

PROVINCE OF QUÉBEC
Ville de Rosemère

A special 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, Québec, on Wednesday, July 5, 2023, and via videoconference at 12:00 p.m., at which were:

Present: Commissioners Barbara Barrasso and James Di Sano; and Gaëlle Absolonne, Director General.

Present via videoconference: Paolo Galati, Chairperson; Commissioners Melissa Wall, Vice-Chairperson; Bob Pellerin, Alternate Vice-Chairperson; Karla Abraham-Di Francesco, Donna Anber, Vincent Cammisano and Olivia Landry; Parent Commissioners Chloée Alary, Tara Anderson and Stéphane Henley;

Also present: Frédéric Greschner, Assistant Director General; Giovanna Ortona, Interim Secretary General and Director of the Legal, Corporate and Communications Department; Lynda Da Silveira, Director of Pedagogical Services; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Stephanie Krenn, Director of Human Resources; Chao Ling Pan, Director of Financial Resources; Eloïse Robichaud, Interim Assistant Director of the Legal, Corporate and Communications Department; and Jocelyne Thompson-Ness, Administration Officer.

Also present via videoconference: Robin Bennett, Director of Information Resources; and Maxeen Jolin, Coordinator of Communications;

Absent: Commissioner Anick Brunet.

The Chairperson called the meeting to order and confirmed quorum with the Interim Secretary General and Director of the Legal, Corporate and Communications Department.

The Interim Secretary General and Director of the Legal, Corporate and Communications Department confirmed quorum and advised that all legal requirements for this meeting were followed.

TIME: 12:01

1.0 Opening of Meeting

1.1 Acknowledgement of the Land

I would like to honour the existence of the First Peoples by acknowledging that the Sir Wilfrid Laurier School Board is on the traditional land of the Kanien'keha:ka or Mohawk nation.

The Mohawk Nation is also known as the "Eastern Door Keepers" and are a member of the Haudenosaunee Confederacy which also includes the Seneca, Cayuga, Tuscarora, Onondaga and Oneida Peoples.

In the spirit of truth, reconciliation, and collaboration, we honour our relationship with the Indigenous Community and respect the history, culture, and language of Canada's original peoples.

2.0 Approval of the Agenda

Approval of the Agenda
CC-230705-CA-0001

Commissioner Olivia Landry MOVED THAT the July 5, 2023, agenda of the special meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board be approved as presented in document no. CC-SWLSB-2023/07/05-CA-001.

Carried unanimously

3.0 Appointments

3.1 Coordinator of Business Services

Appointment
Coordinator of Business Services
CC-230705-HR-0002

WHEREAS the position of Coordinator of Business Training Services (Service aux entreprises / Qualification) is currently vacant;

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 a Selection Committee held interviews on June 28, 2023;

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage Lorie Gannon as Coordinator of Business Training Services (Service aux entreprises / Qualification), effective July 6, 2023, in accordance with the Management Policies of the Sir Wilfrid Laurier School Board.

Carried unanimously

The Chairperson, on behalf of the Council, congratulated Ms. Gannon and wished her well in her new position.

Ms. Gannon expressed her appreciation to the Selection Committee for its confidence in her. She noted that she has had a good role model in the outgoing coordinator and that she is highly motivated to grow the service.

The Director General welcomed Ms. Gannon to the Management Team noting how pleased she is to see someone promoted from within.

3.2 Coordinator of Maintenance Services

Appointment
Coordinator of Maintenance Services
CC-230705-HR-0003

WHEREAS the position of Coordinator of Maintenance Services in the Material Resources and Transportation Department is currently vacant;

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 interviews were held on June 22, 2023;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint Mioara (Mia) Mintici Ionescu to the position of Coordinator of Maintenance Services, effective July 24, 2023, in accordance with the Management Policies of the Sir Wilfrid Laurier School Board.

Carried unanimously

The Chairperson, on behalf of the Council, congratulated Ms. Ionescu and wished her well in her new position.

Ms. Ionescu thanked everyone for the opportunity to be a part of the Sir Wilfrid Laurier School Board (SWLSB).

The Director General welcomed Ms. Ionescu to the SWLSB family noting that she will be well surrounded by great colleagues.

3.3 Project Managers – Capital Projects

Appointment

WHEREAS there are two positions of Project Manager of Capital Projects in the Material Resources and Transportation Department that are currently vacant;

Project Manager – Capital
Projects

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;

CC-230705-HR-0004

WHEREAS interviews were held on June 22, 2023;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the following candidates to the positions of Project Manager of Capital Projects, in accordance with the Management Policies of the Sir Wilfrid Laurier School Board:

NAME	EFFECTIVE DATE
Malika Izourari	July 6, 2023
Farah Bradai	August 14, 2023

Carried unanimously

The Chairperson, on behalf of the Council, congratulated Ms. Izourani and Ms. Bradai and wished them well in their new positions.

Ms. Izourani thanked everyone for the opportunity to continue to grow within the SWLSB and that she is looking forward to the challenge of her new position.

The Director of Material Resources and Transportation noted that Ms. Izourani has been with the SWLSB for the past three years as a Building Technician and that she is very capable.

The Director General again noted how pleased she is to see someone promoted from within and welcomed Ms. Izourani to the Management Team.

Unfortunately, at this time, Ms. Bradai is having some technical difficulties with her sound and cannot join us verbally.

4.0 Appointment of Interim Director General

Appointment

WHEREAS the position of Director General will become vacant on August 11, 2023;

Interim Director General

WHEREAS section 198 of the Education Act stipulates that a school board must appoint a Director General;

CC-230705-CA-0005

Commissioner James Di Sano MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint **Frédéric Greschner** as interim Director General, effective August 12, 2023.

Carried unanimously

The Chairperson, on behalf of the Council, congratulated the Assistant Director General on his appointment as the Interim Director General and said that he is looking forward to working more closely with him.

The Assistant Director General thanked the Council for this opportunity and its confidence in him. He and the Director General will ensure that things transition smoothly until her departure.

5.0 Recruitment and Hiring of Director General

5.1 Process for Recruiting

In response to a question from the Chairperson, the Interim Secretary General and Director of the Legal, Corporate and Communications Department noted that the current Director General may remain at the table while the recruitment process is discussed.

Recruitment and Hiring of
Director General

WHEREAS the Council of Commissioners wishes to commence the recruitment and hiring of a Director General;

Process for Recruiting

CC-230705-CA-0006

WHEREAS, in accordance with policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, section 4.1.1, the Council of Commissioners must select the method to be used for this process from the following:

- A) Carry out the process by itself;
- B) Carry out part of the process by itself and engage external support;
- C) Outsource the entire process and engage a Human Resources Consulting Firm to carry it out, in this case, only sections 4.1.2 and 4.8 shall apply.

Commissioner Donna Anber MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board select method B to be used for the recruitment process of a Director General.

Carried unanimously

5.2 Criteria, Duration and Method of Posting

Recruitment and Hiring of
Director General

WHEREAS the Council of Commissioners wishes to commence the recruitment and hiring of a Director General;

Criteria, Duration and
Method of Posting

CC-230705-CA-0007

WHEREAS, in accordance with policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, sections 4.1.2 and 4.1.3, the Council of Commissioners must decide, by resolution, on the specific criteria and the duration of the publication of the post of Director General;

Commissioner Olivia Landry MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the criteria as contained in document no. SWLSB-2023/07/05-CA-002, as the specific criteria for the post of Director General;

AND THAT the position of Director General be posted internally and externally as follows:

- Via e-mail invitation only;
- On the Corporate Web site;
- Through the means of the education network; and/or
- Through provincial or national newspapers;

FURTHER THAT the Director of Human Resources be mandated to post this position from July 10, 2023, to August 10, 2023.

Carried unanimously

5.3 Selection Committee

Recruitment and Hiring of
Director General

WHEREAS the Council of Commissioners wishes to commence the recruitment and hiring of a Director General;

Selection Committee

WHEREAS, in accordance with policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, section 4.2.1, the Council of Commissioners must name a Selection Committee which must include the Chairperson and Vice-Chairperson of the Council, the Chairperson and Vice-Chairperson of the Executive Committee, a Parent Commissioner and three Commissioners representing Laval, Laurentides and Lanaudière;

CC-230705-CA-0008

Parent Commissioner Chloée Alary MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following to the Selection Committee for the position of Director General;

AND THAT two (2) alternates be named in the event of an absence.

Chairperson – Council / Executive	Paolo Galati
Vice-Chairperson Council	Melissa Wall
Vice-Chairperson Executive Committee	Donna Anber
Parent Commissioner	Stéphane Henley
Commissioner – Laval	Barbara Barrasso
Commissioner – Laurentides	Melissa Wall
Commissioner – Lanaudière	Bob Pellerin
Commissioner Alternate	James Di Sano
Parent Commissioner Alternate	Chloée Alary

Carried unanimously

5.4 Selection and Mandate – External Support

In response to a question from Commissioner Donna Anber, the Chairperson noted that the current Director General will sign all documentation concerning the recruitment process as she is in place until August 11, 2023, and asked that the signing clause be modified to include *...or in their absence or with their knowledge the Assistant Director General....* The Council concurred.

Recruitment and Hiring of
Director General

Selection and Mandate –
External Support

CC-230705-CA-0009

WHEREAS the Council of Commissioners approved resolution CC-230705-CA-006 selecting to carry out part of the process by itself and engage external support for the recruitment and hiring of a Director General, as per section 4.1, subsection 4.1.1.2; of policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General;

WHEREAS section 4.1.4 of said policy states, “If the Council of Commissioners chooses method 4.1.1.2, it will determine by resolution the roles and responsibilities for the Council of Commissioners and for the external support.”;

Commissioner Barbara Barrasso MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of Auray Leadership, Member of Raymond Chabot Grant Thornton, to provide support with the hiring process;

AND THAT the mandate to the said firm be to provide the following services;

- Develop a posting strategy;
- Proceed with the posting on the various sites;
- Receive and analyze CVs;
- Conduct the initial interview;
- Submit selected candidates to the Selection Committee members;
- Assist the Section Committee with the meeting process;
- Assist with the psychometric assessments; and
- Proceed with the reference check of the successful candidate;

AND THAT the budget for these services not exceed \$12,000.00, plus applicable taxes;

FURTHER THAT the 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.

Carried unanimously

6.0 Question Period

The Interim Secretary General and Director of the Legal, Corporate and Communications Department explained the parameters of the question period noting that the questions must be related to the agenda items. She drew attention to where people online can type in their questions

She confirmed there were no questions.

7.0 Adjournment

The Chairperson noted that this is the last official meeting of the Director General and that she will be missed. He wished her well in her new position as Director General of the Centre de services scolaire Marie-Victorin but indicated that she will always be part of the SWLSB family.

The Director General thanked the Chairperson for his kind words noting that it has been a privilege to have worked with such a wonderful group of employees, students and stakeholders and thanked everyone for filling her tool box. The SWLSB will continue to shine.

Commissioner Karla Abraham Di Francesco MOVED the adjournment of the meeting.

Carried unanimously

TIME: 12:30

NEXT MEETING → REGULAR → September 27, 2023

Giovanna Ortona, Interim Secretary General

Paolo Galati, Chairperson