

**PROVINCE OF QUEBEC**

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2009-01-28**

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, Rosemere, QC on Wednesday, 2009-01-28:

Present: Commissioners Steve Bletas, Chair; Carolyn Curiale, Vice-Chair; Georges Benoit, Nazario Facchino, Steve Kmec, Nick Milas, Steve Mitchell, Grace Nesi, and Nancy Rupnik; Parent Commissioner Lisa Chartier; and Anne-Marie Lepage, Director General.

Participation via telephone: Commissioners Robert Dixon, Peter MacLaurin, Tom Mouhteros, Merle Parkinson and William Pollock.

Also present were: Alain Guay, Assistant Director General, Marie-Claude Drouin, Secretary General; Johanne Brabant, Director of Adult & Vocational Education; Line Desgroseilliers, Director of Information Technology; Linda Di Domenico, Director of Human Resources (Interim); Heather Halman, Director of Educational Services; Daniel Hogue, Director of Material Resources; Livia Nassivera, Director of Financial Resources; George Paquette, Director of School Organization; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Commissioners Mario Di Domenico, Walter Fogel, Albina Pace, Mike Pizzola, and Edward Turchyniak; and Parent Commissioner Luc Samson.

The Chair called the meeting to order at 19:30 hours.

In response to a suggestion from Commissioner Steve Kmec, the Chair indicated that video conferencing would be discussed for the future and that for now teleconferencing would be used.

**1.0 ACCEPTANCE OF AGENDA:**

**CC-090128-CA-0081**

Commissioner Steve Mitchell MOVED THAT the agenda be accepted as presented in document #SWLSB-2009/01/28-CA-001.

**Carried unanimously**

**2.0 APPROVAL OF MINUTES**

**CC-090128-CA-0082**

Commissioner William Pollock MOVED THAT the minutes of the REGULAR meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2008-12-10, having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

**3.0 QUESTION PERIOD**

There were no questions.

#### 4.0 REPORT FROM THE CHAIR:

##### 4.1 *Chair's Report:*

The Chair advised the Council that on 2009-02-03 there will be an ad hoc meeting with parents to discuss gifted and talented students at the elementary and high school levels and to try to discern what the parents think should be done in order to address these needs. A caucus of the Council will be held on 2009-02-09 to discuss the same issue.

He went on to review a letter received from the Ministre de l'Éducation, du Loisir et du Sport (MELS) which spoke about the following three orientations as they pertain to the amendments to the Education Act (R.S.Q., Chapter I-13.3) and the Act Respecting School Elections:

- Strengthen school democracy and the political role of the chair and commissioners;
- Bring school board governance up to date; and
- Introduce new accountability rules.

The letter also touched on the role of the ombudsman, a pilot project for the twinning of municipal and school elections, Commissioners remuneration, and election by universal suffrage.

The Council entered into discussion.

In response to a question from Commissioner Steve Kmec, the Director General explained that the Ministère de l'Éducation, du Loisir et du Sport (MELS) is asking the school boards to have a partnership agreement with each of its schools in order to ensure school success. The school boards will also have partnership agreements with the MELS to ensure that it is carrying out their respective mandates. This process ensures accountability for all parties.

In response to a question from Commissioner Merle Parkinson, the Director General explained that co-opted members of the Council would be similar to a community representative on a Governing Board, in that these people would be appointed by the Council, if the Council wishes to have co-opted members.

The Chair, as an example, indicated that the Council could select someone associated with a regional health board. He noted that at this time there are no guidelines for selecting people for this position.

##### 4.2 *Report of the Appeals Review Committee:*

#### CC-090128-CA-0083

Commissioner Carolyn Curiale MOVED THAT the Council go "in camera". **TIME: 19:49 hours**

**Carried unanimously**

Commissioner George Benoit entered the meeting.

**TIME: 19:49 hours**

The meeting resumed.

**TIME: 20:29 hours**

#### CC-090128-CA-0084

WHEREAS a student or the parents of a student affected by a decision of an administrator or employee of the Sir Wilfrid Laurier School Board may request, in writing to the Secretary General, that the Council of Commissioners reconsider the decision taken, as per sections 9 to 12 of the Education Act (R.S.Q., Chapter I-13.3);

WHEREAS the Council of Commissioners, in accordance with policy #2000-CA-03: *Reconsideration of a Decision Affecting a Student*, can mandate the Appeals Review Committee to examine the request and propose recommendations, if applicable, which are then reported to the Council;

WHEREAS a letter dated 2008-11-17 was received from the parents of "Student S.P." requesting that the Council of Commissioners of the Sir Wilfrid Laurier School Board reconsider a decision taken affecting the transportation of their child;

WHEREAS the Appeals Review Committee of the Sir Wilfrid Laurier School Board met on 2009-01-19 to examine the administrative decision concerning the transportation of "Student S.P.";

WHEREAS the parents of "Student S.P." had the opportunity to present their reasons for requesting this reconsideration;

WHEREAS the Appeals Review Committee has been asked to submit its recommendations with regard to this request to the Council of Commissioners at its meeting of 2009-01-28;

Commissioner Nazario Facchino MOVED THAT, on the recommendation of the Appeals Review Committee, the Council of Commissioners maintain the administrative decision regarding the transportation arrangements of "Student S.P."

AND THAT the Director of School Organization be mandated to enter into discussion with the parents of "Student S.P." to explore an alternative arrangement involving regular Société de transport de Laval (STL) transportation at the end of the school day.

FURTHER THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board acknowledges the intention of the Director General to follow-up on the integration conditions of "Student S.P.'s" IEP (Individual Education Plan) with the Administration of the school.

**Carried unanimously**

## **5.0 BUSINESS ARISING:**

There was no business arising.

## **6.0 DECISION ITEMS:**

### **6.1 COMMUNICATIONS & CORPORATE AFFAIRS**

#### **6.1.1 Agreement with SWL & Various CEGEPs – Sharing of Student Results:**

The Secretary General presented and reviewed the proposed agreement with CEGEPs for the Common Application System for the direct transmission of final secondary V results.

#### **CC-090128-CA-0085**

WHEREAS when a student applies for CEGEP their final secondary V transcripts is required to secure admission;

WHEREAS, historically, the onus of submitting these final transcripts has been with the student;

WHEREAS Les CÉGEPS members du Common Application System (CAS), comprised of three CEGEPs, Dawson, Marianapolis and Champlain – St-Lambert Campus have proposed a Common Application System (CAS) for the direct electronic submission of final transcripts for secondary V for applicants in order to expedite the admissions process;

WHEREAS the CAS meets the legal requirements set out in the *Act respecting Access to documents held by public bodies and the Protection of personal information*;

Commissioner Tom Mouhteros MOVED THAT, on the recommendation of the Directorate and the Communications & Public Relations Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board enter into agreement with Les CÉGEPS members du Common Application System (CAS) for the direct transmission of final secondary V transcripts.

AND THAT Secretary General be authorized to sign the Protocol of Agreement.

**Carried unanimously**

## **6.2 HUMAN RESOURCES**

### **6.2.1 Local Arrangements – SWL & LTU**

The Director of Human Resources presented and reviewed the Local Collective Agreement and Arrangements between the Sir Wilfrid Laurier School Board and the Laurier Teachers' Union.

The Council entered into discussion.

In response to a question from Commissioner Carolyn Curiale, the Director of Human Resources noted that the document presented is the entire agreement and that the clause references within the document refer to the Provincial Collective Agreement.

In response to a question from Commissioner Steve Kmec, the Director of Human Resources explained that unused sick days are banked for future use but are not moneyable. If the days banked have not been used when an employee reaches retirement age they can be applied so that the employee may retire a few days earlier.

She also noted that items brought to the table from both the union **and management**, as each side has a "wish" list to be negotiated. The CPNCA, the provincial negotiating unit, is very helpful in providing guidance on the many legal aspects of the agreement.

### **CC-090128-HR-0086**

WHEREAS the Local Collective Agreement and Arrangements between the Sir Wilfrid Laurier School Board and the Laurier Teachers' Union require negotiation, as they have not been updated since 2001-07-01;

WHEREAS the Local Collective Agreement and Arrangements have been concluded;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Directorate and the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the Local Collective Agreement and Arrangements between the Sir Wilfrid Laurier School Board and the Laurier Teachers Union.

AND THAT the Chair, and in his absence or with his knowledge the Vice-Chair, as well as the Director General, and in her absence or with her knowledge the Deputy Director General, be authorized to sign all documentation concerning the Local Collective Agreement and Arrangements.

**Carried unanimously**

**6.2.2 Ratification of a Decision:**

This was discussed in camera under item 4.2.

**CC-090128-HR-0088**

WHEREAS, in accordance with section 5.7, sub-section 5.7.6.3, of policy #2000-HR-01: *Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association*, that all suspensions without pay shall be ratified by a resolution of the Council of Commissioners;

WHEREAS all benefits of "Employee 2415" were suspended from 2008-12-04 to 2009-01-04, by the Director General;

Commissioner Nancy Rupnik MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board ratify the decision of the Director General concerning the suspension of the benefits of "Employee 2415".

**Carried unanimously**

**6.3 FINANCIAL RESOURCES****6.3.1 2009 – 2010 Budget Building Process:**

The Director of Financial Resources presented and reviewed the 2009-2010 Budget Building Process noting that it will be subject to a 60-day consultation process. The process has been reviewed by the ALT and the Management Committee.

Commissioner Nazario Facchino left the meeting.

**TIME: 20:45 hours**

In response to a question from Commissioner Steve Mitchell, the Director of Financial Resources advised that Bill 88 has not yet been decreed therefore, the school board operates on the current guidelines set out in the Education Act (R.S.Q., Chapter I-13.3) with respect to success plans and the budget.

Commissioner Nazario Facchino returned to the meeting.

**TIME: 20:48 hours**

In response to a comment from Commissioner Steve Kmec, the Director of Financial Resources noted that the disposition of a school surplus is part of the recovery plan and that the budget building process is to determine the most common needs of the schools. The feedback received is considered when developing the budget.

**CC-090128-FR-0087**

WHEREAS the Sir Wilfrid Laurier School Board is commencing its budget building process for the 2009-2010 school year;

WHEREAS section 275 of the Education Act (R.S.Q., Chapter I-13.3) requires that a school board make public the objectives and principles governing budget allocations;

WHEREAS the Sir Wilfrid Laurier School Board has drafted its "2009-2010 Budgetary Process";

WHEREAS the Sir Wilfrid Laurier School Board Management Advisory Committee and Financial Resources Committee have reviewed the "2009-2010 Budgetary Process";

WHEREAS the Sir Wilfrid Laurier School Board will conduct a sixty-day consultation on this document;

Commissioner Merle Parkinson MOVED THAT, on the recommendation of the Management Advisory Committee and the Financial Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the "2009-2010 Budgetary Process", as contained in document #SWLSB-2009/01/28-FR-001.

**Carried unanimously**

Commissioner Carolyn Curiale left the meeting.

**TIME: 20:50 hours**

In response to a question from Commissioner Steve Mitchell, the Director of Financial Resources advised that the question concerning whether or not surplus funds have been committed to projects has not yet been asked **of** the schools.

## **6.4 MATERIAL RESOURCES**

### **6.4.1 Laval Aquatic Centre – Project Agreement:**

The Director of Material Resources provided background information on the proposed Laval Aquatic centre noting that at the 2007-04-25 meeting of the Council of Commissioners, authorization was given to participate in a feasibility study. The feasibility study has been completed and shows a definite need for such a centre in Laval as it would be very beneficial to the community. The project would be a partnership with the school board and the Ville de Laval. The cost of the project would be in the neighbourhood of 34 000 000\$ and would be funded via Federal and Provincial grants, the Ville de Laval and voted investors (fundraising). The contribution of the school board would be land at 2323, boul. Daniel-Johnson. The school board would also oversee the applications for the grants and all aspects of the construction of the centre, as per a partnership agreement. Upon completion of the project the share of the school board towards its operation will be the energy costs, general insurance, air quality and maintenance of the pool.

Commissioner Carolyn Curiale returned to the meeting.

**TIME: 20:53 hours**

He noted that this is a long term project and that it will take approximately 3 – 4 years to be completed.

The Chair advised that the Ville de Laval is awaiting the decision of the Sir Wilfrid Laurier School Board and, if approved, would like to see this project commence in the summer of 2009 provided that the funding for the project is in place. He extended, on behalf of the school board, his appreciation to the Director of Material Resources for pursuing this project.

The Council entered into discussion.

In response to a question from Commissioner Steve Kmec, the Director of Material Resources noted that for the first 20 years to Aquatic Centre will not be a large expense for the school board, as expenses will be covered by additional Government funding received in the capital envelope and through measures to cover the additional square footage added to the school board.

The Director General stated that given the scope of this project and its added value to the Laval and surrounding communities, the school board felt that, even though in a recovery plan, it could not pass up this opportunity.

In response to a question from Commissioner William Pollock, the Director of Material Resources noted that any revenues generated from the Aquatic Centre will be used to offset the expenses of daily operation.

**CC-090128-CA-0092**

Commissioner Nick Milas called for the vote.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, William Pollock, Nancy Rupnik</b>
<b>Commissioners voting NAY:</b>	<b>Merle Parkinson</b>

**CC-090128-MR-0089**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-070425-MR-0155, authorizing participation in the feasibility study and mandating the Director of Material Resources to continue discussions on the Aquatic Centre project;

WHEREAS the results of the feasibility study have shown a need for an Aquatic Centre in Laval, as it would be beneficial for the community and would support the initiative of the Ministère de l'Éducation, du Loisir et du Sport (MELS) and the newly implemented Sir Wilfrid Laurier School Board policy on "*Healthy Eating & Active Living*";

WHEREAS an aquatic centre would provide access to swimming facilities currently not available to the Laval based students of the Sir Wilfrid Laurier School Board;

WHEREAS a partnership has been developed between the Sir Wilfrid Laurier School Board, the Mouvement aquatique de Laval and the Ville de Laval for the development and construction of an Aquatic Centre in Laval;

WHEREAS the financing of the construction of the Aquatic Centre will be provided by the Ville de Laval, Federal and Provincial Government grants, and voted investment;

WHEREAS the contribution of the School Board towards this project would be to supply land at 2323 boulevard Daniel-Johnson, Laval, for the construction of the Aquatic Centre and oversee all aspects of the construction of the centre;

WHEREAS, upon completion of the project, the Sir Wilfrid Laurier School Board would become the owner of the Aquatic Centre and will assume the following operating costs: energy and part of the maintenance operation to the level of its capability;

Commissioner Carolyn Curiale MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Secretary General and the Director of Material Resources to enter into negotiations to establish a partnership agreement with the Ville de Laval for the construction of an Aquatic Centre.

AND THAT this partnership agreement also include a Protocol of Agreement for the use and operation of the Aquatic Centre.

FURTHER THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board be advised of the progress of these negotiations on a regular basis until the conclusion of the Partnership Agreement and Protocol of Agreement.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Nazario Facchino, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, William Pollock, Nancy Rupnik</b>
<b>Commissioners voting NAY:</b>	<b>Merle Parkinson</b>

**6.4.2 Engagement of Architect – JHS Window & Roofing Project:**

The Director of Material Resources presented and reviewed the results of the tenders for the various projects noting that the Selection Committee is recommending the lowest conformable bidder.

Commissioner Steve Mitchell left the meeting.

**TIME: 21:09 hours**

**CC-090128-MR-0090**

WHEREAS the Sir Wilfrid Laurier School Board has resolved to repair the roof and windows at Joliette High School;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has adopted Measure 50690 to assist school boards with the repair and maintenance of its buildings;

Commissioner Grace Nesi MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of **Arcand-Laporte, Architectes**, to prepare the architectural specifications, drawings, tendering documentation and provide supervision for the window and roof project at Joliette High School.

AND THAT the cost of these services be paid in accordance with the Ministère de l'Éducation, du Loisir et du Sport (MELS) remuneration scale for professionals.

FURTHER THAT, upon receipt of the completed drawings, plans and tender specifications, a public tender be called for the services of a contractor.

**Carried unanimously**

**6.4.3 Engagement of Architect – LRHS Roofing Project:****CC-090128-MR-0091**

WHEREAS the Sir Wilfrid Laurier School Board has resolved to repair the roof at Laurentian Regional High School;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has adopted Measure 50710 to assist school boards with the repair and maintenance of its buildings;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of **Viau Architectes Associés**, to prepare the architectural specifications, drawings, tendering documentation and provide supervision for the roof project at Laurentian Regional High School.

AND THAT the cost of these services be paid in accordance with the Ministère de l'Éducation, du Loisir et du Sport (MELS) remuneration scale for professionals.

FURTHER THAT, upon receipt of the completed drawings, plans and tender specifications, a public tender be called for the services of a contractor.

**Carried unanimously**

In response to a "point of **information**", the Chair advised Commissioner Nick Milas that quorum currently exists at the meeting.

Commissioner Nick Milas left the meeting.

**TIME: 21:08 hours**

Commissioner Steve Mitchell returned to the meeting.

**TIME: 21:09 hours**



## 7.0 INFORMATION ITEMS

### 7.1 SWL Foundation:

The Assistant Director General advised that the gala held on 2009-01-08 was a success with approximately 91 000\$ being raised. The lottery was also launched at the event and 50 tickets were sold. He thanked everyone who worked on the gala for their participation.

Commissioner Nick Milas returned to the meeting.

**TIME: 21:11 hours**

The Chair noted that the lottery prizes will be drawn at the 2009-06-11 Lobster Fest and that these prizes include a Volvo X60, 2 Tag Heuer watches, etc. He thanked everyone who participated and noting that the funds raised will be used to support the modules for the Career Exploration Lab.

### 7.2 Parent Commissioners Report

The report of the Parents Committee noted the upcoming Impact Soccer night on 2009-02-25, the need to find seven alternate members for Special Education Advisory Committee (SEAC), intercoms for elementary schools, and that the Council had addressed the concerns of the committee over the use of non-qualified substitute teachers.

### 7.3 Report of the QESBA:

Commissioner Carolyn Curiale advised the Council that the following committees at the Quebec English School Boards Association (QESBA) still have vacancies if any Commissioner would be interested in sitting, to please contact her:

- Nominations Committee
- Internet Task Force, and
- School Board Financing Committee.

She noted that some of these committees meet via telephone over the lunch hour.

Commissioner Nancy Rupnik left the meeting.

**TIME: 21:18 hours**

The Chair drew attention to the Quebec English School Boards Association (QESBA) promotional campaign "Go publique" which began on 2009-01-21.

### 7.4 Recovery Plan 2008-2013 – Timeline & Information Pamphlet:

The Director General presented and reviewed the Recovery Plan information pamphlet noting that it will provide an explanation to stakeholders as to why the school board has had to adopt a recovery plan and an overview of the timeline for its implementation.

Commissioner Nancy Rupnik returned to the meeting.

**TIME: 21:21 hours**

### 7.5 School Hours – Laval Senior High Schools:

The Director of School Organization presented and reviewed the situation concerning the proposed change in school hours at the Laval high schools for 2009-2010 and the fact that maintaining the current school hours will result in additional transportation costs

A meeting has been held with parents of the high schools in Laval and feedback has been received from them on various scenarios being considered.

Parent Commissioner Lisa Chartier advised the Council that she had received many phone calls from concerned parents inquiring as to why their children are receiving negative information on this issue at the school level. Information of this sort should be distributed from the level of the school board so that the information being given is correct.

The Council entered into discussion and it was noted that many of the French high schools seem to manage very well with the late start time.

In response to several questions, the Director of School Organization advised that the high school start time in Laval high schools for the 2009-2010 school year would be in the neighbourhood of 9:15 or 9:20 a.m. with school finishing around 4:15 p.m.

The Director General reminded the Council that in the spring of 2008 it adopted a resolution for a new 5-year contract with the Société de transport de Laval (STL), which started the process for the change of school hours for the Laval high schools.

She continued noting that the school hours are not subject to consultation and that the school board is advising in advance that a change is probable. The school board considered a change in school hours for high schools in Laval for the current school year but decided to wait for a year on recommendation of the schools. The change in school hours will have to be implemented for the 2009-2010 school year as the transportation budget cannot support any additional costs.

A letter will be sent to all Laval high school parents explaining the change of school hours starting in 2009-2010.

#### **7.6 Auditor's Observation Letter:**

The Director of Financial Resources presented and reviewed the auditor's observation letter for the 2007-2008 school year noting that it was a good audit with few errors and that some recommendations have been made for improvements.

#### **8.0 QUESTION PERIOD:**

There were no questions.

#### **9.0 CORRESPONDENCE:**

The Chair drew the Council's attention to the correspondence contained in the meeting package.

In response to a question from Commissioner Nick Milas, the Director of Adult & Vocational Education noted that the "Top 50" indicated on the strategic plan for Vocational Education shows that the course is 1 of the 50 most sought after courses in the province.

#### **10.0 VARIA:**

In response to a request from Commissioner Merle Parkinson, the Chair noted that the feedback from the "Town Hall" meetings on respect and personal safety are currently being tallied by two of the school board's Education Consultants, who will also **analyze** the data when the tally is complete. Upon receipt of the results the groups will be brought back together to review **them**.

**11.0 ADJOURNMENT OF MEETING:**

Commissioner George Benoit MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 21:42 hours**

**NEXT MEETING ⇨ REGULAR ⇨ 2009-02-25**

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**Marie-Claude Drouin, Secretary General**

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**Steve Bletas, Chair**