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

| By-Law no. BL2023-CA-01 | Delegation of Functions & Powers of the Sir Wilfrid Laurier School Board |
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# BY-LAW CONCERNING THE DELEGATION OF FUNCTIONS AND POWERS OF THE SIR WILFRID LAURIER SCHOOL BOARD

## 1. FOUNDATIONS

1.1. The *Education Act* and other laws assign powers, functions and responsibilities to the school board, the Council of Commissioners, the Director General, the Governing Boards and the Institution Directors.

1.2. The *Education Act* and other laws grant the Council of Commissioners the power to delegate certain of its powers and functions, as the case may be, to the Executive Committee, the Director General, the Assistant Director General, a school principal, a centre director or to other senior staff members, as well as to the Resource Allocation Committee or a Governing Board.

1.3. The functions and powers delegated to an Assistant Director General, a school principal or a centre director, or to other senior staff members shall be exercised under the direction of the Director General.

1.4. The *Education Act* stipulates that the mission of the School Board must be exercised in accordance with the principle of subsidiarity, i.e., that *powers and responsibilities must be delegated to the appropriate level of authority, so that decision-making centres are adequately distributed and brought as close as possible to the students, citizens and communities concerned*.

1.5. The *Education Act* stipulates that the members of the council of commissioners must make sure that the school board's human, material and financial resources are managed effectively and efficiently.

## 2. PURPOSE AND OBJECTIVE

2.1. The purpose of the by-law concerning the delegation of functions and powers of the Sir Wilfrid Laurier School Board is to distribute the powers and functions of the School Board among the various bodies and persons.

2.2. The purpose of this by-law is to establish operational and efficient decision-making processes, based on a spirit of cooperation and trust, as well as management autonomy, to ensure the achievement of the School Board's mission. This by-law is consistent with the School Board's values of communication, accountability, rigour and a results-oriented approach.

## 3. GENERAL MANAGEMENT PRINCIPLES

3.1. The fundamental role of the Council of Commissioners is to set the broad directions, determine the priorities of the organization and fulfill its role by adopting by-laws and policies. It must also ensure that the mission of the School Board is accomplished and determine the terms of accountability for the delegated powers.

3.2. The fundamental role of the Director General is to ensure the day-to-day management of the activities of the School Board and its component institutions. The day-to-day management is not subject to the delegation of functions and powers.

3.3. Day-to-day management is exercised notably through the Assistant Director General, Department Directors and School Directors who are responsible for planning, organizing, directing, coordinating and controlling the use of human, financial, material and informational resources within their sector of activity to ensure the operation of each school, centre or administrative unit.

3.4. Day-to-day management must be carried out in accordance with the various frameworks of the School Board, in a transparent manner and in accordance with the principles and objectives of effective and efficient management.

3.5. The term “school board” used in the *Education Act* and other laws normally means that the functions and powers belong to the Council of Commissioners (unless delegated). However, despite the term used, some of these articles refer to powers such as “receive” and “organize” and actions such as “ensure” and “transmit” which are general functions and not powers involving actual discretionary decision-making. The powers delegated by the Council of Commissioners have a real discretionary character. They are not the simple execution of a decision already made, which falls more within day-to-day management work. Thus, these powers and functions are included in the notion of day-to-day management, despite the term used in the various laws.

3.6. In order to facilitate the understanding and interpretation of this by-law, certain annotations have been placed under the relevant division in order to identify, in a non-limitative manner, the functions and powers considered to be part of the day-to-day management or non-discretionary obligations of the School Board.

3.7. The Director General and the Managers, under the authority of the Director General, may make all necessary decisions in an emergency situation, including those affecting the safety of persons and property of the School Board. As far as the Director General is concerned, this includes the closing of School Board facilities and the deviation from any policy or procedure when necessary.

## 4. PRINCIPLES APPLICABLE TO DELEGATION

4.1. Unless otherwise specified in this by-law, the Council of Commissioners retains the functions and powers that have not been delegated. It also retains those functions and powers specifically assigned to it by law and which cannot be delegated.

4.2. The functions and powers delegated by the Council of Commissioners may not be sub-delegated.

4.3. The delegation of a power implies full and complete competence over the functions and powers that are delegated, including all necessary acts arising from their exercise (representation, negotiation, consulting, signing of contracts, payment, etc.).

4.4. The delegated functions or powers must be exercised in compliance with the laws and regulations that stem from them as well as with the by-laws, policies and other frameworks of the School Board.

4.5. The delegate has the power to require from the institutions and governing boards, any information or document deemed necessary for the exercise of their functions and powers, at the time and in the form prescribed.

4.6. The delegate has the power to form committees related to the exercise of their delegated jurisdiction, to consult as necessary and to request any relevant recommendation or report.

4.7. In the event of the absence or inability to act of the Director General, their delegated powers shall be exercised by the assistant director general.

4.8. In the absence or inability to act of the Assistant Director General, their delegated authority shall be exercised by the director general or such other Department Director, as the Director General may designate.

4.9. In the event of the absence or inability to act of a Department or Institution Director, its delegated authority shall be exercised by its Assistant Director or such other Assistant Director, as it may designate if it has more than one.

4.10. In the event of the absence or inability to act of a Department or Institution Director which does not have an Assistant Director or who's designated Assistant Director is also absent or unable to act, or for any other executive, the delegated authority shall be exercised by the immediate supervisor.

4.11. An absence is defined as the non-attendance at work of a person for an indefinite period or for a period exceeding five (5) working days, including vacation.

4.12. The Executive Committee shall exercise the functions and powers of the Council of Commissioners during the summer period between the last regular meeting of the Council of the previous school year and the first regular meeting of the following school year. The Executive Council shall report to the Council of Commissioners on decisions made during the summer period, if any, at the first regular meeting of the Council.

## 5. ACCOUNTABILITY

5.1. If a decision is made in an emergency situation with respect to a power of the Council of Commissioners or the Executive Committee, the Director General shall report the decision to the immediately following meeting of the Council of Commissioners or the Executive Committee.

5.2. The delegate is responsible for their decisions and shall report to the appropriate authority i.e., their immediate supervisor.

## 6. TABLE OF DELEGATIONS OF FUNCTIONS AND POWERS

6.1. The Council of Commissioners delegates its powers to the Executive Committee, the Director General, the Assistant Director General, the Department or Institution Directors, and other senior staff of the School Board as set out in the attached table, which is an integral part of the present by-law.

6.2. When a monetary value is indicated in the table, the jurisdictional thresholds are based on the global value of the service or agreement, excluding applicable taxes.

6.3. The abbreviations used in the table below mean:

CC: Council of Commissioners
EC: Executive Committee
DG: Director General
ADG: Assistant Director General
DD: Department Directors
SG: Director of the Legal, Corporate and Communications Department
PSD: Director of the Pedagogical Services Department
FR: Director of the Financial Resources Department
HR: Director of the Human Resources Department
SASO: Director of the School Affairs and School Organization Department
MRT: Director of the Material Resources and Transportation Department
IR: Director of the Information Resources Department
ID: Director of Establishment (school and centre)
AD: Assistant Director of Establishment (school and centre) or Department (collectively)
AD/HR: Any Assistant Director of the Human Resources Department (as determined by the Director of Human Resources)
AD/MRT: Assistant Director of the Material Resources and Transportation Department
CO: Coordinator of a department (collectively)
CO/BS: Coordinator of Business Services
CO/MRT: Coordinator of Material Resources and Transportation Department

DCGR: Directive concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle (in French only)
DGCOP: Directive concernant la gestion des contrats d'approvisionnement, de services et de travaux de construction des organismes publics (in French only)
DRC: Directive concernant la reddition de comptes en gestion contractuelle des organismes publics (in French only)
LAMP: *Act respecting the Autorité des marchés publics*
LCOP: *Act respecting contracting by public bodies*
LGCE: *Act respecting workforce management and control within government departments, public sector bodies and networks and state-owned* enterprises
LIP: *Education Act*
LFDAR: *Act to facilitate the disclosure of wrongdoings relating to public bodies*
RCA: Regulation respecting certain supply contracts of public bodies
RCS: Regulation respecting certain service contracts of public bodies
RCTC: Regulation respecting construction contracts of public bodies
RCTI: Regulation respecting contracting by public bodies in the field of information technologies

7. **FINAL PROVISIONS**

7.1. The present by-law replaces any other by-law concerning the delegation of functions and powers previously adopted by the Sir Wilfrid Laurier School Board.

7.2. The present by-law comes into force on the day of the publication of a public notice of its adoption.

## TABLE OF DELEGATION OF FUNCTIONS AND POWERS

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 15 par. 1 (1)** | Exempt a child from attendance at school by reason of illness or for the purpose of receiving medical treatment or care required by the child's state of health. | | | | | PSD | | | |
| **S. 15 par. 1 (2)** | Exempt a child from attendance at school by reason of a physical or mental handicap which prevents the child from attending school. | | | | | PSD | | | |
| **S. 15 par. 4** | Exempt a student of the school, at the request of the student's parents, from compulsory school attendance for one or more periods totalling not more than six weeks in any school year, to allow the student to carry out urgent work. | | | | | PSD | | | |
| **S. 18** | Establish procedures to ensure that students attend school. | | | | | PSD | | | |
| **S. 18.2** | Claim, from the parents of the minor student or from the student of full age, the value of the property made available to the student that has not been returned. | | | | | | X | | |
| **SCHOOLS – ESTABLISHMENT (CHAPTER III – DIVISION I)** | | | | | | | | | |
| **S. 37.2** | Request a school, after consulting with the governing board, to provide preschool education services to students enrolled in accordance with section 224.1 of the *Education Act*. | | | | | SASO | | | |
| **S. 38** | Request a school to provide a general education program to students admitted to a vocational education program in a vocational training centre or business that meets the conditions determined by the Minister. | | | | X | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 39** | Establish a school (deed of establishment). | X | | | | | | | |
| **S. 40 and 79** | Amend or revoke the deed of establishment of a school or centre after consulting with the governing board. | X | | | | | | | |
| **S. 41** | Appoint a person responsible for one immovable where the deed of establishment of the school provides more than one immovable at the disposal of the school. | | | X | | | | | |
| **SCHOOL – GOVERNING BOARD (CHAPTER III – DIVISION II)** | | | | | | | | | |
| **S. 43** | Determine, after consulting with each group concerned, the number of parent and staff representatives on the governing board. | | | | | SG | | | |
| **S. 44** | Vary the rules governing the composition of the governing board referred to in the second paragraph of section 42 when fewer than 60 students are enrolled in the school. | | | | | SG | | | |
| **S. 62** | Order that the functions and powers of the governing board be suspended for the period the school board determines and that they be exercised by the principal of the school, after three consecutive notices have been sent at intervals of at least seven days when a meeting of the governing board cannot be held for lack of quorum. | | | X | | | | | |
| **S. 73** | Require repayment of defence expenses by a member of the governing board who is prosecuted in a criminal or penal proceeding, except if the member had reasonable grounds to believe that the act was in conformity with the law, if the proceedings were withdrawn or dismissed, or if the member was discharged or acquitted.<br><br>Require repayment of defence expenses by a member found liable for damage caused by an act done in bad faith in the exercise of governing board functions. | | X | | | | | | |
| **S. 79** | Consult with the governing board concerning the selection criteria for the principal and to establish such criteria. | | | X | | | | | |
| **S. 91 par. 2** | Indicate the School Board's disagreement, on the ground of non-compliance with the standards governing the school board, with a draft of | | | | | SG | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | a contract of the governing board for the provision of goods or services with a person or body for services provided under section 90. | | | | | | | | |
| **S. 93 par. 2 and 110.4** | Authorize any agreement entered into by the governing board for the use of the premises or immovables placed at the disposal of the school or centre if the term of the agreement exceeds one year. | | | | | MRT | | | |
| **VOCATIONAL TRAINING CENTRES AND ADULT EDUCATION CENTRES – ESTABLISHMENT (CHAPTER IV – DIVISION I)** | | | | | | | | | |
| **S. 98 par. 1** | Request an adult education centre to provide a general education program to a student admitted in a vocational training program or an enterprise. | | | | X | | | | |
| **S. 98 par. 2** | Request a vocational training centre to provide a general education program. | | | | X | | | | |
| **S. 100** | Establish a centre (deed of establishment). | X | | | | | | | |
| **S. 101 and 110.1** | Amend or revoke the deed of establishment of a centre after consulting with the governing board. | X | | | | | | | |
| **S. 100 par. 2** | Appoint a person responsible for immovables when the deed of establishment of the centre places more than one immovable at the disposal of the school. | | | X | | | | | |
| **VOCATIONAL TRAINING CENTRES AND ADULT EDUCATION CENTRES – GOVERNING BOARD (CHAPTER IV – DIVISION II)** | | | | | | | | | |
| **S. 102 par. 2 (3) and (5)** | Appoint at least two persons to the governing board of a centre, chosen after consulting with the socio-economic and community groups in the territory principally served by the centre.<br><br>Appoint at least two persons to the governing board of a centre, chosen from within enterprises of the region which, in the case of a vocational training centre, operate in economic sectors corresponding to the vocational education programs offered by the centre. | | | | | | X | | |
| **S. 103** | Determine, after consulting with each group, the number of its representatives on the governing board of a centre. | | | | | SG | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 110.1 (2)** | Consult with the governing board concerning the selection criteria of the centre director and establish such criteria. | | | X | | | | | |
| **SCHOOL BOARDS – ESTABLISHMENT (CHAPTER V – DIVISION I)** | | | | | | | | | |
| **S. 115** | Determine where in the territory the head office shall be located. | X | | | | | | | |
| **SCHOOL BOARDS – COUNCIL OF COMMISSIONERS (CHAPTER V – DIVISION III)** | | | | | | | | | |
| **S. 173** | Designate any person whose signature may be affixed by means of a signature stamp or replaced by an engraved, lithographed or printed facsimile. | | | X | | | | | |
| **S. 178 and 270** | Take out liability insurance for its property and for the benefit of its employees, members of the council of commissioners, governing boards or any committee of the School Board. | | | X | | | | | |
| **SCHOOL BOARD COMMITTEES (CHAPTER V – DIVISION IV)** | | | | | | | | | |
| **S. 183** | Establish an advisory committee on management. | | | X | | | | | |
| **S. 184** | Replace the advisory committee management by an advisory committee for each region and a regional advisory committee and to determine the mode of operation and the distribution of functions of each entity. | | | X | | | | | |
| **S. 185-186** | Establish an advisory committee on services for handicapped students and students with social maladjustments or learning disabilities (EHDAA advisory committee) and determine the number of representatives for each group. | X | | | | | | | |
| **S. 188** | Establish an advisory committee on transportation for which the composition, operation and functions shall meet the norms established by government regulation. | | X | | | | | | |
| **S. 191** | Replace the parents' committee by a regional parents' committee for each region and a central parents' committee. | X | | | | | | | |
| **S. 193.2** | Establish a resource allocation committee. | | | X | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **DIRECTOR GENERAL (CHAPTER V – DIVISION V)** | | | | | | | | | |
| **S. 198, 259** | Appoint a director general, an assistant director general and a general secretary. | X | | | | | | | |
| | Authorize judicial, quasi-judicial or grievance proceedings and any settlement agreement in connection therewith: | | | | | | | | |
| | Over $250,000 | | X | | | | | | |
| | Between $75,001 and $250,000 and any action, proceeding, grievance or settlement that does not involve any monetary claim or expense to the School Board. | | | X | | | | | |
| | Between $25,001 and $75,000 | | | | X | | | | |
| | Up to $25,000 for all litigation, except grievances | | | | | SG | | | |
| | Up to $25,000 for grievances | | | | | HR | | | |
| **S. 203 par. 3** | Designate the assistant director general to exercise the functions and powers of the director general if the latter is absent or unable to act. | | | X | | | | | |
| **FUNCTIONS AND POWERS OF THE SCHOOL BOARD (CHAPTER V – DIVISION VI)** | | | | | | | | | |
| **S. 209.1** | Approve a commitment-to-success plan. | X | | | | | | | |
| **S. 211** | Establish a three-year plan for the allocation and destination of its immovables.<br><br>Based on the plan, determine the list of its schools and, where applicable, of its vocational training or adult education centres and issue a deed of establishment to them.<br><br>Where more than one educational institution is established in the same premises or immovables, determine the allocation of the premises or immovables or their use among such educational institutions.<br><br>In the case referred to in the preceding paragraph, at the request of the governing boards concerned, establish a coordinating committee | X | | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | composed of representatives of the governing boards and determine the distribution of functions and powers between the governing boards and the coordinating committee, as well as the rules of administration and operation of the coordinating committee. | | | | | | | | |
| **S. 211 (6)** | Appoint a single person as principal of all institutions and one or more vice-principals for each institution and then determine, after consulting with the governing boards, the distribution of functions and powers between the principal and the vice-principals (where more than one facility has been established on the same premises or immovables). | | | X | | | | | |
| **S. 209 par. 1 (2)**<br>**S. 213 par. 1 and par. 3** | Organize educational services or have them organized by another school board, a school service centre, an educational institution governed by the *Private Education Act*, a body or a person, with whom an agreement has been entered into under the *Education Act*.<br><br>Enter into an agreement for the provision of preschool education and elementary and secondary instructional services with another school board, a school service centre or an educational institution governed by the *Act respecting private education* (chapter E-9.1) or an educational body in Canada which provides educational services equivalent to those referred to in this Act.<br><br>Before entering into such an agreement, consult with the parents of every student or the student of full age likely to be concerned by such an agreement. In the case of a handicapped student or a student with a social maladjustment or a learning disability, consult the advisory committee on services for handicapped students and students with social maladjustments or learning disabilities. | | | | | | | | |
| | Services to handicapped students and students with social maladjustments or learning disabilities placed in a specialized or adapted environment. | | | | | PSD | | | |
| | Where this applies to all other cases other than with specialized schools. | | | | | SASO | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| **S. 213, par. 2 and par. 3 (youth sector)** | Enter into an agreement with another school board, a school service centre, a body or a person for the provision of complementary and special services or for purposes other than the provision of services referred to in the first paragraph relating to the youth sector.<br><br>Before entering into such an agreement, consult with the parents of every student or the student of full age likely to be concerned by such an agreement. In the case of a handicapped student or a student with a social maladjustment or a learning disability, consult the advisory committee on services for handicapped students and students with social maladjustments or learning disabilities. | | | | | PSD | | | |
| **S. 213 par. 2 and par. 3**<br>**(vocational training or adult education sector)** | Enter into an agreement with another school board, a school service centre, a body or a person for the provision of instructional services and popular educational services or for purposes other than the provision of services referred to in the first paragraph relating to the vocational training and adult education sectors.<br><br>Before entering into such an agreement, consult with the parents of every student or the student of full age likely to be concerned by such an agreement. In the case of a handicapped student or a student with a social maladjustment or a learning disability, consult the advisory committee on services for handicapped students and students with social maladjustments or learning disabilities. | | | | X | | | | |
| **S. 213 par. 4** | Enter into an agreement to organize on-the-job training and apprenticeship programs. | | | | X | | | | |
| **S. 214** | Except as otherwise provided in this by-law:<br>Enter into an agreement with a foreign government or one of its departments, an international organization or an agency of such government or organization.<br>Enter into an agreement with a department or agency of the Government of Québec or, with the authorization of the Government of Québec and | X | | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | subject to the conditions it determines, with a department or agency of the Government of Canada or the government of another province of Canada. | | | | | | | | |
| **S. 214 par. 2** | Enter into an agreement with a department or agency of the Government of Québec or of Canada when the agreement does not provide for any monetary expenditure for the school board or involves an expenditure that does not exceed the amounts delegated to the Director General for service contracts and procurement. | | | X | | | | | |
| **S. 214.1** | Enter into an agreement with each police force serving its territory concerning the terms and conditions of intervention by members of the police force in case of an emergency or when an act of bullying or violence is reported to them, and to establish a mode of collaboration for prevention and investigation purposes. | | | X | | | | | |
| **S. 214.2** | Enter into an agreement with an institution or another body in the health and social services network to agree on the services available to students after an act of bullying or violence is reported. | | | X | | | | | |
| **S. 214.3** | Enter into an agreement with an institution operating a child and youth protection centre in its territory to agree on the provision of services to a child and their parents by the health and social services and education networks when the child is reported for educational neglect. | | | X | | | | | |
| | Enter into any other agreement with community partners, an institution or other organization of the health and social services network, a police force or any other entity when the agreement does not provide for any expenditure by the school board or involves an expenditure that does not exceed the amounts delegated to the Director General for service contracts and procurement. | | | X | | | | | |
| **S. 215.1** | Enter into a contract of association with a general and vocational college with the authorization of the Minister. | | | X | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 216** | Require a financial contribution from a student who is not a resident of Québec for services for which the right to free education under section 3 does not apply.<br>Exempt, at the request of a student or their parents, a student from paying the required financial contribution for humanitarian reasons or to avoid serious prejudice to the student. | | | | | SASO | | | |
| **S. 218.2** | Give formal notice to comply to a school, vocational training centre or adult education centre that fails or refuses to comply with this Act or with a regulation of the Government, the Minister or the School Board.<br>If the institution fails to comply within the time limit determined by the School Board, take the appropriate action to ensure compliance with this Act and the regulations, such as substituting its decisions for those of the institution. | | | X | | | | | |
| **FUNCTIONS AND POWERS RELATING TO EDUCATION SERVICES PROVIDED IN SCHOOLS (CHAPTER V – DIVISION VI)** | | | | | | | | | |
| **S. 222 par. 2** | Exempt a student from the application of a provision of the basic school regulation, following a request, with reasons, from the student's parents, the student of full age or a school principal, for humanitarian reasons or to avoid serious harm to the student.<br>In the case of an exemption from the rules governing certification of studies, request authorization from the Minister. | | | | | PSD | | | |
| **S. 222 par. 3** | Permit a departure from a provision of the basic school regulation so that a special school project applicable to a group of students may be carried out.<br>In the case of a departure from the list of subjects, ensure compliance with the regulation and, if necessary, request authorization from the Minister. | | | | | PSD | | | |
| **S. 222.1 par. 2** | Exempt a student who needs special support services in the language of instruction, second language or mathematics programs from a subject prescribed by the basic school regulation. | | | | | PSD | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| **S. 222.1 par. 3** | Allow a school to replace a program of studies established by the Minister by a local program of studies designed for a student or a category of students who are unable to benefit from the programs of study established by the Minister. | | | | | PSD | | | |
| **S. 224** | Establish a program for each supplementary and special educational service covered by the basic school regulation, except in matters coming under the jurisdiction of a minister other than the Minister of Education, Recreation and Sports. | | | | | PSD | | | |
| **S. 224 par. 2** | Enter into an agreement with any person or body with regard to the contents of the programs in matters that do not come under the jurisdiction of the Minister of Education, Recreation and Sports. | | | | | PSD | | | |
| **S. 231** | Ensure that the school evaluates student achievement and administers the examinations imposed by the Minister.<br><br>Impose internal examinations in the subjects determined by the School Board at the end of each cycle of the elementary level and at the end of the first cycle of the secondary level.<br><br>Impose internal examinations in the subjects where there is no examination imposed by the Minister and for which units are compulsory for the issuance of the Secondary School Diploma or the Diploma of Vocational Studies. | | | | | PSD | | | |
| **S. 232** | Recognize, in accordance with the criteria or conditions established by the Minister, the learning acquired by a student otherwise than as prescribed in the basic school regulation. | | | | | PSD | | | |
| **S. 233** | Establish rules governing promotion from elementary school to secondary school and from the first cycle to the second cycle of the secondary level. | | | | | PSD | | | |
| **S. 236** | Determine the educational services to be provided by each school. | | | | | PSD | | | |
| **S. 238** | Establish the school calendar of its schools. | | | X | | | | | |
| **S. 239** | Determine the criteria for student enrollment. | X | | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 240** | Establish a school for the purpose of a specific project other than a religious project. | X | | | | | | | |
| **S. 241.1** | Admit a child to preschool education for the school year in which the child attains 5 years of age, or admit the child to elementary school education for the school year in which the child attains 6 years of age;<br>Admit to elementary school education a child admitted to preschool education who has attained 5 years of age. | | | | | PSD | | | |
| **241.4** | Send to the Minister each year, no later than March 31, a report with the number of students admitted under each of the cases referred to in sections 96.17, 96.18 and 241.1 of the *Education Act*. | | | | | SASO | | | |
| **S. 242** | At the request of a principal, enroll a student in another school. | | | | X | | | | |
| **S. 242** | At the request of a principal, expel a student from its schools. | | X | | | | | | |
| **S. 242** | Following the expulsion of a student from its schools, report the expulsion to the director of youth protection. | | | | | PSD | | | |
| **S. 244** | Establish the terms and conditions for consulting with teachers, if not provided for in a collective agreement on the functions provided for in sections 222 to 224, the second paragraph of section 231 and sections 233 to 240 and 243 of the *Education Act*. | | | | | PSD | | | |
| **FUNCTIONS AND POWERS RELATING TO EDUCATIONAL SERVICES PROVIDED IN VOCATIONAL TRAINING CENTRES AND ADULT EDUCATION CENTRES (CHAPTER V – DIVISION VI)** | | | | | | | | | |
| **S. 246** | Ensure the application of the basic school regulation established by the government.<br>Exempt a student from the application of a provision of the basic school regulation.<br>In the case of an exemption from the rules governing certification of studies referred to in section 460, apply to the Minister. | | | | X | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 247** | Establish a program for each complementary educational service and popular education service provided for in the basic school regulation. | | | | X | | | | |
| **S. 249** | Ensure that the centre evaluates student achievement and administers the examinations imposed by the Minister.<br>Impose internal examinations in the subjects where there is no examination imposed by the Minister. | | | | X | | | | |
| **S. 250** | Recognize the academic and extracurricular learning acquired by a person enrolled in vocational training or in a semi-skilled trade. | | | | X | | | | |
| **S. 250** | Recognize the academic and extracurricular learning outcomes of a person enrolled in adult education services. | | | | X | | | | |
| **S. 251** | Determine the educational services provided by each vocational or adult education centre. | | | | X | | | | |
| **S. 252** | Establish the academic calendar for the professional training and general adult training centres. | | | X | | | | | |
| **S. 254** | Establish the terms and conditions for consulting with teachers, if not provided for in a collective agreement on the functions provided for in sections 245 to 253 of the *Education Act*. | | | | X | | | | |
| **FUNCTIONS AND POWERS RELATING TO COMMUNITY SERVICES (CHAPTER V – DIVISION VI)** | | | | | | | | | |
| **S. 255 par. 1 (1), 258** | Enter into agreements to:<br><br>Contribute, through workforce training, business technical assistance and informational activities, to the development and realization of technological innovation projects, to the implementation of new technologies and their dissemination, and to regional development. | | | | X | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 255 par. 1 (2), (3) and (4), 258** | Provide cultural, social, sports, scientific or community services.<br><br>Participate in the development and implementation of external cooperation programs in the fields under its jurisdiction.<br><br>Collaborate with government departments and agencies and, where applicable, with other partners, in the implementation of specific agreements concerning regional priorities, in particular by adapting its activities to regional characteristics and by making a financial contribution.<br><br>Require a financial contribution from the user of the services. | | | | X | | | | |
| **S. 255.1** | Entrust the management of all or any part of the activities referred to in section 255, except workforce training activities, to a committee it establishes or to a body it designates. | | | | X | | | | |
| **S. 256** | Authorize the opening or closing of a childcare facility for preschool and elementary school students upon request by a governing board. | | | | | SASO | | | |
| **S. 256 and 258** | Require a financial contribution for childcare services. | | | | | | X | | |
| **S. 257-258** | Arrange services to promote access to educational services, such as meals and lodging, hire staff, enter into agreements and require a financial contribution from users. | | | | | MRT | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| **Functions and Powers Relating to Human Resources (Chapter V – Division VI)**<br><br>The Director General reports to the Council of Commissioners. In accordance with the *Education Act*, the principals of schools, centres and departments exercise their functions under the authority of the director general of the School Board. The personnel assigned to a school, centre or department perform their functions under the authority of the director general of the school, centre or department. Except as provided for in this section, all acts of personnel management (administrative and disciplinary), including letters of warning and reprimand, are carried out under the principles of day-to-day management. This section shall be interpreted according to these basic principles. | | | | | | | | | |
| **Creation, Modification and Abolition of Positions** | | | | | | | | | |
| **S. 259-260** | Create, modify or abolish regular positions for non-executive and executive staff. | X | | | | | | | |
| **S. 259-260** | Create, modify or abolish regular positions for all staff categories, except non-executives and executives. | | | X | | | | | |
| **S. 259-260** | Create, modify or abolish temporary positions for executive and non-executive staff. | | | X | | | | | |
| | Create, modify or abolish temporary positions for all staff categories, except non-executives and executives, in their own department, school or centre. | | | | X | X | X | | |
| **Staff Engagement** | | | | | | | | | |
| **S. 259-260, 96.9, 110.6** | Hire a person in a regular non-executive or executive position. | X | | | | | | | |
| **S. 259-260, 25** | Hire a person in a regular position for all staff categories, except non-executives and executives. | | | | | HR | | AD/HR | |
| **S. 259-260, 25** | Hire a person in a temporary position for executives and non-executives. | | | X | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | Hire a person in a temporary position for all staff categories, except non-executives and executives, in their own department, school or centre. | | | | X | X | X | | |
| **Staff Assignments (including all promotions and transfers)** | | | | | | | | | |
| **S. 259-261** | Assigning an executive to a regular position. | | | X | | | | | |
| **S. 259-261** | Assigning a person to a regular position for all staff categories, except executives and non-executives. | | | | | HR | | AD/HR | |
| **S. 259-261** | Assign a person to a temporary position for executives and non-executives. | | | X | | | | | |
| | Assign a person to a temporary position for all staff categories, except non-executives and executives, in their own department, school or centre. | | | | X | X | X | | |
| **Reclassification, Loan of Service, Suspension and Dismissal** | | | | | | | | | |
| **S. 259** | Reclassify a staff member for executives and non-executives. | | | X | | | | | |
| | Reclassify a staff member for all staff categories, except non-executive and executive. | | | | | HR | | | |
| **S. 259** | Authorize a loan of service for any employee. | | | X | | | | | |
| **S. 259** | Suspend with or without pay any staff member for executives and non-executives. | | | X | | | | | |
| | Suspend with or without pay an employee for all staff categories, except non-executives and executives. | | | | | X | | | |
| **S. 259-260** | Dismiss any executive and non-executive person in a regular position. | X | | | | | | | |
| **S. 259-260** | Dismiss any employee in a regular position, except executives and non-executives (in their own department, school or centre). | | | | X | X | X | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 259-260** | To proceed with non-rehire (surplus or priority list) or breach of contract for any employee occupying a temporary position or for any employee on probation: | | | | | HR | | | |
| | for executives and non-executives – an executive on probation could therefore be dismissed by the DG; | | | X | | | | | |
| | for all staff categories, except non-executives and executives. | | | | | X | | | |
| **Local Arrangements and Agreements** | | | | | | | | | |
| **S. 259** | Determine the negotiation mandates for collective agreements and locally arranged agreements and approve local arrangements and agreements. | | | X | | | | | |
| **Judicial History, Internships and Appointments** | | | | | | | | | |
| **S. 261.0.1 to 261.0.7** | Assume all powers relating to criminal records under the *Education Act*, except as otherwise provided in the Delegation of Authority By-Law. | | | | | HR | | | |
| **S. 261.0.2** | Require interns and volunteers who work with minor students and those who are in regular contact with them to submit a statement of their criminal record. | | | | | SG | | | |
| **S. 261.1** | Enter into an agreement with any educational institution for the training of prospective teachers or other staff. | | | | | PSD (teachers) | X | | |
| **S. 264** | Appoint an adult education services officer. | | | X | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 265** | Appoint a person responsible for educational services for students with disabilities and students with social maladjustments or learning disabilities. | | | X | | | | | |
| **FUNCTIONS AND POWERS RELATING TO FINANCIAL RESOURCES (CHAPTER V – DIVISION VI)**<br><br>**IN ACCORDANCE WITH THE PRINCIPLES OF DAY-TO-DAY MANAGEMENT, THE FINANCIAL RESOURCES DEPARTMENT IS RESPONSIBLE FOR KEEPING THE BOOKS IN ACCORDANCE WITH THE LAW, PREPARING, SIGNING AND TRANSMITTING ALL FINANCIAL DOCUMENTS REQUIRED BY THE GOVERNMENT AUTHORITIES, MANAGING ACCOUNTS RECEIVABLE, AND EXERCISING BUDGETARY CONTROL OVER THE VARIOUS ADMINISTRATIVE UNITS, SCHOOLS AND CENTRES.** | | | | | | | | | |
| **S. 275** | Establish the objectives and principles for the distribution of grants, school tax proceeds and other revenues among its institutions. | X | | | | | | | |
| **S. 275.1** | Determine the distribution of revenues. | X | | | | | | | |
| **S. 276** | Approve the budget of schools, vocational training centres and adult education centres. | | | X | | | | | |
| **S. 276 par. 2** | Authorize an institution to incur expenses that have not been approved when an institution's budget has not been approved. | X ($500,000 and more) | X ($250,000 to less than $500,000) | X (less than $250,000) | | | | | |
| **S. 277** | Adopt, before the date and in the form it determines, its operating, investment and debt service budget for the following school year.<br><br>Adopt any budget estimates requested by the Minister. | X | | | | | | | |
| **S. 284** | Appoint an external auditor from among the members of the professional order of accountants governed by the Professional Code (chapter C-26). | X | | | | | | | |
| **S. 288** | Authorize loans, except those otherwise provided for in the by-law on the delegation of powers. | | X | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **S. 288** | Establish the terms and conditions of short-term loans in accordance with the rules of the department and perform all acts arising therefrom. | | | | | FR | | | |
| **S. 288** | Authorize, sign and do all necessary acts relating to banking transactions except for long-term borrowing, including but not limited to short-term borrowing, requests to open and close accounts, requests to open online banking accounts, changes of signatories and all acts incidental thereto. | | | | | FR | | | |
| | Authorize and sign online account opening requests, changes of signatories and all acts resulting therefrom with federal and provincial tax authorities. | | | | | FR | | | |
| **FUNCTIONS AND POWERS RELATING TO MATERIAL RESOURCES (CHAPTER V - DIVISION VI)** | | | | | | | | | |
| **AWARDING CONTRACTS** | | | | | | | | | |
| | Enter into a **procurement contract**, including information technology procurement contracts, involving an expenditure of: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| | - Up to the public tender threshold in their respective business line | | | | X | MRT, IR | | | |
| | - Less than $25,000 | | | | | X | | | |
| | - Less than $10,000 | | | | | | X | | CO/BS |
| | - Less than $5,000 | | | | | | | X | |
| | - Less than $2,500 | | | | | | | | X |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **LIP 255 and LGCE 16** | Enter into a **service contract**, including information technology service contracts, and confirm that this contract does not circumvent the workforce controls stipulated by the LGCE, as follows: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| | For contracts with entities **other than natural persons**: | | | | | | | | |
| | - Less than $25,000 | | | | X | X | | | |
| | - Less than $10,000 | | | | | | X | | CO/BS |
| | - Less than $5,000 | | | | | | | X | |
| | - Less than $2,500 | | | | | | | | X |
| | For contracts with **natural persons**: | | | | | | | | |
| | - Less than $10,000 | | | | X | X | X | | CO/BS |
| | - Less than $5,000 | | | | | | | X | |
| | - Less than $2,500 | | | | | | | | X |
| **LIP 266** | Enter into a **construction contract** involving an expenditure of: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | - Up to the public tender threshold | | | | X | MRT | | | |
| | - Less than $5,000 | | | | | | | AD/MRT | |
| | - Less than $2,500 | | | | | | | | CO/MRT |
| **LIP 255 and 266** | Enter into a **public-private partnership contract**. | X | | | | | | | |
| | Enter into a contract for the application of the *Politique d'intégration des arts à l'architecture et à l'environnement des bâtiments et des sites gouvernementaux et publics*. | | | | | MRT | | | |
| **LEADERSHIP FUNCTIONS LAMP** | | | | | | | | | |
| **LAMP** | Perform the functions of an officer of a public body as set out in the LAMP. | | | X | | | | | |
| **LEADERSHIP FUNCTIONS LCOP** | | | | | | | | | |
| **LCOP 21.0.1** | Designate a Contract Rules Compliance Monitor (CRCM) | X | | | | | | | |
| **LCOP 13 par. 1 (2), (3), (4) and par. 2 (contract by mutual agreement)** | Authorize the entering into of a contract by mutual agreement involving an expenditure equal to or greater than the threshold for public tender under par. 1, par. 2, 3 and 4 of the ACPB, depending on the amount of the expenditure: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| **LCOP 13 par. 2** | Authorize, in the case of a contract covered by the ACPB that involves an expenditure equal to or greater than the public tender threshold, an incidental amendment that results in an additional expenditure, as follows[1]: | | | | | | | | |

[1] With respect to the incidental amendment that results in an additional expenditure for contracts in the case of a contract that involves an expenditure below the public tender threshold, the purchasing policy of the School Board must be consulted.

| Legislation | Function or Power | Delegate | | | | | | | |
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| | - 20% of the original contract amount and more | | X | | | | | | |
| | - From 10% to less than 20% of the initial contract amount | | | X | | | | | |
| | - Less than 10% of the original contract amount | | | | X | MRT | | | |
| **LCOP 21.0.3 par. 3** | Receive, in the absence of an identified responsible party, a complaint under the Procedure for Receiving and Investigating Complaints. | | | X | | | | | |
| **LCOP 21.21** | Authorize the conclusion of a contract with an unauthorized company if the company does not have an establishment in Québec and the contract is to be performed outside Québec. | X | | | | | | | |
| **LCOP 25.0.3 par. 2 and par. 3** | Authorize the conclusion of a contract or a sub-contract directly related to a public contract with a company that is ineligible for public contracts or with a company that is not authorized to contract, when there is an emergency and the safety of persons or property is at stake. | | | X | | | | | |
| **LCOP 13 par. 2, 22.1 DRC 2 and 8** | Provide the President of the Treasury Board with the accountability information considered necessary for the production of the report on the application of the Act or any other information necessary for accountability under the Act, its regulations or directives, as the case may be, and make the declaration attesting to the reliability of the data and controls. | | | X | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **LEADERSHIP FUNCTIONS – LCOP RULES** | | | | | | | | | |
| **RCA 15.4 par. 2**<br>**RCS 29.3 par. 2**<br>**RCTC 18.4 par. 2**<br>**RCTI 35 par. 2** | Designate the members of the committee formed to analyze a tender that appears to be abnormally low in price. | | | X | | | | | |
| **RCA 15.6 par. 2, 15.8 par. 2 and par. 3**<br>**RCS 29.5 par. 2, 29.7 par. 2 and par. 3**<br>**RCTC 18.6 par. 2, 18.8 par. 2 and par. 3**<br><br>**RCTI 37 par. 2, 39 par. 2 and par. 3** | Receive a copy of the report of the committee responsible for analyzing a tender whose price appears to be abnormally low and, if applicable, authorize the rejection of a tender whose price is abnormally low. | | | X | | | | | |
| **RCA 18 par. 2**<br>**RCTI 43 par. 2** | Authorize the issuance of a public call for tenders for a standing offer procurement contract, including an information technology standing offer contract, with several suppliers, counting an award rule allowing the awarding of a contract to any of the selected suppliers whose tender price does not exceed the lowest price by more than 10%. | | | X | | | | | |
| **RCA 33 par. 1**<br>**RCS 46 par. 1**<br>**RCTI 57 par. 1** | Authorize the conclusion of a procurement contract or a service contract of a repetitive nature, particularly in the field of information technology, whose expected duration, including any renewal, is greater than 3 years, according to the following terms and conditions: | | | | | | | | |
| | **More than 5 years** (not applicable for standing orders and on-demand contracts, which cannot exceed 5 years): | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | - Less than $250,000 | | | X | | | | | |
| | **From 3 to 5 years:** | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| **RCA 33 par. 2**<br>**RCS 46 par. 2**<br>**RCTC 39 par. 2**<br>**RCTI 57 par. 2** | Authorize the conclusion of a contract involving an expenditure equal to or greater than the threshold of the call for public tenders, if only one bidder has submitted a compliant tender, depending on the amount of the expenditure: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| **RCA 33 par. 2 and par. 3**<br>**RCS 46 par. 2 and par. 3**<br>**RCTC 39 par. 2 and par. 3**<br>**RCTI 57 par. 2 and par. 3** | Authorize the entering into a contract with an expenditure equal to or greater than the public tender threshold if only one bidder has submitted an acceptable tender. | | | X | | | | | |
| **RCA 45**<br>**RCS 58**<br>**RCTC 58**<br>**RCTI 82 par. 1 and par. 2** | Maintain or not maintain an evaluation of the performance of a supplier, service provider or contractor and inform them. | | | X | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **RCTC 39 par. 1** | Authorize the publication of a tender notice for a construction contract when the tender validity period is greater than 45 days. | | | X | | | | | |
| **RCTC 51** | Mandate the School Board representative to proceed with mediation as provided for in the dispute resolution process. | | | X | | | | | |
| **RCTI 19** | Authorize the launching of a call for tenders involving a competitive dialogue in matters of information technology. | | | X | | | | | |
| **RCTI 20 par. 3** | Authorize the continuation of the bidding process when, in a competitive dialogue, only two bidders meet the selection criteria. | | | X | | | | | |
| **RCTI 48 par. 2 (2)** | Authorize the determination of the most advantageous goods or services to be made on criteria other than price, in the context of entering into a contract for cloud-based goods or services by mutual agreement with a supplier or service provider that has entered into a framework agreement with the government procurement agency. | | | X | | | | | |
| **RCTI 82 par. 3** | Forward to the government acquisition agency the vendor's or service provider's performance evaluation in connection with a contract for the acquisition of cloud goods or services entered into by mutual agreement with a vendor or service provider that has a framework agreement with the government acquisition agency. | | | X | | | | | |
| **LEADERSHIP FUNCTIONS - DGCOP** | | | | | | | | | |
| **DGCOP 3.5** | Authorize the School Board to join a group purchase **during the execution** of a contract, involving an expenditure of: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **DGCOP 3.10 par. 2** | Limit the scope of a service provider's license in a contract for the development of a computer program. | | | X | | | | | |
| **DGCOP 3.11 par. 1 and par. 3** | Require an assignment of copyright from the service provider in a contract for the development of a computer program and, where appropriate, refusing to grant a copyright license to that provider. | | | X | | | | | |
| **DGCOP 6** | Authorize a waiver of the requirement to enter into an information technology professional services contract with a service provider holding an ISO 9001:2015 registration certificate. | | | X | | | | | |
| **DGCOP 8 (2)** | Designate the person or persons who may serve as the selection committee secretary. | | | X | | | | | |
| **DGCOP 8 (7) and 9** | Appoint the members of a selection committee and ensure the rotation of its appointees for this purpose. | | | X | | | | | |
| **DGCOP 8 (10)** | Authorize a waiver of the terms and conditions relating to the operation of a selection committee. | | | X | | | | | |
| **DGCOP 16 par. 1 and par. 2** | Authorize the entering into of a contract or any new contract with a natural person who is not a sole proprietor where such contract or the sum of the expenditure of such contract and the expenditure of successive prior contracts with such individual is $50,000 or more, depending on the amount of the expenditure: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| **DGCOP 18 par. 2** | Authorize, in the case of a contract with a natural person who is not a sole proprietor and which involves an expenditure equal to or greater than | | | | | | | | |

| Legislation | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | $50,000, an incidental amendment which results in an additional expenditure, as follows: | | | | | | | | |
| | - 20% of the original contract amount and more | | X | | | | | | |
| | - From 10% to less than 20% of the initial contract amount | | | X | | | | | |
| | - Less than 10% of the original contract amount | | | | | X | | | |
| **LEADERSHIP FUNCTIONS - DCGR** | | | | | | | | | |
| **DCGR 3** | Subject to its adoption by the Council of Commissioners, design and implement the organizational framework for the management of corruption and collusion risks in the School Board's contract management processes, ensure that it is applied to all stages of the contract management process, review and update it, and provide the necessary resources for its implementation, in compliance with the DCGR. | | | X | | | | | |
| **DCGR 5** | Transmit the School Board's annual risk management plan as well as any other related documents to the President of the Treasury Board. | | | X | | | | | |
| **DCGR 6** | Approve the monitoring and review report on the organizational risk management framework for corruption and collusion in the School Board's contract management processes. | X | | | | | | | |
| **DCGR 7** | Transmit the monitoring and review report of the organizational framework for managing risks related to corruption and collusion in the School Board's contract management processes, as well as any other related documents to the President of the Treasury Board. | | | X | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **MANAGEMENT OF MOVABLE AND IMMOVABLE PROPERTY** | | | | | | | | | |
| **S. 266** | Enter into a **lease contract for immovables** or part of an immovable, as a tenant, in the amount of: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |
| | - Less than $250,000 | | | X | | | | | |
| | - Up to the public tender threshold | | | | X | MRT | | | |
| **S. 266** | Enter into a **lease or loan contract for immovables** or part of an immovable, as lessor, subject to the right of the schools or centres to the immovables made available to them in the three-year immovable destination plan and the deeds of establishment, for a term of: | | | | | | | | |
| | - More than 3 years | | X | | | | | | |
| | - Between 1 and 3 years | | | X | X | | | | |
| | - Less than 1 year | | | | | MRT | | | |
| **S. 266** | Enter into a movable lease contract, as a tenant: | | | | | | | | |
| | - $500,000 and more | X | | | | | | | |
| | - $250,000 to less than $500,000 | | X | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| | - Less than $250,000 | | | X | | | | | |
| | - From $25,000 up to the public tender threshold | | | | | MRT | | | |
| | - Less than $25,000 | | | | | X | | | |
| **S. 266** | Approve the list of construction projects. | X | | | | | | | |
| **S. 266, 272 and 273** | Acquire, hypothecate, demolish, alienate, exchange, expropriate an immovable or grant an immovable real right on an immovable belonging to the School Board, subject to what is specifically provided for in this by-law. | X | | | | | | | |
| **S. 266** | Grant a servitude for public utility purposes on an immovable belonging to the School Board. | | | | | MRT | | | |
| **S. 266** | Dispose of movable property having a market value equal to or less than $50,000. | | | X | X | IR<br>MRT | | | |
| **S. 266** | Accept property for and to the benefit of the Board free of charge. | | | X | X | IR<br>MRT | | | |
| S. 267 | Enter into an agreement with another school board, school service centre, educational institution, municipality or community organization in its territory to jointly establish, maintain or improve public libraries, administrative, sports, cultural or recreational centres or playgrounds. | | X | | | | | | |
| S. 267 | Enter into a partnership agreement to jointly establish, maintain or improve a school, vocational training centre, adult education centre or college. | X | | | | | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **FUNCTIONS AND POWERS RELATING TO STUDENT TRANSPORTATION (CHAPTER VI – DIVISION V)** | | | | | | | | | |
| **S. 291** | Provide transportation for all or part of its students, including establishing daily school entry and exit times for the purpose of arranging transportation. | | | | | MRT | | | |
| **S. 291 par. 2 and 297** | Enter into or award a contract for student transportation. | | X | | | | | | |
| **S. 292** | Determine the portion of the cost of the student pass for students required to use the public transit authority's transportation.<br>Determine the cost of lunchtime transportation. | | | | | MRT | | | |
| **S. 293** | Provide transportation for persons enrolled in adult education and claim the cost thereof from users. | | | | | MRT | | | |
| **S. 294** | Enter into an agreement to provide transportation for all or some of the students of another school board, a school service centre or an educational institution governed by the *Act respecting private education* (chapter E-9.1), an institution whose instructional program is the subject of an international agreement within the meaning of the *Act respecting the Ministère des Relations internationales* (chapter M-25.1.1) or a general and vocational college. | | X | | | | | | |
| **S. 298** | Allow persons other than those for whom it provides student transportation to use such transportation service until all available seats are filled and determine the fare required for such transportation. | | | | | MRT | | | |
| **S. 299** | Determine an amount to cover all or part of the cost of transportation of a student and pay the amount directly to the student. | | | | | MRT | | | |

| Legislation (LIP [*Education Act*]) | Function or Power | Delegate | | | | | | | |
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| | | CC | EC | DG | ADG | DD | ID | AD | CO |
| **TAXATION (CHAPTER V – DIVISION VII)** | | | | | | | | | |
| **S. 304 and 307** | Enter into an agreement with a school service centre or school board on the terms and conditions for collecting the school taxes. | | | | | FR | | | |
| **S. 315 par. 4** | Determine whether only the amount of the overdue payment is due when the first payment is not made within the time limit. | | | | | FR | | | |
| **S. 317.2** | Declare and register the amount of the School Board's debt in the land register. | | | | | FR | | | |
| **S. 317.1 and 318** | Take any action for the recovery of school taxes brought against any owner. | | | | | FR | | | |
| **S. 342** | Bid for and purchase immovables at any sale for non-payment of school taxes, under judicial authority or having the same effect. | X | | | | | | | |
| **S. 343** | Enter in the name of the School Board the immovables purchased at auction upon the assessment and collection rolls and upon the special apportionment rolls. | | | | | FR | | | |
| | Write off any bad debt when the debt is: | | | | | | | | |
| | - From $20,000 or less | | | | | FR | | | |
| | - Between $20,001 and $75,000 | | X | | | | | | |