

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2012-02-29

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, 2012-02-29.

Present: Commissioners Steve Bletas, Chairman; Carolyn Curiale, Vice-Chairman; Georges Benoit, Mario Di Domenico, Robert Dixon, Walter Fogel, Steve Kmec, Nick Milas, Steve Mitchell, Tom Mouhteros, Grace Nesi, Albina Pace, Merle Parkinson, William Pollock, and Nancy Rupnik; Parent Commissioners Roberto Bomba and Angelo Grasso and Robert Vallerand, Director General.

Also present were: Clifford Buckland, Interim Assistant Director General; Marie-Claude Drouin, Secretary General; Gaëlle Absolonne, Director of School Organization; Johanne Brabant, Strategic Plan Advisor; Line Desgroseilliers, Director of Information Technology; Heather Halman, Director of Adult Education & Vocational Training; 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: Commissioner Nazario Facchino, Peter MacLaurin, Mike Pizzola and Edward Turchyniak

The Chairman called the meeting to order at 19:40 hours.

The Chairman welcomed Cora Amenta, Murielle Beaulieu, Attendants for the Handicapped and Marilyn Silverman, Special Education Technician, from Crestview Elementary School, who will all be receiving a "Caregiver of Inspiration Award" this spring. He informed the Council that these ladies were nominated for this award by a parent of one of their students due to their never ending patience and dedication to the students in their care. These ladies work under the direction of Gloria Mac Lean, teacher, and are supported by Mary-Helen Goyetche, Principal.

The Chairman extended congratulations and appreciation, on behalf of the Council of Commissioners, to Ms. Amenta, Ms. Beaulieu, and Ms. Silverman, for their commitment to their students and to the school board.

A certificate presentation and photos followed.

1.0 ACCEPTANCE OF AGENDA:

CC-120229-CA-0076

Commissioner Steve Mitchell MOVED THAT the agenda be approved as presented in document #SWLSB-2012/02/29-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES

CC-120229-CA-0077

Commissioner George Benoit MOVED THAT the minutes of the REGULAR meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2012-01-25, having been received by all members prior to this meeting, be approved as presented.

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

3.0 QUESTION PERIOD

In response to several questions and concerns expressed by Anna Villalta, President of the Sir Wilfrid Laurier Administrators Association (SWLAA); the Chairman indicated that he understands why the group did not attend the Focus Session for the Strategic Plan given that they had already been involved at several levels and contributed to the development of the new strategic plan.

He went on to note, in response to one of the questions, that the school board has always tried to be as transparent as possible and do whatever is necessary to ensure that services to the students are not compromised and will again do what it can to prevent a reduction in services to students given the anticipated budget compressions. A caucus of the Council and Directors will be called after the March break and the evening will be spent looking at how the school board can find the anticipated 1 600 000\$ budget compression and validate the reason for each compression.

4.0 REPORT FROM THE CHAIRMAN:

4.1 *Report from the Chairman:*

The Chairman advised the Council that the Director General had attended Canada's Outstanding Principal Award 2012 ceremonies in Toronto, Ontario on 2012-02-28, to see Nancy Bennett, Principal of Grenville Elementary School, receive her award.

The Director General informed the Council that besides the award ceremony there were sessions for both the award recipients and the Directors General at the Rothman School of Business at the University of Toronto. It was a wonderful opportunity to meet other educators from across Canada, including those from the First Nations, as it allowed for an exchange of information and insight as what issues other school boards are facing and what they do to resolve these issues. These exchanges made it apparent that many school boards face the same issues on a daily basis across the country, i.e. declining enrolment, new governance structures, bullying, etc.

He also noted that, for the first time, a Principal from a federally funded Aboriginal school was honoured at this event.

Mrs. Bennett is now on a week long seminar as part of receiving this award. She has made contact with a fellow colleague from Nunavut and they are making plans for some video conference sessions between their schools.

He further noted that Mrs. Bennett was nominated by the employees of Grenville Elementary School for this award and that he hopes to see other Principals within the Sir Wilfrid Laurier School Board nominated for this award.

The Chairman advised that there would be a Focus Session for Commissioners and Directors on 2012-03-24 and the topic for the day will be bullying and the implications of Bill 56: *An Act to prevent and deal with bullying and violence in schools*. The Interim Assistant Director General will be the facilitator for the day and Alissa Sklar, Educational Consultant and founder of www.risk-within-reason.com; has been invited as the guest speaker.

The Interim Assistant Director General indicated that in the morning Ms. Sklar would present the same program as she presented to the Principals this month and that the afternoon would be spent looking at Bill 56 to understand it, its implications and how it can be used to formulate a suitable policy for the Sir Wilfrid Laurier School Board.

The Chairman informed the Council that two meetings of the Task Force on the Future of School Boards have taken place. A marketing action plan is being developed and will highlight the role of the Sir Wilfrid Laurier School Board within the plan using elements from the survey conducted for the 2012-2017 Strategic Plan to provide a focal point for the marketing action plan. The plan will provide a venue to showcase the school board.

He went on to note the following:

- the open discussion with the Governing Board Chairs scheduled to take place after the March break;
- the Canadian School Boards Association (CSBA) 2012 Congress being hosted in Québec on July 5 & 6, 2012; and that Commissioners are to advise Jocelyne Thompson-Ness if they are planning on attending so that arrangements can be made;
- the posting of the position of the Assistant Director General, internally and externally, from 2012-03-19 to 2012-03-30, and the subsequent Selection Committee process so that a recommendation can be made at the 2012-04-25 meeting of the Council;
- a meeting with Raymond Chabot Human Resources Inc. , the firm that will be assessing candidates for the Assistant Director General position; and
- upcoming advertising for Vocational Education, highlighting what is offered and the benefits of the courses.

4.2 Report of the Director General:

The Director General advised the Council that the Chairmen, Vice-Chairmen and the Directors General met in mid-January to discuss the budget compressions and the potential mergers. The Directors General were mandated to look at what services can be amalgamated but not to discuss mergers as this is a political issue. Those boards that wish to initiate a merger are being encouraged by the Ministère de l'Éducation, du Loisir et du Sport (MELS).

A meeting of the Directors General is being held at the end of this week and the results of their findings from the mandate given will be presented. A position is being established in case a call to come to Québec is received prior to the tabling of the provincial budget.

The Chairman advised that an invitation has been received from the Minister of Education, Leisure & Sport to attend an event and that during this event time will be made for him to have a conversation with her.

5.0 BUSINESS ARISING:

There was no business arising.

6.0 DECISION ITEMS:

6.1 HUMAN RESOURCES

6.1.1 Posting of Position – Assistant Director General:

The Chairman reviewed the resolution concerning the posting of the position of Assistant Director General and provided information on how the selection process would be conducted.

In response to a question from Commissioner Tom Mouhteros, the Chairman advised that if during the selection process a candidate for the position is not found the position will be re-posted.

CC-120229-HR-0078

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution #CC-120125-HR-0072, maintaining the appointment of the Interim Assistant Director General until 2012-06-30;

WHEREAS the position of Assistant Director General must be posted, applications received and the selection process concluded;

Commissioner Nancy Rupnik MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners mandates the Director General to proceed with the posting of the position of Assistant Director General from 2012-03-19 until 2012-03-30, inclusive.

AND THAT the Council of Commissioners mandates the Chairman to strike a Selection Committee comprised of the Director General and a panel of Commissioners.

FURTHER THAT this Selection Committee proceed to the interviews and that a recommendation be brought to the 2012-04-25 meeting of the Council of Commissioners.

Carried unanimously

6.2 FINANCIAL RESOURCES

6.2.1 2011-2012 Revised Budget:

The Director of Financial Resources presented and reviewed the 2011-2012 revised budget noting the various changes due to an increase in enrolment from what was projected, the potential Ministère de l'Éducation, du Loisir et du Sport (MELS) claw backs, unconfirmed funding from the MELS, additional teacher posts, the significant increase in the special needs budget as there are approximately 818 students requiring services, and areas of concern, such as the impending budget compression of 1 600 000\$ for this board. Preliminary discussions are taking place at the Directorate level concerning these impending compressions.

She went on to note that all of the services are trying to maintain expenses at a low level wherever possible. Work has begun on the 2012-2013 budget.

In response to a question from Commissioner Steve Kmec, the Chairman noted that the current deficit is 1 300 000\$ and that the 1 600 000\$ are the predicted budget compressions for 2012-2013.

In response to a question from Commissioner Steve Mitchell, the Director of Financial Resources noted that the set up costs for the Carpentry Program at CDC Laurier-St-Eustache are being amortized.

CC-120229-HR-0079

Commissioner William Pollock 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 approve the **revised budget for 2011-2012**.

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

6.3 SCHOOL ORGANIZATION & TRANSPORTATION

6.3.1 2012-2013 Deeds of Establishment & Three-Year Plan:

The Director of School Organization presented and reviewed the 2012-2013 Deeds of Establishment & Three-Year Plan noting that the document is subject to a 60 day consultation.

In response to several questions from the Council, the Director of School Organization advised that any corrections be sent to her in writing and she would ensure that the corrections are made for the final presentation of the policy.

CC-120229-CA-0080

WHEREAS section 211 of the Education Act (R.S.Q., chapter I-13.3) requires the school board each year to 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;

Commissioner Merle Parkinson MOVED THAT, on the recommendation of the School Organization Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle proposed policy #2012-CA-02: Deeds of Establishment and Three Year Plan for Allocation and Destination of Immovables.

AND THAT this policy be subject to a consultation beginning on 2012-03-01 and ending on 2012-05-04.

Carried unanimously

6.4 MATERIAL RESOURCES

6.4.1 Engagement of Professionals – Measures 50690 & 30850:

The Chairman informed the Council that the architects being recommended in the following resolution have previously worked with this school board.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake renovation projects at Laurier Senior / Mother Teresa and Rosemere High Schools;

WHEREAS the Ministère de l'Éducation, du Loisir et du sport (MELS) has adopted Measures 50690, and 30850 to assist school boards with the repair and maintenance of its buildings;

MEASURE 50690	<i>Repair and maintenance of buildings) "Maintien des bâtiments" (MELS)</i>
MEASURE 30850	<i>(Improvement of handicap accessibility) "Amélioration de l'accessibilité des immeubles aux personnes handicapées" (MELS)</i>

WHEREAS the selection committee has reviewed the list of professionals and is recommending the nominations as presented;

Commissioner Steve Kmec MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the engagement of the following architects to prepare the drawings, plans and tender specifications for the projects listed below:

SCHOOL	\$	PROJECT	MEASURE	PROFESSIONALS
Laurier Senior / Mother Teresa High School	\$1,200,000	Washrooms & Auditorium Renovation	50690	ANIS NAZAR
Rosemere High School	\$120,280	Elevator	30850	UN ARCHITECTE

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, public tenders be called for the services of contractors.

Commissioner Robert Dixon asked that the resolution be amended by adding the signing clause at the end of the resolution. Commissioner Steve Kmec accepted the amendment.

CC-120229-MR-0081

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake renovation projects at Laurier Senior / Mother Teresa and Rosemere High Schools;

WHEREAS the Ministère de l'Éducation, du Loisir et du sport (MELS) has adopted Measures 50690, and 30850 to assist school boards with the repair and maintenance of its buildings;

MEASURE 50690	Repair and maintenance of buildings) "Maintien des bâtiments" (MELS)
MEASURE 30850	(Improvement of handicap accessibility) "Amélioration de l'accessibilité des immeubles aux personnes handicapées" (MELS)

WHEREAS the selection committee has reviewed the list of professionals and is recommending the nominations as presented;

Commissioner Steve Kmec MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the engagement of the following architects to prepare the drawings, plans and tender specifications for the projects listed below:

SCHOOL	\$	PROJECT	MEASURE	PROFESSIONALS
Laurier Senior / Mother Teresa High School	\$1,200,000	Washrooms & Auditorium Renovation	50690	ANIS NAZAR
Rosemere High School	\$120,280	Elevator	30850	UN ARCHITECTE

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.

AND THAT, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors.

FURTHER THAT the Chair, and in his absence or with his knowledge the Vice-Chair, as well as the Director General, and in his absence or with his knowledge the Assistant Director General, be authorized to sign all documentation concerning this allocation of sale proceeds.

Carried unanimously

6.4.2 Engagement of Contractor – Server Room Air Conditioning:

The Director of Information Technology advised the Council that during the 2011 March break there was a crisis in the server room whereby the temperature rose to 98°F, a situation that could have been damaging for the building. Given that the air conditioning unit needs to be replaced as it is no longer big enough to handle the heat exiting the servers. The funds for this purchase have been reserved within the capital budget.

CC-120229-MR-0082

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-110629-MR-0102 approving the 2011-2012 capital priorities for its schools and centres

which included the purchasing and installation of air conditioning units for the server room at the administrative centre;

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;

WHEREAS public tenders were called and subsequently opened on 2012-02-28;

WHEREAS the conformability of all bidders has been verified by the Engineer of the project;

Parent Commissioner Roberto Bomba MOVED THAT, on the recommendation of the Assistant Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the purchasing and installation of air conditioning units for the server room at the administrative centre **Le Groupe Mécaplus Inc.**, for a total cost of 198 391,93\$, before taxes, (228 101,13\$, 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 Assistant Director General, be authorized to sign all documentation concerning this allocation of sale proceeds.

Carried unanimously

6.5 INFORMATION TECHNOLOGY

6.5.1 GRICS Voting Delegates:

The Director of Information Technology advised that the delegate and alternate delegate to the GRICS need to be revised due to the **replacement** of the Director General.

CC-120229-IT-0083

WHEREAS the Sir Wilfrid Laurier School Board is a member of the Société de gestion du réseau informatique des commissions scolaires (GRICS);

WHEREAS the membership agreement stipulates that the school board must name an official delegate to act on its behalf;

Commissioner Mario Di Domenico MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name **Robert Vallerand**, Director General, as the official delegate of the Sir Wilfrid Laurier School Board to the Société de gestion du réseau informatique des commissions scolaires (GRICS) for all Annual General Meetings and to exercise the powers inherent.

AND THAT if the official delegate is absent or unable to act, **Line Desgroseilliers**, Director of Information Technology, be named as alternate delegate of the Sir Wilfrid Laurier School Board to the Société de gestion du réseau informatique des commissions scolaires (GRICS) for all Annual General Meetings.

FURTHER THAT this resolution cancels and replaces any other resolution naming an official delegate to the Annual General Meetings of the Société de gestion du réseau informatique des commissions scolaires (GRICS).

Carried unanimously

7.0 INFORMATION ITEMS

7.1 Reports of Committee Chairs:

7.1.1 Communications & Public Relations

The report of the Chairman of the Communications & Public Relations Committee commented on its meeting of 2012-02-20 noting the results of the recent Strategic Plan survey that was sent to parents and employees, the World Café Focus Session for Sir Wilfrid Laurier School Board stakeholders to begin establishing the 2012-2017 Strategic Plan, the upcoming Montreal Regional Science & Technology Fair being hosted by Laval Junior and Laval Liberty High Schools from March 18 – 20, 2012, Bill 56, and the revision of the Code of Ethics & Professional Conduct for Commissioners

7.1.2 Information Technology

The report of the Chairman of the Information Technology Committee highlighted discussions from its last meeting noting EXOEDU/LEARN Project and École branchée 2.0 as it relates to Measure 50680.

7.1.3 Material Resources

The report of the Chairman of the Material Resources Committee commented on its meeting of 2012-02-08 noting discussions on the final version of the Sustainable Development Policy

7.2 SWL Foundation:

The Chairman advised that the Sir Wilfrid Laurier Foundation is currently organizing its Laurier Star Fest and the schools have been asked to nominate students for auditions to perform. The deadline for nominations is 2012-03-19.

Other Foundation planning includes the 2012-06-14 Lobster Fest and another lottery to be launched within the next year.

7.3 Parent Commissioners Report

The report of the Parent Commissioners noted that at its last meeting the Parents Committee invited the President of the EPCA to the 2012-03-01 meeting to have an open discussion to better understand the objectives of this group. Discussion also took place on the Parents' Committee bus safety objective for the 2011-2012 school year, the consultation received for the 2012-2013 Budget Building Process, the Outstanding Effort Award, and the Strategic Plan Focus Session attended by six (6) members of the Parents Committee.

7.4 Report of the QESBA:

Commissioner Carolyn Curiale encouraged the Council to attend the Canadian School Boards Association (CSBA) 2012 Congress being held in Québec in July 2012 as it will be a good event with many interesting keynote speakers and workshops. The organization group has advised that Canada's Governor General will be delivering a pre-recorded message at the opening of the event. This is a significant moment as the CSBA has never received any acknowledgement from this office.

8.0 QUESTION PERIOD:

There were no questions.

9.0 CORRESPONDENCE:

The Chairman drew the Council's attention to the various correspondence contained in the package.

10.0 VARIA:

There was no varia.

11.0 ADJOURNMENT OF MEETING:

Commissioner Carolyn Curiale MOVED adjournment of the meeting.

Carried unanimously

TIME: 20:44 hours

NEXT MEETING ⇨ REGULAR ⇨ 2012-03-28

