

**PROVINCE OF QUEBEC****MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2013-06-26**

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, Rosemere, QC on Wednesday, 2013-06-26.

Present: Commissioners Nick Milas, Chairman; Nazario Facchino, Vice-Chairman; Georges Benoit, Steve Bletas, Mario Di Domenico, Robert Dixon, Guy Gagnon, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Emilio Migliozi, Steve Mitchell, Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, and Edward Turchyniak (via Skype); Parent Commissioner Angela Martorana; and Stephanie Vucko, Director General.

Also present were: Clifford Buckland, Interim Assistant Director General; Marie-Claude Drouin, Secretary General; Gaëlle Absolonne, Director of School Organization; Robin Bennett, Director of Information Technology; Johanne Brabant, Strategic Plan Advisor; Linda Di Domenico, Director of Human Resources; Frédéric Greschner, Director of Complementary Services; Heather Halman, Director of Adult Education & Vocational Training; Daniel Hogue, Director of Material Resources; Tina Korb, Director of Educational Services; Donna Abel, Assistant Director of Financial Resources; and Jocelyne Thompson-Ness, Administrative Assistant. Several other persons were also in the audience.

Absent: Parent Commissioner Roberto Bomba.

The Chairman called the meeting to order.

**TIME: 19:32 hours**

**0.0 PRESENTATION:**

The Chairman welcomed and congratulated the following students who had participated in the regional and provincial science fairs this spring:

Anika Govindaraja &  
Amanda Lattanzio

Laurier Senior High School

Regional Science Fair  
Provincial Science Fair

A certificate presentation and photos followed.

**1.0 ACCEPTANCE OF AGENDA:****CC-130626-CA-0175**

Commissioner Mike Pizzola MOVED THAT the agenda be approved as presented in document #SWLSB-2013/06/26-CA-001.

**Carried unanimously**

**2.0 APPROVAL OF MINUTES****CC-130626-CA-0176**

Commissioner Steve Kmec MOVED THAT the minutes of the REGULAR meeting of the Sir Wilfrid Laurier School Board held on 2013-05-22 having been received by all members prior to this meeting, be approved as written.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	Georges Benoit, Steve Bletas, Robert Dixon, Nazario Facchino, Guy Gagnon, Steve Kmec, Elio Lattanzio, Emilio Migliozi, Nick Milas, Steve Mitchell, Grace Nesi, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
<b>Commissioners ABSTAINING:</b>	Mario Di Domenico, Peter MacLaurin

### 3.0 QUESTION PERIOD

On behalf of the employees of Laurentian Elementary School and Laurentian Regional High School Commissioner Robert Dixon presented the Council with petitions concerning their respective schools. The Chairman accepted the petitions for follow-up.

### 4.0 REPORT FROM THE CHAIRMAN:

#### 4.1 *Chairman's Report:*

The Chairman presented his monthly report noting:

- the success of the Laurier Gala and Star Fest;
- the recent Quebec English School Boards Association (QESBA) Spring Conference and that it will soon be the turn of the Sir Wilfrid Laurier School Board to act as co-host;
- the Sir Wilfrid Laurier Foundation Lobster Fest which raised approximately 25 000\$;
- the firefighters race at Centropolis in Laval where some Sir Wilfrid Laurier School Board schools participated. Their participation translated into a donation to their respective school; and
- the annual retirement dinner and notes received from retirees thanking the school board for the evening.

Several Commissioners also commented on the various events attended during the past 6 weeks.

The Chairman encouraged Commissioners to attend the school events that they are invited to and to ensure that the Principals are aware of their interest in being a part of school events. If events are attended a verbal report on the event to the Council would be appreciated.

He went on to extend appreciation to his fellow Commissioners for their dedication and hard work over the past school year. He also extended appreciation, on behalf of the Council, to the Directors, Administrators and support staff for all of the time and effort spent on an annual basis to make the school board run effectively.

#### 4.2 *Director General's Report:*

The Director General expressed her appreciation to everyone for their support and guidance during her first 6 months in her position.

The Director General presented her monthly report noting the following successes during the 2012-2013 school year and extending her appreciation to all of the Directors and their teams for their support and dedication:

- Educational Services:
  - Encouraging, supporting and facilitating the development of collegial school teams;
  - data team approach and PLCs;
  - promoting the development and implementation of programs that favoured literacy and numeracy;
  - progressions of learning were reviewed and referred to teachers;
  - development of math diagnostic tools for use in the elementary schools;

- promoting, encouraging and supporting an increase in Sir Wilfrid Laurier School Board teacher and student access to technology driven pedagogy, i.e. Upload Conference, Smart Board training, BCT project, and EDMODO, an on line communications platform.
  
- Material Resources:
  - the new eco-friendly Joliette Elementary School;
  - development of a system to prioritize school inspections in order to be on top of the major concerns within each building; and
  - the change to the timeline used for school scheduled maintenance in order to provide better service to schools.
  
- Complementary Services:
  - the implementation of Bill 56 with Safe School plans, a system to record bullying and violence called MEMO, and the training of bus drivers;
  - the engagement of a Social Affairs Officer to complete drug prevention assessment at the high school level, develop a plan and to provide training for guidance counsellors and behaviour technicians to assess teen consumption levels in order to determine the appropriate services for them;
  - the development of a kindergarten screening toolkit and guidelines for the first step in transitioning into school;
  - the presentation of 285 special education cases to the Ministère de l'Éducation, du Loisir et du Sport (MELS) for validation for coding and revision. There was an increase of 100 students over 2011-2012 for a total of 920, either coded or requiring consideration for a code. The work required on these dossiers is enormous and the staff of Complementary Services is to be congratulated; and
  - the implementation of a MELS electronic IEP pilot project for grade 6 and secondary 1 that has so far been successful and will be continued for the 2013-2014 school year. This project provides a common process that is flexible enough to be used by several sectors.
  
- Information Technology:
  - installation of 90 smart boards in Secondary 1 classrooms
  - the success of the Upload Conference;
  - the replacement of the Cisco Call Management infrastructure;
  - the installation of new hardware and firewall system;
  - the relocation of Souvenir Elementary School main patch panel and fibre termination point; and
  - other maintenance of the technology systems and hardware.
  
- School Organization & Transportation:
  - the successful negotiations with the Société de transport de Laval (STL);
  - the establishment of a link on the Corporate Web for updates on the ongoing work of the Laval Ad Hoc Committees and to receive feedback on the issues being vetted by these committees; and
  - the development of a partnership with Complementary Services and the Director General's office for bus driver training on Bill 56 (anti-violence and anti-bullying).
  
- Adult Education & Vocational Training:
  - the use of marketing and social media to promote services available;
  - the establishment of International Student partnerships with China, India and Korea;
  - the renewal of the PROCEDE entente;
  - the development of an on-line education program for daycare employees and the consideration of developing additional program for other areas, i.e. hotel reception, etc.; and

- the success of the shuttle from Lake of Two Mountains High School for Adult Education students.
- Human Resources:
  - an evaluation of workplace injuries of support staff by an Ergonomics stagiaire;
  - the achievement of 100% coherence in PERCOS for the 4<sup>th</sup> straight year; and
  - the implementation of a pilot program for the voluntary transfer process. It appeared to be a success as the teachers' union seemed satisfied with the results as it will allow for the staffing of schools in a more efficient manner.
- Strategic Plan & International Students:
  - each of the goals of the Strategic Plan were revisited, reviewed and, in some cases, revised;
  - the first year of the International Student Program went well with 13 students in attendance. For 2013-2014 there are already 15 students registered. There was networking with other school boards to get this program off the ground and this assistance was very much appreciated;
  - the first year of Consortium Formation resulted in a profit of 780 000\$ of which one third will come to the Sir Wilfrid Laurier School Board; and
  - the continued participation with the PREL, which regroups partners within the English and French sectors that have a primary goal of keeping children in school.
- Secretary General:
  - support to all departments, schools and centres for assistance in legal and other matters.
- Construction 2013-2014:
  - there will be no impact from the construction strike on roofing project at 2323, boulevard Daniel-Johnson in Laval;
  - there will be some delay to several projects which will commence once the strike is over;
  - the school board may have to suspend 5 projects, if the construction strike continues after 2013-07-05; and
  - installation of portables at Twin Oaks Elementary School.

In response to a question concerning the costs incurred on the various Ethics cases, the Secretary General noted that to date the costs have been approximately 35 000\$.

In response to a question from Commissioner Steve Kmec, the Director General indicated that the space issue at Twin Oaks Elementary School is being handled but noted that the construction strike has impacted the plans for the school as well as the installation of portables.

In closing, the Director General wishes everyone a healthy and relaxing holiday.

#### **4.3 Engagement of Assistant Director General:**

Commissioner Nazario Facchino MOVED THAT the Council go "in camera". **TIME: 20:28 hours**

**Carried unanimously**

The meeting resumed.

**TIME: 22:15 hours**

Commissioner Mario Di Domenico excused himself for the evening.

**TIME: 22:15 hours**

The Interim Assistant Director General entered the meeting.

**TIME: 22:15 hours**

The Director General thanked Commissioner Mike Pizzola for his support on the Selection Committee for the position of Assistant Director General. She noted that this process takes time and extended appreciation to all those who were a part of the process. There were 12 candidates and the recommended candidate will be presented in camera and a mandate is requested to offer this person a contract in accordance with the policy. The name of the candidate will be made public once the contract is signed.

**CC-130626-HR-0177**

WHEREAS the Council of Commissioners adopted resolution #CC-121024-CA-0035 approving Policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board at its 2013-05-09 special meeting commenced the process for the recruitment and hiring of an Assistant Director General;

WHEREAS a Selection Committee was formed in accordance with Policy #2012-CA-21;

WHEREAS due process, in conformity with Policy #2012-CA-21 occurred with interviews being held on June 10 & 11, 2013;

WHEREAS the Selection Committee, as per section 5.5.4 of Policy #2012-CA-21: Policy for the recruitment and hiring of a Director General and an Assistant Director General, needs to provide a recommendation to the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the members of the Selection Committee were unanimous in its recommendation for the position of Assistant Director General;

Commissioner Grace Nesi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board make an offer of employment to engage the retained candidate as per document #SWLSB-2013/06/26-HR-001 to the position of Assistant Director General;

AND THAT the Chairman and the Director General be mandated to present the offer of employment as per document #SWLSB-2013/06/26-HR-001.

**Carried unanimously**

**4.4 Interim Assistant Director General:**

The Director General presented a proposal for an Interim Assistant Director General.

**CC-130626-HR-0178**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-130626-HR-0177, engaging a new Assistant Director General;

WHEREAS the chosen candidate is expected to start on or around 2013-08-12;

WHEREAS in accordance with section 198 of the Education Act (R.S.Q., Chapter I-13.3) a school board must have an Assistant Director General;

Commissioner Albina Pace MOVED that the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint **Linda Di Domenico as Interim Assistant Director General**, effective 2013-07-01, until such date when the chosen candidate starts as the new Assistant Director General of the Sir Wilfrid Laurier School Board.

**Carried unanimously**

**5.0 BUSINESS ARISING:**

There was no business arising.

**6.0 DECISION ITEMS:****6.1 COMMUNICATIONS & CORPORATE AFFAIRS****6.1.1 Reports of the Student Ombudsman:**

The Secretary General presented and reviewed the resolution concerning the report of the Student Ombudsman for "Student TR".

**CC-130626-CA-0179**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted by-law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or their Parents;

WHEREAS this by-law establishes the procedure for the intervention of the Student Ombudsman when all other avenues have been exhausted;

WHEREAS the parent of "Student TR" was dissatisfied with the outcome of a school board decision of a general scope that had an impact on "Student TR";

WHEREAS the parent of "Student TR" complained to the Student Ombudsman, such complaint being sent on 2013-05-02;

WHEREAS the Student Ombudsman provided the Council of Commissioners with his opinion on the merit of the complaint;

WHEREAS the Student Ombudsman concludes that the process used to resolve the overcrowding at Mother Teresa Junior High School is fair and impartial;

WHEREAS the Student Ombudsman is not recommending any changes to the school board decision of a general scope and, more precisely, to "Student TR";

Commissioner Edward Turchyniak MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive and accept the report of the Student Ombudsman regarding the complaint of parent of "Student TR".

AND THAT, after having reviewed this opinion, determines that the registration for 2013-2014 **be maintained.**

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Georges Benoit, Robert Dixon, Nazario Facchino, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Emilio Migliozi, Nick Milas, Steve Mitchell, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
Commissioners voting NAY:	Guy Gagnon
Commissioners ABSTAINING:	Steve Bletas, Grace Nesi

The Secretary General presented and reviewed the resolution concerning the report of the Student Ombudsman for "Student KS".

**CC-130626-CA-0180**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted by-law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or their Parents;

WHEREAS this by-law establishes the procedure for the intervention of the Student Ombudsman when all other avenues have been exhausted;

WHEREAS the parent of "Student KS" was dissatisfied with the outcome of a school board decision of a general scope that had an impact on "Student KS";

WHEREAS the parent of "Student KS" complained to the Student Ombudsman, such complaint being sent on 2013-05-10;

WHEREAS the Student Ombudsman provided the Council of Commissioners with his opinion on the merit of the complaint;

WHEREAS the Student Ombudsman concludes that the process used to resolve the overcrowding at Mother Teresa Junior High School is fair and impartial;

WHEREAS the Student Ombudsman is not recommending any changes to the school board decision of a general scope and, more precisely, to "Student KS";

Commissioner Peter MacLaurin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive and accept the report of the Student Ombudsman regarding the complaint of parent of "Student KS".

AND THAT, after having reviewed this opinion, determines that the registration for 2013-2014 **be maintained**.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Georges Benoit, Robert Dixon, Nazario Facchino, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Emilio Migliozi, Nick Milas, Steve Mitchell, Albina Pace, Merle Parkinson, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
Commissioners voting NAY:	Guy Gagnon
Commissioners ABSTAINING:	Steve Bletas, Grace Nesi

The Secretary General presented and reviewed the resolution concerning the report of the Student Ombudsman for "Student JT".

**CC-130626-CA-0181**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted by-law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or their Parents;

WHEREAS this by-law establishes the procedure for the intervention of the Student Ombudsman when all other avenues have been exhausted;

WHEREAS the parent of "Student JT" was dissatisfied with the outcome of a school board decision of a general scope that had an impact on "Student JT";

WHEREAS the parent of "Student JT" complained to the Student Ombudsman, such complaint being sent on 2013-05-21;

WHEREAS the Student Ombudsman provided the Council of Commissioners with his opinion on the merit of the complaint;

WHEREAS the Student Ombudsman concludes that the process used to resolve the overcrowding at Mother Teresa Junior High School is fair and impartial;

WHEREAS the Student Ombudsman is not recommending any changes to the school board decision of a general scope and, more precisely, to "Student JT";

Commissioner Robert Dixon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive and accept the report of the Student Ombudsman regarding the complaint of parent of "Student JT".

AND THAT, after having reviewed this opinion, determines that the registration for 2013-2014 **be maintained.**

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Georges Benoit, Robert Dixon, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Nick Milas, Albina Pace, Merle Parkinson, William Pollock, Nancy Rupnik, Edward Turchyniak</b>
<b>Commissioners voting NAY:</b>	<b>Steve Bletas, Guy Gagnon, Emilio Migliozi, Steve Mitchell</b>
<b>Commissioners ABSTAINING:</b>	<b>Nazario Facchino, Grace Nesi, Mike Pizzola</b>

The Secretary General presented and reviewed the resolution concerning the report of the Student Ombudsman for "Student YA".

#### **CC-130626-CA-0182**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted by-law #BL2009-CA-19: By-Law Establishing Procedures for the Examination of Complaints from Students or their Parents;

WHEREAS this by-law establishes the procedure for the intervention of the Student Ombudsman when all other avenues have been exhausted;

WHEREAS the parent of "Student YA" was dissatisfied with the outcome of a school board decision of a general scope that had an impact on "Student YA";

WHEREAS the parent of "Student YA" complained to the Student Ombudsman, such complaint being sent on 2013-06-14;

WHEREAS the Student Ombudsman provided the Council of Commissioners with his opinion on the merit of the complaint;

WHEREAS the Student Ombudsman concludes that the process used to resolve the overcrowding at Mother Teresa Junior High School is fair and impartial;

WHEREAS the Student Ombudsman is not recommending any changes to the school board decision of a general scope and, more precisely, to "Student YA";

Commissioner Nazario Facchino MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board receive and accept the report of the Student Ombudsman regarding the complaint of parent of "Student YA".

AND THAT, after having reviewed this opinion, determines that the registration for 2013-2014 **be maintained.**



THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Georges Benoit, Robert Dixon, Nazario Facchino, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Emilio Migliozi, Nick Milas, Steve Mitchell, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
Commissioners voting NAY:	Guy Gagnon, Merle Parkinson
Commissioners ABSTAINING:	Steve Bletas, Grace Nesi, Albina Pace

Commissioner Mike Pizzola left the meeting.

**TIME: 22:32 hours**

**TIME: 22: 32 hours**

**CC-130626-CA-0183**

Commissioner Nancy Rupnik MOVED THAT the meeting be extended until the completion of the agenda.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Georges Benoit, Steve Bletas, Nazario Facchino, Guy Gagnon, Steve Kmec, Elio Lattanzio, Peter MacLaurin, Emilio Migliozi, Nick Milas, Steve Mitchell, Grace Nesi, Albina Pace, Mike Pizzola, William Pollock, Nancy Rupnik, Edward Turchyniak
Commissioners voting NAY:	Robert Dixon, Merle Parkinson

**6.1.2 Standing Committee Structure:**

The Secretary General presented and reviewed the proposed new structure for committee meetings and the proposed changes to the policy.

Commissioner Mike Pizzola returned to the meeting.

**TIME: 22:34 hours**

**CC-130626-CA-0184**

WHEREAS the Sir Wilfrid Laurier School Board adopted a structure for its Standing Committees at its 2009-06-23 meeting;

WHEREAS it has become necessary to review this structure to better respond to the needs of the Council of Commissioners;

WHEREAS the Governance & Ethics Committee presented a recommendation for discussion at the 2013-05-22 special meeting of the Executive Committee;

WHEREAS the Executive Committee also discussed the structure at its 2013-06-18 meeting and is now recommending it to the Council of Commissioners;

Commissioner Nancy Rupnik MOVED THAT, on the recommendation of the Governance & Ethics Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the new structure for Standing Committees, as per document #SWLSB-2013/06/19-CA-001.

AND THAT policy #2009-CA-08: Standing & Statutory Committees be revised to reflect these changes.

FURTHER THAT policy #2009-CA-08: Standing & Statutory Committees be brought back for adoption at the 2013-08-28 meeting of the Council of Commissioners.

**Carried unanimously**

### 6.1.3 *By-Laws – Date, Time & Place of Council & Executive Meetings 2013-2014:*

#### Council

The Secretary General presented and reviewed the final versions of the date, time and place for Council and Executive Committee meetings for the 2013-2014 school year.

#### **CC-130626-CA-0185**

WHEREAS the Council of Commissioners adopted resolution #CC-130424-CA-0137, approving in principle by-law #BL2000-CA-05: Date, Time & Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the consultation process for by-laws, as per section 392 of the Education Act (R.S.Q., Chapter I-13.3), was adhered to and a public notice published in the 2012-05-04 edition of the *Courrier Laval*;

WHEREAS no comments were received;

Commissioner William Pollock MOVED THAT, on the recommendation of the Communications & Public Relations Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve by-law #BL2000-CA-05: Date, Time & Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board for 2013-2014.

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 (R.S.Q., Chapter I-13.3).

**Carried unanimously**

#### Executive

#### **CC-130626-CA-0186**

WHEREAS the Council of Commissioners adopted resolution #CC-130424-CA-0138, approving in principle by-law #BL2000-CA-15: Date, Time & Place of Regular Meetings of the Executive Committee of the Sir Wilfrid Laurier School Board;

WHEREAS the consultation process for by-laws, as per section 392 of the Education Act (R.S.Q., Chapter I-13.3), was adhered to and a public notice published in the 2012-05-04 edition of the *Courrier Laval*;

WHEREAS no comments were received;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Communications & Public Relations Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve by-law #BL2000-CA-15: Date, Time & Place of Regular Meetings of the Executive Committee of the Sir Wilfrid Laurier School Board for 2013-2014.

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 (R.S.Q., Chapter I-13.3).

**Carried unanimously**

**6.1.4 Approval of Annual Report:**

The Strategic Plan Advisor presented and reviewed the 2011-2012 Annual Report.

**CC-130626-CA-0187**

WHEREAS section 220 of the Education Act (R.S.Q., Chapter I-13.3) requires a school board to produce an Annual Report to advise the population of its territory of its activities;

Commissioner Elio Lattanzio MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the 2011-2012 Annual Report, as per document #SWLSB-2013/06/26-CA-002

**Carried unanimously**

**6.1.5 Mandate to Chairman:**

The Secretary General advised the Council that the Chairman has received two letters requesting that the Council revisit decisions taken on a specific subject and that a mandate to the Chairman is being requested in order to respond.

**CC-130626-CA-0188**

WHEREAS the Chairman of the Sir Wilfrid Laurier School Board received letters from two parents requesting the Council of Commissioners to revisit decisions taken on a specific subject;

Commissioner Emilio Migliozi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Chairman to respond to the letters.

AND THAT said responses be as per document #SWLSB-2013/06/26-CA-003.

**Carried unanimously**

<b>6.2</b>	<b>FINANCIAL RESOURCES</b>
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**6.2.1 2013-2014 Budget:**

The Assistant Director of Financial Resources presented and reviewed the 2013-2014 budget noting that with the feedback from the budget building consultation more is being allotted to technology and special needs. She also reminded the Council that as the government is now only funding 50% of the equalization grant the school board has to take a decision on a way to cover the shortfall of this change. Given that, after a lot of discussion the Council decided at its 2013-05-22 meeting to treat each one of its 135 municipalities individually with respect to the equalization grant.

In response to a question from Commissioner Steve Kmec, the Director General noted that she is unsure as to whether or not there will be more budget reductions during the 2013-2014 school year but that more will be known when the 2013-2014 revised budget is prepared.

**CC-130626-FR-0189**

WHEREAS in accordance with the Education Act (R.S.Q., Chapter I-13.1), the Sir Wilfrid Laurier School Board must adopt and submit to the Ministère de l'Éducation, du Loisir et du Sport (MELS) its operating, investment and debt service budget for the 2013-2014 school year;

WHEREAS the budget is balanced for the 2013-2014 school year;

WHEREAS the standardized assessment included in the real estate tax base which was used to establish the equalization payment is in the amount of 9,249,294,579\$ in conformity with the law, the draft Regulation on the Maximum Taxation Envelope, and the 2013-2014 consultative budgetary parameters;

WHEREAS this budget establishes the tax rate for the 2013-2014 school year at 0,35\$ per 100\$ of standardized assessment;

WHEREAS this rate respects the limits permitted by law;

Commissioner Merle Parkinson MOVED THAT, on the recommendation of the Financial Resources Committee, the Council of Commissioners adopt the operating, investment and debt service budget for the 2013-2014 school year, subject to the authorization of the Minister, in accordance with section 279 of the Education Act

AND THAT it be submitted to the Minister of Education, Recreation and Sports.

AND THAT the tax rate be established at 0,35\$ per 100\$ of standardized assessment.

FURTHER THAT this rate is subject to the application of a governmental reduction rate for all tax payers as per document #SWLSB-2013/06/26-FR-001.

**Carried unanimously**

#### **6.2.2 Travel Rate 2013-2014:**

The Assistant Director of Financial Resources advised the Council that, in accordance with the travel policy, the rate per kilometre must be brought to the Council on an annual basis for approval. She noted that the rate has been discussed by the Financial Resources Committee and that it recommends the status quo.

#### **CC-130626-FR-0190**

WHEREAS the Council of Commissioners the Sir Wilfrid Laurier School Board adopted resolution #CC-110427-FR-0077 approving the amendments to policy #1999-FR-01: Travel and Representation Expenses Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board;

WHEREAS these amendments set the travel rate at 0.48\$/kilometre up to 5000 km and 0,45\$/kilometre above 5000 km;

WHEREAS the Financial Resources Committee reviews the travel rate on an annual basis;

Commissioner George Benoit MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that the current travel rate be maintained for the 2013-2014 school year, as approved in resolution #CC-110427-FR-0077.

**Carried unanimously**

#### **6.2.3 Authorization to Borrow – Synthetic Field at Rosemere H.S.:**

The Assistant Director of Financial Resources reviewed the following resolution noting that it is required by the Ministère de l'Éducation, du Loisir et du Sport (MELS) in order for the project to proceed.

In response to a question from Commissioner Elio Lattanzio, the Assistant Director of Financial Resources advised that the Ville de Rosemère would also have had to approve a similar resolution.

The Interim Assistant Director General left the meeting.

**TIME: 22:48 hours**

**CC-130626-FR-0191**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-111026-MR-0028 for a shared cost project for the installation of a synthetic playing field on the grounds of Rosemere High School;

WHEREAS the total cost of the project is estimated at 1 772 610\$, all taxes included;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) will contribute 823 955,60\$ towards this project under the program "Soutien aux installations sportives et récréatives – Phase II", for which confirmation in writing has been received;

WHEREAS the allocation from the Ministère de l'Éducation, du Loisir et du Sport (MELS) will be disbursed over a 10-year period, plus interest;

WHEREAS the Sir Wilfrid Laurier School Board cannot fund the Ministère de l'Éducation, du Loisir et du Sport (MELS) allocation in its current year operations;

Commissioner Edward Turchyniak MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board request authorization from the Ministère de l'Éducation, du Loisir et du Sport (MELS) to borrow for an amount not exceeding 823 955,60\$ to fund the allocation from the Fonds du Loisir et du Sport.

AND THAT the term of this loan not exceed 10 years;

FURTHER THAT the Chair, and in his absence or with his knowledge the Vice-Chair, as well as the Director General, and in her absence or with her knowledge the Assistant Director General, be authorized to sign all documentation concerning this authorization to borrow.

**Carried unanimously**

**6.3 MATERIAL RESOURCES**

**6.3.1 2013-2014 Capital Projects:**

The Director of Material Resources presented and reviewed the 2013-2014 capital projects.

**CC-130626-MR-0192**

WHEREAS the Sir Wilfrid Laurier School Board wishes to satisfy priority needs in its schools;

WHEREAS the schools have expressed their needs;

WHEREAS the Directorate has reviewed the requests and classified them in order of board-wide priorities;

Commissioner Steve Kmec MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 2013-2014 capital priorities, for its schools and centres for a total amount of 7 534 623\$ as per Document #SWLSB-2013/06/26-MR-001.

<b>AMT (Building upgrading and transformation)</b>	<b>1 714 760\$</b>
<b>MAO (Material, equipment &amp; tools)</b>	<b>360 000\$</b>
<b>MEASURE 30850</b> (Improvement of handicap accessibility) "Amélioration de l'accessibilité des immeubles aux personnes handicapées" (MELS)	<b>120 280\$</b>
<b>MEASURE 50621</b> (Repair and maintenance of buildings) "Maintien des bâtiments" (MELS)	<b>3 414 583\$</b>
<b>MEASURE 50622 (Renovation of buildings)</b> "Résorption du déficit d'entretien " (MELS)	<b>1 925 000\$</b>
<b>TOTAL</b>	<b>7 534 623\$</b>

**Carried unanimously**

The Interim Assistant Director General returned to the meeting.

**TIME: 22:52 hours**

### **6.3.2 Engagement of Contractor – Decontamination & Paving – Crestview ES:**

The Director of Material Resources presented and reviewed the results of the tender for the work to be completed at Crestview Elementary School.

#### **CC-130626-MR-0193**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-130626-MR-0192, approving the 2013-2014 capital priorities for its schools and centres which included the decontamination and repavement of the school yard at Crestview Elementary School;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has adopted Measure 50622 to assist school boards with the renovation of its buildings and has approved funds from the "passif environnemental" measure;

WHEREAS public tenders were called and subsequently opened on 2013-06-07;

WHEREAS the conformability of all bidders has been verified by the Architect;

WHEREAS the Director of Material Resources recommends that the contract be awarded to the lowest conformable bidder;

Commissioner Steve Bletas MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the decontamination and repavement of the school yard at Crestview Elementary School to **Les Paysagistes Damiano Inc.**, for a total cost of 919 389,60\$, before taxes, (1 057 068,19\$, all taxes included).

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in her absence or with her knowledge the Assistant Director General, be authorized to sign all documentation concerning this project

**Carried unanimously**

### **6.3.3 Engagement of Contractor – Synthetic Field at Rosemere HS:**

The Director of Material Resources presented and reviewed the results of the tender for the synthetic field at Rosemere High School.

#### **CC-130626-MR-0194**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-120425-MR-0096 retaining the services of Aecom Consultants Inc. as consulting engineer to prepare the plans, drawings and tender specifications for the synthetic field project at Rosemere High School, and approving for a public tender to be called for the services of a contractor;

WHEREAS public tenders were called and subsequently opened on 2013-06-21;

WHEREAS the conformability of all bidders has been verified by the Engineer;

WHEREAS the Director of Material Resources recommends that the contract be awarded to the lowest conformable bidder;

Commissioner Edward Turchyniak MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the synthetic field project at Rosemere High School to **Entreprises VG Inc.**, for a total cost of 1 553 647,50\$, before taxes, (1 786 337,25\$, all taxes included).

AND THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in her absence or with her knowledge the Assistant Director General, be authorized to sign all documentation concerning this project

**Carried unanimously**

### **6.3.4 PQI – Request for Enlargement of Twin Oaks E.S.:**

The Director of Material Resources presented and reviewed the PQI for 2013-2018 noting that the school board is seeking financial support for only one project.

#### **CC-130626-MR-0195**

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) requires that school boards submit their respective « Five-year Investment Plans » no later than June 30 annually;

Commissioner Steve Kmec MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the Five-Year Investment Plan as per document #SWLSB-2013/06/26-MR-002 and as prioritized below:

Priority #1: Financing from the Ministère de l'Éducation, du Loisir et du Sport (MELS) in 2013-2014 for the enlargement of Twin Oaks Elementary School, building #885-174, by adding space to reach the optimum capacity of a 7-23-1 (671 students).

AND THAT this Five-Year Investment Plan 2013-2018 be submitted to the Ministère de l'Éducation, du Loisir et du Sport (MELS) no later than 2013-06-30.

**Carried unanimously**

## **6.4 SCHOOL ORGANIZATION & TRANSPORTATION**

### **6.4.1 2014-2015 Enrolment Criteria:**

The Director of School Organization presented and reviewed the proposed enrolment criteria for the 2014-2015 school years noting that the consultation will begin in the Fall and that the documents and FAQ'S will be posted on the Corporate Web at that time for public viewing.

In response to a question from the Chairman, the Director of School Organization noted that the registration dates have been moved up by one month from those in 2013-2014.

#### **CC-130626-TS-0196**

WHEREAS section 239 of the Education Act (R.S.Q., Chapter I-13.3) states that each year, the school board must adopt an enrolment criteria;

WHEREAS the section 193 (6) of the Education Act requires that the Parents' Committee be consulted on the enrolment criteria;

WHEREAS the registration period for students for 2014-2015, as per the policy, is as follows:

- o Re-registrations: From January 13 to 17, 2014;
- o Registrations: From January 27 to February 28, 2014;

Commissioner Mike Pizzola MOVED THAT, on the recommendation of the School Organization Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the amendments to policy #2012-TS-04: Enrollment Criteria.

AND THAT this enrollment criteria be subject to a 45-day consultation with the Parents Committee beginning on 2013-10-01 and ending on 2013-11-14.

**Carried unanimously**

## **6.5 HUMAN RESOURCES**

### **6.5.1 Engagement – Vice-Principal – Souvenir ES:**

The Director of Human Resources presented the following candidate on the recommendation of the Selection Committee.

#### **CC-130626-HR-0197**

WHEREAS the Council of Commissioners adopted resolution # CC-130424-HR-0136, approving the assignment of the Principals, Vice-Principals and Centre Directors for the 2013-2014 school year;

WHEREAS the current Vice-Principal at Souvenir Elementary School has resigned to return to teaching, leaving the position of Vice-Principal vacant;

WHEREAS a posting was done from 2013-06-14 to 2013-06-21 and a selection process was conducted on 2013-06-26;

WHEREAS this process led to a recommendation to fill this vacancy;

Commissioner Nazario Facchino MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Tania Marchitello** as Vice-Principal at Souvenir Elementary School, effective 2013-08-26.



AND THAT the following modification be made to the aforementioned resolution:

SCHOOL	PRINCIPALS	VICE-PRINCIPALS
Souvenir E.S.		Tania Marchitello

Carried unanimously

## 6.6 ADULT EDUCATION & VOCATIONAL TRAINING

### 6.6.1 CLC St-Faustin:

The Director of Adult Education & Vocational Training presented and reviewed the proposed partnership with Vanier College for a Community Learning Centre (CLC) in St-Faustin-Lac-Carré

#### CC-130626-AE-0198

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has introduced the concept of Community Learning Centres (CLC) as a means to support the English speaking community in Québec;

WHEREAS the Sir Wilfrid Laurier School Board supports the initiative of the Ministère de l'Éducation, du Loisir et du Sport (MELS) in establishing Community Learning Centres (CLC) in public School Boards to assist in becoming centres for community-based activity and complementary services;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has approved the establishment and initial funding for the year 2013-2014, in the amount of 95 000\$, of a Community Learning Centre (CLC) for Laurentian Anglophone community;

WHEREAS the 95 000\$ of funding to be received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) includes approximately 35 000\$ of video-conferencing equipment, which can be accommodated in partnership with Vanier College at ``Le Centre Saint-Faustin-Lac-Carré (737 Rue de la Pisciculture, St-Faustin-Lac-Carré, Qc J0T1J2, <http://www.vaniercollege.qc.ca/saint-faustin-lac-carre>);

WHEREAS the Sir Wilfrid Laurier School Board commits to providing financial support in kind, the full implementation of the program, ensuring access to the Community Learning Centre (CLC) outside of regular business hours, and arrangements for the engagement of a coordinator for the Community Learning Centre (CLC), and that the development of the success plan that will be formulated in collaboration with Vanier College;

Commissioner Peter MacLaurin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the St-Faustin Community Learning Centre (CLC) project in partnership with Vanier College.

AND THAT the Sir Wilfrid Laurier School Board agree to support the Community Learning Centre (CLC) project for St-Faustin – Lac Carré in the manner established by the Ministère de l'Éducation, du Loisir et du Sport (MELS).

FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in her absence or with her knowledge the Assistant Director General, be authorized to sign all documentation concerning this project.

Carried unanimously

## **7.0 INFORMATION ITEMS**

### **7.1 Reports of Committee Chairs:**

#### **7.1.1 Adult Education & Vocational Training:**

The report of the Chairman of the Adult Education & Vocational Training Committee spoke of a presentation on the Passerelles (bridges) with the colleges and the development of others with Heritage College in the Gatineau and Collège Montmorency in Laval.

### **7.2 SWL Foundation:**

This was discussed under item 4.1.

### **7.3 Parent Commissioners Report**

Parent Commissioner Angela Martorana advised the Council that at its meeting of 2013-06-06 the Parents Committee had a very informative presentation from Adult Education & Vocational Training as a viable option for students. A presentation was also made by Financial Resources on the results of the budget consultation.

### **7.4 Report of the QESBA:**

Commissioner Nazario Facchino noted that if any Commissioner has any questions about the recent Spring Conference or would like any of the information he picked up to please contact him.

### **7.5 Nominations for QESBA Award of Merit:**

This item will be brought forward at the 2013-08-28 meeting of the Council.

Commissioner Edward Turchyniak requested that it be brought to the attention of the Quebec English School Boards Association (QESBA) that it might be well received if it were to post on its Web site the key points of the Spring Conference for the information of those unable to attend.

## **8.0 QUESTION PERIOD:**

In response to a question from a concerned parent, the Director of School Organization advised that when the enrolment criteria is posted for consultation and can be viewed on the Corporate Web. If the public wishes to submit a comment on the document they may do so in writing to the school board or, if they have children in the system, through their school's Governing Board. The service is working with Information Technology to develop a system where comments and questions can be made on a consultation directly from the Web.

## **9.0 CORRESPONDENCE:**

The Chairman drew the Council's attention to the correspondence in the meeting package.

## **10.0 VARIA:**

### **10.1 Concerns of LES & LRHS:**

This was addressed under item 3.0.

The Director General advised those present that this evening is the last meeting of the Interim Assistant Director General, as he returns to retirement. She thanked him for his support, knowledge and dedication to the Sir Wilfrid Laurier School Board.

The Chairman of the Council of Commissioners concurred.

The Interim Assistant Director General thanked the Director General for her kind words noting that the past two years have been enjoyable and interesting.

**11.0 ADJOURNMENT OF MEETING:**

The Chairman wished everyone a pleasant and safe summer vacation.

Commissioner Albina Pace MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 23:11 hours**

**NEXT MEETING ⇒ REGULAR ⇒ 2013-08-28**

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**Marie-Claude Drouin, Secretary General**

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**Nick Milas, Chairman**