

PROVINCE OF QUÉBEC
Ville de Rosemère

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, Rosemère, QC and via video conferencing on Wednesday, November 11, 2020 at 19:30 hours, at which were:

Present at Administration Centre: Paolo Galati, Chairperson; Adam Gordon, Vice-Chairperson; Melissa Wall, Alternate Vice-Chairperson; Commissioners Karla Abraham Di Francesco, Donna Anber, Anick Brunet, James Di Sano, Vincent Cammisano, Olivia Landry, Emilio Migliozi, Bob Pellerin, Melissa Wall and Parent Commissioners Tara Anderson; Adam Gordon, Stéphane Henley; and Gaëlle Absolonne, Director General,

Also present at Administration Centre: Frédéric Greschner, Assistant Director General; Anna Sollazzo, Director of Corporate Affairs and Secretary General; Robin Bennett, Director of Information Technology; Chao Ling Pan, Director of Financial Resources and Jocelyne Thompson-Ness, Administration Officer.

Present via video conferencing: Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Geoffrey Hipps, Director of Pedagogical Services; and Stephanie Krenn, Director of Human Resources;

The Chairperson opened the meeting and welcomed everyone who is viewing the meeting online.

TIME: 19:31 hours

0.0 Opening of Meeting

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."

1.0 Opening Remarks from the Director General

The Director General drew attention to the elections noting:

- The report of the Returning Officer with regard to the election process to date;
- Nine Commissioners were elected by acclamation and the three Parent Commissioners were elected by the Parents Committee. A public notice regarding the acclamation of the nine Commissioners was published on November 6, 2020;
- The elections for the office of the Chairperson have been postponed therefore, the current Chairperson will remain in office until such time as a new election date is announced.

She continued by congratulating the new and returning Commissioners as well as the Parent Commissioners.

2.0 Report on Elections

2.1 Proclamation of Elections

This was reviewed under item 1.0

2.2 Swearing in of Commissioners & Parent Commissioners

The Director of Corporate Affairs and Secretary General reviewed the social distancing protocol for the swearing in of Commissioners and Parent Commissioners.

The Director General swore in each Commissioner and Parent Commissioner and welcomed them to the Sir Wilfrid Laurier School Board.

2.3 Signing of Conflict of Interest

The Director General explained that all Commissioners and Parent Commissioners have to declare any conflict for themselves and any related party. These forms were completed and signed prior to this meeting.

The Chairperson congratulated everyone and welcomed them to the first official meeting of the new Council.

3.0 Approval of the Agenda

Approval of the Agenda

CC-201111-CA-0015

Commissioner Olivia Landry MOVED THAT the agenda be approved as presented in document #SWLSB-2020/11/11-CA-001.

Carried unanimously

4.0 Approval of Minutes

4.1 September 23, 2020:

Approval of Minutes
September 23, 2020

CC-201111-CA-0016

Commissioner Melissa Wall MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on September 23, 2020, having been received by all members prior to this meeting, be approved as written.

Carried unanimously

5.0 Question Period

The Director of Corporate Affairs and Secretary General explained the parameters of the question periods.

The Chairperson noted that four questions had been received from the Laurier Teachers Union (LTU) and answered them as follows:

Question 1: How can the Sir Wilfrid Laurier School Board (SWLSB) ensure the HVAC systems in place at some schools are receiving regular maintenance?

- A maintenance schedule is in place as per the National Building Code;
- Prior to the start of the current school year all school ventilation systems, natural and mechanical, were inspected to ensure they were operational.

Question 2: Is the SWLSB considering supplying the schools with portable air purifiers as per Dr. Quach Thanh's recommendations?

- The majority of the schools have filtering systems and the filters have been upgraded to a model above the required norms;
- If proper ventilation is available mechanically or naturally, air purifiers are not required;
- All government norms are respected and any changes to these norms are acted upon immediately.

Question 3: What measures are in place to ensure regular maintenance and disinfection of frequently touched surfaces throughout the schools especially in areas that are used by daycares?

- The following measures are in place to ensure that disinfection and regular maintenance are completed:
 - There is a procedure for cleaning and disinfecting all frequently touched surfaces;
 - All caretakers and in-school administrators received training from professionals;
 - There is maintenance personnel present during daycare hours;
 - A floating team of three maintenance personnel has been created to provide additional support;
 - An investment was made in cleaning machinery to accelerate cleaning procedures.

Question 4: If the shortage of maintenance personnel cannot be resolved, what other avenues are being explored by SWLSB to ensure the replacement and adequate number of caretakers are in the schools daily?

- All maintenance employee positions are currently assigned;
- There is a procedure in place to replace any maintenance employee in case of absence;
- The school board has entered into a contract with an outside firm that would assist if it were not able to replace maintenance workers and caretakers in the usual manner;
- Human Resources is currently working on building the pool of replacement maintenance workers and daycare staff.

The Director General noted that she and the Assistant Director General meet every three weeks with the four union presidents in order to be able to get in front of any concerns that may have arisen and find solutions to remain proactive.

6.0 Nomination & Election of Chairperson of Elections & Scrutineers

6.1 Nomination & Election of Chairperson of Elections

Commissioner Emilio Migliozi nominated Paolo Galati, Chairperson of the Sir Wilfrid Laurier School Board as Chairperson of Elections. Mr. Galati accepted the nomination.

There were no further nominations.

Nomination & Election of
Chairperson of Elections

Commissioner Emilio Migliozi MOVED THAT Paolo Galati, Chairperson of the Sir Wilfrid Laurier School Board, be appointed as Chairperson of Elections

CC-201111-CA-0017

Carried unanimously

6.2 Nomination & Election of Scrutineers

The Chairperson of Elections called for nominations for the positions of scrutineers.

Commissioner Emilio Migliozi nominated the Assistant Director General and the Director of Corporate Affairs and Secretary General as scrutineers for the elections. The Assistant Director General and the Director of Corporate Affairs and Secretary General accepted the nomination.

Nomination & Election of
Scrutineers

Commissioner Emilio Migliozi MOVED THAT Assistant Director General and the Secretary General be appointed as the Scrutineers for the elections of Vice-Chairperson and Committees of the Council of Commissioners.

CC-201111-CA-0018

Carried unanimously

7.0 Nomination & Election of Vice-Chairperson

7.1 Amendments to Procedure no. P2012-CA-18: Procedures for the Nomination and Election of the Vice-Chair of the Sir Wilfrid Laurier School Board Council of Commissioners

Amendments to Procedure
no. P2012-CA-18:
Procedures for the
Nomination and Election of
the Vice-Chair of the Sir
Wilfrid Laurier School Board
Council of Commissioners

Commissioner James Di Sano MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to procedure no. P2012-CA-18: *Procedures for the Nomination and Election of the Vice-Chair of the Sir Wilfrid Laurier School Board Council of Commissioners*;

AND THAT the voting process be conducted by ballot.

Carried unanimously

CC-201111-CA-0019

7.2 Election of the Vice-Chairperson of the Council of Commissioners

The Chairperson of Elections called for nominations for the position of Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board.

Commissioner James Di Sano nominated Parent Commissioner Adam Gordon for the position of Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board. Parent Commissioner Gordon accepted the nomination.

There were no further nominations.

Election of the
Vice-Chairperson of the
Council of Commissioners

Commissioner James Di Sano MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Adam Gordon as Vice-Chairperson of the Sir Wilfrid Laurier School Board.

CC-201111-CA-0020

Carried unanimously

7.3 Election of the Alternate Vice-Chairperson of the Council of Commissioners

The Chairperson of Elections called for nominations for the position of Alternate Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board.

Commissioner Vincent Cammisano nominated Commissioner Melissa Wall for the position of Alternate Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board. Commissioner Wall accepted the nomination.

There were no further nominations.

Election of the Alternate
Vice-Chairperson of the
Council of Commissioners

WHEREAS section 158 of the *Education Act* specifies that the vice-chair shall exercise the functions and powers of the chair where the latter is absent or unable to act;

CC-201111-CA-0021

WHEREAS section 158 also indicates that where the vice-chair is absent or unable to act, another commissioner designated by the Council of Commissioners for that purpose shall exercise his functions and powers;

WHEREAS the Council of Commissioners wishes to designate an alternate vice-chair in accordance with section 158 of the *Education Act*;

Commissioner Vincent Cammisano MOVED THAT THE Council of Commissioners of the Sir Wilfrid Laurier School Board name Melissa Wall as Alternate Vice-Chairperson of the Sir Wilfrid Laurier School Board.

Carried unanimously

8.0 Nomination & Election of Committees of the Council

8.1 Executive Committee

8.1.1 Amendments to Procedure no. P2000-CA-07: Procedures for the Election of the Executive Committee

Amendments to Procedure no. P2000-CA-07: Procedures for the Election of the Executive Committee

Parent Commissioner Adam Gordon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to procedure no. P2000-CA-07: *Procedures for the Election of the Executive Committee*.

AND THAT the voting process be conducted by ballot.

CC-201111-CA-0022

Carried unanimously

8.1.2 Composition of the Executive Committee

The Chairperson of Elections asked the Council if everyone is in agreement with having a seven member Executive Committee. After a brief discussion, the Council agreed to a seven member Executive Committee.

In response to questions from Commissioner Melissa Wall, the Chairperson of Elections noted that the Chairperson of the Sir Wilfrid Laurier School Board is, as per the *Education Act*, the Chairperson of the Executive Committee and that the Vice-Chairperson of the Executive Committee is elected by said committee.

Composition of the Executive Committee

WHEREAS section 179 of the *Education Act* requires that the Council of Commissioners establish an Executive Committee composed of the number of voting members of the Council it determines including the chair of the school board and a co-opted commissioner, if any, and a commissioner representing the parents' committee;

CC-201111-CA-0023

WHEREAS the Council of Commissioners determines the term of office of the members of the Executive Committee;

Commissioner Bob Pellerin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board establish an Executive Committee composed of seven (7) members, as follows:

Chairperson (1)
Commissioners (5)
Parent Commissioner (1)

Carried unanimously

8.1.3 Term of Office of the Executive Committee

Term of Office of the
Executive Committee

Parent Commissioner Stéphane Henley MOVED THAT the term of office for the Executive Committee be a two (2)-year term, effective November 12, 2020 to November 12, 2022.

CC-201111-CA-0024

Carried unanimously

8.1.4 Elections to the Executive Committee

The Director of Corporate Affairs and Secretary General advised that Commissioners can be nominated, nominate themselves, and accept or decline said nomination. Commissioners will be elected to the Executive Committee followed by the Parent Commissioner.

The Chairperson of Elections called for nominations for the five Commissioner seats on the Executive Committee.

Parent Commissioner Tara Anderson nominated Commissioner Donna Anber. Commissioner Anber accepted the nomination.

Commissioner Donna Anber nominated Commissioner Bob Pellerin. Commissioner Pellerin accepted the nomination.

Commissioner James Di Sano nominated Commissioner Vincent Cammisano. Commissioner Cammisano accepted the nomination.

Commissioner Melissa Wall nominated Commissioner Olivia Landry. Commissioner Landry accepted the nomination.

Commissioner Vincent Cammisano nominated Commissioner James Di Sano. Commissioner Di Sano accepted the nomination.

There were no further nominations.

The Chairperson of Elections called for nominations for the Parent Commissioner seat on the Executive Committee

Commissioner Karla Abraham Di Francesco nominated Parent Commissioner Adam Gordon. Parent Commissioner Gordon accepted the nomination

There were no further nominations.

Elections to the
Executive Committee

Commissioner Karla Abraham Di Francesco MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following Commissioners to the Executive Committee of the Sir Wilfrid Laurier School Board:

CC-201111-CA-0025

Donna Anber
Vincent Cammisano
James Di Sano
Paolo Galati

Olivia Landry
Bob Pellerin
Adam Gordon, Parent Commissioner

Carried unanimously

8.2 Corporate and Pedagogical Committees

8.2.1 Procedure No. P2013-CA-08: Corporate & Pedagogical Committees

Procedure
No. P2013-CA-08:
Corporate & Pedagogical
Committees

Commissioner Donna Anber MOVED THAT the voting process for the naming of the Chairpersons and Vice-Chairpersons of the Corporate and Pedagogical Committees be conducted by ballot.

Carried unanimously

CC-201111-CA-0026

8.2.2 Elections of Chairperson & Vice-Chairperson - Corporate Committee

The Chairperson of Elections called for nominations for the position of Chairperson of the Corporate Committee.

Commissioner Bob Pellerin nominated Commissioners Melissa Wall. Commissioner Wall accepted the nomination.

There were no further nominations

Elections of Chairperson &
Vice-Chairperson -
Corporate Committee

Commissioner Emilio Migliozi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Melissa Wall as Chairperson of the Corporate Committee.

Carried unanimously

Chairperson

CC-201111-CA-0027

The Chairperson of Elections called for nominations for the position of Vice-Chairperson of the Corporate Committee.

Parent Commissioner Tara Anderson nominated Parent Commissioner Stéphane Henley. Parent Commissioner Henley accepted the nomination.

There were no further nominations.

Elections of Chairperson &
Vice-Chairperson -
Corporate Committee -
Vice-Chairperson

Commissioner Emilio Migliozi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Stéphane Henley as Vice-Chairperson of the Corporate Committee.

Carried unanimously

CC-201111-CA-0028

8.2.3 Elections of Chairperson & Vice-Chairperson - Pedagogical Committee

The Chairperson of Elections called for nominations for the position of Chairperson of the Pedagogical Committee.

Parent Commissioner Adam Gordon nominated Parent Commissioner Tara Anderson. Parent Commissioner Anderson accepted the nomination.

There were no further nominations.

Elections of Chairperson &
Chairperson - Pedagogical
Committee - Chairperson

Commissioner Anick Brunet MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Tara Anderson as Chairperson of the Pedagogical Committee.

Carried unanimously

CC-201111-CA-0029

The Chairperson of Elections called for nominations for the position of Vice-Chairperson of the Pedagogical Committee.

Commissioner Melissa Wall nominated Commissioner Vincent Cammisano. Commissioner Cammisano accepted the nomination.

There were no further nominations.

Elections of Chairperson &
Vice-Chairperson -
Pedagogical Committee -
Vice-Chairperson

Commissioner Anick Brunet MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Vincent Cammisano as Vice-Chairperson of the Pedagogical Committee.

Carried unanimously

CC-201111-CA-0030

The Chairperson of the Sir Wilfrid Laurier School Board congratulated everyone who has been named to a position.

Commissioner Emilio Miglioizzi left the meeting.

TIME: 20:25 hours

9.0 Report from the Chairperson

The Chairperson advised everyone present in the boardroom and on Zoom that the safety and security measures are being applied this evening for those who are present in the boardroom with everyone being at least 2 meters apart, wearing a mask and that all audio equipment was sanitized prior to the meeting.

He continued noting that all new Commissioners and Parent Commissioner have been sworn into their respective posts as per section 164 of the Act respecting school elections and proceeded to name each division Commissioner and what schools they represented.

Commissioner Emilio Miglioizzi returned to the meeting.

TIME: 20:28 hours

The Chairperson presented his monthly report noting the following:

- November 9, 2020 – Training for Commissioners on their role and governance;
- November 28, 2020 – QESBA will be hosting the first of two training sessions for Commissioners on Governance followed by a session on the role of a Commissioner on December 5, 2020;
- November 6, 2020 – An interview with CBC on the COVID-19 situation at Arundel Elementary School;
- November 11, 2020 – The schools found many different ways to honor and remember those who have fought to ensure our freedom. The poem *In Flanders Field* was presented to the Council.

He continued sharing the sad news that a student at Crestview Elementary School, Theo Damoulis, had passed away after a battle with cancer at the age of 10 years. He and the Director General paid respects to Theo's parents at the wake on behalf of the school board.

10.0 Report from the Director General

The Director General presented her monthly report noting the following:

- COVID-19
 - There is an icon on the school board web site that provides daily updates on the location of active cases, communications sent to parents, documentation received from the Ministère de l'Éducation et de l'Enseignement supérieur (MEES), links to resources and a helpline for students and parents;
 - Arundel Elementary School (AES) was closed due to COVID-19 through a joint decision made by the school board and the Centre intégré de santé et de services sociaux (CISSS) des Laurentides. This decision was made after all avenues were exhausted to keep the spread of COVID-19 down. The AES Principal, his team and Information Technology are to be commended for the quick turnaround time that ensured that all students could access online learning;
 - The schools and the staff are vigilant in making sure that the learning environment is safe;
 - Each breakout is unique so each situation is assessed specifically;
 - The Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST) has visited eight of the schools in the Laval-Laurentides-Lanaudière regions and the head office and the reports received were good;
- Ventilation Systems in the schools and centres:
 - Material Resources and Transportation have sent a memo to the schools and centres on the importance of reporting any problems with the HVAC systems so that they are always in good working order;
 - The ventilation systems of the school board are 56 percent mechanical, 30 percent natural and 14 percent have both;
 - The ventilation systems were inspected in accordance with the government norms at the beginning of the school year;
 - Filters are changed on a regular basis and windows are checked to ensure they are functioning properly;
 - Measure 30391 has provided \$221,184.00 for the cleaning and maintenance of the HVAC systems;
- Proud Moments
 - The school board received \$25,000.00 from the Sir Wilfrid Laurier Foundation that has allowed for the purchase of 36 laptops for the students;
 - The Sir Wilfrid Laurier School Board is one of the school boards in the province with the greatest growth in pre-kindergarten with 34 classes. Growth to 40 classes for the 2021-2022 school year is anticipated;
 - The graduation and qualification rate for the school board is at 87.7 percent making the school board number one in Laval-Laurentides-Lanaudière and one of the top five in the province out of 72 school boards. All students and employees are to be congratulated for all their efforts in making the school board a success;
- Upcoming Events and Opportunities:
 - November 12, 2020 – the FTQ is encouraging its members to take a 15-minute break at 10:00 a.m. in support of all frontline workers in the health and education sectors;
 - November 16-20, 2020 – Education Professionals' Week;
 - January 4, 2021 – Embracing Diversity Workshop for employees and partners. This is a board-wide pedagogical day;
 - January 10, 2021 – Embracing Diversity Workshop for school board families;
 - January 18, 2021 – The next cohort of Industrial Drafting will begin;
- Special thanks to the Communications team for the Facebook profile frames commemorating Remembrance Day;
- Initiative for the Month
 - Employee mental health survey. The survey is confidential and the data received from this survey helps the school board identify areas that need attention;
 - Take care of yourself and each other;
 - Body-Mind-Soul Bingo for the month of November at the head office or the Self-Care Challenge at the school level.

In response to questions from Commissioner Emilio Migliozi, the Director General noted that the school board app, SMS messaging and the web site are used to transmit information on COVID-19. SMS messaging is used to send messages to parents in schools that have developed cases of COVID-19.

The Chairperson stated that he is proud of the success of the school board with its 87.7 percent graduation and qualification rate as the school board goal is to reach 88 percent by 2022. He congratulated all students, employees and stakeholders for their participation in this success.

Parent Commissioner Stéphane Henley left the meeting.

TIME: 21:20 hours

11.0 Decision Items:

11.1 Financial Resources

11.1.1 2019-2020 Financial Statements and Auditor's Report

Commissioner Melissa Wall noted that the Council had received a presentation from the auditors on the 2019-2020 audited financial statements prior to this meeting.

The Director of Financial Resources presented and reviewed the financial statements noting the following:

- Budget update as of April 2020;
- The surplus is 0.5 percent of the entire school board budget;
- Revenue and expense increases and losses in various sectors due to COVID-19;
- Review of services to schools and centres;

Parent Commissioner Stéphane Henley returned to the meeting.

TIME: 21:23 hours

- For the balance of transportation contracts, the MEES as requested that on 50 percent of what remain be honored;
- There are no large variances in the International Student Program or services aux entreprises
- School board administration is mostly salaries and there are some surpluses due to positions not being filled;
- Buildings and amortizations;
- Miscellaneous items, example: long term sick leaves;
- The summary of the impacts on revenues and expenses shows a surplus of \$965,169.00;
- The trend, which is very different when compared to previous years;
- A review of what happens to the surplus and the fact that as long as the school board is in a net deficit the cumulative surplus cannot be used.

The Chairperson thanked the Director of Financial Resources and his team for all of their tireless work.

2019-2020 Financial
Statements and Auditor's
Report

CC-201111-FR-0031

WHEREAS the *Education Act* requires a school board to submit annual financial statements;

WHEREAS the firm Amyot Gélinas s.e.n.c.r.l. has completed the audit of the records and statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2020;

WHEREAS, in accordance with section 286 of the *Education Act*, a public notice was given on October 20, 2020;

WHEREAS the school board has a preliminary surplus of \$965,168.00;

WHEREAS the 2019-2020 Financial Statements, prepared according to the Canadian Public Sector Accounting Standards, show the following:

Beginning Accumulated Surplus:	\$9,276,132
<u>Current Year:</u>	
Revenues:	\$179,448,956
Expenses:	<u>\$178,483,788</u>
Total Current Year Surplus:	\$965,168
Ending Accumulated Surplus:	\$10,241,300

Commissioner Melissa Wall MOVED THAT, on the recommendation of the Director of Financial Resources, the 2019-2020 audited Financial Statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2020, be received by the Council of Commissioners of the Sir Wilfrid Laurier School Board as submitted.

Carried unanimously

The Director of Financial Resources presented and reviewed the auditors report noting

- The validation of clientele;
- The remuneration of management staff;
- There was no verification of student files for this audit for any school board in the province. Our school board did its own internal audit to ensure that students files were in good standing;
- There were no anomalies in the remuneration of management staff;
- Accounting standards have been met;
- The recommendations made in the 2018-2019 audit to make sure journal entries are properly signed, to improve the internal procedures of the purchasing policy and the delegation of functions and powers, and the conflict of interest for the governance body were carried out;
- For the 2020-2021 school year a written procedure for the conflict of interest form is to be developed.

11.1.2 Commissioners Remuneration 2020-2021

Commissioner Bob Pellerin drew the Council's attention to the fact that the percentages for electoral divisions 4 and 5 had been reversed in document no. SWLSB2020/11/11-FR-001 and asked that the remuneration be adopted taking into account this correction. The members of the Council agreed.

Commissioners
Remuneration 2020-2021

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board is composed of nine (9) Commissioners, one (1) Chair and three (3) Parent Commissioners;

CC-201111-FR-0032

WHEREAS the Québec Government Decree no. 1100-2020 establishes the annual maximum amounts of remuneration to be paid to Commissioners who are members of the Council of Commissioners;

WHEREAS the total maximum amount allocated to Commissioners for 2020-2021 is of \$122,489.00;

WHEREAS in accordance with section 175 of the *Education Act*, the Council of Commissioners may determine the remuneration that may be paid to its members while respecting said maximum amount;

WHEREAS the Council of Commissioners adopted resolution no. CC-200923-FR-0013 on September 23, 2020 establishing the percentage distribution of its members for the 2020-2021 school year or until school elections were held, if applicable;

WHEREAS, notwithstanding the postponement of school elections, a new Council of Commissioners has been formed;

WHEREAS the Council of Commissioners wishes therefore to establish a percentage distribution for its members, including a Co-opted Commissioner should one be appointed;

Parent Commissioner Adam Gordon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the 2020-2021 distribution of the Commissioners remuneration, as per document no. SWLSB2020/11/11-FR-001, to be paid as of November 1, 2020 for Parent Commissioners and as of November 6, 2020 for all other Commissioners:

AND THAT, if a Co-opted Commissioner is not appointed, the allocation for this position be reallocated to the Chairperson of the Sir Wilfrid Laurier School Board, as per the above mentioned document.

Carried unanimously

11.2 Corporate Affairs and General Secretariat

11.2.1 Amendments to by-Laws: Day, Time and Place of Meetings

11.2.1.1 By-Law No. BL2000-CA-05 – Council of Commissioners

By-Law No.
BL2000-CA-05
Council of Commissioners

CC-201111-CA-0033

WHEREAS, in accordance with section 162 of the *Education Act*, the day, time and place of the regular meetings of the Council of Commissioners must be fixed by by-law;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-200625-CA-0124, approving amendments to by-law no. BL2000-CA-05: *Day, Time and Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board*;

WHEREAS, since the adoption of this by-law, new Commissioners have been acclaimed;

WHEREAS the new Council of Commissioners wishes to amend this by-law in order to establish the day, time and place of its regular meetings until December 2021;

WHEREAS no by-law may be adopted by a school board unless public notice is given according to section 392 of the *Education Act*;

WHEREAS said public notice must indicate the subject of the by-law, the day appointed for its adoption and the location where the draft may be examined;

Commissioner Anick Brunet MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the amendments to by-law no. BL2000-CA-05: *Day, Time and Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board*;

AND THAT a public notice be given as per section 392 of the *Education Act*;

FURTHER THAT a copy of this proposed by-law be sent to each Governing Board and the Parents Committee as per section 392 of the *Education Act*.

Carried unanimously

11.2.1.2 By-Law No. BL2008-CA-15 – Executive Committee

In response to a question from Commissioner Olivia Landry, it was noted that there was only one Executive Committee scheduled for the 2020 portion of the 2020-2021 school year due to the elections.

By-Law No.
BL2008-CA-15
Executive Committee

CC-201111-CA-0034

WHEREAS, in accordance with sections 162 and 182 of the *Education Act*, the day, time and place of the regular meetings of the Executive Committee must be fixed by by-law;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-200625-CA-0125, approving by-law no. BL2008-CA-15: *Day, Time and Place of Regular Meetings of the Executive Committee of the Sir Wilfrid Laurier School Board*;

WHEREAS, since the adoption of this by-law, new Commissioners have been acclaimed;

WHEREAS the new Council of Commissioners wishes to amend this by-law in order to establish the day, time and place of its regular meetings until December 2021;

WHEREAS no by-law may be adopted by a school board unless public notice is given according to section 392 of the *Education Act*;

WHEREAS said public notice must indicate the subject of the by-law, the day appointed for its adoption and the location where the draft may be examined;

Commissioner Vincent Cammisano MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the amendments to by-law no. BL2008-CA-15: *Day, Time and Place of Regular Meetings of the Executive Committee of the Sir Wilfrid Laurier School Board*;

AND THAT a public notice be given as per section 392 of the *Education Act*;

FURTHER THAT a copy of this proposed by-law be sent to each Governing Board and the Parents Committee as per section 392 of the *Education Act*.

Carried unanimously

11.2.1.3 Amendments to Procedure no. P2012-CA-20: Selection Committees (Guidelines to be used by the Chairperson of the Sir Wilfrid Laurier School Board)

Amendments to Procedure no. P2012-CA-20: Selection Committees (Guidelines to be used by the Chairperson of the Sir Wilfrid Laurier School Board)

CC-201111-CA-0035

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board ("the Council") adopted resolution no. CC-120523-CA-0111, approving procedure no. P2012-CA-20: Selection Committees (Guidelines to be used by the Chairperson of the Sir Wilfrid Laurier School Board);

WHEREAS on June 26, 2019, the Council adopted resolutions no. CC-190626-HR-0216 and CC-190626-HR-0217, respectively approving specific compositions of the Selection Committees for Management and In-School Administrator positions for the period of July 1, 2019 to June 30, 2020;

WHEREAS on June 25, 2020, the Council adopted resolutions CC-200625-HR-0117 and CC-200625-HR-0118, respectively approving policies no. 2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section AND no. 2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators' Association;

WHEREAS the adoption of the above-mentioned management policies requires that amendments be made to procedure no. P2012-CA-20: Selection Committees (Guidelines to be used by the Chairperson of the Sir Wilfrid Laurier School Board) in order to align said procedure with the management policies;

Commissioner Olivia Landry MOVED THAT, on the recommendation of the Director of Corporate Affairs and Secretary General, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to procedure no. P2012-CA-20: Selection Committees (Guidelines to be used by the Chairperson of the Sir Wilfrid Laurier School Board).

Carried unanimously

11.3 Pedagogical Services

11.3.1 Ententes for Non-Integrated Students 2020-2021

11.3.1.1 Summit School

In response to questions from the Council, the Director of Pedagogical Services noted the following:

- The cost for the education of the non-integrated students is funded one hundred percent by the MEES;
- Having a school to accommodate students from the Laurentians so they would not have to go to Montreal appears to be a good idea but the cost would be enormous once the education requirements and transportation are factored in.

Ententes for
Non-Integrated Students
2020-2021

Summit School

CC-201111-ED-0036

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Summit School for the education of some of its students;

WHEREAS the total cost of the services provided to non-integrated students for the 2020-2021 school year amounts to:

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K			
Kindergarten			
Elementary	38	\$24,893.00	\$945,934.00
Secondary	27	\$23,919.00	\$645,813.00
Total Cost	65		\$1,591,747.00

Commissioner Donna Anber MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Summit School for educational services to be provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$1,591,747.00.

Carried unanimously

11.3.1.2 Peter Hall School

In response to questions from the Council, the Director of Pedagogical Services noted the following:

- The cost for the 2020-2021 school year is similar to 2019-2020. A comparison will be presented at the January 2021 Pedagogical Committee;
- The comparison can also include what services each school offers to the non-integrated students;
- COVID-19 has not restricted the school board from sending the students to these schools/centres.

Ententes for
Non-Integrated Students
2020-2021

Peter Hall School

CC-201111-ED-0037

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Peter Hall School for the education of some of its students;

WHEREAS the total cost of the services provided to non-integrated students for the 2020-2021 school year amounts to:

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K			
Kindergarten	1	\$28,300.00	\$28,300.00
Elementary	12	\$28,740.00	\$344,880.00
Secondary	19	\$25,767.00	\$489,573.00
Total Cost	32		\$862,753.00

Commissioner Karla Abraham Di Francesco MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Peter Hall School for educational services to be provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$862,753.00.

Carried unanimously

11.3.1.3 Yaldei Development Centre

Ententes for
Non-Integrated Students
2020-2021

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Yaldei Development Centre for the education of some of its students;

Yaldei Development Centre

WHEREAS the total cost of the services provided to non-integrated students for the 2020-2021 school year amounts to:

CC-201111-ED-0038

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K			
Kindergarten	1	\$25,280.00	\$25,280.00
Elementary	11	\$27,149.00	\$298,639.00
Secondary			
Total Cost	12		\$323,919.00

Commissioner James Di Sano MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Yaldei Development Centre for educational services to be provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$323,919.00.

Carried unanimously

11.3.1.4 Montreal Oral School for the Deaf

Ententes for
Non-Integrated Students
2020-2021

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Montreal Oral School for the Deaf for the education of some of its students;

Montreal Oral School
for the Deaf

WHEREAS the total cost of the services provided to non-integrated students for the 2020-2021 school year amounts to:

CC-201111-ED-0039

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K	2	\$27,039.00	\$54,078.00
Kindergarten	1	\$27,039.00	\$27,039.00
Elementary	7	\$29,209.00	\$204,463.00
Secondary			
Total Cost	10		\$285,580.00

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Montreal Oral School for the Deaf for educational services provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$285,580.00.

Carried unanimously

11.3.1.5 Vanguard School

Ententes for
Non-Integrated Students
2020-2021

WHEREAS the Sir Wilfrid Laurier School Board uses the services of the Vanguard School for the education of some of its students;

Vanguard School

WHEREAS the total cost of the services provided to non-integrated students for the 2020-2021 school year amounts to:

CC-201111-ED-0040

Level	Number of Students	Cost Per Student	Cost of Services 2020-2021
Pre-K			
Kindergarten			
Elementary	7	\$15,808.00	\$110,656.00
Secondary	11	\$16,404.00	\$180,444.00
Total Cost	18		\$291,100.00

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Director of Pedagogical Services, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from the Vanguard School for educational services to be provided to non-integrated students of the Sir Wilfrid Laurier School Board for the 2020-2021 school year, in the amount of \$291,100.00.

Carried unanimously

11.3.2 Nomination of a Representative to Regroupement lavallois pour la réussite éducative (RLPRÉ)

In response to questions from the Council, the Director of Pedagogical Services noted the following:

- The Coordinator of Community Services works closely with many of the community organizations that the school board is associated with;
- A report on the activities of the RLPRÉ and other community organizations can be presented at the Pedagogical Committee.

Nomination of a
Representative to
Regroupement lavallois
pour la réussite éducative
(RLPRÉ)

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolution no. CC-170208-CA-0055, approving the incorporation of the Regroupement lavallois pour la réussite éducative (RLPRÉ), formerly the Table interordres de Laval;

WHEREAS following the end of the term of the current Sir Wilfrid Laurier School Board representative, the RLPRÉ has requested that the school board name a new representative to sit on its board of directors;

CC-201111-ED-0041

Commissioner Emilio Migliozi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Kimberly Harrison, Coordinator of Community Services, as its representative to sit on the board of directors of the Regroupement lavallois pour la réussite éducative (RLPRÉ).

Carried unanimously

11.4 QESBA

11.4.1 Nomination to the QESBA Board of Directors

Commissioner Bob Pellerin nominated Commissioner Melissa Wall. Commissioner Wall accepted the nomination.

There were no further nominations.

The Chairperson expressed his gratitude to former Commissioner Peter MacLaurin for all of his years of service to the QESBA.

Nomination to QESBA
Board of Directors

CC-201111-CA-0042

WHEREAS the Constitution and By-Laws of the Quebec English School Boards Association (QESBA) states that the term of office of the QESBA Board of Directors and Executive Committee is for two (2) years;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board (SWLSB) approved resolution no. CC-190925-CA-0018, nominating its delegates to the QESBA Board of Directors for 2019-2021;

WHEREAS one of the SWLSB delegates to the QESBA Board of Directors is no longer a Commissioner of the Sir Wilfrid Laurier School Board, making it necessary to nominate a Commissioner to complete the balance of the 2019-2021 term;

Parent Commissioner Adam Gordon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board nominate Melissa Wall to the Board of Directors of the Quebec English School Boards Association (QESBA) to complete the balance of the 2019-2021 term.

Carried unanimously

11.5 Material Resources and Transportation

11.5.1 Engagement of Supplier – Hand Sanitizer

In response to questions concerning the lowest conformable bidder on this tender, the Director of Material Resources and Transportation explained that the lowest bidder on this tender was not conformable because there were documents missing from the bid. When a bid does not conform the next lowest conformable bid is selected.

Engagement of Supplier
Hand Sanitizer

CC-201111-MR-0043

WHEREAS due to the ongoing COVID-19 pandemic, there has been a large increase in the volume of hydroalcoholic hand sanitizers required;

WHEREAS a call for public tenders was made for the above mentioned product and tenders were opened on October 22, 2020;

WHEREAS the conformability of all bidders has been verified;

WHEREAS the contract is for one year with two renewal options of one year each;

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 hand sanitizer to Mégalab inc., for a total cost per year of \$280,800.00 before taxes or \$300,137.99 net taxes (or for a total cost for three years of \$842,400.00 before taxes or \$900,413.98 net taxes);

AND THAT the Chairperson or, in their absence or with their knowledge, the Vice-Chairperson, as well as the Director General or, in their absence or with their knowledge, the Assistant Director General, be authorized to sign all documentation concerning this contract;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign documentation concerning this contract, as per by-law no. BL2008-CA-01: *Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board.*

Carried unanimously

12.0 Information Items

12.1 SWL Foundation Report:

The Chairperson advised the Council that after eight years as the President of the Sir Wilfrid Laurier Foundation (SWLF), Christian Fréchette has resigned. Mr. Fréchette is to be congratulated on his dedication and contribution to the SWLF. Josée Côté will replace Mr. Fréchette as President. Archie Cifelli has been named Vice-President.

He continued noting that all of the monies raised by the SWLF go directly back to the students. One of the current goals of the SWLF is to reach the \$1,000,000.00 mark in its fundraising.

12.2 Parent Commissioners Reports

12.2.1 Parents Committee Report:

The report can be found in the meeting package.

Parent Commissioner Tara Anderson advised that the Parents Committee has started a “like” campaign for its Facebook page and invited everyone to “like” the page.

12.2.2 SEAC Report:

Parent Commissioner Stéphane Henley noted the upcoming Embracing Diversity Workshop in January 2021.

The Chairperson congratulated Parent Commissioner Henley on again being elected Chairperson of SEAC. He also congratulated former Parent Commissioner Anthony Beliotis on being elected as Vice-Chairperson of SEAC.

Parent Commissioner Adam Gordon advised that the Parents Committee and SEAC are working closely to help raise awareness of the role of SEAC.

12.3 Report of QESBA

This was discussed under item 9.0.

13.0 Question Period

The Director of Corporate Affairs and Secretary General advised that two questions had been received through chat concerning visits by the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST) and a budget for isolation.

The Director General noted that the CNESST has visited eight of the school board's buildings and have provided reports which has assisted us in making improvements within the schools, example, signage concerning the wearing of masks, etc.

She also advised that government Measure 30391 is specifically allocated to the maintenance of ventilation systems

14.0 Correspondence

The Chairperson drew the Council's attention to the correspondence in the meeting package.

15.0 Varia

There was no varia.

16.0 Adjournment

The Chairperson thanked everyone for being present this evening whether in person or via streaming. He gave special recognition to the Director of Information Technology and his team on the management of Zoom meetings, the operation of the cameras during these Zoom meetings and for the increased visibility of the department throughout the school board.

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

Carried unanimously

TIME: 22:21 hours

NEXT MEETING ▯ REGULAR ▯ December 9, 2020