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, Québec, on Wednesday, June 21, 2023, and via videoconference at 19:30, at which were:

Present: Paolo Galati, Chairperson; Commissioner Bob Pellerin, Alternate Vice-Chairperson; Commissioners Donna Anber, Barbara Barrasso, Anick Brunet, Vincent Cammisano, James Di Sano; Parent Commissioners Tara Anderson and Stéphane Henley; Student Representatives Hareem Saad Nawaz and Andreas Petropoulos; and Gaëlle Absolonne, Director General.

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

Present via Zoom: Commissioner Olivia Landry and François Badin, Assistant Director of Human Resources.

Absent: Commissioners Melissa Wall, Vice-Chairperson; Karla Abraham Di Francesco and Parent Commissioner Chloée Alary

Guests (In-person): Christina Shousha, Centre Director CDC Vimont and CDC Lachute; and Mélanie Bujold, Social Services Officer

Guests (Zoom): Charlene O'Hanley, Teacher at CDC Lachute; Leo Sharely, Student at CDC Lachute.

The Chairperson called the meeting to order welcoming everyone who is viewing the meeting online and verified quorum with the interim Secretary General. Quorum has been achieved.

TIME: 19:32

0.0 Opening of Meeting

0.1 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.

The Chairperson advised that today is National Indigenous Peoples' Day, a day to recognize and celebrate the First Nations, Inuit and Métis, their history, heritage and diversity throughout Canada. It is also the time to recognize the forced assimilation, cultural suppression, poverty, violence against women and systemic racism that the Indigenous Peoples' have faced over many years and the continued need for truth and reconciliation.

The education system plays a crucial role in striving to achieve truth and reconciliation therefore, indigenous languages and cultural practices should be integrated into schools. The Sir Wilfrid Laurier School Board has implemented *First Nations and Truth and Reconciliation Studies* for elementary and high schools and has also partnered with *The Gord Downie & Chanie Wenjack Fund* to help build connections through education.

A minute of silence was held for those who have been victims of colonization and discrimination.

1.0 Approval of the Agenda

Approval of the Agenda

Parent Commissioner Tara Anderson MOVED THAT the June 21, 2023, agenda of the Council of Commissioners be approved as presented in document no. CC-SWLSB-2023/06/21-CA-001.

CC-230621-CA-0126

Carried unanimously

2.0 Recognition – Pedagogical Services

The Chairperson noted that the Council is pleased to recognize the achievements of Leo Scharley and Seth Mayo, Students at CDC Lachute Charlene O'Hanley, Teacher and Mélanie Bujold, Social Services Officer, in obtaining a $10,000.00, grant from the *IT GETS BETTER CANADA* for LGBTQ+ initiatives within the school board. Recognizing these efforts in June is particularly special in that June is Pride Month, a month when everyone comes together to celebrate and support the LGBTQ+ community.

Ms. Bujold is a champion of the LGBTQ+ students within the school board and as a Social Services Officer she assists the schools in creating an inclusive environment where all students feel valued, supported and safe to be their true selves.

Ms. O'Hanley, Leo Scharley and Seth Mayo collaborated with Ms. Bujold on the project for the grant application and it was selected by the *IT GETS BETTER PROJECT* review committee. The project submitted fits with the mission of the *IT GETS BETTER PROJECT* to uplift, empower, and connect two spirits, lesbian, gay, bisexual, transgender, and queer (2SLGBTQ+) throughout the country through community building and storytelling.

The grant will provide CDC Lachute and the nine high schools of the school board with $500.00, starter kits for LGBTQ+ clubs. These kits will play a vital role in establishing safe spaces within schools where students can find support, engage in meaningful dialogue, and promote equality and inclusivity. It will also allow for a series of speakers, the addition of LGBTQ+ books to high school libraries and the acquisition of items that will further promote visibility and pride within the Sir Wilfrid Laurier School Board community.

Congratulations to everyone.

3.0 Approval of Minutes – May 31, 2023

Approval of Minutes
May 31, 2023

CC-230621-CA-0127

Commissioner Vincent Cammisano MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on May 31, 2023, having been received by all members prior to this meeting, be approved as written and exempt from public reading by the Secretary General.

Carried unanimously

4.0 Question Period

The Interim Secretary General and Director of the Legal, Corporate and Communications Department explained the parameters of the two question periods of 20 minutes each and drew attention to where people online can type in their questions for the second question period.

She noted that the second question period is for questions related to agenda items only. Question period is not a platform for debate.

There are no questions for the first question period.

5.0 Report from the Chairperson

The Chairperson welcomed everyone to the last Council meeting of the 2022-2023 school year noting that the past year has had its challenges but that through collaboration and resilience it was a successful one. He is sure that everyone is looking forward to a well-deserved summer break.

He went on to present his monthly report noting:

- June 5, 2023 – Attended the press conference for *Il faut que je te raconte*, with the Assistant Director General. This is contest is held to promote the French language through storytelling and is open to the elementary and secondary students as well as CEGEP students. All entries are due by January 7, 2024;
- June 5, 2023 – Attended the *Model the Way Honours* ceremony at Colossus Laval. This evening is held to celebrate the success of students that participate in Leadership in their schools and communities. Approximately 150 students from grade five to secondary V from eleven Sir Wilfrid Laurier School Board (SWLSB) schools were recognized. Congratulations to the Pedagogical Services team who heads up this project with the students and staff of the schools. The Caisse Desjardins de Chomedey is a partner in this project;

Student Representative, Hareem Saad Nawaz, noted that this evening was a very nice way to show appreciation to students that raise their voices for others. All who participated deserved this honour.

- June 7, 2023 – Attended the hearing in the National Assembly on Bill 23 with Commissioner Barbara Barrasso and representatives of the Quebec English School Boards Association (QESBA). The QESBA deposited its brief on Bill 23 and presented the injustices this bill brings notably the government being able to appoint director generals of the English school boards and francophone Centres de services scolaire (CSS) and giving the government the power to annul a decision taken by a school board or a CSS. The purpose of the QESBA is to advocate for the appropriate education for students in the youth and adult sectors;
- June 8, 2023 – Attended the Sir Wilfrid Laurier Foundation (SWLF) Lobster Gala. The event was a success with $30,000.00, raised for the purchase of sensory equipment for the schools. The SWLF took the opportunity to introduce its Ambassadors Club for which more details will be provided in the fall of 2023;

Commissioner James Di Sano, as a member of the SWLF, noted that the Ambassadors Club is an initiative for the financing of future projects to give back to the schools.

- June is graduation time so, on behalf of the Council, congratulations to the class of 2023. The following-graduation ceremonies were attended by the Chairperson:

Date	Elementary Schools Adult Education Centre	Commissioners and/or Parent Commissioners in attendance
June 13	CDC Vimont-CDC Lachute	Barbara Barrasso, Vincent Cammisano, James Di Sano
June 14	Genesis	Anick Brunet, James Di Sano
June 15	Hillcrest Academy	
	John F. Kennedy	Vincent Cammisano
	St-Paul	
	St-Vincent	
June 19	Pierre Elliott Trudeau	Olivia Landry
	Ste-Adèle	Donna Anber, Chloée Alary
June 20	Franklin Hill	
	Grenville	
	McCaig	
June 21	Jules Verne	Anick Brunet, James Di Sano
	Pinewood	Vincent Cammisano, Bob Pellerin
	Twin Oaks	Barbara Barrasso, Vincent Cammisano

- June 13 – The CDC Vimonnt/CDC Lachute graduation always is a very special graduation because these students have worked very hard to attain success;
- June 19 – The graduation at Ste-Adèle involved only 14 students and each one spoke about their elementary school experience;
- June 20 - Grenville Elementary School, like Ste-Adèle, only had 14 students graduating and they too spoke about their time there.

In closing his final report of the 2022-2023 school year, the Chairperson noted that he feels honoured to be in his position because the commitment and passion for education of the directors, administrators, teachers, students and all employees is what makes this school board one of the top ten in Québec and, in addition, it is through the collaboration of everyone that the current graduation and qualification rate of 88.3% have been achieved.

He expressed, on behalf of the Council, heartfelt gratitude to the Director General and Assistant Director General for their exceptional leadership, dedication to education and unwavering support to the Council;

He further expressed the Council's gratitude to the school and centre administrators, department administrators and all members of the teaching and school teams for their tireless efforts, passion and determination that impacts the lives of the students on a daily basis, their hard work is acknowledged and appreciated as are the countless hours dedicated to creativity and compassion to form a nurturing, inspiring and safe education environment.

He also expressed his thanks to the members of the Council for their continued support even though they are not always on the same page.

The Sir Wilfrid Laurier School Board is more than just a school board it is a family.

Community Comments

- Commissioner Donna Anber noted the following:
  - Attendance at the grade 6 graduation at Arundel Elementary School and that it was a small graduation with nine students moving on to high school;
  - The Ste-Agathe Academy grade 6 graduation is tomorrow evening and 14 students will be graduating;
  - Congratulations to the Class of 2023;
  - Successes of former students:
    - Rowan Draper, a Visual Arts student at Dawson College, has been selected for a residency at the Montreal Museum of Fine Arts;
    - Liliane Skelly, a model and actress, was featured on a recent cover of the magazine Clin d'œil and is currently in a Québec made movie
- Student Representative Andreas Petropoulos thanked all of the parents of the class of 2023, including his own, for their continued support. He is excited to see what the future holds for the class of 2023.

6.0 Report from the Director General

The Director General presented her monthly report noting:

- June 5, 2023 – Attended the Student Leadership *Model the Way Honours* with the Assistant Director General, Commissioners, students, employees, the Pedagogical Services Team and Spiritual Animators. This is an event that sees the majority of the schools participate and these students are the leaders of tomorrow. Congratulations to the Pedagogical Services Team on the organization of such a wonderful event;
- June 8, 2023 – Attended the annual Sir Wilfrid Laurier Foundation Lobster Gala. She thanked everyone who came to the event as these events help to raise money for much needed sensory equipment;

Proud Moments

- Arundel Elementary School is the recipient of a $15,000.00, grant from the Caisse Desjardins de Mont-Tremblant as part of its sustainability project. The grant will be used for a gardening project at the school. When communities come together, they are stronger. Thank you to the Caisse Desjardins;
- Congratulations to the Class of 2023;
- Summer School 2023 will be held from July 10 – 21, 2023. Information is available on the web site.

Commissioner Anick Brunet entered the meeting. **TIME: 20:16**

7.0 Business Arising

7.1. School Zones for the New School in Saint-Lin-Laurentides, Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools

School Zones for the New School in Saint-Lin-Laurentides, Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools

CC-230621-TS-0128

WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) requested a new school for the Joliette area to alleviate overcrowding in the Lanaudière region;

WHEREAS the SWLSB received authorization from the Ministère de l'Éducation du Québec to build a new school in Saint-Lin-Laurentides;

WHEREAS a school attendance zone needs to be established for the new school in St-Lin-Laurentides;

WHEREAS the Council of Commissioners adopted resolution no. CC-221114-TS-0024 authorizing the consultation of all concerned stakeholders in particular those of Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools (the Schools), on the geographical area that will be serviced by the new school in Saint-Lin-Laurentides;

WHEREAS on November 29, 2022, the Sir Wilfrid Laurier School Board held a public consultation with all stakeholders to present the attendance zone for the new school in Saint-Lin-Laurentides and the impacts on the attendance zones of the Schools, as shown in document no. SWLSB-2023/05/31-TS-001;

WHEREAS the consultation documents were published on the Sir Wilfrid Laurier School Board website and provided to the Governing Boards of each of the Schools;

WHEREAS the public consultation ended on March 17, 2023;

WHEREAS the Directorate and the Council of Commissioners have reviewed the feedback and recommendations received;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee – Administration and Advisory Committee - Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that, as of January 1, 2024, the following sectors be removed from their respective school attendance zones and be included in the school attendance zone for the new school in Saint-Lin-Laurentides:

- Saint-Calixte, Saint-Esprit, Saint-Lin-Laurentides, Saint-Roch-de-l'Achigan, Saint-Roch-Ouest (formally part of Joliette Elementary School's attendance zone), Sainte-Sophie (East of Montée Morel) (formally part of Laurentia Elementary School's attendance zone), Sainte-Anne-des-Plaines (formally part of Pierre Elliott Trudeau Elementary School's attendance zone), La Plaine (Terrebonne) (formally part of Pinewood Elementary School's attendance zone), Sainte-Julienne (South-West of), Saint-Calixte-North, (formally part of Rawdon Elementary School's attendance Zone) as shown in document no. SWLSB-2023/05/31-TS-002;

AND THAT as of January 1, 2024, the following sectors be removed from Joliette Elementary School and added to the attendance zone of Franklin Hill Elementary School:

- l'Assomption, l'Épiphanie, Lavaltrie (South-West of), Saint-Sulpice, as shown in document no. SWLSB-2023/05/31-TS-003;

AND THAT as of January 1, 2024, the following sectors be removed from Franklin Hill Elementary School and added to the attendance zone of Pinewood Elementary School:

- Îles St-Jean, Old Terrebonne, Terrebonne (East side of highway 25) as shown in document no. SWLSB-2023/05/31-TS-004;

AND THAT the attendance zones of Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools be modified in order to reflect the aforementioned modifications;

AND THAT, should the opening of the school be delayed beyond September 2024, the students that are in the sectors that will make up the school zones for the new school in Saint-Lin-Laurentides, Pinewood Elementary School and Franklin Hill Elementary School will remain in their current schools;

AND THAT when the opening date of the new school in Saint-Lin-Laurentides is confirmed, the sectors above be removed and added as indicated;

FURTHER THAT transportation will be organized and provided by the Sir Wilfrid Laurier School Board.

Carried unanimously

8.0 Decision Items

8.1 Financial Resources

8.1.1 2023-2024 Initial Budget

The Chairperson advised those present at the meeting and online that the agenda items presented this evening have been thoroughly discussed and all Commissioner questions answered at the advisory committees.

2023-2024 Initial Budget

CC-230621-FR-0129

WHEREAS in accordance with the *Education Act* (R.S.Q., Chapter I-13.1), Sir Wilfrid Laurier School Board must adopt and submit to the Minister of Education its operating, investment and debt service budget for the 2023-2024 school year;

WHEREAS this budget is balanced for the 2023-2024 school year;

WHEREAS the school tax proceeds, which were of $10,334,344, were determined by taking into account:

- an adjusted standardized assessment of taxable immovables of $25,000 or less in the amount of $28,692,884;
- an amount of 24,162 taxable immovables of more than $25,000; and
- the rate of $0.0973 per $100 of the assessment set by the Minister for the 2023-2024 school tax;

Parent Commissioner Stéphane Henley MOVED THAT the operating, investment and debt service budget, providing for revenues of $215,168,576 and expenses of $215,168,576 be approved and submitted to the Minister of Education.

Carried unanimously

8.2.1 Amendment to Expense Reimbursement Policy (Annex 1 of Policy)

Amendment to Expense reimbursement Policy (Annex 1 of Policy)

CC-230621-FR-0130

WHEREAS Annex 1 of policy nº 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board*, establishes the rates of reimbursement for certain expenses that employees incur throughout the exercise of their function and this annex is subject to an annual review;

WHEREAS the rates in Annex 1 need to be reviewed as they do not reflect the actual increases of cost of travels by car;

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 the amendments to Annex 1 of policy nº 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board* to reflect the reimbursement rates below, effective July 1, 2023.

Mileage

First 5,000 km	$0.60/km
Each additional km	$0.53/km
Carpooling	$0.70/km

Carried unanimously

8.2 General Directorate

8.2.1 Commitment-to-Success Plan 2023-2027

The Chairperson advised that the adoption of the 2023-2027 Commitment-to-Success Plan (CTSP) represents the cumulative collaboration that took place over the 2022-2023 school year. The Sir Wilfrid Laurier School Board (SWLSB) can be proud of its 88.3 percent graduation and qualification rate as can all of the students, teachers, parents, and all employees who have contributed to this success. The SWLSB is filled with optimism with the new objectives and orientations of the CTSP and is committed to the collective goal of an inclusive and supportive educational environment.

He extended thanks to all stakeholders who have participated in the creation of this new CTSP that embraces and fosters the culture of learning.

The Coordintor of Communications presented the CTSP noting that some of the priorities of the SWLSB were similar to those of the Ministère de l'Éducation so they were selected as the three orientations:

- Orientation 1: Students – To support and increase the success of diverse learners and at-risk students academically, socially and emotionally;
- Orientation 2: Employees – To attract, retain and support quality employees;
- Orientation 3: Bilingualism – To ensure all students possess strong bilingual competency and proficient French skills by the time they graduate, enabling them to thrive in Québec.

She went on to present the final visual for the new CTSP noting that it was presented to the Advisory Committee – Administration for feedback which has been incorporated. The new visual was designed as follows:

- A tree to represent growth;
- Coloured leaves for diversity, LGBTQ+;
- A youth and an adult who represent all levels of learning;
- The roots for the stakeholders that support the school board.

The three orientations are represented in different colours with the employees being defined in red because they are the heart of the school board.

Commitment-to-Success Plan

2023-2027

CC-230621-CA-0131

WHEREAS the Ministère de l'Éducation (MEQ) has developed a new strategic plan for the improvement of student success in Québec from 2023-2027;

WHEREAS the strategic plan of the MEQ has established objectives and orientations that all school boards and school service centres must align with;

WHEREAS the MEQ requires that every school board establish a Commitment-to-Success Plan that is consistent with strategic directions and objectives of the department's strategic plan, the whole in accordance with section 209.1 of the *Education Act*;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 2023-2027 Commitment-to-Success Plan as contained in document no. SWLSB-2023/06/21-CA-002.

Carried unanimously

Commissioner Bob Pellerin, Alternate Vice-Chairperson, entered the meeting. **TIME: 20:30**

8.3 Human Resources

8.3.1 Amendments to the Local Arrangements with the Laurier Teachers Union

Amendments to the Local Arrangements with the Laurier Teachers' Union

CC-230621-HR-0132

WHEREAS the current recall process described under Clause 5-1.17 no longer meets the needs of both the Human Resources Department and the Laurier Teachers' Union;

WHEREAS the current process poses challenges for both the employer and the employees concerned;

WHEREAS the Human Resources Department and the Laurier Teachers' Union proposed to modify the teacher recall process for the Adult Education and Vocational Training sectors to align with the recall procedures of the Youth Sector;

WHEREAS the Laurier Teachers' Union consulted its members on June 14, 2023, resulting in support for the proposed amendment;

WHEREAS the school board consulted the management team concerned throughout the revision process, resulting in support for the proposed amendment;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed amendment to the LTU Local Agreement (L.R.Q., Chapter R-8.2), primarily concerning Chapters 11 and 13, as per document no. SWLSB-2023/06/21-HR-001.

Carried unanimously

8.3.2 Appointment of In-School Administrators - Principals

Appointment of In-School Administrators

Principals

CC-230621-HR-0133

WHEREAS the position of Principal at Mountainview High School is currently vacant;

WHEREAS the positions of Principal at Laurentia, Rawdon and Ste-Adèle Elementary Schools will be vacant as of July 1, 2023;

WHEREAS, as per section 79 (2) of the *Education Act*, the Governing Boards of these elementary schools were 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 interviews were held on May 31, 2023, and June 19, 2023;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Selection Committee and the General Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the following to the position of Principal, effective July 1, 2023:

SCHOOL	PRINCIPAL
Ste-Adèle Elementary School	Luc Gélinas
Laurentia Elementary School	Josiane Fortin
Rawdon Elementary School	Chantal Ouimet
Mountainview High School	Christyne Legault

Carried unanimously

The Chairperson congratulated Ms. Legault on her appointment as Principal of Mountainview High School noting that she has been a long-term member of the SWLSB family and that she will bring exceptional skills to a very special school.

Ms. Legault thanked the Chairperson for his kind words noting that, while she has mixed feelings about leaving Pinewood Elementary School, she is very excited for her new challenge.

The Director General noted that Ms. Legault will continue to build on the strong foundation of Mountainview High School.

The Chairperson went on to congratulate and welcome three new employees to the SWLSB family beginning with Luc Gélinas who is the new Principal at Ste-Adèle Elementary School.

Mr. Gélinas noted that he has been in education for the past 27 years in Québec and Ontario and that he is looking forward to working with the SWLSB.

The Director General congratulated and welcomed Mr. Gélinas noting that his various skills in education will be very much appreciated.

The Chairperson went on to welcome and congratulate Josiane Fortin to her new position as Principal of Laurentia Elementary School noting that she lives in the community and has an understanding of the stakeholders.

Ms. Fortin thanked the Selection Committee for the opportunity noting that she is feeling very welcome and that she looks forward to the challenge. She also noted that she has worked for the Centre de services scolaire de la Rivière-du-Nord for many years.

The Director General welcomed and congratulated Ms. Fortin noting that she looks forward to meeting her in person.

The Chairperson continued by welcoming and congratulating Chantal Ouimet on her position as Principal of Rawdon Elementary School noting that, like Ms. Fortin, she too lives in the community and understands the area. Ms. Oiumet comes to the SWLSB family from the Centre de services scolaire des Samares.

Ms. Ouimet thanked everyone for their confidence in her and noted that, like Ms. Fortin, already feels every welcome and that she is looking forward to continuing to make the school a happy and safe place to grow and learn.

The Director General noted that, while they have not met in person, she is looking forward to that day.

8.4 Adult Education and Vocational Training/Services aux entreprises

8.4.1 Request to MEQ to Renew Vocational Training Program – Secretarial Studies - Legal

Request to MEQ to Renew Vocational Training Program

Secretarial Studies – Legal

CC-230621-AE-0134

WHEREAS the Council of Commissioners adopted resolution no. CC-200625-AE-0123, requesting authorization for AVS 5726: Secretarial Studies - Legal;

WHEREAS this provisional authorization will be expiring on June 30, 2023;

WHEREAS the Ministère de l'Éducation (MEQ) has changed the code and name of this AVS program to 5873 Secretarial Studies - Legal;

WHEREAS the Sir Wilfrid Laurier School Board wishes to request a permanent authorization for AVS 5873 Secretarial Studies - Legal;

WHEREAS the English Language Vocational Education Council (ELVEC) and the Provincial Organization of Continuing Education Directors, English (PROCEDE) tables have endorsed the Sir Wilfrid Laurier School Board's request for a permanent authorization from the MEQ for this program;

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 request a permanent authorization from the Ministère de l'Éducation (MEQ) for the following program:

- AVS 5873 Secretarial Studies - Legal

AND THAT the Assistant Director General be authorized to sign any documentation required in this regard.

Carried unanimously

8.5 Material Resources and Transportation

8.5.1 Engagement of Contractor – Partial Roof replacement – Crestview ES

Engagement of Contractor

Partial Roof Replacement

Crestview ES

CC-230621-MR-0135

WHEREAS a section of the roof at Crestview Elementary School requires urgent renovations;

WHEREAS public call for tenders no. 22-152-01 was published for the partial roof renovation at Crestview Elementary School and the bids were opened on June 1, 2023;

WHEREAS the conformity of all bidders has been verified;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the partial roof renovation at Crestview Elementary School to Toitures V. Perreault, for a total cost of $645,770.00, before taxes, or $690,242.57, net taxes;

AND THAT the engagement above be conditional to the receipt of all contractual documents;

FURTHER THAT the Director of Material Resources and Transportation be authorized to sign all documentation concerning this project.

Carried Unanimously

8.5.2 Engagement of Suppliers – Local Recruitment Agencies for Vocational Training

Engagement of Suppliers

Local Recruitment Agencies for Vocational Training

CC-230621-MR-0136

WHEREAS the Sir Wilfrid Laurier School Board wishes to establish partnerships with recruitment agencies to assist with the enrollment of local students for its vocational training courses;

WHEREAS, as per the *Act respecting workforce management and control within government departments, public sector bodies and networks and state-owned enterprises,* a public body must be authorized by its chief executive officer to enter into a service contract;

WHEREAS, as per the *Regulation respecting certain service contracts of public bodies*, a public body may enter into a task order contract with one or more service providers when the procurement requirements are recurrent and the number of requests, the rate or frequency at which they are to be performed are uncertain;

WHEREAS public call for tenders no. 22-203-01 was published for local recruitment agencies for vocational training and the bids were opened on May 24, 2023;

WHEREAS the conformity of all bidders has been verified;

WHEREAS the task order contract is adjudicated to all service providers and requests are made to the service provider who submitted the lowest price (remuneration percentage), unless the provider cannot perform the service, in which case the other providers are solicited according to their respective rank;

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the three-year task order contract (1 year + 2 optional periods of one year each) for local recruitment agencies for vocational training as follows:

RANK	BIDDER	REMUNERATION %	TOTAL BEFORE TAXES
1	9487-7693 Québec Inc./Canadian Talents Academy	10%	$300,000
2	9397-6017 Québec Inc./Royal Canadian Academy of Training	10.9%	$327,000
3	Aptitudes et Plus Inc.	12.5%	$375,000

AND THAT the Assistant Director General, be authorized to sign all documentation concerning this contract.

Carried unanimously

8.6 Legal, Corporate and Communications

8.6.1 By-Law – Delegation of Functions and Powers

By-Law

Delegation of Functions and Powers

CC-230621-CA-0137

WHEREAS it has been determined that a new structure is required for by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board* in order to ensure clarity, efficiency and effectiveness;

WHEREAS a subcommittee of the Governance and Ethics Committee was created and given the mandate to review the current by-law no. BL2008-CA-01: *Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board*;

WHEREAS the extensive modifications that were brought to the current by-law has made it necessary to create an entirely new by-law no. BL2023-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board* which will replace the current by-law upon its adoption;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230426-CA-0108, authorizing for consultation the amendments to by-law no. BL2023-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board*;

WHEREAS a consultation period was held from April 27 to June 5, 2023;

WHEREAS the Sir Wilfrid Laurier Administrators' Association, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Laurier Teachers Union, SPPOQA (Syndicat des professionnelles et professionnels de l'ouest du Québec Anglophone)-CSQ, CSN-S18 and SEPB-Québec-FTQ Local 577, were consulted on the policy and feedback was received and taken into consideration;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to by-law no. BL2023-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board,* as per document no. SWLSB-2023/06/21-CA-003;

AND THAT the Director General is mandated to report to the Council on every contract between $150,000.00 and $249,999.00;

AND THAT all policies impacted by this new by-law be updated accordingly;

FURTHER THAT by-law no. BL2023-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board* replace by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board*, effective immediately.

Carried Unanimously

8.6.2 By-Law – Day,Time and Place of Council Meetings 2023-2024

By-Law

Day, Time and Place of Council Meetings 2023-2024

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

CC-230621-CA-0138

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

WHEREAS public notice was given with regard to 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 a copy of the draft by-law was sent to each governing board and to the Parents' Committee;

Parent Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve 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*, for the 2023-2024 school year, as per document no. CC-SWLSB-2023/06/21-CA-004;

AND THAT this by-law becomes effective upon the publication of a public notice to that effect, in accordance with section 394 of the *Education Act*.

Carried Unanimously

8.6.3 By-Law – Day,Time and Place of Executive Committee Meetings 2023-2024

By-Law

Day, Time and Place of Executive Committee Meetings 2023-2024

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

CC-230621-CA-0139

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

WHEREAS public notice was given with regard to 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 a copy of the draft by-law was sent to each governing board and to the Parents' Committee;

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 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*, for the 2023-2024 school year, as per document no. CC-SWLSB-2023/06/21-CA-005;

AND THAT this by-law is effective upon the publication of a public notice to that effect, in accordance with section 394 of the *Education Act*.

Carried Unanimously

8.6.4 Information Security Policy – Authorization for Consultation

Information Security Policy

Authorization for Consultation

CC-230621-CA-0140

WHEREAS the Sir Wilfrid Laurier School Board processes a significant amount of data in multiple formats;

WHEREAS the *Act respecting the governance and management of the information resources of public bodies and government enterprises* (AGMIR, LRQ, and Bill 133) and the *Directive sur la sécurité de l'information gouvernementale* (DSIG, a directive of the Quebec Treasury Board applicable to school boards and school service centres) impose obligations on educational institutions in their capacity as public bodies;

WHEREAS the AGMIR and the DSIG require that school boards and school service centres adopt, implement, update and enforce an Information Security Policy in order to ensure confidentiality, integrity and availability of the information it stores or uses in the course of its activities;

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 for consultation the Information Security Policy, as contained in document no. CC-SWLSB-2023/06/21-CA-006;

AND THAT this consultation be for a period of sixty (60) days with the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, the Laurier Teachers' Union, SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), CSN-S18 and the SEPB-Québec-FTQ Local 577 beginning on September 29, 2023, and ending on November 27, 2023.

Carried Unanimously

8.6.5 Risk Management Plan 2023-2024

Risk Management Plan 2023-2024

CC-230621-CA-0141

WHEREAS the Conseil du trésor adopted the *Directive concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle* (the Directive);

WHEREAS the Directive requires the Sir Wilfrid Laurier School Board to adopt, for each financial year, a risk management plan concerning corruption and collusion risks in contract management processes;

WHEREAS a new *Risk Management Plan Concerning Corruption and Collusion Risks in Contract Management Processes* has been developed for 2023-2024;

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the *2023-2024 Risk Management Plan Concerning Corruption and Collusion Risks in Contract Management Processes*, as presented in document no. CC-SWLSB-2023/06/21-CA-007.

Carried unanimously

8.6.6 Corporate Calendar 2023-2024 (Annex 1 of Procedure)

Corporate Calendar 2023-2024 (Annex 1 of Procedure)

WHEREAS Annex 1 of procedure no. P2013-CA-08 *Advisory Committees* must be reviewed and approved annually in June, as per section 4.5 of the procedure;

CC-230621-CA-0142

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 the date, time and place of the Advisory Committee meetings, as per document no. CC-SWLSB-2023/06/21-CA-008.

Carried unanimously

8.7 School Affairs and School Organization

8.7.1 School Daycare Services Policy

School Daycare Services Policy

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230329-TS-0096, authorizing for consultation the amendments to policy no. 1999-ED-01: *School Daycare Services*;

CC-230621-TS-0143

WHEREAS a consultation period was held from March 30 to May 29, 2023;

WHEREAS the Governing Boards of the elementary schools, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, and the SEPB (Local 577), were consulted on the policy and feedback was received and taken into consideration;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to policy no. 1999-ED-01: *School Daycare Services,* as per document no. SWLSB-2023/06/21-TS-001.

Carried unanimously

8.8 Pedagogical Services

8.8.1 Program of Studies for the Secondary School Policy

Program of Studies for the Secondary School

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230329-ED-0095, authorizing for consultation the amendments to policy no. 1999-ED-04: *Program of Studies for Secondary School*;

CC-230621-ED-0144

WHEREAS a consultation period was held from March 30 to May 29, 2023;

WHEREAS the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, the Laurier Teachers' Union, SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), CSN-S18 and the SEPB-Québec-FTQ Local 577 were consulted on the policy and feedback was received and taken into consideration;

WHEREAS a new summer program model will be implemented in July 2023, as a pilot project;

WHEREAS additional amendments could be brought to section 8.0 of the Policy in light of the new summer program model;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to section 1.0 through 7.0 of policy no. 1999-ED-04: *Program of Studies for Secondary School,* as per document no. SWLSB-2023/06/21-ED-001;

AND THAT when the new summer program pilot project has concluded, section 8.0 of the policy be revisited.

Carried unanimously

8.9 QESBA

8.9.1 Preliminary Membership Fees 2023-2024

Program of Studies for the Secondary School

WHEREAS the Sir Wilfrid Laurier School Board is a member of the Quebec English School Boards Association (QESBA);

CC-230621-CA-0145

WHEREAS the QESBA has issued its preliminary membership fee statement for the 2023-2024 school year based on the 2022-2023 official September 30, 2022, declaration of enrolment;

WHEREAS a statement for the balance of the 2023-2024 membership fees will be sent in the fall of 2023 once the official September 30, 2023, enrolment figure is received from the Ministère de l'Éducation;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Advisory Committee – Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the preliminary membership fees for 2023-2024 in the amount of $114,123.82, to be paid to the Quebec English School Boards Association.

Carried unanimously

9.0 Information Items

9.1 SWL Foundation Report

Commissioner James Di Sano advised that the 2023 Lobster Gala was a huge success and that over $30,000.00, was raised. He noted that the Ambassadors Club was introduced at the Lobster Gala and that more information will be forthcoming. On behalf of the Chairperson of the Sir Wilfrid Laurier Foundation, he extended appreciation to all who attended the gala.

9.2 Parent Commissioners' Reports

9.2.1 Parents' Committee Report

Parent Commissioner Tara Anderson, on behalf of the Parents' Committee, extended congratulations to the class of 2023.

9.2.2 SEAC Report

There was no report.

9.3 Report of QESBA

The report of the QESBA can be found in the meeting package.

9.4 Central Students' Committee Report

Andrea Petropoulos, Student Representative, reported that the Central Students' Committee (CSC) met on three occasions during the 2022-2023 school year and that the main topics of discussion were mental health, financial literacy and topics for future discussion. He expressed appreciation on behalf of the CSC to Commissioner James Di Sano, as the Chairperson of the CSC, and Daniel Johnson, Spiritual Care and Guidance and Community Involvement Animator, for all of their support provided to the CSC.

In response to a question from the Chairperson, Mr. Petropoulos noted that he is in secondary V and will be graduating at the end of June. He noted that he is very grateful to his classmates and all the staff at Laval Senior Academy (LSA) who have made the high school journey a special one.

The Chairperson wished him the best in his future endeavours.

In response to a question from Commissioner Donna Anber, Hareem Saad Nawaz, Student Representative, advised that she is in secondary II at Laval Junior Academy and will be at LSA in the fall. She thanked Andreas for these comments on the CSC and noted that is a huge opportunity to be able to speak at this table on behalf of the SWLSB students as it is a great experience. She noted that she is grateful to Commissioners Vincent Cammisano and James Di Sano for their guidance and support and that she is excited to be able to stay on the CSC for the 2023-2024 school year.

The Chairperson advised that it has been an honour and a pleasure to have had them both present at the table and wished them a very happy summer.

10.0 Question Period

The Secretary General and Director of the Legal, Corporate and Communications Department that, as explained earlier in the meeting, the second question period is for questions related to agenda items only.

There were no questions from the online audience nor the audience present in the boardroom.

11.0 Correspondence

The Chairperson advised that there is correspondence in the meeting package.

12.0 Varia

There was no varia.

13.0 Adjournment

The Chairperson thanked all of the students, parents, employees and stakeholders for being partners in the SWLBs common goal of student success and wish everyone a restful and safe summer.

Commissioner Anick Brunet MOVED the adjournment of the meeting.

Carried unanimously

TIME: 21:12

NEXT MEETING → REGULAR → September 27, 2023

Eloïse Robichaud, Interim Secretary General | **Paolo Galati, Chairperson**