

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2011-03-30

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, 2011-03-30.

Present: Commissioners Steve Bletas, Chairman; Carolyn Curiale, Vice-Chairman; Georges Benoit, Mario Di Domenico, Robert Dixon, Nazario Facchino, Walter Fogel, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, Albina Pace, Mike Pizzola, Nancy Rupnik and Edward Turchyniak; Parent Commissioner Angelo Grasso; and Anne-Marie Lepage, Director General.

Also present were: Alain Guay, Assistant Director General; Marie-Claude Drouin, Secretary General; Gaëlle Absolonne, Director of School Organization; Johanne Brabant, Director of Adult & Vocational Education; Line Desgroseilliers, Director of Information Technology; Linda Di Domenico, Director of Human Resources; Daniel Hogue, Director of Material Resources; Stephanie Krenn, Director of Complementary Services; Livia Nassivera, Director of Financial Resources; Gerry Robillard, Director of Educational Services; and Jocelyne Thompson-Ness, Administrative Assistant. Several other persons were also in the audience.

Absent: Commissioners Merle Parkinson and William Pollock, and Parent Commissioner Roberto Bomba.

The Chairman called the meeting to order at 19:31 hours.

**1.0 ACCEPTANCE OF AGENDA:**

The following addition to the agenda was proposed:

**10.0 VARIA:**

10.1 School Lockdown Procedures.....INFO

Commissioner Nick Milas entered the meeting.

**TIME: 19:32 hours**

**CC-110330-CA-0063**

Commissioner Mike Pizzola MOVED THAT the agenda be approved as amended.

**Carried unanimously**

**2.0 APPROVAL OF MINUTES**

**CC-110330-CA-0064**

Parent Commissioner Angelo Grasso MOVED THAT the minutes of the REGULAR meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2011-02-23, 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>	Georges Benoit, Steve Bletas, Carolyn Curiale, Robert Dixon, Steve Kmec, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, Albina Pace, Mike Pizzola
<b>Commissioners ABSTAINING:</b>	Mario Di Domenico, Nazario Facchino, Walter Fogel, Nancy Rupnik, Edward Turchyniak

### 3.0 QUESTION PERIOD

There were no questions.

### 4.0 REPORT FROM THE CHAIRMAN:

#### 4.1 *Report from the Chairman:*

The Chairman advised the Council that last evening's Town Hall meeting had gone very well with stakeholders, including students, participating in the meeting at the Administration Centre and via video conference from Lachute and Rawdon. The theme of the evening was "How can the Sir Wilfrid Laurier School Board better reach out to you?" and for the breakout groups the following guiding questions were provided:

1. *The school board provides resources to the schools and looks forward to offering support in the development of the various initiatives.*
  - ❖ *In your opinion, how do you find this useful to the community?*
  - ❖ *How could the school board have a better impact?*
2. *The Sir Wilfrid Laurier School board has always believed that it takes a village to raise a child. Building relationships within our communities and seeking community involvement benefits students in all schools (urban and rural areas) and allows them to have access to all resources available.*
  - ❖ *In your opinion, do you see a value in having school boards and why?*
3. *School Boards are an important link throughout the province for the minority English speaking community.*
  - ❖ *Do you feel that the Sir Wilfrid Laurier School Board represents your voice and advocates for your needs and concerns in our regions and beyond? Please elaborate.*
4. *Last year, the Sir Wilfrid Laurier School Board examined ways to improve communication channels between the Board and our stakeholders (schools, employees, parents, communities, etc.) As a result, several new and varied initiatives were launched such as (E-News, Laurier News, Facebook page, and the revamping of our website, etc).*
  - ❖ *In your opinion, have these new tools been effective to reach out to our targeted audiences?*
  - ❖ *How could we further improve to increase awareness and visibility?*

He went on by welcoming Brandon Mignacca and Rigel Rafuse, students at Laurier Senior High School, to the meeting noting that these two students are both honour students, very involved in the school community and promising musicians who compose their own music and lyrics. He invited them to perform.

The performance by Brandon and Rigel was exceptional and very much appreciated by the Council and audience members.

The Chairman thanked Brandon and Rigel for their performance.

The Chairman called for a 5 minute break.

**TIME: 20:02 hours**

The meeting resumed.

**TIME: 20:11 hours**

The Chairman advised the Council that the video link between Souvenir Elementary School and the Montreal Children's Hospital is up and running making the Sir Wilfrid Laurier School Board one of the first to participate in virtual schooling. This program allows students who are on an extended hospital stay or receiving outpatient services to participate in their class with their regular classmates, which decreases loss of class time and keeps the students' involved with their class. He extended appreciation to Pratt & Whitney who donated the equipment to the hospital for this innovative program.

He went on to announce that Marcus Tabachnick, Chairman of the Lester B. Pearson School Board, has resigned his position as Chairman and Commissioner, effective 2011-04-01, for personal reasons. Mr. Tabachnick has been an ardent supporter of the Anglophone community and will be missed. A letter will be sent on behalf of the school board.

He continued commenting on a recent meeting of the English Chairs, several via video conference, with the Minister of Education, Leisure and Sports where the current issue of the school board taxation rate differences and its **effects** and how it can be resolved, were discussed at length. The Minister noted that this is a priority and hopes that a solution will be available prior to the 2012-2013 school tax billing period.

He further noted that the 2011-03-19 Quebec English School Boards Association (QESBA) Professional Development session via videoconference went very well and that the QESBA Spring Conference will be in Lac Leamey, Gatineau, on May 26 & 27, 2011.

The Chairman went on to note that the school board will be establishing a Student Advisory Council beginning in the 2011-2012 school year. This council will be comprised of students from the high schools. The premise of this group is to provide the viewpoint of students with respect to their education and environment.

He also announced that the school board has received a generous donation of hard cover books, approximately 30 000 to date, from Reader's Digest. He asked that a note of thanks be sent to the person(s) that made the school board aware of this wonderful opportunity and to Reader's Digest.

Commissioner Grace Nesi left the meeting.

**TIME: 20:26 hours**

Commissioner Grace Nesi returned to the meeting.

**TIME: 20:28 hours**

He went on to announce that on 2011-05-10 a Strategic Plan Focus Session is being planned to begin the process of amending the current plan. Session details will be provided when finalized.

In closing, the Chairman stated that the school board should be proud of its success, its students and its involvement in the community therefore, an effort should be made to publicize our achievements.

#### **4.2 Report of the Student Ombudsman:**

The Chairman advised the Council that the first report of the Student Ombudsman has been received and that a decision must be taken on the report.

Commissioner Carolyn Curiale MOVED THAT the Council go "in camera". **TIME: 20:34 hours**

**Carried unanimously**

The meeting resumed.

**TIME: 20:57 hours**

#### **CC-110330-CA-0065**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted by-law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or their Parents;

WHEREAS this by-law establishes the procedure for the intervention of the Student Ombudsman when all other avenues have been exhausted;

WHEREAS the parent of "Student AS" was dissatisfied with the outcome of a decision regarding "Student AS";

WHEREAS the parent of "Student AS" complained to the Student Ombudsman, such complaint being received on 2011-02-24 by the Student Ombudsman;

WHEREAS the complaint procedure, as established in the by-law, was respected;

WHEREAS the Student Ombudsman provided the Council of Commissioners with his opinion on the merit of the complaint;

WHEREAS the Student Ombudsman concludes that the transfer of "Student AS" was the appropriate decision for this student, based on sound educational evaluation and conclusions.

WHEREAS no corrective measures concerning the placement of "Student AS" have been proposed by the Student Ombudsman;

WHEREAS the Student Ombudsman also suggests that the school board continue to monitor closely the progress of "Student AS" and continue to seek positive communication with the family;

Commissioner Edward Turchyniak MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive the report of the Student Ombudsman regarding the complaint of parent of "Student AS".

AND THAT, after having reviewed this opinion, determines that no further action is necessary.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Georges Benoit, Steve Bletas, Carolyn Curiale, Mario Di Domenico, Robert Dixon, Nazario Facchino, Peter MacLaurin, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, Albina Pace, Mike Pizzola, Nancy Rupnik, Edward Turchyniak</b>
<b>Commissioners ABSTAINING:</b>	<b>Walter Fogel, Steve Kmec</b>

The Chairman noted that the Secretary General will advise the family of "Student AS" of the above decision and ensure that they receive a copy of the resolution and the report.

## **5.0 BUSINESS ARISING:**

### **5.1 2011-2012 Organizational Chart for Adult Education & Vocational Training:**

The Director General presented and reviewed the feedback received from the consultation with the Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association des cadres scolaires du Québec - Sir Wilfrid Laurier Chapter (ACSQ), on the 2011-2012 organizational chart of Adult Education & Vocational Training. The positions of the Assistant Director of Adult Education & Vocational Training and the Assistant Centre Director are to be abolished and two new positions of Centre Director are to be created and posted. This feedback has been incorporated into the 2011-2012 Administrative Organizational Chart.

In response to a question from Commissioner Walter Fogel, the Director General advised that if there are additional adult education or vocational training centres opened that the same position would be created.

In response to a comment from Commissioner Steve Mitchell, the Director General advised that the parameters for the funding of adult education and vocational training are very different to those for the youth sector, as it has its own financial envelope and rules.

## **CC-110330-HR-0066**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution CC-110223-HR-0058, mandating the Director General to consult on the proposed 2011-2012 Administrative Organizational Chart with changes to Adult Education & Vocational Training with the Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association des cadres scolaires du Québec - Sir Wilfrid Laurier Chapter (ACSQ);

WHEREAS the consultation period has ended, feedback was received from Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association des cadres scolaires du Québec - Sir Wilfrid Laurier Chapter (ACSQ) and subsequently reviewed;

Commissioner Albina Pace 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 2011-2012 Administrative Organizational Chart, as presented in document #SWLSB-2011/03/30-HR-001.

**Carried unanimously**

## **5.2 Partnership – LEARN, Giant Steps & SWL:**

The Director General presented and reviewed the proposed partnership agreement with LEARN and Giant Steps for students with autism noting that the document will make the partnership official.

In response to a question from Commissioner Edward Turchyniak, the Director General advised that the partnership is based on existing resources between the partners and it is more of an exchange of existing resources, expertise and to provide support.

### **CC-110330-CA-0067**

WHEREAS the vision and mission of the school board are the driving forces used to bring about the best educational opportunities for our students and staff;

WHEREAS the Chairman of the Sir Wilfrid Laurier School Board has established contacts with LEARN and Giant Steps in order to bring positive benefits to our organization through collaborative efforts;

WHEREAS a task force involving representatives of each organization was put in place and met to explore tangible avenues for partnership;

WHEREAS through this special partnership, greater sharing of resources, expertise and opportunities for growth would be possible for our autistic clientele, their parents, and the staff servicing this segment of our student population;

WHEREAS this partnership could lead to sharing of expertise and resources beyond our school board limits with the assistance of LEARN;

Commissioner Peter MacLaurin MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board enter into a partnership with Giant Steps and LEARN to share, learn and grow together as a professional learning community in the area of Autism.

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

**Carried unanimously**

## **6.0 DECISION ITEMS:**

### **6.1 ADULT EDUCATION & VOCATIONAL TRAINING**

#### **6.1.1 Policy – Evaluation of Learning in Adult Education & Vocational Training:**

The Director of Adult Education & Vocational Training presented the proposed policy on the evaluation of learning in adult education and vocational training noting that a 60-day consultation period will take place.

**CC-110330-AE-0068**

WHEREAS the Education Act (R.S.Q., Chapter I-13.3) requires that the Ministère de l'Éducation, du Loisir et du Sport (MELS) establish a Basic Regulation for Vocational Training and a Basic Regulation for Adult Education;

WHEREAS under these Basic Regulations it is necessary for an Adult Education & Vocational Training service to establish a policy on the evaluation of learning;

Commissioner Nazario Facchino MOVED THAT, on the recommendation of the Adult Education & Vocational Training Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the proposed policy #2011-AE-01: Evaluation of Learning in Adult Education & Vocational Training.

AND THAT this proposed policy be subject to a 60-day consultation.

**Carried unanimously**

<b>6.2 MATERIAL RESOURCES</b>
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**6.2.1 Engagement of Contractor – Construction New School in Joliette:**

The Director of Material Resources presented and reviewed the tenders received for the engagement of a contractor for the new Joliette Elementary School noting that the lowest conformable bidder was Construction De Castel.

The Council entered into discussion and there were many questions concerning the contractor, the difference in the bids received, when the school will open, etc.

The Director of Material Resources noted that the contractor selected usually does large projects such as shopping centres and of the eight bids received 3 were close but the remainder were high and could not be considered. With respect to the project being completed at an earlier date, which is always a possibility, discussions would have to be held with the Principal, Governing Board and the school board to ensure that this would be in the best interest of the school community.

The Director General left the meeting.

**TIME: 21:17 hours**

The Chairman noted that the following resolution is concerning the engagement of the contractor and that other aspects of the project can be discussed at the next Material Resources Committee meeting.

**CC-110330-MR-0069**

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the construction of a new elementary school in Joliette;

WHEREAS the Sir Wilfrid Laurier School Board has received authorization from the Ministère de l'Éducation, du Loisir et du Sport (MELS) to build a new school in Joliette;

WHEREAS tenders were received and opened on 2011-03-25;

WHEREAS the conformability of the lowest bidder has been verified by the Architect of the project;

Commissioner Tom Mouhteros MOVED THAT, on the recommendation of the Director of Material Resources and pending the final authorization from the Ministère de l'Éducation, du Loisir et du Sport (MELS), the Council of Commissioners of the Sir Wilfrid Laurier School Board award the construction contract for the new Joliette Elementary School to **Construction De Castel** for the total amount of 4 315 567,00\$, (4 916 509,70\$ 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 her absence or with her knowledge the Assistant Director General, be authorized to sign all documentation concerning this construction contract.

**Carried unanimously**

### **6.2.2 Renewal of Lease – CDC Laurier-Repentigny:**

The Director of Material Resources commented on the proposed renewal of the lease for the CDC Laurier-Repentigny noting that the new 5-year lease will be under the same terms and conditions.

#### **CC-110330-MR-0070**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution #060927-MR-0027, whereby it entered into a five-year lease agreement, with a renewal option, with Immeuble 454 St-Paul S.N.C. for the rental of space at 454, rue Saint-Paul, Repentigny, QC, to establish an Adult Education & Vocational Training Centre;

WHEREAS Material Resources and Adult Education & Vocational Training Departments and Committees have agreed that it would be in the best interest of the school board to renew the lease for the next 5-years;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Material Resources Committee and the Adult Education & Vocational Training Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board renew the current lease and enter into a five-year lease agreement from 2011-10-01 to 2016-09-30 with Immeuble 454 St-Paul S.N.C. for the rental of space at 454, rue Saint-Paul, Repentigny, QC, for the continued operation of the CDC Laurier-Repentigny.

AND THAT for the 2011-2012 school year a lease payment of 61 254,60\$ before taxes (69 784,30\$, all taxes included) be approved.

AND THAT for the years 2012-2013, 2013-2014, 2014-2015 and 2015-2016 the annual cost be increased in accordance with the Consumer Price Index (Indice des prix à la consommation (IPC)).

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

**Carried unanimously**

## **6.3 INFORMATION TECHNOLOGY**

### **6.3.1 CLC Joliette:**

The Director of Information Technology advised the Council that the Sir Wilfrid Laurier School Board has been approved by the Ministère de l'Éducation, du Loisir et du Sport (MELS) for phase III of the Community Learning Centre (CLC) initiative and that the newest CLC will be located at Joliette High School. She noted that there is funding in the amount of 185 000\$ which includes a start up allocation, the video-conferencing equipment, and provisions for salaries. With the approval of this CLC the Sir Wilfrid Laurier School Board will now have a centre in each of its three regions: Laval, Laurentides and Lanaudière.

The Director General returned to the meeting.

**TIME: 21:21 hours**

#### **CC-110330-IT-0071**

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has introduced a third phase of development of the Community Learning Centres (CLC) as a means to support the English speaking community in Québec;

WHEREAS the Sir Wilfrid Laurier School Board supports the initiative of the Ministère de l'Éducation, du Loisir et du Sport (MELS) in establishing Community Learning Centres (CLC) in public schools to assist these schools in becoming centres for community-based activity and complementary services;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has approved the establishment and funding, of a Community Learning Centre (CLC) at Joliette High School.;

WHEREAS the 185 000\$ of funding to be received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) includes a start up allocation, the video-conferencing equipment, and provisions for salaries;

WHEREAS the Sir Wilfrid Laurier School Board commits to providing financial support in investment or in kind for the full implementation of the program;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approves the Community Learning Centre (CLC) project for Joliette High School.

AND THAT the Sir Wilfrid Laurier School Board agree to support the Community Learning Centre (CLC) project for Joliette High School in the manner established by the Ministère de l'Éducation, du Loisir et du Sport (MELS).

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

**Carried unanimously**

In response to a question from the Chairman, the Director of Information Technology indicated that the installation of the CLC in Joliette should progress quickly.

## **6.4 COMMUNICATIONS & CORPORATE AFFAIRS**

### **6.4.1 CRE Laval – Regional Youth Entente:**

The Secretary General advised the Council that the Sir Wilfrid Laurier School Board currently has an entente with the CRE Laval, which is due to expire shortly, and that this is a renewal.

#### **CC-110330-CA-0072**

WHEREAS the Sir Wilfrid Laurier School Board has a signed entente with several partners including the Conférence régionale des élus de Laval (CRE-Laval), Ville de Laval, Commission scolaire de Laval and CEGEP Montmorency, concerning the "Regional Youth Entente" for community volunteer work, as per resolution #060426-CA-0187;

WHEREAS it has been determined that this "Regional Youth Entente" is beneficial to the students of the Sir Wilfrid Laurier School Board in heightening their community action awareness;

WHEREAS the entente is coming up for renewal;

Commissioner Grace Nesi MOVED THAT, on the recommendation of the Communications & Public Relations Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board advise the Conférence régionale des élus de Laval (CRE-Laval), of its intent to renew the entente in order to continue to be a full participant in the "Regional Youth Entente", effective immediately.

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

**Carried unanimously**

## **7.0 INFORMATION ITEMS**

### **7.1 SWL Foundation:**

Commissioner Edward Turchyniak advised that the Sir Wilfrid Laurier Foundation will be holding a reflection session on 2011-04-09 to review what has been achieved to date and to look at future directions.

He went on to note that the next event will be the "Laurier Lobster Shack" on 2011-06-16 at the Château Royal. The cost of the event will be 150\$ per person.

### **7.2 Parent Commissioners Report**

Parent Commissioner Angelo Grasso commented on the last meeting of the Parents Committee noting the introduction of William Hartzog, Student Ombudsman; the presentation of the Guidelines for contractors when in schools, the 2011-2012 budget building process, the deeds of establishment and 3-year plan and several concerns at various schools.

He went on to note that he had received an invitation from Crestview Elementary School to participate in an Autism Awareness Run/Walk on April 21, 2011 from 10:00 – 11:30 a.m. This is a great initiative by the school and the students and organizers should be honoured. He asked that the Council consider inviting some of the students and organizers to a Council meeting to be honoured for this great initiative.

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

There was no report.

## **8.0 QUESTION PERIOD:**

There were no questions.

## **9.0 CORRESPONDENCE:**

The Chairman drew attention to the correspondence in the meeting package.

## **10.0 VARIA:**

### **10.1 School Lockdown Procedures:**

Parent Commissioner Angelo Grasso noted that at the last meeting of the Parents Committee a question was raised concerning school lockdown procedures in case of an incident similar to the Dawson College shooting. Each member was asked to find out what procedures are used at their school and to report back at the 2011-04-07 meeting.

The Assistant Director General advised that there are procedures for this type of incident but that they have most probably not been discussed at the Governing Board level. He noted that he will look into this matter as there should be a procedure sheet posted in each classroom and the staff room. He also noted that some municipalities require that the schools practice emergency procedures and that for others it is not protocol.

The Council entered into discussion and it was suggested that the police of the municipalities that do not require that schools practice emergency procedures be invited to meet and discuss the possibility of implementing this practice.

The Chairman recommended that this be an agenda item at the next meeting of the Material Resources Committee and that if there are any suggestions or recommendations that the normal process be followed.

In response to a request from Parent Commissioner Angelo Grasso, the Assistant Director General noted that he would attend the 2011-04-07 meeting of the Parents Committee to address lockdown procedures.

In response to a question from Commissioner Peter MacLaurin, the Chairman indicated that the school board has received several letters from taxpayers who are not happy with the current school board tax rate situation.

**11.0 ADJOURNMENT OF MEETING:**

Commissioner Carolyn Curiale MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 21:37 hours**

**NEXT MEETING ⇔ REGULAR ⇔ 2011-04-27**

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**Marie-Claude Drouin, Secretary General**

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**Steve Bletas, Chairman**