



Council Highlights February 28, 2018

The Council adopted the following resolution:

Employee Evaluation Policy
WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-171025-HR-0040: authorizing for consultation the proposed Employee Evaluation Policy;

CC-180228-HR-0078

WHEREAS the consultation period expired on December 4, 2017, and feedback was received on the Employee Evaluation Policy and taken into consideration;

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2017-HR-10: Employee Evaluation Policy.

Carried unanimously

Extension of Local Arrangements – Laurier Teachers Union

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-171213-HR-0062 extending the Local Arrangements between the Sir Wilfrid Laurier School Board and the Laurier Teachers' Union until April 1, 2018;

CC-180228-HR-0079

WHEREAS these Local Arrangements need to again be extended in order for the Laurier Teachers Union (LTU) to complete its consultation of members and to allow the Sir Wilfrid Laurier School Board and the Laurier Teachers' Union to draft the text of said arrangements;

Commissioner Peter MacLaurin MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners approve the extension of the Local Arrangements between the Sir Wilfrid Laurier School Board and the Laurier Teachers' Union to June 30, 2018.

Carried unanimously

Policy Governing the Disclosure of Wrongdoings

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-171213-CA-0059: authorizing for consultation the proposed policy Governing the Disclosure of Wrongdoings;

CC-180228-CA-0080

WHEREAS the consultation period expired on January 12, 2018, and feedback was received on the policy Governing the Disclosure of Wrongdoings and taken into consideration;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Governance and Ethics Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2018-CA-23: Policy Governing the Disclosure of Wrongdoings and its procedure.

Carried unanimously

Report of Appeals Review Committee

WHEREAS "Student A" currently attends Hillcrest Elementary School and resides within the school zone for that school;

CC-180228-CA-0081

WHEREAS the parent submitted a request in January 2016 for a closer bus stop for the transportation of "student A" to the school currently attended in the Sir Wilfrid Laurier School Board (SWLSB);

WHEREAS the parent's requests to change the bus stop location for "student A" in January 2016, March 2016 and November 2016 were carefully analyzed by different directors and departments and were all refused;

WHEREAS the parent of "Student A" also submitted a request and has completed the necessary documentation under policy #2000-CA-03: Reconsideration of a decision affecting a student (the Policy), requesting to have a revision of the transportation services offered to "Student A";

WHEREAS the case of "Student A" has been reviewed by the Director General and the parents of "Student A" were informed on 2017-08-18 via e-mail that the administrative decision to decline a request for change in bus stop for the transportation service;

WHEREAS the Appeals Review Committee (the Committee) of the Sir Wilfrid Laurier School Board met on 2018-01-30 to examine the request of the parent of "Student A" to have a revision of the transportation services that were offered to "Student A" at the SWLSB;

WHEREAS the parent was invited to the meeting of the Committee to present the position of the family vis-à-vis her initial request for a modification in bus stop;

WHEREAS the Committee considered the request of the parent said modification for transportation and analyzed all pertinent information;

WHEREAS the challenges presented by the parent supporting the requests refer to issues which do not fall under the responsibility of the SWLSB;

WHEREAS the Committee noted that the current location of the bus stop respect policy no 1999-TS-01: Transportation Policy and Procedures Manual;

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Appeals Review Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board resolves that there be no modification of bus stop for the transportation of "Student A" of the Sir Wilfrid Laurier School Board.

Carried unanimously

Amendments to By-Law Establishing Procedures for the Examination of Complaints from Students or Their Parents

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-100623-CA-0147, approving By-Law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or Their Parents;

WHEREAS it is necessary to amend said by-law in order to reflect the current realities of complaint process of the Sir Wilfrid Laurier School Board;

CC-180228-CA-0082

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Governance and Ethics Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve for consultation the amendments to By-Law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or Their Parents;

AND THAT the Council of Commissioners authorize a 30-day consultation period beginning on March 12, 2018 and ending on April 10, 2018 with the Parents Committee, Governing Boards and the Student Ombudsman.

Carried unanimously

Naming of the SWLSB-
CSSMI Vocational Training
Centre

CC-180228-CA-0083

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-130925-AE-0019, entering into an entente with the Commission Scolaire de la Seigneurie-des-Mille-Iles that encompassed the planning of the facility, equipment, revenues and expenses associated with the realization of a new Multi Service Centre for the Laurentian region, currently known as the Centre de formation professionnelle CSSMI - CSSWL;

WHEREAS the centre opened in September 2017;

WHEREAS the Governing Board of the centre has applied the procedure of the CSSMI for choosing a name (*Procédure relative à l'adoption du choix du nom d'un nouvel établissement ou le changement de nom d'un établissement existant*);

WHEREAS the Governing Board of the centre held a contest with its students and employees to find a name to reflect its vocation;

WHEREAS the Governing Board of the centre reviewed the results of the contest and has recommended the following names, in priority order

- (1) Centre de formation Construc-Plus Vocational Centre
- (2) Centre de formation Expérience-Construction Vocational Centre

WHEREAS the Council of Commissioners of the Commission Scolaire de la Seigneurie-des-Mille-Iles, at its meeting of February 27, 2018, assigned the names of Centre de formation Construc-Plus and Centre de formation Construc-Plus Vocational Centre to the Centre de formation professionnelle CSSMI – CSSWL;

Commissioner Guy Gagnon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board support the decision of the Commission Scolaire de la Seigneurie-des-Mille-Iles and assign the names of Centre de formation Construc-Plus and Centre de formation Construc-Plus Vocational Centre to the building located at 246, Allée du Golf, Saint-Eustache (Québec);

AND THAT the deed of establishment and three year plan be modified to reflect the centre's new name.

Carried unanimously

Budget Building
2018-2019

CC-180228-FR-0084

WHEREAS the Sir Wilfrid Laurier School Board is commencing its budget building process for the 2018-2019 school year;

WHEREAS section 275 of the Education Act requires that a school board make public the objectives and principles governing budget allocations;

WHEREAS the Sir Wilfrid Laurier School Board has drafted its "Budgetary Process 2018-2019";

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the "Budgetary Process 2018-2019", as contained in document #SWLSB-2018/02/28-FR-001;

AND THAT the Council of Commissioners authorize a 45-day consultation period beginning on March 1, 2018 and ending on April 16, 2018 with the Governing Boards, Parents Committee, Association québécoise des cadres scolaires – SWL Chapter (AQCS) and the Sir Wilfrid Laurier Administrators Association (SWLAA).

Carried unanimously

Change Orders –
renovation Project – Our
Lady of Peace ES –
Change Order #8

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0078, awarding the contract for the complete interior renovation project at Our Lady of Peace Elementary School to Corporation de construction Germano, for a total cost of 1 668 099,00\$, before taxes, (1 917 896,83\$, all taxes included);

CC-180228-MR-0085

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board has approved the following change orders:

Resolution #	Purpose of Change Orders	Change Orders Cost (tax included)	New Budget (tax included)
EC-170927-MR-0004	Asbestos removal from the mechanical room ceiling as well as modifications (door hardware and furniture) and addition of two lockers	18 725,04\$	1 936 621,87\$
EC-171025-MR-0011	Various modifications in the mechanical and electrical systems, as well as modifications to the roof parapets and various architectural changes inside the building	35 522,18\$	1 972 144,04\$
EC-171122-MR-0024	Replacement of ceiling tiles and various modifications to the washrooms as well as the replacement of underground sewer pipe and various architectural modifications	89 698, 63\$	2 061 842, 68\$
EC-180228-MR-0041	Various plumbing, mechanical and electrical modifications	24 627, 30\$	2 086 469, 97\$

WHEREAS, during the renovation project, more change orders occurred to address various mechanical, electrical and structural issues, amounting to 73 150, 68\$, before taxes (84 104, 99\$, taxes included);

WHEREAS, in accordance with the *Regulation respecting construction contracts of public bodies*, this change order places this project in excess of the 10% of the initial amount of the contract, therefore requiring the approval of the Council of Commissioners;

Commissioner Emilio Miglioizzi MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 73 150, 68\$, before taxes (84 104, 99\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 1 887 866,90\$, before taxes (2 170 574, 97\$ taxes included);

FURTHER THAT, the 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 project.

Carried unanimously

Change Orders –
renovation Project – Our
Lady of Peace ES –
Change Order #9

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170426-MR-0078, awarding the contract for the complete interior renovation project at Our Lady of Peace Elementary School to Corporation de construction Germano, for a total cost of 1 668 099,00\$, before taxes, (1 917 896,83\$, all taxes included);

CC-180228-MR-0086

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board has approved the following change orders:

Resolution #	Purpose of Change Orders	Change Orders Cost (tax included)	New Budget (tax included)
EC-170927-MR-0004	Asbestos removal from the mechanical room ceiling as well as modifications (door hardware and furniture) and addition of two lockers	18 725,04\$	1 936 621,87\$
EC-171025-MR-0011	Various modifications in the mechanical and electrical systems, as well as modifications to the roof parapets and various architectural changes inside the building	35 522,18\$	1 972 144,04\$
EC-171122-MR-0024	Replacement of ceiling tiles and various modifications to the washrooms as well as the replacement of underground sewer pipe and various architectural modifications	89 698, 63\$	2 061 842, 68\$
EC-180228-MR-0041	Various plumbing, mechanical and electrical modifications	24 627, 30\$	2 086 469, 97\$
CC-180228-MR-0085	Various mechanical, electrical and structural modifications	84 104,99\$	2 170 574,97\$

WHEREAS, a new change order has been submitted to address general fees that were incurred because of the lengthening of the schedule following the numerous change orders in the amount of 66,000\$, before taxes (75,883.50\$, taxes included);

WHEREAS, in accordance with the *Regulation respecting construction contracts of public bodies*, this change order places this project in excess of the 10% of the initial amount of the contract, therefore requiring the approval of the Council of Commissioners;

WHEREAS this is the final change order for this project;

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the change order in the amount of 66 000\$, before taxes (75 883,50\$, taxes included);

AND THAT the total cost of the project, including the change orders, be increased to 1 953 866,90\$, before taxes (2 246 458,47\$ taxes included);

FURTHER THAT, the 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 project.

Carried unanimously

Engagement of Contractor – Window & Door Replacement Project – Laurentian Regional HS
CC-180228-MR-0087

WHEREAS many of the doors and windows at Laurentian Regional High School need to be replaced;

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) has adopted Measures 50621, 50625 and 50626 to assist school boards with the repair, maintenance and renovation of its buildings;

WHEREAS public tenders for the replacement of the doors and windows at Laurentian Regional High School were called and opened on 2018-02-08;

WHEREAS the conformability of all bidders has been verified by the Architect;

Commissioner Melissa Wall MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the replacement of doors and windows at Laurentian Regional High School to Aluminium J Clément Inc., for a total cost of 772,500.00\$ before taxes, (888 181,88\$, all taxes included);

AND THAT the 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 project.

Carried unanimously

Selection Committee – Assistant Director of Pedagogical Services
CC-180228-HR-0088

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170125-HR-0050, approving the Organizational Chart for Management for 2017-2018 and creating the position of Assistant Director of Pedagogical Services;

WHEREAS, in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec AND section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association, a Selection Committee needs to be established to conduct interviews;

Parent Commissioner Sergio Di Marco MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board establish a Selection Committee as follows to hold interviews for the position of Assistant Director of Pedagogical Services:

Chair:	Jennifer Maccarone
Commissioner:	Peter MacLaurin
Parent Commissioner:	Sergio Di Marco
Commissioner Alternate:	Paolo Galati
Parent Commissioner Alternate:	Bob Pellerin
Director General or Delegate	

Director of Human Resources
Director of Pedagogical Services
Representative of AQCS
Representative of SWLAA

Carried unanimously

Selection Committee –
Coordinator of
Information Technology

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170125-HR-0050, approving the Organizational Chart for Management for 2017-2018;

CC-180228-HR-0089

WHEREAS the position of Coordinator of Information Technology is currently vacant;

WHEREAS, in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec AND section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association, a Selection Committee needs to be established to conduct interviews;

Parent Commissioner Bob Pellerin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board establish a Selection Committee as follows to hold interviews for the position of Coordinator of Information Technology:

Chair:	Jennifer Maccarone
Commissioner:	Guy Gagnon
Parent Commissioner:	Bob Pellerin
Commissioner Alternate:	Paolo Galati
Parent Commissioner Alternate:	Sergio Di Marco
Director General or Delegate	
Director of Human Resources	
Director of Information Technology	
Representative of AQCS	
Representative of SWLAA	

Carried unanimously