

PROVINCE OF QUÉBEC
Ville de Rosemère

A Regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, QC on Wednesday, May 8, 2019 at 18:30 hours, at which were:

Present: Paolo Galati, Chairman; Vicky Kaliozakis, Vice-Chairperson (via telephone); Commissioners James Di Sano, Bob Pellerin, Melissa Wall and Parent Commissioner Stéphane Henley; and Gaëlle Absolonne, Director General.

Absent: Commissioner Guy Gagnon

Also present were: Commissioner Anick Brunet; Frédéric Greschner, Assistant Director General; Stephanie Krenn, Interim Director of Corporate Affairs and Secretary General; François Badin, Interim Director of Human Resources; and Jocelyne Thompson-Ness, Administration Officer.

0.0 Opening of Meeting

The Chairperson called the meeting to order.

TIME: 18:33 hours

0.1 Acknowledgement of the Land:

"We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Kanien'keha:ka or Mohawk nation. The Mohawk Nation is also known as the "Eastern Door Keepers" and is a member of the Haudenosaunee Confederacy, which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.

All those who gather here are counted as esteemed stakeholders in our community and most importantly friends."

The Chairperson welcomed Michel Dufour, the new Director of Material Resources and Transportation, to the table.

The Director General noted that Mr. Dufour and Annabelle Franc, the new Coordinator of Material Resources, will be great additions to the management team.

1.0 Approval of Agenda:

The following addition to the agenda was proposed:

6.0 : VARIA

6.1 LSA UpdateINFO

Acceptance – Agenda

Commissioner Melissa Wall MOVED THAT the agenda be approved as amended in document #SWLSB-2019/05/08-CA-001.

EC-190508-CA-0064

Carried unanimously

2.0 Approval of Minutes

Approval – Minutes
April 24, 2019

EC-190508-CA-0065

Commissioner James Di Sano MOVED THAT the minutes of the Executive Committee meeting of the Sir Wilfrid Laurier School Board held on April 24, 2019, having been received by all members prior to this meeting, be approved as presented.

HIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners & Parent Commissioners voting YEA:	James Di Sano, Paolo Galati, Stéphane Henley, Bob Pellerin, Melissa Wall
Commissioners & Parent Commissioners ABSTAINING:	Vicky Kaliozakis

3.0 Business Arising

There was no business arising.

4.0 Decision Items

4.1 Human Resources

The Interim Director of Human Resources advised that the early presentation of the following resolutions are because the school board has to meet a timeline set out in the collective agreements for the abolition of positions and if this date is not met positions remain status quo;

4.1.1 Maintenance

4.1.1.1 Abolition of Positions

The Interim Director of Human Resources presented and reviewed the abolition and creation of positions for the maintenance staff noting:

- The recommendation of the Resource Allocation Committee (RAC) of status quo as much as possible was taken into consideration. For the next school year, a new method of assignment will be undertaken to ensure that the staffing meets the daily needs of a school or centre;
- The Maintenance Workman Class II position at St-Paul Elementary School is currently an evening position but given that the school has two buildings there should be a person in each during the school day so it is being abolished and recreated as a daytime position. There is a slight difference in salary going from an evening position to a daytime position as the evening premium is eliminated;
- There are two Electrician posts, one of which is currently vacant, and after consultation with the Material Resources and Transportation department it was decided that rather having two electricians it would like to have a plumber on staff so one of the Electrician positions will be abolished.

Maintenance

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

Abolition of Positions

EC-190508-HR-0066

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2019-07-01, as per Clause 7-3.08 of the Maintenance Support Staff Collective Agreement (CSN-S18):

Classification	Place of Work	% of work
Maintenance Workman Class II	St-Paul E.S.	100
Electrician	Material Resources	100

Carried unanimously

4.1.1.2 Creation of Positions

Maintenance

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

Creation of Positions

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2019-07-01:

EC-190508-HR-0067

Classification	Place of Work	% of work
Maintenance Workman Class II	St-Paul E.S.	100
Master Pipe Mechanic (Plumber)	Material Resources	100

Carried unanimously

Parent Commissioner Stéphane Henley entered the meeting.

TIME: 18:43 hours

4.1.1.3 Maintenance Staffing Plan

The Interim Director of Human Resources noted that as per the provincial collective agreement, the maintenance staffing plan for the 2019-2020 school year, which takes into account the abolitions and creation of positions just completed, is to be approved by resolution.

Maintenance Staffing Plan

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

EC-190508-HR-0068

Commissioner James Di Sano MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board, as per Clause 7-3.07 of the Maintenance Support Staff Collective Agreement (CSN-S18), approve Document #SWLSB-2019/05/08-HR-001, the 2019-2020 Staffing Plan for Maintenance Personnel.

Carried unanimously

4.1.2 Administrative Support Staff

4.1.2.1 Abolition of Positions

The Interim Director of Human Resources presented and reviewed the abolition and creation of positions for the administrative support staff noting:

- The needs of the school are examined with the in-school administrator;
- The increase in hours at Crestview Elementary School takes into account the weighting of students;
- There is an increase in enrolment at Genesis and Twin Oaks Elementary Schools that would require additional secretary time;
- The position at CDC Pont-Viau will become vacant later this month and, after discussion with the Centre Director, a professional position will be created due to a change in tasks;
- Human Resources would like to replace the position of Secretary with an Executive Secretary because this position has more autonomy and there is a need for someone who can provide basic collective agreement information, complete letters of attestation, etc. The increase in employees with the Pre-Kindergarten program is also considered. The difference in salary is approximately 2.00\$ per hour.

In response to requests from the Chairperson and Commissioner Melissa Wall, the Interim Director of Human Resources agreed to provide the salary scale in the note portion of the draft resolutions and change the percentages of work to the number of work hours.

Administrative Support Staff

WHEREAS the Administrative Support Staff local union has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

Abolition of Positions

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2019-07-01, as per Article 7-3.06 of the SEP-B-Québec-FTQ Local 577 Collective Agreement covering support staff:

EC-190508-HR-0069

Classification	Place of Work	% of work
Secretary	Crestview E.S.	28.57
Office Agent Class II	Genesis E.S.	14.29
Office Agent Class II	Twin Oaks E.S.	42.86
Documentation Technician	CDC Pont Viau	100
Secretary	Human Resources	100

Carried unanimously

4.1.2.2 Creation of Positions

Administrative Support Staff

WHEREAS the Administrative Support Staff local union has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

Creation of Positions

Commissioner Melissa Wall MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2019-07-01:

EC-190508-HR-0070

Classification	Place of Work	% of work
Secretary	Crestview E.S.	50
Office Agent Class II	Genesis E.S.	42.86
Office Agent Class II	Twin Oaks E.S.	57.14
Executive Secretary	Human Resources	100

Carried unanimously

4.1.3 Professionals:

4.1.3.1 Creation of Position:

The Interim Director of Human Resources presented and reviewed the creation of a position for the professionals noting:

- A change in classification is required to allow for more flexibility as there are tasks being done in the position abolished that are more than just handling documentation such as publicity and assisting students in reviewing work and forms to ensure they are being completed in the proper manner;
- The new position will be in alignment with our Commitment-to-Success Plan, developing program information for InfoRoute, working with Services Québec to monitor the dossiers of students who receive funding, and represent the centre at various events related to the position;
- The CDC Pont-Viau will most probably be able to absorb the entire salary of this position as it fits within the current budget parameters.

Professionals

Creation of Position

EC-190508-HR-0071

WHEREAS the SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), has been consulted on the effects of the modified requirements of the schools and centres of the Sir Wilfrid Laurier School Board;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board create the following position, effective on 2019-07-01:

Classification	Place of Work	% of work
Academic and Vocational Information Counsellor	CDC Pont Viau	100

Carried unanimously

5.0 Information Items

There were no information items.

6.0 Varia

6.1 LSA Update

Commissioner James Di Sano requested an update with respect to Laval Senior Academy.

Commissioner Anick Brunet entered the meeting.

TIME: 19:03 hours

Discussion ensued and the Interim Director of Corporate Affairs and Secretary General advised that these concerns should be addressed at the Corporate Committee meeting in the presence of all Commissioners as such topics are not a part of the Executive Committee under the Delegation of Powers.

7.0 Adjournment:

Commissioner Vicky Kaliotzakis MOVED the adjournment of the meeting.

Carried unanimously

TIME: 19:13 hours

NEXT MEETING ⇒ REGULAR ⇒ June 26, 2019
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