

## PROVINCE OF QUEBEC

## MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2009-05-20

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, 2009-05-20:

Present: Commissioners Carolyn Curiale, Vice-Chair; Georges Benoit, Mario Di Domenico, Robert Dixon, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik and Edward Turchyniak; and Parent Commissioners Lisa Chartier and Luc Samson; and Anne-Marie Lepage, Director General.

Also present were: 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); Daniel Hogue, Director of Material Resources; George Paquette, Director of School Organization; Donna Abel, Assistant Director of Financial Resources; Gerry Robillard, Assistant Director of Educational Services; and Jocelyne Thompson-Ness, Administrative Assistant. Several other persons were also in the audience.

Absent: Commissioners Steve Bletas, Chair; Nazario Facchino, Walter Fogel, and Mike Pizzola

In the absence of the Chair, the Vice-Chair assumed the chair and called the meeting to order at 19:30 hours.

**1.0 ACCEPTANCE OF AGENDA:**

The following additions to the agenda were proposed:

**5.0 Business Arising:**

5.1 Modification to Resolution – Assignment & Transfer of In-School Administrators ..... RES

**6.0 Decision Items:**~~**6.1 Communications & Corporate Affairs:**~~

~~6.1.1 Commissioners PIC – NSPRA ..... RES~~

~~6.1.2 Commissioners PIC – CSBA ..... RES~~

**6.1 Human Resources:**

6.1.1 Non Re-Engagement – Vocational Education ..... RES

6.1.2 Abolition of Positions – Maintenance ..... RES

6.1.3 Creation of Positions – Maintenance ..... RES

6.1.4 Abolition of Positions – Administrative Support Staff ..... RES

6.1.5 Creation of Positions – Administrative Support Staff ..... RES

**CC-090520-CA-0121**

Commissioner Steve Kmec MOVED THAT the agenda be accepted as amended in document #SWLSB-2009/05/20-CA-001.

**Carried unanimously**

## 2.0 APPROVAL OF MINUTES

### CC-090520-CA-0122

Parent Commissioner Lisa Chartier MOVED THAT the minutes of the REGULAR meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2009-04-15, having been received by all members prior to this meeting, be approved as presented.

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

## 3.0 QUESTION PERIOD

In response to a question from Danielle Gareau, a parent from Ste-Agathe Academy, concerning the reduction of library services; the Chair indicated that the recovery plan is about being fiscally responsible and making sure that the School Board has sufficient revenues to cover its expenses. The Sir Wilfrid Laurier School Board invests twice as much as other school boards in the Laval-Laurentides-Lanaudière regions to support literacy and it has also provided small schools with a full-time secretary, caretaker and Principals with teaching responsibilities. The Sir Wilfrid Laurier School Board has also made the decision to keep its small schools open in spite of the cost.

The Director General noted that staffing consultation is done annually with the Principals and with the unions for the staffing plans. Several meetings are held on this consultation process to ensure a minimum impact on the schools and employees.

She went on to note that the Ministère de l'Éducation, du Loisir et du Sport (MELS) has established a new measure for the position of School Board Librarian and beginning in the 2009-2010 school year, this person will provide guidance and services to the small schools with respect to ordering, cataloguing and other duties. No library is being closed and all students and staff will continue to have access, as they do currently when the resource is not on site.

Commissioner Albina Pace entered the meeting.

**TIME: 19:36 hours**

In response to question from Janet Vekteris, teacher at Ste-Agathe Academy, concerning the reduction of library, maintenance and secretarial services, and the inability to promote the school under this type of duress; the Chair noted that the promotion of a school comes from a number of things such as having the school staff believe in what they have to offer in terms of classroom experience, projects, curriculum and student life. The best publicity for a school is a tour where potential clientele can see the engagement of the staff, friendliness and the interest in the students. The adjustment in the staffing levels has also been made at the central level and will continue to be monitored as the recovery plan continues towards its goal. One must remember that the school board central offices are also contributing towards the Recovery Plan, which go beyond the reductions of personnel as it implies a review of how things are done, how funding sources are maximized at the government levels as well as making the best use of technology to maximize the School Board's efficiency, controls and revenues.

The Director General concurred with the Chair in that it is the teachers that have a key role in the promotion of their schools. The School Board does place literacy first in its goals as it is essential for achievement.

She continued noting that the staffing adjustments were made after a thorough review of the staffing norms. Over the past few years, important increases were made in the system. Some of the reductions are now necessary in order to take into consideration the School Board's overall needs.

In response to a question from Serge Duval, a parent from McCaig Elementary School, the Chair acknowledged that at the 2009-05-07 meeting of the Parents Committee, there were no administrators present to answer questions on the budget and staffing reductions.

She went on to note that the recovery plan was intended to minimize the impact on student services and the School Board is pleased that it has been able to preserve the following services, as some of these people interact daily with the students: teachers, student supervisors, attendants and technicians who work with the special needs students, lab technicians, school organization technicians, professionals and school secretaries.

The Director General indicated that the Principals involvement in the recovery plan was direct as part of the Management Advisory Committee, which was included in the development process. Some of the decisions that were proposed were difficult for the Principals to consider, but in the end it is part of their mandate to implement the recovery plan.

She also noted that even in this difficult financial situation the School Board is committed to supplement allocations and to service special needs students who have not been coded by the Ministère de l'Éducation, du Loisir et du Sport (MELS) and for early intervention.

In response to a concern expressed by Guy Gagnon, a parent from St-Jude Elementary School, the Director General acknowledges that the St-Jude Elementary school has had several principals over the past few years and that continuity would be welcome. Unfortunately, individuals have career goals and life goals that may have inadvertently affected the school. All efforts are being made to fill the vacant principal and vice-principal positions within the board, including St-Jude.

#### **4.0 REPORT FROM THE CHAIR:**

##### **4.1 *Report from the Chair:***

The Chair advised the Council that the Chair, Steve Bletas, is now resting comfortably at home and expects to have a quick recovery.

#### **5.0 BUSINESS ARISING:**

##### **5.1 *Modification to Resolution – Assignment & Transfer of In-School Administrators:***

The Director General presented and reviewed the recommendations resulting from the interviews for the positions of Principal and Vice-Principal noting that there are still two vacant Principal positions. She also noted that a notice of retirement was received from one of the Vice-Principals at Rosemere High School, who has been transferred to Souvenir Elementary School for the 2009-2010 school year, so that position is now also open.

#### **CC-090520-HR-0123**

WHEREAS the Council of Commissioners adopted resolution #CC-090415-HR-0118, approving the assignment and transfer of in-school Administrators for the 2009-2010 school year;

WHEREAS circumstances have made it necessary for the Director General to recommend some modifications to the assignment and transfer of in-school Administrators;

WHEREAS some positions for Principal continue to be vacant;

Commissioner George Benoit MOVED THAT, on the recommendation of the Director General, the Council of Commissioners approve the following modifications to the aforementioned resolution:

<b>ELEMENTARY</b>	<b>PRINCIPAL</b>	<b>VICE-PRINCIPAL</b>
SOUVENIR	Carmela Sacco	Luciana Cifarelli
JOHN F. KENNEDY	VACANT	
ST-JUDE	VACANT	
<b>SECONDARY</b>	<b>PRINCIPAL</b>	<b>VICE-PRINCIPAL</b>
LAKE OF TWO MOUNTIANS	Sollie Glicksman	Aimée Parsons
MOTHER TERESA JUNIOR	Anna Villalta	Sarmen Jakalian

AND THAT the Director of Human Resources be mandated to post internally and externally for the positions of Principal at John F. Kennedy and St-Jude Elementary Schools.

**Carried unanimously**

In response to a question from Commissioner Steve Kmec concerning the minutes of the Council meeting held on 2009-04-15, on page 2034, item 7.3, paragraph 3; the Chair noted that she will present the issue of budgets and school elections at the 2009-05-21 meeting of the Quebec English School Boards Association (QESBA). She will report back at the 2009-06-23 meeting.

## **6.0 DECISION ITEMS:**

### **6.1 HUMAN RESOURCES**

#### **6.1.1 Non Re-Engagement – Vocational Education:**

The Director of Human Resources advised the Executive Committee that there will be one teacher in vocational education that will be non re-engaged for the 2009-2010 school year due to lack of registration in the program at the CDC Laurier-Lachute. The teacher in question is of non-tenured status.

#### **CC-090520-HR-0124**

Commissioner Merle Parkinson MOVED THAT, on the recommendation of the Director General, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the non-reengagement for reason of surplus of the teacher named below, effective 2009-07-01, as per Article 5-3.23 of the Quebec Provincial Association of Teachers' Collective Agreement:

<b>Name</b>	<b>School</b>
Jacqueline Laan	CDC Laurier-Lachute

**Carried unanimously**

#### **6.1.2 Abolition of Positions – Maintenance:**

The Director General provided background information on the abolition and creation process for the maintenance positions noting that this process is required, as per the CSN collective agreement, when changing the hours of a position. This is also being conducted in order to meet some of the requirements of the recovery plan.

In response to a question from Commissioner Steve Kmec, the Director of Material Resources indicated that some employees will be reassigned under this process.

#### **CC-090520-HR-0125**

Commissioner Nick Milas MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2009-07-01, as per Clause 7-3.08 of the Maintenance Support Staff Collective Agreement (CSN-S18), following the change in specific services to be provided:

Classification	Place of Work	% of work	Comment
Caretaker	Administration Centre	100%	Night shift
Heavy Vehicle Driver	Material Resources	100%	Day shift
Maintenance Worker Class I	Material Resources	100%	
Certified Maintenance Worker	Material Resources	100%	
Maintenance Worker Class II	Mother Teresa / Laurier Senior	100%	Day shift
Maintenance Worker Class II	Laval Junior / Laval Liberty H.S.	100%	Night shift
Maintenance Worker Class II	Rosemere H.S.	100%	Night shift
Maintenance Worker Class II	Laurentian Regional H.S.	100%	Night shift
Maintenance Worker Class II	Lake of Two Mountains H.S.	100%	Night shift
Maintenance Worker Class II	CDC Laurier- Pont Viau	100%	Night shift
Maintenance Worker Class II	Rosemere H.S. 50% CDC Laurier-Vimont 50%	100%	Night shift

**Carried unanimously**

### 6.1.3 *Creation of Positions – Maintenance:*

#### **CC-090520-HR-0126**

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

Commissioner Nick Milas MOVED THAT, on the recommendation of the Human Resources Committee the Council of Commissioners of the Sir Wilfrid Laurier School Board create the following positions, effective on 2009-07-01:

Classification	Place of Work	% of work	Comment
Caretaker	Administration Centre	52%	20 H 00 – 24 h 00
Maintenance Worker Class II	CDC Laurier- Pont Viau 50% CDC Laurier-Vimont 50%	100%	Night shift
Maintenance Worker Class II	Rosemere H.S. / McCaig E.S.	100%	Night shift

**Carried unanimously**

### 6.1.4 *Abolition of Positions – Administrative Support Staff:*

The Director General presented the abolition and creation of administrative support staff positions noting that this is being done to change the hours of certain positions and to meet some of the requirements of the recovery plan.

The Council entered into discussion on the abolition and creation of administrative support staff positions. Several Commissioners voiced that perhaps the abolition of certain positions should be reconsidered.

In response to a question from Commissioner Steve Kmec, the Director General explained that school surpluses cannot be used towards the recovery plan.

Commissioner Edward Turchyniak left the meeting.

**TIME: 20:22 hours**

In response to a question from Commissioner Peter MacLaurin, the Assistant Director of Financial Resources noted that the total global savings for the review of staffing levels of the administrative structure of schools, of the 2008-2013 Recovery Plan is 490 000\$ and for these particular positions 112 000\$ annually for the duration of the recovery plan

Commissioner Edward Turchyniak returned to the meeting.

**TIME: 20:24 hours**

**CC-090520-HR-0127**

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

Commissioner Peter MacLaurin MOVED THAT, on the recommendation of the Human resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2009-07-01, as per Article 7-3.00 of the FTQ Local 577 Collective Agreement covering support staff:

Place of Work	Classification	% of work
Directorate - Archives	Document Technician	100%
Financial Resources	Administrative Technician	100%
Material Resources	Secretary	100%
Laurentian Regional H.S.	Secretary	100%
Laurier Senior H.S.	Secretary	50%
Twin Oaks E.S.	Secretary	50%
Joliette H.S.	Document Technician	71%
Laval Junior H.S.	Document Technician	100%
Ste-Agathe Academy	Document Technician	57%
Joliette E.S.	Secretary	10 hours
Laurentia E.S.	Secretary	10 hours
Our Lady of Peace E.S.	Secretary	10 hours
Arundel E.S.	Office Agent Class II - Library	10 hours
Grenville E.S.	Office Agent Class II - Library	10 hours
Laurentia E.S.	Office Agent Class II - Library	10 hours
Morin Heights E.S.	Office Agent Class II - Library	10 hours
Mountainview H.S. (Batshaw)	Office Agent Class II - Library	10 hours
Our Lady of Peace E.S.	Office Agent Class II - Library	10 hours
Phoenix Alternative (Archive)	Office Agent Class II - Library	10 hours
Ste-Adèle E.S.	Office Agent Class II - Library	10 hours
Joliette E.S.	Office Agent Class II - Library	15 hours
Rawdon Middle School	Office Agent Class II - Library	15 hours

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Carolyn Curiale, Mario Di Domenico, Robert Dixon, Nick Milas, Steve Mitchell, Tom Mouhteros, Albina Pace, Nancy Rupnik, Edward Turchyniak
Commissioners voting NAY:	Georges Benoit, Steve Kmec, Peter MacLaurin, Grace Nesi, Merle Parkinson, William Pollock,

### 6.1.5 *Creation of Positions – Administrative Support Staff:*

**CC-090520-HR-0128**

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

Commissioner Mario Di Domenico MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board create the following positions, effective on 2009-07-01:

Place of Work	Classification	% of work
Material Resources	Secretary	60%
Twin Oaks E.S.	Secretary	10 hours
Joliette H.S.	Document Technician	43%
Laurier Senior H.S.	Document Technician	30%
Ste-Agathe Academy	Document Technician	43%
Joliette E.S.	Office Agent Class II - Library	5 hours
Laurentia E.S.	Office Agent Class II - Library	5 hours
Morin Heights E.S.	Office Agent Class II - Library	5 hours
Our Lady of Peace E.S.	Office Agent Class II - Library	5 hours
Rawdon Middle School	Office Agent Class II - Library	5 hours

**Carried unanimously**

The Chair called for a 10 minute break.

**TIME: 20:28 hours**

The meeting resumed.

**TIME: 20:40 hours**

## **6.2 SCHOOL ORGANIZATION**

### **6.2.1 Consultation on the Use of Rawdon Elementary & Middle School:**

The Director of School Organization presented and reviewed the upcoming consultation on the use of Rawdon Elementary & Middle School. A public meeting will be held on 2009-06-02 to present the consultation and its timeline. The official consultation will begin on 2009-10-05.

In response to a question from Commissioner Steve Kmec, the Director of School Organization advised that it is necessary for the School Board to consult on the use of a school as per the Education Act (R.S.Q., Chapter I-13.3).

#### **CC-090520-TS-0129**

WHEREAS Rawdon Elementary and Middle School currently enrolls students from kindergarten through to Secondary;

WHEREAS upon completion of Secondary 1 and 2 students from Rawdon Elementary and Middle School transfer to Joliette High School;

WHEREAS Secondary 1 and 2 curriculum needs can be addressed more completely in a setting where there is continuity for the students to transition into the second cycle of secondary enabling students to be more familiar with their environment, better acquainted with teachers and have greater access to the resources of a larger school, which Joliette High School can provide;

WHEREAS the School Organization Committee has reviewed the situation and has recommended that the School Board consult the Rawdon Elementary and Middle School and Joliette High School communities for its input on the proposed relocation of Secondary 1 and 2 students from Rawdon Elementary and Middle School to Joliette High School beginning in the 2010-2011 school year;

Commissioner Edward Turchyniak MOVED THAT, on the recommendation of the School Organization Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director General and the Director of School Organization to consult the Rawdon Elementary and Middle School and Joliette High School communities for its input on the proposed relocation of Secondary 1 and 2 students from Rawdon Elementary and Middle School to Joliette High School beginning in the 2010-2011 school year.

AND THAT a public meeting to be held on 2009-06-02 to advise the Rawdon Elementary and Middle School and Joliette High School communities of the upcoming consultation;

FURTHER THAT a formal consultation will begin on 2009-10-05 and end 2009-12-04.

**Carried unanimously**

## **7.0 INFORMATION ITEMS**

### **7.1 SWL Foundation:**

Commissioner Edward Turchyniak informed the Council that the sale of the Sir Wilfrid Laurier Foundation Lottery Tickets is going well. He also noted that tickets to "Lobster Tales" are now on sale for 150\$ each. The proceeds of this event will go towards the Career Exploration Lab and the Sir Wilfrid Laurier Foundation Bursary program.

### **7.2 Parent Commissioners Report**

Parent Commissioner Lisa Chartier noted that at the last meeting, the Parents Committee had a discussion concerning the dates of the Governing Board Workshops held by the Secretary General's office as the delegates would like to see the first one held as soon as possible after the election of the new members to the Governing Board in the Fall. The Parents Committee also reviewed the final version of its pamphlet and Hillcrest Academy brought forward a request that the School Board review its transportation policy.

She went on to note that a lengthy discussion was held concerning the School Board's decision to reduce library positions and the fact that there was no administrative representative at the meeting to respond to these concerns.

### **7.3 Report of the QESBA:**

The Chair reminded the Council that the QESBA/AAESQ Spring Conference is this coming weekend at the Hilton Québec.

### **7.4 Update on Enrolment 2009-2010:**

The Director of School Organization advised that enrolment is currently at 14 488 and that the kindergarten enrolment is very similar to 2008-2009. There are still concerns about the enrolment at Arundel, Grenville and Ste-Adèle Elementary Schools. The out-of-zone requests for the Laval elementary schools will be reviewed with the Principals to determine if space is available in the schools requested.

### **7.5 Career Exploration Lab Inauguration – Postponement:**

The Director of Adult & Vocational Education advised that the inauguration of the Career Exploration Lab has been changed to 2009-06-08 at 13:00 hours. The Ministre de l'Éducation, du Loisir et du Sport and the Mayor of the Ville de Laval will be present.

### **7.6 Code of Ethics:**

The Secretary General presented the final draft of the proposed by-law on the Code of Ethics for feedback from the Commissioners, noting that the code has been revised by the Communications, Public Relations and Corporate Affairs Committee, as the original dated back to 1998, when approved by the Provisional Council. This updated version includes the recent changes to the Education Act (R.S.Q., Chapter I-13.3).

Commissioner Nancy Rupnik, Chair of the Communications & Public Relations Committee, noted that the committee has vetted several versions of this document and supported this final draft version. This by-law needs to be adopted before the School Board can begin the engagement process for an Ethics Commissioner. The Quebec English School Boards Association (QESBA) has been approached



to assist its member boards in finding out if it would be possible for one Ethics Commissioner to be engaged to serve the needs of all the English school boards. Feedback on this by-law would be appreciated as soon as possible so that the final version may be brought to the 2009-06-23 meeting of the Council.

**8.0 QUESTION PERIOD:**

In response to questions from Guy Gagnon, a parent from St-Jude Elementary School, the Chair reminded those present that the decisions concerning the library personnel were made collaboratively and that the School Board is doing everything possible to maintain the quality of services to students and student success.

In response to a question from Silvana Di Medio, Chair of the Sir Wilfrid Laurier School Board Parents Committee, the Director General indicated that the schools affected by the reduction of a resource at the library will have the assistance of the School Board Librarian for maintaining the library and are asked to encourage volunteers. A meeting will be held with the schools affected in order to establish an implementation plan and receive feedback and ideas. This process will evolve and will be monitored closely.

**9.0 CORRESPONDENCE:**

The Chair drew the Council's attention to the various conference reports and other correspondence in the meeting package.

**10.0 VARIA:**

There was no varia.

**11.0 ADJOURNMENT OF MEETING:**

Commissioner Grace Nesi MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 21:11 hours**

**NEXT MEETING ⇨ REGULAR ⇨ 2009-06-23**