation to amend the regulation respecting the conditions of employment of management staff of school boards in an amount equal to 5% of his salary on June 30, 2004.

**Carried unanimously**

The Deputy Director General thanked the Council of Commissioners and the Executive Committee for their continued support since he began working for the Sir Wilfrid Laurier School Board. He also extended his gratitude to the Directors for their support and guidance on various dossiers.

#### **7.4 Proposed Policy #2005-CA-11: Professional Development for Commissioners:**

The Deputy Director General noted that the Council had given him the mandate to proceed with the development of a policy concerning the professional development for Commissioners and that a proposal is being brought forward for adoption. This proposal has been presented to the Executive Committee and was given to the Council of Commissioners for consultation prior to this meeting. No recommendations for change were received.

In response to a question from Robert Dixon, the Deputy Director General noted that the attendance of a Commissioner at a professional development event must be approved by Council and that the objective of the policy is to ensure that all Commissioners have equal access to professional development events.

Sandra Rouleau MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2005-CA-11: Professional Development for Commissioners of the Sir Wilfrid Laurier School Board.

#### **THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

<b>YEA:</b>	Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak
<b>NAY:</b>	Robert Dixon, Walter Fogel
<b>ABST:</b>	Albina Pace

#### **7.5 Mobile Computer Lab:**



WHEREAS the five-year plan introduced by the Ministère de l'Éducation to support the integration of new information and communication technologies in schools (Measure 50590) ended on 2001-06-30;

WHEREAS through Measure 50590 school boards received the equivalent of \$55.00 per student, per year for a period of five years, for the acquisition of computer equipment;

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WHEREAS the majority of the equipment acquired through Measure 50590 has now become obsolete;

WHEREAS computer equipment must be replaced on a regular basis to respond adequately to the needs of the student population and meet the requirements of the Reform;

WHEREAS Measure 50670 for the acquisition of computer equipment for educational purposes was introduced on 2003-12-16;

WHEREAS this Measure was granted only for the 2003-2004 school year and represents the equivalent of approximately 16,00\$ per student, which is clearly insufficient to replace even a small portion of the computer equipment acquired through Measure 50590 that has become obsolete;

WHEREAS no other such measure is included in the proposed budgetary rules for 2004-2005.

Natalie Auclair MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board request the Ministère de l'Éducation to bring Measure 50670 to the level of Measure 50590 and to make it an integral part of the budgetary rules for school boards to ensure that the computer equipment used for educational purposes can be replaced on a regular basis.

AND that a copy of this resolution be forwarded to the Ministre de l'Éducation, the Direction régionale de Laval, des Laurentides et de Lanaudière, the Members of the Assemblée Nationale on the territory of the Sir Wilfrid Laurier School Board, the Quebec English School Board Association and the other English school boards of Quebec.

**Carried unanimously**

The Chairman called for a ten minute recess.

**TIME: 21:20 hours**

The meeting resumed.

**TIME: 21:40 hours**

#### **7.7 Federal Elections:**

The Deputy Director General advised the Council that ten Sir Wilfrid Laurier School Board schools will be used as polling stations for the 2004-06-28 Federal Elections.

#### **7.8 Signing Officers:**

The Deputy Director General presented a letter from the Royal Bank requesting that the set-up of the signing officers of the Sir Wilfrid Laurier School Board with the bank be modified in order to satisfy its requirements.

The Council entered into discussion.

Dave McKinley MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve:

THAT the ROYAL BANK OF CANADA (the "Bank") is appointed banker for the Sir Wilfrid Laurier School Board (the "School Board")

THAT the Chairman or the Vice-Chairman, jointly with the Director General or the Director of Financial Resources is (are) authorized on behalf of the School Board from time to time:

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- (a) to withdraw or order transfer of funds from the School Board's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
- (b) to borrow money and obtain other credit from the Bank in such amounts and on such terms as may be deemed appropriate, whether by loan advance, overdraft or by any other means;
- (c) to mortgage, hypothecate, charge, pledge, convey, assign, transfer or create a security interest in any or all of the property, real and personal, immovable and moveable, undertaking and rights of the School Board, present and future, to secure the payment and performance of any or all of the present and future liabilities and obligations of the School Board to the Bank;
- (d) to sign any agreements or other documents or instruments with or in favour of the Bank, including the Bank's general financial services agreement and contracts relating to products or services provided by the Bank to the School Board;
- (e) to do, or to authorize any person or persons to do, any one or more of the following:
  - (i) to receive from the Bank any cash or any securities, instruments or other property of the School Board held by the Bank, whether for safekeeping or as security, or to give instructions to the Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;
  - (ii) to deposit with or negotiate or transfer to the Bank, for the credit of the School Board, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the school Board, or any other name under which the School Board carries on business, on any security or instrument;
  - (iii) to instruct the Bank, by any means, to debit the accounts of third parties for deposit to the credit of the School Board;
  - (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the School Board's accounts with or any service of the Bank (including any revisions to the Bank's rules and manuals of operation), and to settle and certify the School Board's accounts with the Bank;
  - (v) to receive from the Bank any software and any security devices, including security cards, codes, and passwords, relating to electronic banking services or electronic communications between the School Board and the Bank, and to determine and set the levels and limits of authority applicable to individual security devices; and
- (f) generally to exercise all rights, powers and authorities which the board of directors of the School Board may exercise under the authority of the School Board's charter and by-laws and the laws governing the School Board.

THAT the provisions contained in the Bank's general financial services agreement including, without limitation, the provisions concerning the binding effect of electronic communications received by the Bank from or in the name of the School Board, are expressly approved.

THAT all instruments, instructions, agreements and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to the Bank by any person, shall be valid and binding on the School Board, and the Bank is hereby authorized to act on them and give effect to them.

THAT the Bank be furnished with:

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- (a) a copy of this Resolution; and
- (b) a list of the names of the persons authorized by this Resolution to act on behalf of the School Board, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons;  
  
each certified by the Secretary of the School Board; and
- (c) in writing, any authorization made under paragraph 2 (e) of this resolution.

THAT any document furnished to the Bank as provided for in paragraph 5 of this Resolution shall be binding upon the School Board until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of the Bank where the School Board has its account.

**Carried unanimously**

#### **7.9 Sale of Land – Gaz Métro:**

The Deputy Director General provided background information of the proposed sale of land to Gaz Métro of lots located on Roland-Durand noting that Gaz Métro needs 5 500 sq/ft of the land to protect an existing gas line and that it is prepared to absorb the cost of sub-dividing the remaining land into lots that meet the minimum requirement for a single family dwelling in this sector of the Ville de Rosemère. The land has been evaluated by a professional and is assessed at 156 500\$.

The Council entered into discussion.

Edward Turchyniak suggested that the resolution concerning the sale of land to Gaz Métro be modified to include that all notarial fees and professional fees be assumed by the buyer.

William Pollock accepted this modification.

In response to a question from Steve Kmec, the Deputy Director General advised that authorization from the Ministère de l'Éducation to sell the land is not required if the municipal evaluation of the land is less than 100 000\$ and this land is evaluated municipally at 73 000\$.

#### **040623-CA-0225**

WHEREAS the issue of the sale of land on Roland Durand has been an object of several discussions at the Executive Committee and the Material Resources Committee;

WHEREAS the Executive Committee has requested that a professional assessment report be made as to the current market value of the lots located on Roland-Durand in the Ville de Rosemère;

WHEREAS the professional assessment report indicates that the market value of these lots is 156 500,00\$;

WHEREAS Gaz Métro has submitted an offer to purchase part of lot #241-68-1 located on Roland Durand in the parish of Ste-Thérèse de Blainville, for a surface area of approximately 5 550 sq/ft at a purchase price of 3,35\$ sq/ft;

WHEREAS Gaz Métro has agreed to underwrite the cost of surveying the remaining lots owned by the Sir Wilfrid Laurier School Board so as to create the maximum number of lots at 7 500 sq/ft, this being the minimum requirement for a single family dwelling in this sector of the Ville de Rosemère.

**1092**

William Pollock MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board accept the offer to purchase part of lot #241-68-1 located on Roland Durand in the parish of Ste-Thérèse de Blainville for an approximate surface area of 5 500 sq/ft at a purchase price of 3,35\$ sq/ft.

AND THAT Gaz Métro accepts all legal and notarial fees related to the sale;

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this sale.

**Carried unanimously**

## **8.0 FINANCIAL RESOURCES**

The Chairman advised that the recovery plan is still in place and that the outlook is positive.

He went on to note that the board has identified priorities in the school community and has allocated funding for them in the 2004-2005 school year. He indicated that the special needs support will receive 100 000\$, library service support 75 000\$ and northern schools will receive 50 000\$ for extra curricular activities.

### **8.1 Report of Committee Chairperson:**

Peter MacLaurin, Chairman of the Financial Resources Committee, asked Carolyn Curiale to comment on the recent meeting of the Financial Resources Committee, as he was not present.

Carolyn Curiale noted that the review of the budget went well as the presentation was easy to follow and that a deficit budget will be adopted as previous deficits are considered as an expenses in a new budget.

### **8.2 2004-2005 Employee Computer Purchase Program:**

The Director of Financial Resources reviewed the request to continue the employee computer purchase program noting that the interest rate being proposed is 5%.

In response to a question from Edward Turchyniak, the Director of Financial Resources advised that 32 employees took advantage of this program during the 2003-2004 school year.

## **040623-FR-0226**

WHEREAS the Directorate and the Financial Resources Committee recommend that a Computer Purchase Program for Full-Time Employees be renewed for the 2004-2005 school year;

WHEREAS the Sir Wilfrid Laurier School Board will advance to any employee a designated sum upon the signing of a contract for repayment, as per document #SWLSB-2004/06/23-FR-001;

WHEREAS the employee agrees to reimburse the Sir Wilfrid Laurier School Board the advance sum plus interest calculated at 5% on the declining balance;

Georges Benoit MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners approve the renewal of the Computer Purchase Program for Full-Time Employees as per the conditions set out in document #SWLSB-2004/06/23-FR-001.

**Carried unanimously**

**1093**

### **8.3 Seizure of Property:**

The Director of Financial Resources provided background information of the following seizures.

In response to a question from Georges Benoit, the Director of Financial Resources advised that all the bailiff fees are charges to the owner of the property being seized and that if there are no assets to be seized the school board pays the fees.

In response to a question from Steve Kmec, the Director of Financial Resources noted that the board seizes goods before it seizes the property and that the seizure of property happens infrequently.

#### **040623-FR-0227**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
065005-8651-83-073	Antonietta Bertone 1937, rue Le Royer Vimont Laval, QC H7M 3S6	1937 Le Royer Rue Laval	1 467,08\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 1 467,08\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Morten Schrier MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously**

**040623-FR-0228**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
072010-7344-42-5416	Paul Lesage Jr. 229 18 ieme Ave Deux-Montagnes, QC J7R 4B2	229, 18E Av Deux-Montagnes	421,72\$

**1094**

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 421,72\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Albina Pace MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously****040623-FR-0229**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
065005-8851-47-92808	Xuan Cuong Nguyen Bach Mai Nguyen 1735 Charles Valin Vimont Laval, QC H7M 1S1	1735 Charles Valin Rue Laval	2 085,09\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 2 085,09\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Albina Pace MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously**

**040623-FR-0230**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

**1095**

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
076025-4965-81-7222	Dominique Reis 33 5 ieme Rue Lakefield (Quebec) J0V 1K0	25 5 ieme Rue Gore	150,14\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 150,14\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Nick Milas MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously**

**040623-FR-0231**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
072010-7344-14-5146	Bruce Martin 308 18E Avenue Deux-Montagnes, QC J7R 4B6	308 18E Av Deux-Montagnes	1 149,12\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 1 149,12\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Nazario Facchino MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously**

**1096**

**040623-FR-0232**

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes plus all applicable interest for the following property:

<b>Municipal Roll #</b>	<b>Name &amp; Address</b>	<b>Property Address</b>	<b>Amount</b>
065005-7646-01-18904	Dinah Barnes 1470 055 ieme Avenue Laval-Ouest Laval, QC H7R 4C6	1470 055 ieme Ave Laval	1 289,38\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes, including all applicable interest, is 1 289,38\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

Edward Turchyniak MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

**Carried unanimously**

**8.4 Request to Adopt a Deficit Budget for 2004-2005:**

The Director of Financial Resources explained to the Coucil that it is necessary for the Ministère de l'Éducation to authorize the adoption of a deficit budget prior to its final adoption. A written authorization has been obtained from the Ministère de l'Éducation to adopt a deficit budget but they require a resolution to confirm the board's intent to adopt a deficit budget, to respect it's recovery plan and balance it's budget by 2006-06-30.

**040623-FR-0233**

WHEREAS section 279 of the Education Act (R.S.Q., Chapter I-13.3) requires that a school board obtain the authorization of the Ministre de l'Éducation prior to adopting a budget where expenditures exceed the revenues of the school board;

WHEREAS section 280 of the Education Act (R.S.Q., Chapter I-13.3) specifies that any deficit for the preceding year be included as expenditure in its budget;

WHEREAS the Sir Wilfrid Laurier School Board has adopted a Financial Recovery Plan;

WHEREAS the Sir Wilfrid Laurier School Board plans to absorb its projected accumulated deficit of 1 828 591\$ at 2004-06-30 over a two-year period;

**1097**

WHEREAS the Sir Wilfrid Laurier School Board anticipates the need to adopt a budget where expenditures exceed revenues;

Merle Parkinson MOVED THAT, on the recommendation of the Financial Resources Committee and Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board make a request to the Ministre de l'Éducation to authorize the Sir Wilfrid Laurier School Board to adopt a budget where expenditures exceed the revenues for 2004-2005.

AND THAT the authorization be subject to terms and conditions that will be indicated by the Ministre de l'Éducation.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak

**NAY:** Walter Fogel, Steve Kmec

### **8.5 2004-2005 Budget:**

The Chairman advised that a special meeting of the Financial Resources Committee was held prior to the Council meeting to review the proposed 2004-2005 budget.

#### **040623-FR-0234**

WHEREAS in accordance with the Education Act (R.S.Q., Chapter I-13.1), the Sir Wilfrid Laurier School Board must adopt and submit to the Minister its operating, investment and debt service budget for the 2004-2005 school year;

WHEREAS the 2004-2005 Ministère de l'Éducation budget parameters were presented on 2004-04-06 for consultation which ended on 2004-04-23;

WHEREAS the Directorate has made a preliminary review of the Ministère de l'Éducation budget parameters and prepared an opinion to the Ministre de l'Éducation;

WHEREAS the Minister has authorized the Sir Wilfrid Laurier School to adopt a budget, which provides for expenditures that exceed the revenues of the school board;

WHEREAS the deficit for the preceding year is included as an expenditure in its budget;

WHEREAS the standardized assessment included in the real estate tax base which was used to prepare the budget is established in the amount of 4,216,172,553 \$ in conformity with the law and the 2004-2005 budgetary rules;



**040623-HR-0236**

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of its schools and offices;

Robert Dixon MOVED THAT, on the recommendation of the Human Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board create the following positions, effective on 2004-07-01:

POSITION	HRS/WK	LOCATION
Maintenance Workman Class II	38.75	Joliette High School
Caretaker	38.75	"Repentigny" Elementary School
Maintenance Workman Class II	22.50	"Repentigny" Elementary School

**Carried unanimously  
1099**

**9.4 Engagement of Vice-Principals:**

The Director General advised that the majority of the Vice-Principal positions have been filled except for the two at Western Laval High School as the candidates offered the positions had to decline due to family reasons. These two positions will be re-posted and brought to the July Executive Committee meeting for approval.

**040623-HR-0237**

WHEREAS there are three vacant Vice-Principal positions to be filled;

WHEREAS a selection committee was formed for these positions made up on Commissioners, Directorate, Principals and parents;

WHEREAS the Selection Committee was unanimous in its choice;

Nazario Facchino MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the interim promotion of **Luciana Cifarelli** to the position of Vice-Principal, effective 2004-07-01, in accordance with Article 5-5.00 of the Quebec Provincial Association of Teachers Collective Agreement and her individual contract; AND THAT she be assigned to **Sacred Heart Middle School**.

**Carried unanimously**

**9.5 Engagement of Director of Information Technology:**

The Deputy Director General provided background on the selection process for the position of Director of Information Technology noting that seven candidates were interviewed by a Selection Committee made up of Commissioners, the Director General, the Deputy Director General, and a Principal, as per the request of the Sir Wilfrid Laurier Administrators Association.

In response to a question from Steve Kmec, the Deputy Director General advised that the candidate selected has 12 years experience working with GRICS and currently works with Média Griffs.

The Director General introduced Denis Marcoux to the Council of Commissioners.

**040623-HR-0238**

WHEREAS the position of Director of Information Technology is vacant due to retirement;

WHEREAS this position is governed by the “Conditions of Employment of Management Staff of School Boards”;

WHEREAS this position has been posted and a selection committee was convened, as per the “Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section of l’Association des cadres scolaires du Québec”;

Peter MacLaurin MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Denis Marcoux** for the position of Director of Information Technology, effective 2004-07-01 in accordance with the Politique administrative et salariale and the Management Policy of the Board.

**Carried unanimously**

The Chairman welcomed Mr. Marcoux to the Sir Wilfrid Laurier School Board.

**1100**

#### **9.6 Engagement of Coordinator of Complementary Services:**

The Director General provided background on the selection process for the position of Coordinator of Complementary Services noting that several interesting candidates were interviewed. He went on to provide background information on the candidate selected and introduced Anna Ciccotosto.

### **040623-HR-0239**

WHEREAS the position of Coordinator of Complementary Services is vacant due to a reassignment;

WHEREAS this position is governed by the “Conditions of Employment of Management Staff of School Boards”;

WHEREAS this position has been posted and a selection committee was convened, as per the “Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec”;

Carolyn Curiale MOVED THAT, on recommendation of the Selection Committee, that the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Anna Ciccotosto** for the position of Coordinator of Complementary Services, effective 2004-07-01, in accordance with the Politique administrative et salariale and the Management Policy of the Board.

**Carried unanimously**

The Chariman welcomed Ms. Ciccotosto to the Sir Wilfrid Laurier School Board.

## **10.0 MATERIAL RESOURCES**

### **10.1 Report of Committee Chairperson:**

David McKinley, Chairman of the Material Resources Committee, commented on the recent meeting of the committee noting the projects in Joliette and Repentigny, future improvements to the Arundel Natural Science Centre and the capital budget were discussed.

He went on to note that change orders concerning the projects in Joliette and Repentigny were discussed and clarification given to certain change orders connected to the Repentigny project.

The Director of Material Resources advised that he had received the minutes of the site meetings for the Repentigny project and proceeded to convey the discussions at these meetings concerning the additional excavation required at this site.

He went on to note that the renovation/construction project at Joliette High School will be completed on time and that the new school in Repentigny should be complete by mid-July with the exception of any deficiencies and the delivery of the furniture.

The Council entered into discussion on the change order for the excavation at the Repentigny site.

Mr. McKinley advised the Council that a recommendation has been received from a member of the Material Resources Committee to hold the committee meetings in a different school every month and that the Principal of the school be invited to attend. The committee is giving this idea consideration.

**10.2 Update on Projects:**

This item was discussed under item 10.1.

**1101**

**10.3 2004-2005 Insurance:**

The Director of Material Resources noted that a tender had been called in accordance with board policy and that only one bid was received from our current insurance carrier.

In response to a question from Steve Kmec, the Chairman referred to the comparison table where the cost of insurance for the 2003-2004 school year is indicated.

**040623-MR-0240**

WHEREAS the tenders for the annual insurance have been reviewed by the Material Resources Committee;

Nancy Rupnik MOVED THAT, on the recommendation of the Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the administration to enter into an insurance agreement for the 2004-2005 school year for the Sir Wilfrid Laurier School Board's insurance needs with the firm Lemieux, Ryan & Ass. for a total premium of 132 396,94\$, all taxes included.

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this purchase.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak

**ABST:** Walter Fogel

**10.4 2004-2005 Capital Projects:**

The Director of Material Resources reviewed the list of capital projects for the 2004-2005 school year noting that this list was established by feedback received from the schools as to their priorities. The list was reviewed by the Material Resources Committee and the most needy schools were selected.

WHEREAS the Sir Wilfrid Laurier School Board wishes to satisfy priority needs in its schools;

WHEREAS the schools have expressed their needs;

WHEREAS the Directorate has reviewed the requests and classified these requests in order of board-wide priorities;

WHEREAS the Material Resources Committee supports these capital priorities

Dave McKinley MOVED THAT, on the recommendation of the Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approved the 2004-2005 capital priorities for its schools and centres for a total amount of 2 005 288\$, as per Document #SWLSB-2004/06/23-MR-001.

**1102**

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak

**ABST:** Walter Fogel

Albina Pace MOVED THAT the meeting be extended until the completion of the agenda.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, David McKinley, Grace Nesi, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak

**NAY:** Nick Milas, Albina Pace

Albina Pace excused herself for the evening.

**TIME: 22:30 hours**

**10.5 Engagement of Contractors – Roofing & Window Projects:**

The Director of Material Resources advised the Council that a tender was called for the roofing and window projects, but that due to the time of year during which the tender was called the bids received did not conform to the tender specifications. He recommends that the tenders for these projects be called again in February 2005 for summer 2005.

Nazario Facchino left the meeting.

**TIME: 22:33 hours**

In response to a suggestion from Steve Kmec, the Chairman noted that the Director of Material Resources had recommended that the tenders be called in February for summer work not November.

**10.6 Call to Tender – Portables:**

The Director General advised the Council that when the need for portables was reviewed the concept of a mobile computer lab had not been approved but he is recommending that the tender for portables be called to ensure that the classroom space required is available just in case the space relieved by the mobile computer lab is insufficient.

**040623-MR-0243**

WHEREAS the Sir Wilfrid Laurier School Board is facing overcrowding problems at Genesis and McCaig Elementary Schools;

WHEREAS these schools will be piloting a mobile computer lab project in the 2004-2005 school year in order to free up a classroom within their respective schools;

WHEREAS the addition of this space within each school only meets a portion of the space required to alleviate the overcrowding;

WHEREAS it will be necessary to erect two portable classrooms at Genesis Elementary School and two portable classrooms at McCaig Elementary School;

**1103**

WHEREAS a meeting with representatives of the Direction régionale Laval-Laurentides-Lanaudière of the Ministère de l'Éducation has been held to discuss the overcrowding situation;

WHEREAS the Ministère de l'Éducation, upon application, will provide an allocation to cover the cost of the portables;

WHEREAS a written request has been submitted to the Ville de Rosemère for the installation of two portables at McCaig Elementary School;

WHEREAS sub-section 2.3.3 of policy #99-MR-01: Procedures on the Supply of Goods and Services requires that public tenders be called for any service exceeding 50 000\$;

Sandra Rouleau MOVED THAT, on the recommendation of the Directorate and the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier mandate the Director of Material Resources to call for public tenders for the rental of four portable classrooms, two for Genesis Elementary School and two for McCaig Elementary School.

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this rental agreement.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Steve Kmec, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Merle Parkinson, William Pollock, Nancy Rupnik, Morten Schrier, Edward Turchyniak

**ABST:** Nazario Facchino

The Chairman advised the Council that authorization from the Ville de Rosemère had been received for the installation of portables at McCaig Elementary School. He went on to request that the Deputy Director General obtain the same authorization in writing from the Ville de laval.

**10.7 Disposal of Equipment:**

The Director of Material Resources reviewed the request for disposal of equipment.

**040623-MR-0244**

WHEREAS the equipment listed in document #SWLSB-2004/06/23-MR-001 located at Mountainview Elementary School is considered obsolete for use by the school;

WHEREAS the Director of Material Resources has determined that this equipment cannot be used by any other school or department;

WHEREAS it is necessary to write off said equipment from the school's inventory;

Steve Kmec MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board declare the equipment described of being of no value, AND THAT it be deleted from the inventory of Mountainview Elementary School.

FURTHER THAT the school disposes of the said equipment and that any funds gained there from be credited to Mountainview Elementary School.

**Carried unanimously**

**1104**

## **11.0 INFORMATION TECHNOLOGY**

### **11.1 Report of Committee Chairperson:**

Peter MacLaurin, Chairman of the Information Technology Committee, advised that there was no meeting in the month of June.

### **11.2 Extension of Contract – Qualified Desktop Supplier:**

The Deputy Director General provided background information on the qualified desktop and laptop suppliers noting that it would be prudent to extend the contracts for these suppliers until 2004-12-31 in order to allow the new Director of Information Technology to become familiar with board procedures.

Carolyn Curiale and Nancy Rupnik left the meeting.

**TIME: 22:38 hours**

The Council entered into discussion.

Carolyn Curiale returned to the meeting.

**hours**

**TIME: 22:40**

Morten Schrier excused himself for the evening.

**TIME: 22:40 hours**

## **040623-IT-0245**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier Schools Board has designated Hypertec Systèmes Inc. / CIARA Technologie Inc. as qualified desktop computer supplier per resolution #020522-IT-0143 for a period ending 2003-12-31;

WHEREAS under section 5 of document #SWLSB-2002/04/24-IT-001, provision exists for an extension of this contract;

WHEREAS the Sir Wilfrid Laurier School Board is currently satisfied with the products, services and prices offered by the present supplier;

Georges Benoit MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of Sir Wilfrid Laurier School Board approve that section 5 of document #SWLSB-2002/04/24-IT-001 be put into effect to designate **Hypertec Systèmes Inc. / CIARA Technologie Inc.** as the qualified desktop computer supplier for a period ending either 2004-12-31 or the time at which the Sir Wilfrid Laurier School Board would go to public tender for its designated desktop supplier, whichever is the earlier of the two.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Robert Dixon, Nazario Facchino, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Merle Parkinson, William Pollock, Nancy Rupnik, Edward Turchyniak

**NAY:** Walter Fogel, Steve Kmec

**ABST:** Carolyn Curiale

### **11.3 Extension of Contract – Qualified Laptop Supplier:**

**040623-IT-0246**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier Schools Board has designated IBM-INSO as qualified laptop computer supplier per resolution #030528-IT-0161 for a period ending 2004-06-30;

WHEREAS a provision exists for an extension of this contract;

WHEREAS IBM-INSO is prepared to consent to an extension of this contract;

**1105**

WHEREAS the Sir Wilfrid Laurier School Board is currently satisfied with the products, services and prices offered by the present supplier;

Georges Benoit MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of Sir Wilfrid Laurier School Board approve the extension of the contract and designate **IBM-INSO** as the qualified laptop computer supplier for a period ending either 2004-12-31 or the time at which the Sir Wilfrid Laurier School Board would go to public tender for its designated laptop supplier, whichever is the earlier of the two.

**THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:**

**YEA:** Natalie Auclair, Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Peter MacLaurin, David McKinley, Nick Milas, Grace Nesi, Merle Parkinson, William Pollock, Nancy Rupnik, Edward Turchyniak

**NAY:** Walter Fogel, Steve Kmec

### **11.4 Purchase of Computers – Sacred Heart:**

The Director General commented that the Council had recently viewed a presentation by the Sacred Heart Middle School Music department. The school has taken extraordinary steps to fund this program over the last few years and the time has now come for the school board to support this project in some way that would enable them to expand this music program to allow the school community to take advantage of what the school is offering.

He went on to note that the proposal made by Sacred Heart Middle School has been discussed at length at the Standing Committee level and by the Executive Committee and it is felt that supporting this program would benefit the students of the Sir Wilfrid Laurier School Board.

He continued noting that a financial agreement has been worked out with Apple Canada for equipment and software that will fit into the budgets of the Sir Wilfrid Laurier School Board and Sacred Heart Middle School.

Nancy Rupnik returned to the meeting.

**TIME: 22:42 hours**

The Council entered into discussion.

In response to a question from William Pollock, the Director General advised that the school board has committed 100 000\$ of the 154 000\$ required for this project and does not include the 50 000\$ already invested in the project by Sacred Heart Middle School.

**040623-IT-0247**

WHEREAS Sacred Heart Middle School has proposed a joint computer project to the Council of Commissioners that would allow students to integrate computer skills, math, science and English with music;

WHEREAS the Sacred Heart Middle School computer project will require 32 Power Mac G5 computers for the music computer laboratory;

WHEREAS Sacred Heart Middle School and the Sir Wilfrid Laurier School Board have agreed to enter into a joint purchasing project;

WHEREAS funding for this project is available in the existing budgets of Sacred Heart Middle School, Information Technology and the school board;

WHEREAS the cost of this project will be spread out over three years;

WHEREAS the Director General and the Executive Committee recommends this purchase;

**1106**

Nick Milas MOVED THAT, on the recommendation of the Director General and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the purchase of 32 Power Mac G5 from Apple Canada Inc., for a total cost of 154 325,59\$ all taxes included.

**Carried unanimously**

**12.0 USE OF SCHOOLS / TRANSPORTATION**

**12.1 Report of Committee Chairperson:**

Georges Benoit, Chairman of the Committee on the Use of Schools & Other Facilities/Transportation, advised that the June meeting had been cancelled.

**12.2 2004-2005 School Hours:**

The Coordinator of School Organization & Transportation reviewed the school hours for the 2004-2005 school year.

In response to a question from Steve Kmec, the Coordinator of School Organization & Transportation advised that the only changes to the school hours was the addition of the new school in Repenetigny.

**040623-TS-0248**

Georges Benoit MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the school hours for 2004-2005 as indicated below.

Arundel Elementary	8:11 - 14:17
Crestview Elementary	9:17 - 15:30
Genesis Elementary	9:17 - 15:40
Grenville Elementary	8:33 - 14:45
Hillcrest Academy	9:12 - 15:15
John F. Kennedy Elementary	7:50 - 14:10
Joliette Elementary	9:00 - 15:27
Jules Verne Elementary	9:15 - 15:30
Laurentia Elementary	8:55 - 15:11
Laurentian Elementary	8:45 - 15:01
McCaig Elementary	9:05 - 15:22
Morin Heights Elementary	8:45 - 14:55
Mountainview Elementary	8:55 - 15:13

Our Lady of Peace Elementary	8:00 - 14:21
Pierre Elliott Trudeau Elementary	9:00 - 15:30
Pinewood Elementary	8:00 - 14:15
Rawdon Elementary	8:10 - 14:20
Rawdon Middle School	8:05 - 14:20
Repentigny Elementary	9:17 - 15:40
Souvenir Elementary	8:30 - 14:45
St-Jude Elementary	9:10 - 15:32
St-Paul Elementary	9:07 - 15:37
Ste-Adele Elementary	8:33 - 14:48
Ste-Agathe Academy (Elementary)	9:10 - 15:55
Terry Fox Elementary	8:00 - 14:10
Twin Oaks Elementary	9:12 - 15:30
Joliette High School	8:57 - 15:44
Lake of Two Mountains High School	7:48 - 14:10
Laurentian Regional High School	8:50 - 15:20
Laval Catholic High School	8:35 - 15:06
Phoenix	8:30 - 15:30
Rosemere High School	7:35 - 14:12
Sacred Heart Middle School	7:40 - 14:02
Ste-Agathe Academy (Secondary)	9:20 - 15:55
Western Laval High School	8:30 - 15:10

**Carried unanimously  
1107**

### **12.3 Purchase of Vehicle:**

The Coordinator of School Organization & Transportation reviewed the purchase of a new vehicle for courier services and the transfer of the old vehicle to the maintenance department.

#### **040623-TS-0249**

WHEREAS the Sir Wilfrid Laurier School Board owns a panel van used extensively for courier service;

WHEREAS it has been recommended that this vehicle be transferred for the use of employees of Material Resources in the northern sector of the school board;

WHEREAS the Sir Wilfrid Laurier School Board must ensure a reliable and safe courier service to its schools and centres;

WHEREAS the Material Resources Department has invited and received tenders;

WHEREAS it is recommended that the contract be awarded to the lowest conformable bidder;

WHEREAS the tenders have been reviewed and a recommendation has been made by the Directorate;

Nazario Facchino MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the purchase of a 2004 GMC Savanah truck (serial n° 1GTGG25V041233242) from Parkway Pontiac Buick Inc. at a cost of 29 268,11\$, all taxes included.

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this purchase.

**Carried unanimously**

### **12.4 Update on 2004-2005 Enrollment:**

The Coordinator of School Organization & Transportation advised that the final enrollment figures before the summer shutdown are from 2004-06-16 and it is expected that more registrations will be

received over the summer months. These figures do not include the ACE Program or Phoenix Alternative School students.

### **13.0 EDUCATIONAL SERVICES**

#### **13.1 Report of Committee Chairperson:**

Carolyn Curiale, Chair of the Education Committee, commented on the most recent meeting noting a demonstration of the Rawdon laptop project to the members of the committee. She went on to note that grants available to schools, intensive intervention, and the “read a book” project were also discussed.

### **14.0 QESBA**

#### **14.1 Report of the QESBA:**

Carolyn Curiale noted that the Quebec English School Boards Association (QESBA) is planning to publish a quarterly newsletter and is looking for items to include, therefore, it is asking member boards to submit any items that they may wish to see published.

**1108**

She went on to note that the QESBA is still interested in having non-directors participate on sub-committees of the association and that anyone who would be interested should submit their name to their respective QESBA director(s).

She also noted that the QESBA is looking for feedback on the recent school board elections and that this item would be placed on the agenda for the 2004-08-25 meeting of the Council of Commissioners.

In closing, she noted that the 2006 Canadian School Boards Association (CSBA) Annual Conference will be hosted by the Quebec English School Boards Association (QESBA) and the English Montreal School Board, which may cause cancellation of the QESBA/AAESQ Conference as the Administrators' Association will also be holding their annual national conference (CAP) in Québec that year.

### **15.0 PARENT COMMISSIONERS REPORT**

#### **15.1 Parents' Committee Report:**

Sandra Rouleau advised that there was no quorum at the last two meetings of the Parents Committee, therefore, there is no report.

In reponse to a question from David McKinley, Mrs. Rouleau indicated that the reason for the lack of quorum at the Parents Committee meetings is unkown.

### **16.0 QUESTION PERIOD**

In response to a question from Lucrezia De Feudis, a Laval parent, the Director General advised that the parent always has a choice as to what school their child attends provided that there is space and if the parent is willing to transport the student, if the student is from out of zone. If there is no space in the school chosen the student must attend a school within his/her designated zone.

Ms. De Feudis and the Director General entered into a discussion on the curriculum in various Laval elementary schools.

In response to an additional question from Ms. De Feudis, the Director General advised that there will be no cap on enrollment at Sacred Heart Middle School for 2005-2006.

**17.0 CORRESPONDENCE**

There was no correspondence.

**18.0 VARIA**

There was no varia.

**19.0 ADJOURNMENT OF MEETING**

Edward Turchyniak MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 23:15 hours**

**NEXT MEETING ⇒ REGULAR ⇒ 2004-08-25**

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**Robert Vallerand, Secretary General**

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**Steve Bletas, Chairman**