



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

Council Highlights June 26, 2024

The Council adopted the following resolutions:

Appointment of a Coordinator of Pedagogical Services WHEREAS the position of Coordinator of Pedagogical Resources (formerly the Coordinator of Community Services) is currently vacant;

CC-240626-HR-0127

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 (the Management Policies);

WHEREAS this position was posted and a Selection Committee held interviews on June 18, 2024;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board appoint Caroline Erdos as Coordinator of Pedagogical Services, in accordance with the Management Policies of the Sir Wilfrid Laurier School Board, effective July 1, 2024.

Carried unanimously

Appointment of In-School Administrators

WHEREAS the positions of Vice-Principal at Laval Junior Academy and Laval Senior Academy are currently vacant;

Vice-Principals

CC-240626-HR-0128

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;

Commissioner James Di Sano MOVED THAT, on the recommendation of the General Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the following to the position of Vice-Principal as follows:

SCHOOL	VICE-PRINCIPAL	EFFECTIVE DATE
Laval Junior Academy	Leslie Aggrey-Fynn	July 1, 2024
Laval Senior Academy	Daphney Laure Bernavil	July 1, 2024

Carried unanimously

Material Resources – Capital Project Structure

CC-240626-HR-0129

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-240424-HR-0091, authorizing a consultation on the creation of positions for the capital project structure in the Material Resources and Transportation Department, as these positions will impact the current organizational chart;

WHEREAS the consultation was conducted with the Sir Wilfrid Laurier Administrators' Association and the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section and feedback was received supporting the creation of these positions;



Commissioner Bob Pellerin MOVED THAT, on the recommendation of Director General, the Council of Commissioners approve the creation of the positions of Assistant Director, Coordinator of Capital Projects and Project Manager (six positions) as contained in document no. SWLSB-2024/06/26-HR-001;

AND THAT these positions be included in the organizational chart as contained in document no. SWLSB-2024/06/26-HR-002;

FURTHER THAT this organizational chart replace that adopted by resolution no. CC-230329-HR-0098.

Carried unanimously

Day, Time and Place of Regular Meetings of the Council of Commissioners and the Executive Committee 2024-2025

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*;

Council of Commissioners

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;

CC-240626-CA-0130

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;

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 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 2024-2025 school year, as per document no. CC-SWLSB-2024/06/26-CA-002;

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

Day, Time and Place of Regular Meetings of the Council of Commissioners and the Executive Committee 2024-2025

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*;

Executive Committee

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;

CC-240626-CA-0131

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;



Parent Commissioner Chloée Alary 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 2024-2025 school year, as per document no. CC-SWLSB-2024/06/26-CA-003;

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

Corporate Calendar
2024-2025
(Annex 1 of Procedure)

CC-240626-CA-0132

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;

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 approve the date, time and place of the Advisory Committee meetings for the 2024-2025 school year, as per document no. CC-SWLSB-2024/06/26-CA-004.

Carried unanimously

2024-2025 Risk Management
Plan

CC-240626-CA-0133

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 2024-2025;

Commissioner Anick Brunet MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the *2024-2025 Risk Management Plan Concerning Corruption and Collusion Risks in Contract Management Processes*, as presented in document no. CC-SWLSB-2024/06/26-CA-005.

Carried unanimously

Nomination of a Contract Rules
Compliance Officer (RARC)

CC-240626-CA-0134

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-220330-CA-0069, naming the Interim Assistant Director of the Legal, Corporate and Communications Department, as its Contract Rules Compliance Monitor (RARC);

WHEREAS the Interim Assistant Director of Legal, Corporate and Communications Department will be on a leave of absence and the school board has been advised that a physical person needs to be named to the position of RARC in the interim;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Director General, the Council of Commissioners of the Sir Wilfrid Laurier School Board name Giovanna Ortona, Assistant Director of the Legal, Corporate and Communications Department, as its Contract Rules Compliance Monitor (RARC), effective July 6, 2024;



AND THAT the mandate of this position be in accordance with the law;

FURTHER THAT this resolution replaces resolution no. CC-220330-CA-0069.

Carried unanimously

Engagement of Contractor

WHEREAS the roof requires renovation and the ventilation units need to be replaced at John F. Kennedy Elementary School;

Roof Renovation and Ventilation Replacement Project

WHEREAS public call for tenders no. 23-156-01 was published for the renovation of the roof and the replacement of ventilation units at John F. Kennedy Elementary School and the bids were opened on June 13, 2024;

John F. Kennedy Elementary School

WHEREAS the conformity of all bidders has been verified;

CC-240626-MR-0135

Parent Commissioner Elena Ferrato MOVED THAT, on the recommendation of the Director of Material Resources and Transportation, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the renovation of the roof and the replacement of the ventilation units at John F. Kennedy Elementary School to Les couvertures St-Léonard Inc., for a total cost of \$2,254,100.00 before taxes, or \$2,409,334.23 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

Amendments to Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board (Annex 1 of Policy)

WHEREAS Annex 1 of policy n° 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;

CC-240626-FR-0136

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 Annex 1 of policy n° 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, 2024.

Mileage

First 5,000 km	\$0.62/km
Each additional km	\$0.55/km
Carpooling	\$0.78/km

Carried unanimously

