



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

Council Highlights November 23, 2022

The Council adopted the following resolutions:

Approval of Voting
Process

CC-221123-CA-0029

WHEREAS procedure no. P2012-CA-18: *Procedure for the Nomination and Election of the Vice-Chair of the Sir Wilfrid Laurier School Board Council of Commissioners*, and no. P2000-CA-07: *Procedures for the Election of the Executive Committee* state that:

Voting is by secret ballot or by any other means of communication, including electronic means, allowing for votes to be gathered in a way that they may be verified afterwards. The voting method is selected by resolution with a simple majority of members present and voting.

WHEREAS Council wishes to establish by resolution a voting process for all council nominations that will be held during this meeting;

Commissioner James Di Sano MOVED THAT voting be by secret ballot for all Council nominations held during this meeting for all Commissioners physically present;

AND THAT voting for Commissioners participating in the meeting from a distance be conducted by using the electronic voting form provided by the Secretary General.

Carried unanimously

Nomination & Election of
Chairperson of Elections

CC-221123-CA-0030

Commissioner Barbara Barrasso MOVED THAT Paolo Galati, Chairperson of the Sir Wilfrid Laurier School Board, be appointed as Chairperson of Elections for all Council nominations.

Carried unanimously

Nomination & Election of
Scrutineers

CC-221123-CA-0031

Commissioner Bob Pellerin MOVED THAT Anna Sollazzo, Secretary General and Director of the Legal, Corporate and Communications Department, and Frédéric Greschner, Assistant Director General, be appointed as the scrutineers for all Council nominations.

Carried unanimously

Appointment of Vice-
Chairperson of the Council
of Commissioners

CC-221123-CA-0032

Parent Commissioner Stéphane Henley MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Melissa Wall as Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board;

AND THAT the term of the Vice-Chairperson, unless removed by a vote of not less than two-thirds of the members of the Council of Commissioners who are entitled to vote, expire at the same time as the vice-chairperson's term as commissioner.

Carried unanimously



Appointment of Alternate Vice-Chairperson of the Council of Commissioners
Commissioner Melissa Wall MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Bob Pellerin as Alternate Vice-Chairperson of the Council of Commissioners of the Sir Wilfrid Laurier School Board;

CC-221123-CA-0033 AND THAT the term of the alternate Vice-Chairperson, unless removed by a vote of not less than two-thirds of the members of the Council of Commissioners who are entitled to vote, expire at the same time as the vice-chairperson's term as commissioner.

Carried unanimously

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 commissioners it determines, including the chair of the school board and at least one commissioner representing the parents' committee;

CC-221123-CA-0034

Commissioner Karla Abraham Di Francesco 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 Commissioners (1)

Carried unanimously

Term of Office
WHEREAS the Council of Commissioners determines the term of office of the members on the Executive Committee, in accordance with section 179 of the *Education Act*;

CC-221123-CA-0035

Commissioner Olivia Landry MOVED THAT the term of office of the members on the Executive Committee be of two (2) years;

AND THAT the members remain in office until replaced or until their term as Commissioner ends in accordance with the *Education Act* or the *Act Respecting School Elections*.

Carried unanimously

Appointment of Members of the Executive Committee
Commissioner James Di Sano 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-221123-CA-0036

Donna Anber
Tara Anderson
Barbara Barrasso
James Di Sano

Paolo Galati
Olivia Landry
Bob Pellerin

Carried unanimously



Appointment of the
Chairperson of the
Advisory Committee -
Administration

CC-221123-CA-0037

Commissioner Anick Brunet MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name parent Commissioner Stéphane Henley as Chairperson of the Advisory Committee – Administration for the 2022-2023 school year;

AND THAT the Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0013 as of today's meeting.

Carried unanimously

Appointment of Vice-
Chairperson of the
Advisory Committee -
Administration

CC-221123-CA-0038

Commissioner Bob Pellerin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Vincent Cammisano as Vice-Chairperson of the Advisory Committee – Administration for the 2022-2023 school year;

AND THAT the Vice-Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0014 as of today's meeting.

Carried unanimously

Appointment of the
Chairperson of the
Advisory Committee –
Student Success

CC-221123-CA-0039

Commissioner Anick Brunet MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Olivia Landry as Chairperson of the Advisory Committee – Student Success for the 2022-2023 school year;

AND THAT the Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0017 as of today's meeting.

Carried unanimously

Appointment of Vice-
Chairperson of the
Advisory Committee –
Student Success

CC-221123-CA-0040

Commissioner Melissa Wall MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Anick Brunet as Vice-Chairperson of the Advisory Committee – Student Success for the 2022-2023 school year.

AND THAT the Vice-Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0018 as of today's meeting.

Carried unanimously

Appointment of Members
of the Appeals Review
Committee

CC-221123-CA-0041

WHEREAS sections 9 to 12 of the *Education Act* provides a school board with the option to designate a person or establish a committee to reconsider decisions taken affecting a student;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board wishes to establish an Appeals Review Committee to dispose of such issues in accordance with the *Education Act* and policy no. 2000-CA-03: *Reconsideration of a Decision Affecting a Student*;



Commissioner Olivia Landry MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following Commissioners to the Appeals Review Committee for the 2022-2023 school year:

Karla Abraham Di Francesco	Bob Pellerin
Barbara Barrasso	Melissa Wall
Anick Brunet	

AND THAT the Commissioners remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0020 as of today's meeting.

Carried unanimously

Appointment of Members
of the Transportation
Advisory Committee

CC-221123-CA-0042

WHEREAS the composition of the Transportation Advisory Committee (TAC) is established by the *Regulation respecting student transportation* (the Regulation);

WHEREAS the Regulation requires that two (2) Commissioners be appointed to the TAC;

Commissioner Chloée Alary MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following commissioners to the Transportation Advisory Committee for the 2022-2023 school year:

Barbara Barrasso	Stéphane Henley
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AND THAT the Commissioners remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0019 as of today's meeting.

Carried unanimously

Appointment of Members
of the Central Students'
Committee

CC-221123-CA-0043

WHEREAS the Council of Commissioners approved resolution no. CC-210623-CA-0136, adopting policy no. 2021-CA-27: *Policy on Student Representation at the Sir Wilfrid Laurier School Board* (the Policy);

WHEREAS sections 2.5 and 2.6 of the Policy provide that the Council of Commissioners is to assign four (4) of its members as the persons responsible for the Central Students' Committee through the election of three (3) elected Commissioners and one (1) Parent Commissioner;

Commissioner Donna Anber MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following commissioners and Parent Commissioner to the Central Students' Committee for the 2022-2023 school year:

Vincent Cammisano	Stéphane Henley
James Di Sano	Olivia Landry

AND THAT the Commissioners and the Parent Commissioner remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-210623-CA-0136 as of today's meeting.

Carried unanimously



Appointment of
Chairperson of the Central
Students' Committee

Commissioner Karla Abraham Di Francesco MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name James Di Sano as Chairperson of the Central Students' Committee for the 2022-2023 school year;

CC-221123-CA-0044 AND THAT the Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0009 as of today's meeting.

Carried unanimously

Appointment of Vice-
Chairperson of the Central
Students' Committee

Parent Commissioner Stéphane Henley MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name Vincent Cammisano as Vice-Chairperson of the Central Students' Committee for the 2022-2023 school year;

CC-221123-CA-0045 AND THAT the Vice-Chairperson remain in office until replaced;

FURTHER THAT this resolution replace resolution no. CC-211027-CA-0010 as of today's meeting.

Carried unanimously

2021-2022 Financial
Statement and External
Auditor's Report

CC-221123-FR-0046

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, 2022;

WHEREAS, in accordance with section 286 of the *Education Act*, a public notice was given on October 31, 2022;

WHEREAS the school board has a preliminary surplus of \$6,484,192.29;

WHEREAS the 2021-2022 Financial Statements, prepared according to the Canadian Public Sector Accounting Standards, show the following:

Beginning Accumulated Deficit:	\$(4,782,914.88)
<u>Current Year:</u>	
Revenues:	\$214,539,945.20
Expenses:	<u>\$208,055,752.91</u>
Total Current Year Surplus:	\$6,484,192.29
Ending Accumulated Surplus:	\$1,701,277.41

Commissioner Donna Anber MOVED THAT, on the recommendation of the Audit Committee, the 2021-2022 audited Financial Statements of the Sir Wilfrid Laurier School Board for the period ending June 30, 2022, be received by the Council of Commissioners of the Sir Wilfrid Laurier School Board as submitted.

Carried unanimously



Statement of Unpaid Taxes WHEREAS section 339 of the *Education Act* requires the Director General to prepare a statement of the school taxes due and owing by owners;

CC-221123-FR-0047

WHEREAS section 340 of the *Education Act* stipulates that the statement prepared as per section 339 be submitted to the Council of Commissioners for approval;

Commissioner Anick Brunet MOVED THAT, on the recommendation of the Audit Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve, in accordance with sections 339 and 340 of the *Education Act*, the statement prepared by the Director of Financial Resources for the Director General for school taxes outstanding as of November 14, 2022, in the amount of \$829,392.90.

Carried unanimously

Public Call for Tender WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) wishes to redesign the school websites to make them more user-friendly and uniform in appearance while maintaining the individuality of each school through customized elements;

School Websites

CC-221123-CA-0048

WHEREAS the schools and parents have been surveyed on their respective school websites and have provided useful feedback to be used towards the development of the new websites;

WHEREAS this project will be completed in two phases, with phase one being the high schools and phase two the elementary schools, and all websites will be launched during the 2023-2024 school year;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Advisory Committee – Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the publication of a public call for tender for a service provider to create and redesign websites for its schools;

AND THAT authorization be given to include, in the specifications of said tender, the maximum duration of the contract, which is five (5) years;

FURTHER THAT the Director General be authorized to sign all documentation regarding this tender.

Carried unanimously

Nomination of the Selection Committee WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board has adopted resolution no. CC-221123-CA-0048, approving a public call for tender to create and redesign websites for its schools;

School Websites

CC-221123-CA-0049

WHEREAS a Selection Committee needs to be created for the purpose of selecting a service provider;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee – Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that the Selection Committee for the creation and redesign of the school websites be composed of the following members:

- 1 Member from the General Directorate
- 1 Member of the Information Resources Department
- 1 External Member
- 1 Member from the Material Resources and Transportation Department acting as Secretary of the Selection Committee



AND THAT the Director General be authorized to sign all documentation necessary to establish said committee.

Carried unanimously

PQI 2023-2032

CC-221123-MR-0050

WHEREAS, on an annual basis, the Government of Québec allocates funds to school boards to help build and enlarge schools and centres;

WHEREAS school boards must present their request through the Plan québécois des infrastructures (PQI) on a yearly basis;

WHEREAS the priority needs of the Sir Wilfrid Laurier School Board (SWLSB) have been evaluated;

WHEREAS, for the Laval region, a new school adapted to its special needs students is requested;

WHEREAS this school is essential considering the insufficient space to service the students of Crestview Elementary School, most of whom have complex physical, intellectual, emotional and social needs;

WHEREAS larger classrooms are necessary to properly service these students who require many resources and adapted materials;

WHEREAS additional rooms are required to enable the professional staff, including speech-language pathologists, occupational therapists and psychologists, to properly assist these students;

WHEREAS Crestview Elementary School lacks a sufficient number of adapted washrooms for students requiring specific hygiene measures;

WHEREAS additional sensory rooms are required for special needs students who often use specific materials to practice self-regulation;

WHEREAS, in addition to the lack of appropriate space, Crestview Elementary School requires major renovations;

WHEREAS Crestview Elementary School would also greatly benefit from a bus lay-by for adapted vehicles;

WHEREAS both the SWLSB and the Governing Board of Crestview Elementary School have indicated to the Ministère de l'Éducation du Québec (MEQ), via their respective resolutions, that Crestview Elementary School has difficulty meeting the needs of the growing number of students within its existing facilities;

WHEREAS, for the Laval region, a new school to replace Laval Senior Academy High School is requested;

WHEREAS this new school is required considering the cost and extensive timeframe needed to repair, to bring up to standards and to remove all contaminants within the building;

WHEREAS the project would consist in building a new school on the existing property, followed by the demolition of the old one;



WHEREAS two (2) new schools and one (1) enlargement are requested in the Laurentians region for sectors 5, 6 and 7 in order to alleviate the current overcrowding at McCaig, Pierre Elliott Trudeau, St-Jude, Mountainview and Laurentia Elementary Schools and to respond to the forecasted student enrolment in the region;

WHEREAS the Governing Boards of McCaig, Pierre Elliott Trudeau, St-Jude, Mountainview and Laurentia Elementary Schools have indicated that their respective schools are operating at overcapacity;

WHEREAS, for the Laurentians region, Ste-Adèle Elementary School does not currently have a gymnasium;

WHEREAS the PQI 2023-2033 includes the request for the construction of a gymnasium for the students at Ste-Adèle Elementary School;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the PQI Sub-Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the construction of two (2) new schools in the Laurentians region, one (1) new school in the Laval region, one (1) enlargement in the Laurentians region, one (1) replacement in the Laval region and the construction of a gymnasium in Ste-Adèle Elementary School as part of the PQI for 2023-2033;

AND THAT the Director of Material Resources and Transportation be authorized to complete any paperwork required to submit this PQI 2023-2033 request to the Ministry of Education.

Carried unanimously

CAG Public Tender

WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-8109-50 to acquire new, retreaded and remoulded tires;

Acquisition of New,
Retread and Remoulded
Tires

WHEREAS the Conseil de trésor has decreed that all acquisitions of new, retreaded and remoulded tires be made through the CAG;

CC-221123-MR-0051

WHEREAS the CAG has opted to award the contract to all suppliers whose submitted price in respect of the acquisitions to be made does not exceed the lowest price by more than 10%;

WHEREAS the *Regulation respecting certain supply contracts of public bodies* requires authorization from the Council of Commissioners (*dirigeant de l'organisme public*) before the public body can participate in this type of tender;

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this call for tender for the thirty-six (36) month contract to be awarded by the CAG;

WHEREAS it is estimated that the purchase cost of new, retreaded and remoulded tires is of \$5,000.00, before taxes, for the term of the contract;

Commissioner Olivia Landry MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2023-8109-50 to acquire new, retreaded and remoulded tires;



AND THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning the participation of the Sir Wilfrid Laurier School Board to this tender;

FURTHER THAT all acquisitions be made in accordance with by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board.*

Carried unanimously

CAG Public Tender

WHEREAS the Centre d'acquisitions gouvernementales (CAG) will be conducting public tender no. 2023-8138-50 to acquire paper towels and toilet paper / dispensers;

Paper Towels and Toilet Paper / Dispensers

WHEREAS the CAG has opted to award the contract to all suppliers whose submitted price in respect of the acquisitions to be done does not exceed the lowest price by more than 10%;

CC-221123-MR-0052

WHEREAS the *Regulation respecting certain supply contracts of public bodies* requires authorization from the Council of Commissioners (*dirigeant de l'organisme public*) before the public body can participate in this type of tender;

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this call for tender for the twenty-three (23) month contract to be awarded by the CAG;

WHEREAS it is estimated that the purchase cost of paper towels and toilet paper / dispensers for the school board is of \$165,000.00, before taxes, for the term of the contract;

Commissioner Anick Brunet MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2023-8138-50 to acquire paper towels and toilet paper / dispensers;

AND THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning the participation of the Sir Wilfrid Laurier School Board to this tender;

FURTHER THAT all acquisitions be made in accordance with by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board.*

Carried unanimously

CAG Public Tender

WHEREAS the Ministère de l'Éducation has mandated the Centre d'acquisitions gouvernementales (CAG) to conduct a public tender for the acquisition of desktop computers, laptops, monitors, charging carts, high-performance workstations and hardware security tokens;

New Workstations and Monitors

WHEREAS the CAG will be launching tender 2023-7525-50 *Postes informatiques et moniteurs neufs* on the *Système électronique d'appel d'offres (SEAO)* in April 2023 so that equipment is made available for fall 2023;

CC-221123-IT-0053

WHEREAS the duration of this contract is for two years with the possibility of three 12-month extensions covering a potential total of 5 years (September 1, 2023 – August 31, 2028);

WHEREAS the Sir Wilfrid Laurier School Board requires various quantities of equipment available on this tender for its schools and centres for the duration of the 5-year contract ending August 31, 2028;



Commissioners Melissa Wall MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the participation of the Sir Wilfrid Laurier School Board in public tender no. 2023-7525-50 *Postes informatiques et moniteurs neufs*;

AND THAT the Director of Information Resources be authorized to sign all documentation concerning this mandate to the Centre d'acquisitions gouvernementales;

FURTHER THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the acquisition of equipment and software available in public tender no. 2023-7525-50, not to exceed annually \$275,000, before taxes, for the duration of the contract.

Carried unanimously

Abolition of Position

CC-221123-HR-0054

WHEREAS the Sir Wilfrid Laurier School Board has consulted the Sir Wilfrid Laurier Administrators' Association and the Sir Wilfrid Laurier Section of the Association québécoise des cadres scolaires regarding the abolition of the position of School Administration Manager at Laval Junior Academy;

WHEREAS the position mentioned above will become vacant on February 3, 2023;

Parent Commissioner Chloée Alary MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board abolish the position of School Administration Manager at Laval Junior Academy, effective February 3, 2023.

Carried unanimously

Nomination of an In-School Administrator

Principal

CC-221123-HR-0055

WHEREAS the position of principal at Hillcrest Academy will be vacant on January 25, 2023;

WHEREAS, as per section 79 (2) of the *Education Act*, the Governing Board of Hillcrest Academy was consulted on the selection criteria for the appointment of the principal;

WHEREAS policies no. 2000-HR-01: *Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators' Association* and no. 2000-HR-02: *Regulating the Working Conditions of Management Staff Represented by the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section*, have been applied;

WHEREAS an interview was held on November 21, 2022;

Commissioner James Di Sano MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the following person to the position of principal, effective January 25, 2023:

SCHOOL	PRINCIPAL
Hillcrest Academy	Tania Marchitello

Carried unanimously



Transportation Contracts WHEREAS the five-year contracts for school bus transportation services ended on June 30, 2022, for all transporters contracting with the Sir Wilfrid Laurier School Board (the "SWLSB"),
Funding as this was the case for most school boards and school service centres in Québec;

CC-221123-CA-0056 WHEREAS the Ministère de l'Éducation (MEQ) hired a mediator in order to negotiate provincially the terms and conditions of transportation contracts with the Fédération des transporteurs par autobus (the "Federation");

WHEREAS the Government and the Federation have reached an agreement as to the financial contribution to be given to transporters for school bus transportation services;

WHEREAS, in order to avoid a breach in transportation services, the Executive Committee adopted resolutions no. EC-220829-MR-0006 and EC-220829-MR-0007, authorizing the Director General to sign all necessary documentation to extend, on a monthly basis, the contracts with all transporters offering school bus or berline transportation that agree to this monthly extension, until all negotiations are finalized provincially;

WHEREAS, if the SWLSB were to apply the new provincial agreement to its regular transportation routes, it would find itself in a deficit position because of the financial impact;

WHEREAS this provincial agreement does not apply to the contracts for berline transportation services, which will increase the overall deficit position of the SWLSB;

WHEREAS certain transportation contractors used by the SWLSB have refused the agreement negotiated between the MEQ and the Federation;

WHEREAS the MEQ has yet to confirm to the SWLSB if it will fund the additional costs that are to be incurred, notably, by this new agreement;

Commissioner Donna Anber MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board formally request the Ministère de l'Éducation to confirm that it will finance any additional transportation costs to be incurred by the Sir Wilfrid Laurier School Board in the operation of its school buses and berlines;

AND THAT a copy of this resolution be sent to the Ministère de l'Éducation with a letter to be signed by the Chairperson detailing these concerns.

Carried unanimously

