

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, February 21, 2024, 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, James Di Sano, Stéphane Henley and Désirée Ramacieri; Parent Commissioners Chloée Alary and Elena Ferrato; and Russell Copeman, Director General.

Also present: Frédéric Greschner, Assistant Director General; Eloise Robichaud, Interim Assistant Director of the Legal, Corporate and Communications Department; Robin Bennett, Director of Information Resources; Florence Delorme, Director of School Affairs and School Organization; Michel Dufour, Director of Material Resources and Transportation; Daniel Harvey, Director of Financial Resources; Stephanie Krenn, Director of Human Resources; Michael Quinn, Assistant Director of Pedagogical Services; Maxeen Jolin, Coordinator of Communications; and Jocelyne Thompson-Ness, Administration Officer.

Present via Zoom: Parent Commissioner Tara Anderson.

Absent: Commissioners Melissa Wall, Vice-Chairperson; and Vincent Cammisano.

The Chairperson called the meeting to order welcoming everyone who is viewing the meeting online and verified quorum with the Interim Assistant Director of the Legal, Corporate and Communications Department. Quorum has been achieved.

TIME: 19:30

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.

1.0 Swearing in of New Commissioners

The Chairperson welcomed the newly appointed Parent Commissioner for SEAC (Special Education Advisory Committee), Elena Ferrato.

The Director General explained that with the appointment of the previous SEAC Parent Commissioner as Commissioner for Electoral Division no. 4, this seat was left vacant and needed to be filled. Ms. Ferrato was named by the Parents' Committee.

The Director General witnessed the oath of office of Ms. Ferrato.

The Chairperson of the Sir Wilfrid Laurier School Board welcomed Ms. Ferrato to the table.

2.0 Approval of the Agenda

Approval of the Agenda
CC-240221-CA-0067

Parent Commissioner Tara Anderson MOVED THAT the February 21, 2024, agenda of the Council of Commissioners be approved as presented in document no. CC-SWLSB-2024/02/21-CA-001.

Carried unanimously

3.0 Approval of Minutes – January 31, 2024

Approval of Minutes
January 31, 2024
CC-240221-CA-0068

Commissioner Anick Brunet MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on January 31, 2024, 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 meeting and highlighted events of the past month as follows:

- February 12, 2024 – Attended a press conference at the Ville de Laval to launch of the 20th edition of *Hooked on School Days*. The goal of *Hooked on School Days* is to remind everyone, whether they work in the education sector or not, that they play a significant role in encouraging students to stay in school and persevere. As a school board, there is a responsibility to make sure that the students have the resources they need in order to succeed;
- February 17, 2024 – Attended the Our Lady of Peace Elementary School Comedy Night Fundraiser with Commissioners Barbara Barrasso and James Di Sano. The event was to raise money to support technology at the school. Congratulations to the Parent Participation Organization, the principal and the employees for making the evening a huge success;

- February 21 and 22, 2024 – Cycle 3 students at Terry Fox Elementary School and students at Laval Junior Academy had the opportunity to meet with Anthony Calvillo, former player and now an offensive coordinator and quarterback coach for the Montréal Alouettes. Mr. Calvillo spoke about challenges faced along the way in his life journey. Mr. Calvillo is set to speak to students at Crestview and John F. Kennedy Elementary Schools and Laval Senior Academy next week. Special thanks to the Principals, Spiritual Care Coordinators and, especially, Kevin McLeod of AGAPE for coordinating this enriching event;

Community Comments

- Commissioner Donna Anber advised that Ste-Agathe Academy will be holding a Variety Show on March 22, 2024, at the school. Tickets can be purchased on Eventbrite;
- Commissioner James Di Sano noted that Crestview Elementary School will be holding a Comedy Night at the Château Royale;
- Commissioner Barbara Barrasso noted that on March 27, 2024, the Sir Wilfrid Laurier School Board and Sport Laval will be holding a mini-league hockey tournament. She mentioned that earlier today, Twin Oaks and Terry Fox Elementary Schools had participated in a respectful and safe game that involved mixed teams;
- Commissioner Bob Pellerin noted that this is a follow-up to his community comment from January 31, 2024, in that the mitten and glove drive for a free smoothie at Joliette High School went very well and was a very good initiative to help those in need.

6.0 Report from the Director General

The Director General advised that he is settling into his new role and is becoming fully immersed in the daily routine of the school board. He thanked the Assistant Director General for all of his assistance with introductions at the school level, at meetings with the departments and services, with unions and associations and several introductions with counterparts of the Centre des services scolaire.

He went on to present his monthly report by highlighting the following:

- February 5-9, 2024 – Teacher Appreciation Week;
- January 22 to February 29, 2024 - Registration and re-registration are ongoing so please encourage people to think about this school board if they want their family to have a bilingual and exceptional education. Preliminary numbers show that the school board is close to its projected enrolment;

Proud Moments

- The visits to various schools in Laval by Anthony Calvillo. Many thanks to AGAPE for helping to organize these visits;

Upcoming Events

- February 28, 2024 – Pink Shirt Day;
- February 29, 2024 – Pink in the City breakfast fundraiser with the student leadership. The funds raised will go to McGill breast cancer research;

- Adult Education and Vocational Training
 - Basic English and Francization at CDC Vimont are ongoing so people can register at any time;
 - Stationary Engine Mechanics, Contractor for All Buildings, Accounting Studies, Secretarial Studies and Construction Business Management will all be starting cohorts in the next few weeks
- Winter breaks
 - February 26 – March 1, 2024 – is the break for Arundel Elementary School and Ste-Agathe Academy;
 - The week of March 4-8, 2024, is winter break for the remaining schools.

The Chairperson of the Sir Wilfrid Laurier School Board advised that every student will receive a postcard from AGAPE with the numbers to the *Kids Help Lines* (phone and text) as well as a 811 number for those who wish to speak with a psychosocial worker. He handed out these postcards and asked that commissioners upload this information to their social media platforms.

7.0 Business Arising

There were no items for business arising.

8.0 Decision Items

8.1 General Directorate

8.1.1 Recruitment and Hiring of an Assistant Director General

8.1.1.1 Process for Recruiting

Recruitment and Hiring of
an Assistant Director
General

Process for Recruiting

CC-240221-CA-0069

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

WHEREAS, in accordance with section 4.1.1 of policy no. 2012-CA-21: *Policy for the Recruitment and Hiring of a Director General and an Assistant Director General*, 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 Barbara Barrasso MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board select method B to be used for the recruitment process of an Assistant Director General.

Carried unanimously

The Chairperson reminded everyone online that there are advisory committee meetings prior to the Council and Executive Committee, whereby the items being presented this evening are discussed at length

8.1.1.2 Criteria, Duration and Method of Posting

The Director General advised that the posting for Assistant Director General may not be ready for tomorrow and asked that the posting period be changed to read February 26, 2024, to March 26, 2024.

Recruitment and Hiring of an Assistant Director General WHEREAS the Council of Commissioners wishes to commence the recruitment and hiring of an Assistant Director General;

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

Parent Commissioner Chloée Alary MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the criteria as contained in document no. SWLSB-2024/02/05-CA-002, as the specific criteria for the post of Assistant Director General;

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

- On the Corporate website;
- Through the means of the education network;
- Through provincial or national newspapers; and/or
- Through social media platforms.

FURTHER THAT the Director of Human Resources be mandated to post this position from February 22, 2024, to March 22, 2024.

Amendment to Resolution
CC-240221-CA-0070 Commissioner Donna Anber MOVED THAT the dates in the resolution for the criteria, duration and method of posting for the recruitment of an Assistant Director General be changed to read February 26, 2024 to March 26, 2024. Seconded by Commissioner James Di Sano.

Carried unanimously

Recruitment and Hiring of an Assistant Director General WHEREAS the Council of Commissioners wishes to commence the recruitment and hiring of an Assistant Director General;

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

CC-240221-CA-0071

Parent Commissioner Chloée Alary MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the criteria as contained in document no. SWLSB-2024/02/05-CA-002, as the specific criteria for the post of Assistant Director General;

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

- On the Corporate website;
- Through the means of the education network;
- Through provincial or national newspapers; and/or
- Through social media platforms.

FURTHER THAT the Director of Human Resources be mandated to post this position from February 26, 2024, to March 26, 2024.

Carried unanimously

8.1.1.3 Selection Committee

The Director General noted that his position is missing from the selection committee as an ex-officio member.

Recruitment and Hiring of an Assistant Director General

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

Selection Committee

WHEREAS, in accordance with sections 4.2.1 and 4.2.2 of policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, 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, one from each of the following regions: Laval, Laurentides and Lanaudière;

Commissioner Donna Anber MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following to the Selection Committee for the position of Assistant Director General;

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

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

Carried unanimously

Amendment to Resolution
CC-240221-CA-0072

Commissioner Stéphane Henley MOVED THAT the resolution concerning the selection committee be amended to include the Director General as an ex-officio member. Seconded by Parent Commissioner Elena Ferrato.

Carried unanimously

Recruitment and Hiring of an Assistant Director General

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

Selection Committee

WHEREAS, in accordance with sections 4.2.1 and 4.2.2 of policy no. 2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, 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, one from each of the following regions: Laval, Laurentides and Lanaudière;

CC-240221-CA-0073

Commissioner Donna Anber MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name the following to the Selection Committee for the position of Assistant 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	Chloée Alary
Commissioner – Laval	Barbara Barrasso
Commissioner – Laurentides	Stéphane Henley
Commissioner – Lanaudière	Bob Pellerin
Commissioner Alternate	James Di Sano
Parent Commissioner Alternate	Elena Ferrato
Director General (Ex-officio)	Russell Copeman

Carried unanimously

8.1.1.4 Selection and Mandate – External Support

Recruitment and Hiring of
an Assistant Director
General

WHEREAS the Council of Commissioners approved resolution CC-240221-CA-0069 selecting to carry out part of the process by itself and engage external support for the recruitment and hiring of an Assistant 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*;

Selection and Mandate –
External Support

CC-240221-CA-0074

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 Anick Brunet 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:

- Assist the Selection Committee with the interview process;
- Assist with the psychometric assessments if required; and
- Proceed with the reference check of the successful candidate.

AND THAT the budget for these services not exceed \$5,000.00, plus applicable taxes;

FURTHER THAT the Chairperson, as well as the Director General, be authorized to sign all documentation concerning this contract.

Carried unanimously

8.2 Legal, Corporate and Communications

8.2.1 2022-2023 Annual Report

2022-2023 Annual Report

CC-240221-CA-0075

WHEREAS section 220 of the *Education Act* requires every school board to prepare an annual report giving the population in its territory an account of the implementation of its commitment-to-success plan and the results obtained;

WHEREAS public notice of the presentation of its annual report was given in accordance with section 220.1 of the *Education Act*;

WHEREAS the Advisory Committee - Administration reviewed the 2022-2023 Annual Report of the Sir Wilfrid Laurier School Board at its meeting on February 7, 2024, and provided feedback;

Parent Commissioner Elena Ferrato MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the 2022-2023 Annual Report of the Sir Wilfrid Laurier School Board, as per document no. CC-SWLSB-2024/02/21-CA-003.

Carried unanimously

8.2.2 Public Presentation of the 2022-2023 Annual Report

The Chairperson opened the public presentation of the 2022-2023 Annual Report of the Sir Wilfrid Laurier School Board by welcoming everyone to the meeting and stating

“As per article 220 of the Education Act, every school board and school service centre shall prepare an annual report giving its stakeholders the data about its Commitment-to-Success Plan and the results obtained in each of its objectives.

The annual report is an opportunity to look back at our results, analyze our data and make sure that we are in line with our school board objectives as well as targets set by the Ministry of Education. This year's report once again focuses on some of the many highlights and achievements of the last year of the 2018-2022 Commitment to Success Plan.

This annual report is a testimony to the incredible work that has been accomplished last year. When you read the report, you will see for yourself why the Sir Wilfrid Laurier School Board, ranks among the top 10 school boards across Québec and first in the LLL region.

I would like to bring your attention to some of the many highlights you can find in the Chairperson's message on pages 3 and 4.

We are proud to report that our graduation and qualification rate has increased to 88.3%. This progress is encouraging as it means we are on track to reach our target of 89.9% by 2027. The closer we get to this target, the more challenging it is, but we are confident that we will achieve it.

This graduation rate is a testament to the efforts and creativity deployed by everyone at the school board in keeping our students engaged and focused on the important goal of graduating.

Since 2017, the student population at Laurentia Elementary School in Saint-Jérôme has consistently been growing. There was a pressing need for additional space. To ensure our students had an optimal learning environment and more specifically, more space; we leased and renovated a building adjacent to the school and created 3 additional classrooms, an office space for professionals and additional parking. Our teams worked tirelessly during the year to make sure the new building was ready for the start of the 2023-2024 school year.

In April 2023, we began the construction of our new elementary school in Saint-Lin-Laurentides to alleviate overcrowding in our Lanaudière elementary schools. This new school will have a capacity of 384 students, 16 classrooms, 8 collaborative rooms, 1 library, 2 sensory rooms, a double gymnasium, and so much more.

This multimillion-dollar project required two public calls to tender due to the initial bids exceeding the budget authorized by the Ministère de l'Éducation. Alongside the tendering process, we conducted a town hall meeting to present the proposed attendance zone for the new school. Stakeholders of the six schools impacted by rezoning were consulted. This collaborative effort led to the adoption of a final school attendance zone at the June 21, 2023 Council meeting.

Another major undertaking was the development of the new Commitment to Success Plan. The CTSP working table comprised of stakeholders from schools, centres and departments, conducted a detailed survey to collect feedback and suggestions, receiving input from over 2,300 stakeholders. Through meticulous analysis, three orientations and nine strategic objectives emerged.

This concerted effort highlights our unwavering commitment to excellence, ensuring that the CTSP serves as a guiding light for the success and growth of every member of our community.

The Central Students' Committee led by Commissioner James Di Sano, met 3 times over the course of the 2022-2023 school year, reinforcing student involvement in our decision-making processes. Topics discussed during these meetings included financial literacy, fostering student leadership and involvement, environmental issues and ways to increase psychological support resources and physical activity within our schools. Commissioners Olivia Landry, Vincent Cammisano, and Stéphane Henley, as well as 6 students are part of the central students' committee."

The Chairperson invited the Assistant Director of Pedagogical Services, the Director of Material Resources and Transportation and the Director of Financial Resources to make their respective presentations.

The Assistant Director of Pedagogical Services presented and reviewed the Pedagogical Services piece of the Annual Report as follows:

Objective 1: By 2030, reduce the gap in success rates between various groups of students by 50%

- The school board has been able to reduce the gap in success rates between boys and girls by 7.2 percent since 2020;
- The gap in the graduation rate between students with and without an Individual Education Plan (IEP) has increased by 10.6 percent. Even with this increase, the school board is within 1.8 percent of meeting the target set in 2022. Additional work is required;
- The socio-economic gap is one of the biggest challenges. In 2021, the gap was 16.3 percent, most probably due to the effects of the pandemic, but the school board is pleased to note that it is within 6.1 percent from meeting the 2022 target of 10.2 percent;

Objective 2: By 2030, reduce to 10% the proportion of students starting public secondary school at age 13 or older

- The 2022 results indicate that the proportion for the Sir Wilfrid Laurier School Board (SWLSB) is 3.3 percent. The school board's target was to keep the proportion below 5 percent and this is being achieved. Overall, the school board consistently outperforms the rest of the province;

Objective 3: By 2030, have 85% of students under the age of 20 obtain a first diploma (SSD or DVS), and 90% obtain a first diploma or qualification

- The graduation rate has been stable over the past two years and the current results show that the SWLSB is far ahead of the provincial average as well as surpassing the 2022 graduation rate of 88 percent;

Objective 4: By 2030, increase to 90% the success rate on the composition component of the Elementary 6 (Cycle 3, Year 2) language of instruction ministerial examination in the public system

- Provincially there is no baseline or target for this objective because only French mother tongue (FLE) exams are considered. The school board set a target of achieving a 90 percent success rate for language of instruction by 2030 and has now exceeded it by 4 percent. English Language Arts and French Second Language are a strength of the school board.

The Assistant Director of Pedagogical Services turned the presentation over to the Director of Material Resources and Transportation.

The Director of Material Resources and Transportation commented on the following:

Objective 5: By 2030, ensure that all school buildings are in good condition

- The age and condition of the school board buildings represent a challenge and upgrades to the buildings are undertaken annually in accordance with the funding available;
- In 2022, the ministry introduced the GIEES (Gestion des infrastructures de l'Éducation et de l'Enseignement supérieur) system to replace SIMACS. All buildings of the SWLSB were inspected in accordance with the new GIEES parameters and the results are currently being analyzed. This new system allows for a better identification of the priority of need.

The Director of Material Resources and Transportation turned the presentation over to the Director of Financial Resources.

The Director of Financial Resources presented the finance statement of principle for the 2022-2023 school year noting that \$259,176,182.00 in revenues was received versus \$227,453,377.00 in expenses leaving an accounting surplus of \$31,722,805.00. The surplus is due to the Asset Retirement Obligation (ARO) that has had an effect on the entire public sector. More detailed information of the 2022-2023 financial results can be found on the corporate website where the financial statements are posted.

The Chairperson thanked Assistant Director of Pedagogical Services, the Director of Material Resources and Transportation and the Director of Financial Resources for their respective presentations. He also thanked, on behalf of the Council of Commissioners, all Sir Wilfrid Laurier School Board employees for making a difference every day so that the students can thrive and be successful.

In closing, he thanked the commissioners for the continued support and dedication to English public education and to this school board.

The 2022-2023 Annual Report will be posted on the website tomorrow.

8.3 Human Resources

8.3.1 Policy on the Suspension of classes and/or emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather

Policy on the Suspension of classes and/or emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather

CC-240221-HR-0076

WHEREAS the Council of Commissioners adopted resolution no. CC-231025-HR-0031 authorizing for consultation the policy no. 2006-HR-07: *Policy on the Suspension of classes and/or emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather*;

WHEREAS the consultation period expired on November 24, 2023, and feedback was received on the policy and taken into consideration;

Commissioner Désirée Ramacieri 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. 2006-HR-07: *Policy on the Suspension of classes and/or emergency closure of establishment(s) during unusual and unpredictable circumstances or inclement weather*.

Carried unanimously

8.4 Material Resources and Transportation

8.4.1 Five-Year Service Contract – External Auditors

Five-Year Service Contract
External Auditors

CC-240221-MR-0077

WHEREAS section 284 of the *Education Act* (R.S.Q., Chapter I-13.3) requires that “for each fiscal year, every school board shall appoint from among the members of the professional order of accountants governed by the Professional Code (chapter C-26) an external auditor who shall file a report of his audit of the financial transactions of the school board”;

WHEREAS the service contract for external auditing services for the Sir Wilfrid Laurier School Board expires on June 30, 2024;

WHEREAS a public call to tenders is required to seek external auditing services;

WHEREAS the *Regulation Respecting Certain Service Contracts of Public Bodies* requires the “authorization of the chief executive officer of the public body for every contract whose expected term, including any renewal, is greater than three years”;

WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) wishes to tender and grant the service contract for external auditing services for the Sir Wilfrid Laurier School Board for a total term of five years, including all renewal periods;

Commissioner Stéphane Henley MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize a three (3) year service contract with two additional renewal options of one (1) year, for a total length of five (5) years, for external auditing services.

Carried unanimously

8.2.2 Engagement of Contractor – Task Order Contract – Interior Systems

Engagement of Contractor WHEREAS, as per the *Regulation respecting construction contracts of public bodies*, “a public body may enter into a task order contract with one contractor or more when the procurement requirements are recurrent and the monetary value of the construction work, the rate or frequency are uncertain”;

Task Order Contract

Interior Systems

CC-240221-MR-0078

WHEREAS public call for tenders no. 23-209-07 was published for interior systems task order contract and the bids were opened on February 12, 2024;

WHEREAS the call for tenders was divided in three regional lots (respectively eastern region, northern region and western region) allowing for each bidder to submit a bid in one or more lots;

WHEREAS the conformity of all bidders has been verified;

Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award a three-year task order contract (1 year + 2 optional periods of one year each) for interior systems as follows:

Lot	Rank (from lowest to highest bid)	Name of Contractor	Total amount for 3 years before taxes
1 Eastern region	1	Francis Leblanc Construction	\$182,730.00
	2	Gaudreau Rénovation Construction inc.	\$223,561.95
2 Northern region	1	Francis Leblanc Construction	\$182,730.00
	2	Gaudreau Rénovation Construction inc.	\$223,561.95
3 Western region	1	Francis Leblanc Construction	\$182,730.00
	2	Gaudreau Rénovation Construction inc.	\$223,561.95

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

AND THAT, as per the *Regulation respecting construction contracts of public bodies*, “if the task order contract is entered into with several contractors, the performance requests are made to the contractor who submitted the lowest price, unless the contractor cannot perform the contract, in which case the other contractors are solicited according to their respective rank”, the Sir Wilfrid Laurier School Board will solicit the other conformable contractors who submitted a bid, according to their respective rank, as indicated in the table above;

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

Carried unanimously

9.0 Information Items

9.1 SWL Foundation Report

There was no report.

9.2 Parent Commissioners' Reports

9.2.1 Parents' Committee Report

The report can be found in the meeting package.

9.2.2 SEAC Report

There was no report.

The Parent Commissioner advised that SEAC and the Centre for Excellence – School Climate will be holding an online workshop on March 19, 2024, on *The Impact of Stress on Children, Adolescents and Caregivers: Ways to Foster Well-Being*, with Dave Melnick.

Commissioner Stéphane Henley noted that SEAC has sent out flyers and emailed all parents about this workshop and how to register. To date there are 278 registrants.

9.3 Report of QESBA

The report can be found in the meeting package.

10.0 Question Period

The Secretary General and Director of the Legal, Corporate and Communications Department noted 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.

11.0 Correspondence

There was no correspondence.

12.0 Varia

There was no varia.

13.0 Adjournment

The Chairperson advised that earlier in the meeting a new Parent Commissioner representing SEAC was sworn in replacing Commissioner Stéphane Henley who held the position for six years. Commissioner Henley was also the Chairperson of the SEAC committee during the same period.

He continued noting that welcoming someone new to the table is always a happy occasion but this evening is also bitterweet as Frédéric Greschner, Assistant Director General, is attending his last Council meeting as a member of the team. Mr. Greschner has been a dedicated employee of the the Sir Wilfrid Laurier School School Board and one of its predecessors, the Laurensval School Board, for over 30 years. He has held various positions, namely teacher, vice-principal, principal, Director of Complementary Services and Assistant Director General, not the mention Interim Director General on three occasions.

On behalf of the Sir Wilfrid Laurier School Board, the Chairperson thanked Mr. Greschner for his inspiration and dedication to the students and staff. He will always be a part of this family.

The Assistant Director General thanked the Chairperson for the kind words. He noted that the decision to try a new challenge has been very emotional and nostalgic as he has been a part of this wonderful organization for all of his career in education and has been fortunate to have been a part of its growth and success. He is very grateful for all of the opportunities he has had to make a difference and to be involved with amazing students, staff, and stakeholders.

While teaching is a passion for him, he left this passion behind to meet the challenges presented to him during his past nine years as Assistant Director General. He extended his appreciation and thanked past and present councils of commissioners and to everyone who participated in all the great and unique opportunities. The Sir Wilfrid Laurier School Board will continue to shine brightly going forward and he will continue to advocate for the Anglophone sector even though he will now be a part of the Francophone sector.

In closing, he noted that he is very happy to know that he will still be a part of the family.

Parent Commissioner Tara Anderson MOVED the adjournment of the meeting.

Carried unanimously

TIME: 20:47

NEXT MEETING → REGULAR → March 27, 2024

Giovanna Ortona, Interim Secretary General

Paolo Galati, Chairperson