

PROVINCE OF QUEBEC**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON DECEMBER 10, 2014**

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, December 10, 2014 at 19:30 hours, at which were present:

Present: Jennifer Maccarone, Chair; Commissioners Dean Dugas, Vice-Chair; Robert Dixon (via telephone), Guy Gagnon, Paolo Galati, Vicky Kaliozakis, Anne McMullon, Emilio Miglozzi, Ailsa Pehi and Parent Commissioners Pamala Crompton, Sergio Di Marco and Angela Martorana; and Stephanie Vucko, Director General.

Also present were: René Brisson, Assistant Director General; Frédéric Greschner, Assistant Director General; Johanne Brabant, Secretary General; Gaëlle Absolonne, Director of School Organization; Robin Bennett, Director of Information Technology; France D'Aoust, Director of Financial Resources; Jérôme Dionne, Director of Material Resources; Richard Greschner, Director of Human Resources; Tina Korb, Director of Educational Services; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Commissioner Peter MacLaurin

The Chair called the meeting to order.

TIME: 19:32 hours

0.0 RECOGNITION:

The Director General welcomed everyone to the meeting and proceeded to swear in Pamala Crompton, Parent Commissioner (SEAC).

She went on to welcome and congratulate Kristin Crowdis, a teacher at McCaig Elementary School, on winning the 2013-2014 National Award for Teaching Excellence in Physical Education awarded by Physical & Health Education Canada.

A certificate of achievement was presented by the Chair and the Director General. Photos were taken.

1.0 ACCEPTANCE OF AGENDA:**CC-141210-CA-0077**

Commissioner Ailsa Pehi MOVED THAT the agenda be approved as presented in document #SWLSB-2014/12/10-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:**CC-141210-CA-0078**

Commissioner Vicky Kaliozakis MOVED THAT the minutes of the REGULAR meeting of the Sir Wilfrid Laurier School Board held on 2014-09-17 having been received by all members prior to this meeting, be approved as written.

Carried unanimously

In response to a question from Commissioner Robert Dixon, the Chair indicated that she understands his questions concerning her vote on the composition of the Executive Committee but noted that her vote will be maintained as recorded.

CC-141210-CA-0079

Commissioner Paolo Galati MOVED THAT the minutes of the REGULAR meeting of the Sir Wilfrid Laurier School Board held on 2014-11-12 having been received by all members prior to this meeting, be approved as written.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Robert Dixon, Dean Dugas, Guy Gagnon, Paolo Galati, Vicky Kalitziakis, Peter MacLaurin, Anne McMullon, Emilio Migliozi, Ailsa Pehi
Commissioners voting NAY:	Robert Dixon

3.0 QUESTION PERIOD

In response to a question from the audience, the Chair noted that the posting for the two Principal positions for the new Laval high schools closed today and that at this time she is unaware of how many persons applied. Applications will be reviewed and interviews held once the Selection Committee is formed.

4.0 REPORTS FROM THE CHAIR & DG

4.1 *Chair's Report:*

The Chair presented her monthly report commenting on the following:

- the current portrait of Québec education;
- recent meetings of the Quebec School Boards Association (QESBA) where the Ministère de l'Éducation, du Loisir et du Sport (MELS) austerity measures, the proposed merger of the Eastern Townships, New Frontiers and Riverside School Boards, a letter to Premier Couillard and upcoming meetings were discussed;
- a meeting of the Labour Relations Advisory Committee (LRAC) to review and approve the orientations of the CPNCA for the next round of provincial negotiations; and
- a conversation with the Mayor of Repentigny to clarify that the property of Franklin Hill Elementary School is part of the school board's strategic plan to support the school community as it grows therefore, the land is not an option for the Commission scolaire des Affluents.

She further noted that the proposed merger of the Eastern Townships, New Frontiers and Riverside School Boards appears as though it will not affect the anglophone sector it does, as it diminishes the anglophone voice at the level of the government. The details of how mergers will support savings and school success in the anglophone and francophone sectors have not been released by the MELS.

4.2 *Director General's Report:*

The Director General presented her monthly report noting:

- success and governance models that look at results with respect to the MESAs;
- a video produced by a club created at Arundel Elementary School by students to reduce bullying (the video was shown);

- the success of the use of interactive white boards at the elementary level;
- activities of the schools and centres with a focus on achieving the goals of respective MESAs;
- the adjustment to practices with respect to the budget as the Ministère de l'Éducation, du Loisir et du Sport (MELS) refines its practices; and
- the International Student Program.

In response to questions from Commissioner Robert Dixon, the Director General noted that all aspects of the use of the Arundel Nature & Science Centre (ANSC) are being taken into consideration with respect to the international students. It is not anticipated that there will be any problems in accommodating existing reservations or new reservations from the schools or outside groups.

An International Students Committee has been established to address issues concerning this milieu.

5.0 BUSINESS ARISING

5.1 *Enrollment Criteria:*

CC-141210-TS-0080

WHEREAS section 239 of the Education Act (R.S.Q., Chapter I-13.3) states that a school board must adopt an enrolment criteria after consultation with the Parents Committee;

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

WHEREAS the consultation period expired on November 16, 2014;

WHEREAS the Sir Wilfrid Laurier School Board Parents Committee has been consulted on Policy #2014-TS-04: Enrollment Criteria and its feedback received and taken into consideration;

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

- Re-registrations: Begins the last Monday of January of each year for a period of five consecutive calendar days;
- Registrations: Begins the first full week of February until the end of that month;

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt Policy #2014-TS-04: Enrollment Criteria.

AND THAT this policy is in effect until replaced.

Carried unanimously

5.2 *Subject-Time Allocation – New Senior Laval High School:*

The Director of Educational Services presented and reviewed the subject-time allocation for the new senior Laval high school that was developed with the administration and the teachers of the two existing senior Laval high schools.

The Council entered into discussion and the Director of Educational Services, with the assistance of the Chair, answered questions as follows:

- there needs to be 24 students in order to be able to offer and maintain a course;
- the immersion program at the senior high school has been tabled for further discussion. At the junior level an evaluation of what is to be offered is being conducted; and
- the subject-time allocation can be revisited once the Principals are named to each school.

CC-141210-ED-0081

WHEREAS the Sir Wilfrid Laurier School Board has undertaken a reorganization of its junior and senior Laval high schools, effective July 1, 2015;

WHEREAS the Council of Commissioners established Provisional Governing Boards for the junior and senior Laval high schools to consider matters relating to the new schools and to make recommendations to the Council of Commissioners;

WHEREAS the teachers of Laurier Senior and Laval Liberty High Schools have been consulted on the subject-time allocations for the new senior Laval high school;

WHEREAS the Provisional Governing Board for the new senior Laval high school has been consulted on the subject-time allocation;

Commissioner Ailsa Pehi MOVED THAT, on the recommendation of the Interim Principals of the new senior Laval high school, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the subject-time allocation for the new senior Laval high school, as contained in Document #SWLSB-2014/12/10-ED-001, AND in compliance with Sir Wilfrid Laurier School Board policy #1999-ED-04: Program of Studies for the Secondary School.

Carried unanimously

5.3 Subject-Time Allocation – New Junior Laval High School:

The Director of Educational Services presented and reviewed the subject-time allocation for the new junior Laval high school highlighting variances from the Basic School Regulation (BSR) and cross curricular courses, as developed with the administration and the teachers of the two existing junior Laval high schools.

In response to a question from Parent Commissioner Angela Martorana, the Chair assured her that the recommendations of the Provisional Governing Board will be presented to the Council and that all the information will also make its way to the new Governing board for each of the junior and senior Laval high schools.

CC-141210-ED-0082

WHEREAS the Sir Wilfrid Laurier School Board has undertaken a reorganization of its junior and senior Laval high schools, effective July 1, 2015;

WHEREAS the Council of Commissioners established Provisional Governing Boards for the junior and senior Laval high schools to consider matters relating to the new schools and to make recommendations to the Council of Commissioners;

WHEREAS the teachers of Laval Junior and Mother Teresa Junior High Schools have been consulted on the subject-time allocations for the new junior Laval high school;

WHEREAS the Provisional Governing Board for the new junior Laval high school has been consulted on the subject-time allocation

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Interim Principals for the new junior Laval high school, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the subject-time allocation for the new junior Laval high school, as contained in Document #SWLSB-2014/12/10-ED-002, AND in compliance with Sir Wilfrid Laurier School Board policy #1999-ED-04: Program of Studies for the Secondary School.

Carried unanimously

6.0 DECISION ITEMS:

6.1 COMMUNICATIONS & CORPORATE AFFAIRS

6.1.1 Student Ombudsman Report:

The Chair noted that the Student Ombudsman report was presented at the Corporate Committee and asked if the Council would like to go "in camera" to discuss it further. There was no request to go "in camera".

CC-141210-CA-0083

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 student CBS attends elementary school in grade 1 and student SBS attends elementary school in grade 2;

WHEREAS the Sir Wilfrid Laurier School Board Policy #1999-TS-01, Transportation Policy and Procedures manual establishes the location of the bus stop at 600 meters for elementary students;

WHEREAS the parent of "Students CBS and SBS" was dissatisfied with the outcome of a school board decision that had an impact on "Students CBS and SBS";

WHEREAS the parent of "Students CBS and SBS" complained to the Student Ombudsman, such complaint being received in writing on April 25, 2014 and documents sent via e-mail on April 28, 2014;

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 this transportation complaint was fair and impartial;

WHEREAS the Student Ombudsman is not recommending any changes to the school board decision that had an impact on "Students CBS and SBS";

Commissioner Anne McMullon 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 "Students CBS and SBS".

AND THAT, after having reviewed this opinion, determines that the decisions of the school board regarding the location of the bus stop and the schedule of the pick-up time be maintained.

FURTHER THAT, after having examined the compensatory refund to the parent, determines that the discretionary allowance paid in 2012-2013 and 2013-2014 was fair and does not warrant additional compensation.

Carried unanimously

6.1.2 Report of the Appeals Review Committee:

The Chair noted that the report of the Appeals Review Committee was presented at the Corporate Committee and asked if the Council would like to go "in camera" to discuss it further. There was no request to go "in camera".

CC-141210-CA-0084

WHEREAS "Students A & B" currently attend Rosemere High School (RHS) as "Out-of-Zone" (OOZ) students and reside within the school zone for Laurentian Regional High School (LRHS);

WHEREAS the parent of "Students A & B" has completed the necessary documentation under *Policy #2000-CA-03: Reconsideration of a decision affecting a student*, requesting to modify the bus route to have out-of-zone transportation services provided from his address to RHS for students "A & B";

WHEREAS the case of "Students A & B" has been reviewed by the Assistant Director General and the parent of "Students A & B" was informed on 2014-11-17 via e-mail that the administrative decision to not modify the bus route was maintained;

WHEREAS the Appeals Review Committee of the Sir Wilfrid Laurier School Board met on 2014-12-03 to examine the request of the parent of "Students A & B" to modify the bus route to have out-of-zone transportation services provided from his address to RHS for students "A & B";

WHEREAS on 2014-12-03, the parent presented his position to the Appeals review committee members regarding his request to have out-of-zone transportation services provided from his address to RHS for students "A & B";

WHEREAS the Appeals Review Committee of the Sir Wilfrid Laurier School Board examined the information and the presentation of the position of the parent with thought and consideration;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Appeals Review Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board maintain the Administrative decision to not modify the bus route as requested by the parent of "Students A & B".

Carried unanimously

6.1.3 Remuneration 2014-2015:

The Chair presented the proposed remuneration of commissioners for the balance of the 2014-2015 school year.

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board is composed of nine (9) elected commissioners, one (1) elected Chair and three (3) Parent Commissioners;

WHEREAS the Council of Commissioners has the possibility of appointing one (1) or two (2) Co-opted Commissioners if they so wish;

WHEREAS the Quebec Government decree # 707-2014, July 16, 2014, establishes the annual maximum amounts of remuneration to be paid to Commissioners who are members of the Council of Commissioners;

WHEREAS the Corporate Committee has reviewed the proposed distribution of the maximum annual amounts for Commissioners for 2014-2015;

Commissioner Anne McMullon MOVED THAT on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed remuneration as presented in document #SWLSB-2014/12/10-CA-002 Council of Commissioners Remuneration 2014-2015.

AND THAT the remuneration of Commissioners is from November 7, 2014 to June 30, 2015.

The Council entered into discussion and Commissioner Robert Dixon proposed that the remuneration resolution be tabled for further discussion due to the limitations presented by the Ministère de l'Éducation, du Loisir et du Sport (MELS) and the changes being made to the balance of the 2014-2015 Executive Committee meetings.

Commissioner Anne McMullon did not accept to table the motion.

The Council entered into discussion and the Chair noted that all the comments are appreciated but that certain things have been established, with respect to remuneration and the designation of who holds certain positions, by either the Education Act (R.S.Q., Chapter I-13.3) or a government decree.

CC-141210-CA-0085

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board is composed of nine (9) elected commissioners, one (1) elected Chair and three (3) Parent Commissioners;

WHEREAS the Council of Commissioners has the possibility of appointing one (1) or two (2) Co-opted Commissioners if they so wish;

WHEREAS the Quebec Government decree # 707-2014, July 16, 2014, establishes the annual maximum amounts of remuneration to be paid to Commissioners who are members of the Council of Commissioners;

WHEREAS the Corporate Committee has reviewed the proposed distribution of the maximum annual amounts for Commissioners for 2014-2015;

Commissioner Anne McMullon MOVED THAT on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed remuneration as presented in document #SWLSB-2014/12/10-CA-002 Council of Commissioners Remuneration 2014-2015.

AND THAT the remuneration of Commissioners is from November 7, 2014 to June 30, 2015.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Robert Dixon, Dean Dugas, Guy Gagnon, Paolo Galati, Vicky Kalitziakis, Peter MacLaurin, Anne McMullon, Emilio Migliozi, Ailsa Pehi
Commissioners voting NAY:	Robert Dixon

6.1.4 Naming of Commissioners to SWL Foundation:

The Chair called for the nomination of two members of the Council of Commissioners to sit on the Sir Wilfrid Laurier Foundation.

The Vice-Chair nominated Commissioner Paolo Galati. Commissioner Galati accepted the nomination.

The Chair nominated herself.

There were no other nominations.

CC-141210-CA-0086

WHEREAS the Sir Wilfrid Laurier School Board offers a strong commitment to the Sir Wilfrid Laurier Foundation;

WHEREAS the Sir Wilfrid Laurier Foundation has a Board of Directors composed of business persons, administrators from the public sector, parents, community representatives and a legal advisor;

WHEREAS the Sir Wilfrid Laurier Foundation wishes to benefit from the membership of two Commissioners of the Sir Wilfrid Laurier School Board named by the Council of Commissioners;

Commissioner Dean Dugas MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name **Commissioner Paolo Galati and the Chair, Jennifer Maccarone**, to the Sir Wilfrid Laurier Foundation for the period December 11, 2014 until June 30, 2017.

Carried unanimously

6.1.5 Signing Authority:

CC-141210-CA-0087

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolutions during the 1998-1999 school year designating authorized signing officers;

WHEREAS since the 1998-1999 school year there have been several changes to the titles of those authorized signing officers;

Commissioner Emilio Migliozi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the Chair, as well as the Director General, or in his/her absence or with his/her knowledge the Assistant Director General, to sign **contracts and other documents** on behalf of the Sir Wilfrid Laurier School Board, effective 2014-12-11.

AND THAT this resolution replaces resolution #980708-CA-0033 as of the date indicated above.

Carried unanimously

CC-141210-CA-0088

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolutions during the 1998-1999 school year designating authorized signing officers;

WHEREAS since the 1998-1999 school year there have been several changes to the titles of those authorized signing officers;

Commissioner Vicky Kaliotzakis MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the Chair, as well as the Director General, or in his/her absence or with his/her knowledge, the Assistant Director General; or in his/her absence or with his/her knowledge, the Director of Financial Resources, to sign **cheques and other related financial documents** on behalf of the Sir Wilfrid Laurier School Board, effective 2014-12-11.

AND THAT this resolution replaces resolution #980708-CA-0034 as of the date indicated above.

Carried unanimously

CC-141210-CA-0089

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolutions during the 1998-1999 school year designating authorized signing officers;

WHEREAS since the 1998-1999 school year there have been several changes to the titles of those authorized signing officers;

Commissioner Paolo Galati MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the Director General or, in his absence or with his knowledge, the Assistant Director General to sign **applications for government grants** as well as **all requests for financial support for capital projects** on behalf of the Sir Wilfrid Laurier School Board, effective 2014-12-11.

AND THAT this resolution replaces resolution #980708-CA-0035 as of the date indicated above.

Carried unanimously

6.2	HUMAN RESOURCES
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6.2.1 Selection Committee – New Junior Laval High School:

The Chair advised that the selection process for the Principals for the new junior and senior Laval high school would begin on Wednesday, December 17, 2014.

CC-141210-HR-0090

WHEREAS the position of Principal at the new Junior High School located in Laval was originally posted from October 15, 2014 to November 5, 2014;

WHEREAS there was a second posting from November 19, 2014 to December 10, 2014;

WHEREAS, in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier School Section of the Association Québécoise des cadres scolaires (AQSC) OR section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association (SWLAA), the Sir Wilfrid Laurier School Board is required to form a Selection Committee for the engagement of a Principal at the new Junior High School in Laval;

WHEREAS this Selection Committee must include three commissioners;

Commissioner Dean Dugas MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board establish a Selection Committee as follows:

Jennifer Maccarone	Dean Dugas (Alternate)
Ailsa Pehi	Anne McMullon (Alternate)
Sergio Di Marco	
Director General or Delegate	SWLAA Representative
Director of Human Resources	

AND THAT this Selection Committee be mandated to select the candidates to be interviewed, proceed with the interviews and recommend a candidate to the position of Principal at the new Junior High School located in Laval

FURTHER THAT a recommendation be brought to the next meeting of the Council of Commissioners.

Carried unanimously

6.2.2 Selection Committee – New Senior Laval High School:

CC-141210-HR-0091

WHEREAS the position of Principal at the new Senior High School located in Laval was originally posted from October 15, 2014 to November 5, 2014;

WHEREAS there was a second posting from November 19, 2014 to December 10, 2014;

WHEREAS, in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier School Section of the Association Québécoise des cadres scolaires (AQSC) OR section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association (SWLAA), the Sir Wilfrid Laurier School Board is required to form a Selection Committee for the engagement of a Principal at the new Senior High School in Laval;

WHEREAS this Selection Committee must include three commissioners;

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board establish a Selection Committee as follows:

Jennifer Maccarone	Dean Dugas (Alternate)
Ailsa Pehi	Anne McMullon (Alternate)
Sergio Di Marco	
Director General or Delegate	SWLAA Representative
Director of Human Resources	

AND THAT this Selection Committee be mandated to select the candidates to be interviewed, proceed with the interviews and recommend a candidate to the position of Principal at the new Senior High School located in Laval

FURTHER THAT a recommendation be brought to the next meeting of the Council of Commissioners.

Carried unanimously

6.3 MATERIAL RESOURCES

6.3.1 Engagement of Contractor – Renovation Project – Arundel ES:

CC-141210-MR-0092

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140917-MR-0030, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2014-2015 special measure projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the special measure renovation project at Arundel Elementary School were called and subsequently opened on 2014-12-08;

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

Commissioner Anne McMullon 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 special measure renovation project at Arundel Elementary School to **Groupe Laverdure Construction Inc.**, for a total cost of **336 000,00\$**, before taxes, (**386 316,00\$**, all taxes included).

AND THAT the 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 project.

Carried unanimously

6.3.2 Engagement of Contractor – Renovation Project – Morin Heights ES:

CC-141210-MR-0093

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140917-MR-0030, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2014-2015 special measure projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the special measure renovation project at Morin Heights Elementary School were called and subsequently opened on 2014-12-08;

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

Commissioner Ailsa Pehi 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 special measure renovation project at Morin Heights Elementary School to **Groupe Laverdure Construction Inc.**, for a total cost of **624 750,00\$**, before taxes, (**718 306,31\$**, all taxes included).

AND THAT the 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 project.

Carried unanimously

6.3.3 Engagement of Contractor – Renovation Project – Mountainview ES:

CC-141210-MR-0094

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140917-MR-0030, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2014-2015 special measure projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the special measure renovation project at Mountainview Elementary School were called and subsequently opened on 2014-12-09;

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

WHEREAS options for additional central system controls were included in the tendering documents;

WHEREAS the cost of these options total 41 500,00\$, before taxes (47 714,63\$, all taxes included) and that these costs are within the project budget;

Parent Commissioner Angela Martorana 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 special measure renovation project at Mountainview Elementary School, to **Berloy Construction Inc.**, for a total cost before options of **449 426,00\$**, before taxes, (**516 727,54\$**, all taxes included) AND for a total cost with options of **490 926,00\$**, before taxes, (**564 442,17\$**, all taxes included)

AND THAT the 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 project.

Carried unanimously

6.3.4 Engagement of Contractor – Renovation Project – St-Paul ES & Annex:

CC-141210-MR-0095

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140917-MR-0030, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2014-2015 special measure projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the special measure renovation project at St-Paul and St-Paul Annex Elementary Schools were called and subsequently opened on 2014-12-08;

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

Commissioner Paolo Galati 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 special measure renovation project at St-Paul and St-Paul Annex Elementary Schools to **9160-5188 Québec Inc. (Hulix Construction Inc.)**, for a total cost of **724 051,00\$**, before taxes, (**832 477,64\$**, all taxes included).

AND THAT the 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 project.

Carried unanimously

6.3.5 *Engagement of Contractor – Renovation Project – 3200 Souvenir:*

CC-141210-MR-0096

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140917-MR-0030, approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the 2014-2015 special measure projects and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS public tenders for the special measure renovation project at 3200 Souvenir, Laval were called and subsequently opened on 2014-12-08;

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

WHEREAS options to remove asbestos were included in the tendering documents;

WHEREAS the cost of these options total 65 000\$, before taxes (74 688,75\$, all taxes included) and that these costs are within the project budget;

Parent Commissioner Angela Martorana 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 special measure renovation project at 3200 Souvenir, Laval to **Gestion Mobile Inc.**, for a total cost before options of **597 532,00\$**, before taxes, (**687 012,42\$**, all taxes included) AND for a total cost with options of **662 532,00\$**, before taxes, (**761 746,17\$**, all taxes included)

AND THAT the 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 project.

Carried unanimously

6.3.6 *Engagement of Service Provider – Patrol & Security Services:*

This item was removed from the agenda.

6.3.7 *Tripartite Committee – LRHS Pool Rejuvenation Project:*

In response to concerns expressed by Commissioner Robert Dixon, the Director of Material Resources provided background information on the project noting that the professionals have been requested to revise it to bring it in line with the budget.

CC-141210-MR-0097

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140226-MR-0079, approving a new distribution of costs for the partnership project for the pool rejuvenation project at Laurentian Regional High School;

WHEREAS distribution of the costs of the partnership project have increased to take into account the Professionals' evaluation/cost analysis revised and updated 2014-11-25;

Commissioner Vicky Kaliotzakis MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the new distribution of costs for the partnership project for the pool rejuvenation project at Laurentian Regional High School as follows:

	Original Cost	Adjusted distribution of costs as per #CC-140226-MR-0079.	New cost December 2014	Difference between original cost and new cost December 2014
Ministère de l'Éducation, du Loisir et du Sport (MELS)	1 639 254.00\$	1 721 317.50\$	1 721 317.50\$	82 063.50\$
MRC d'Argenteuil	655 740.00\$	688 527.00\$	1 080 000.00\$	424 260.00\$
Commission scolaire de la Rivière-du-Nord	491 805.00\$	516 395.25\$	730 000.00\$	238 195.00\$
Sir Wilfrid Laurier School Board	491 805.00\$	516 395.25\$	730 000.00\$	238 195.00\$
TOTAL	3 278 604.00\$	3 442 635.00\$	4 261 317.50\$	982 713.50\$

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Robert Dixon, Dean Dugas, Guy Gagnon, Paolo Galati, Vicky Kalitziakis, Peter MacLaurin, Anne McMullon, Emilio Migliozzi, Ailsa Pehi
Commissioners voting NAY:	Robert Dixon

6.3.8 Purchase Order – Lease of Copiers for Print Shop 2014-2017:

CC-141210-MR-0098

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-140625-MR-0144, approving the lease of two copiers located in the Printing Centre at Rosemere High School from **Ricoh Canada Inc.**, for the school years 2014-2015, 2015-2016 and 2016-2017, for an amount of 38 660.37\$, before taxes (44 449.77\$, all taxes included);

WHEREAS resolution #CC-140625-MR-0144 states that the new contract also has an option for leasing an additional copier and that the Director of Material Resources will ask approval from the Council of Commissioners of the Sir Wilfrid Laurier School Board for the lease of a third copier, if required;

WHEREAS the cost of the copy commitment for the three copiers, is remaining at the same amount and is as follows:

Year	Estimate Before Tax	Estimate All Taxes included
2014-2015	52 000.00\$	59 787.00\$
2015-2016	52 000.00\$	59 787.00\$
2016-2017	52 000.00\$	59 787.00\$
TOTAL:	156 000.00\$	179 361.00\$

WHEREAS the cost of the lease is modified to include a third copier beginning 2015-01-01 and ending 2017-06-30 and is as follows:

Year	For two copiers as per resolution #CC-140625-MR-0144 Before Tax	For two copiers as per resolution #CC-140625-MR-0144 All Taxes included	For three copiers Before Tax	For three copiers All Taxes included
2014-2015	12 886.79\$	14 816.59\$	15 975.49\$	18 367.81\$
2015-2016	12 886.79\$	14 816.59\$	19 064.18\$	21 919.04\$
2016-2017	12 886.79\$	14 816.59\$	19 064.18\$	21 919.04\$
TOTAL:	38 660.37\$	44 449.77\$	54 103.85\$	62 205.89\$

Parent Commissioner Sergio Di Marco MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the lease of three copiers, instead of two copiers, from **Ricoh Canada Inc.**, beginning 2015-01-01 and ending 2017-06-30 for an amount of **54 103,85\$**, before taxes (**62 205,89\$**, all taxes included).

Carried unanimously

6.3.9 *Nomination of MR Selection Committee Secretary:*

CC-141210-MR-0099

WHEREAS Article 13 of the *Politique de gestion contractuelle concernant la conclusion des contrats d'approvisionnement, de services et de travaux de construction des organismes publics* mandates that a Selection Committee Secretary be named, by the head of the public body, to promote consistency of the assessment of the quality of submissions concerning the awarding of supply, services or construction contracts;

WHEREAS Article 13.3 stipulates that the Selection Committee Secretary must be a permanent employee holding a management or professional position in order to act on behalf of the public body;

WHEREAS Article 14 allows for derogation from application of Article 13 if deemed necessary;

Parent Commissioner Angela Martorana MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board name the Material Resources Department Administrative Technician as Selection Committee Secretary, effective 2014-12-11 to 2016-06-30.

Carried unanimously

6.3.10 *Twin Oaks ES Enlargement Project – Tender Validity Extension:*

CC-141210-MR-0100

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolutions #CC-140625-MR-0140, #CC-140625-MR-0141 and #CC-140625-MR-0142 approving the engagement of the architects and engineers to prepare the drawings, plans and tender specifications for the enlargement of Twin Oaks Elementary School and that, upon receipt of the completed drawings, plans and tender specifications, public tenders be called for the services of contractors;

WHEREAS, as per Article 39 of the *Regulation respecting construction contracts of public bodies*, authorization from the public body is required before a notice of the call for tenders for services of a contractor is published if the tender validity period is greater than 45 days;

WHEREAS the Director of Material Resources recommends, as a precautionary measure, that the bids remain valid for a period of 90 days from the closing of the tendering process;

Commissioner Emilio Migliozi MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the extension of the tender validity period from 45 to 90 days, for the upcoming call for tenders for the services of a contractor for the enlargement of Twin Oaks Elementary School.

AND THAT the tender validity period of 90 days be clearly indicated in the tendering documents.

Carried unanimously

6.3.11 *Partnership Agreement – Ville de Lachute:*

CC-141210-MR-0101

WHEREAS the Sir Wilfrid Laurier School Board has received a request from the Ville de Lachute for the use of an access lane on the property of Sir Wilfrid Laurier School Board;

WHEREAS the Ville de Lachute requires an access lane leading to the parking of its new public library located at 397, rue Principale, Lachute;

WHEREAS the Ville de Lachute wishes to negotiate a partnership agreement with the Sir Wilfrid Laurier School Board for this project;

WHEREAS the Sir Wilfrid Laurier School Board could benefit from a partnership with the Ville de Lachute in the form of pavement of the Laurentian Elementary School parking lot;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Director of Material Resources, the Council of Commissioners of the Sir Wilfrid Laurier School mandate the Director of Material Resources to enter into negotiations to establish a partnership agreement with the Ville de Lachute for the use of an access lane on the property of the Sir Wilfrid Laurier School Board.

AND THAT this partnership agreement also includes a Protocol of Agreement for the repaving and the use of the parking of Laurentian Elementary School.

FURTHER THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board be advised of the progress of these negotiations on a regular basis until the conclusion of the Partnership Agreement and Protocol of Agreement.

Carried unanimously

Commissioner Paolo Galati left the meeting.

TIME: 20:46 hours

6.4 INFORMATION TECHNOLOGY

6.4.1 Purchase of Interactive Whiteboards 2014-2015:

In response to a question from Commissioner Robert Dixon, the Chair noted that there is no funding for support of the interactive white boards of any sort and that the school boards have been lobbying the Ministère de l'Éducation, du Loisir et du Sport (MELS) to change this practice.

CC-141210-IT-0102

WHEREAS the Provincial Government has put in place a measure to equip all classrooms of the province with interactive whiteboards within a five year period;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has set an allocation and number of interactive whiteboards for each school board for 2014-2015;

WHEREAS the Sir Wilfrid Laurier school Board was granted 146 interactive whiteboards for 2014-2015 for a total allocation of \$460 000 ;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has allowed school boards to use the CCSR (Centre collégial de services regroupés) / CSPQ (Centre de services partagés du Québec) purchase tender offer to acquire interactive whiteboards;

WHEREAS the Sir Wilfrid Laurier School Board is a member of the CCSR/CSPQ and part of the global tender group for equipment;

Commissioner Dean Dugas MOVED THAT, on the recommendation of the Director of Information Technology, the Council of Commissioners approve the purchase of 146 Smart Boards kits, including projectors, wallmounts, speakers, vga / hdmi, and audio cables, delivery and installation from Sharps' Audio Visual at a total cost of \$399 127.50 before taxes (\$458 896.85 after taxes).

Carried unanimously

6.5 FINANCIAL RESOURCES

6.5.1 Policy to Procedure – Issuance of Tax Receipts:

CC-141210-FR-0103

WHEREAS the Sir Wilfrid Laurier School Board adopted policy #2001-FR-02: Issuance of Tax Receipts;

WHEREAS this policy is administrative in nature and is dictated by the Canada Revenue Agency and cannot be the object of modifications or adaptations;

WHEREAS it is recommended that this policy be converted to a procedure;

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Corporate Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board accept the conversion of policy #2001-FR-02: Issuance of Tax Receipts into procedure #P2014-FR-02: Issuance of Tax Receipts.

Carried unanimously

6.5.2 Travel Policy – Authorization for Consultation:

CC-141210-FR-0104

WHEREAS 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 was reviewed;

WHEREAS it was deemed necessary to amend the policy to have it reflect the auditors recommendations to correct deficiencies;

Parent Commissioner Pamala Cripton MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation 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.

AND THAT this policy is subject to consultation beginning on December 11, 2014 to February 4, 2015.

Carried unanimously

Commissioner Paolo Galati returned to the meeting.

TIME: 20:49 hours

6.5.3 2013-2014 Financial Statement:

CC-141210-FR-0105

WHEREAS the Education Act (R.S.Q., Chapter I-13.3) requires a school board to submit annual financial statements;

WHEREAS the firm Raymond Chabot Grant Thornton s.e.n.c.r.l., has completed the audit of the records and statements of the Sir Wilfrid Laurier School Board for the period ending 2014-06-30;

WHEREAS in accordance with section 286 of the Education Act (R.S.Q., Chapter I-13.3) a public notice was given on 2014-08-23;

WHEREAS the 2013-2014 Financial Statements, prepared according to the Canadian Public Sector Accounting Standards, show the following:

Beginning Accumulated Surplus	7 416 684.55\$
<u>Current Year:</u>	
Revenues	155 578 807.47\$
Expenses	<u>155 631 633.39\$</u>
Total Current Year Surplus	(52 825.92)\$
Ending Accumulated Surplus	7 363 858.63\$

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Audit Committee, the **2013-2014 audited Financial Statements** of the Sir Wilfrid Laurier School Board for the period ending 2014-06-30 be received by the Council of Commissioners of the Sir Wilfrid Laurier School Board as submitted by the Director General.

Carried unanimously

6.6 QESBA

6.6.1 Nomination to QESBA Board of Directors:

CC-141210-CA-0106

WHEREAS the Constitution and By-Laws of the Quebec School Boards Association (QESBA) states that the mandates of the QESBA Board of Director and Executive Committee are for two (2) years;

WHEREAS the current mandate expires in the fall of 2015;

WHEREAS given the recent school board elections some of the member school boards will have to name new representatives;

Commissioner Paolo Galati MOVED THAT, the Council of Commissioners of the Sir Wilfrid Laurier School Board name **Jennifer Maccarone** to the Board of Directors of the Quebec English School Boards Association (QESBA) for 2014-2015.

Carried unanimously

6.6.2 *Nomination to QESBA Executive:*

CC-141210-CA-0107

WHEREAS the Constitution and By-Laws of the Quebec School Boards Association (QESBA) states that the mandates of the QESBA Board of Director and Executive Committee are for two (2) years;

WHEREAS the current mandate expires in the fall of 2015;

WHEREAS given the recent school board elections some of the member school boards will have to name new representatives;

Parent Commissioner Sergio Di Marco MOVED THAT, the Council of Commissioners of the Sir Wilfrid Laurier School Board name **Dean Dugas** to the Executive Committee of the Quebec English School Boards Association (QESBA) for 2014-2015.

Carried unanimously

The Chair advised Council that if they were interested in the additional insurance available through the QESBA to please advise the Administrative Assistant.

7.0 INFORMATION ITEMS

7.1 *SWL Foundation:*

The Chair indicated that she is honoured to be a new member of the Sir Wilfrid Laurier Foundation and hopes that her contributions will help it to grow as the funds raised go directly back to the schools. The next fundraiser is the January 22, 2015, Rhapsody Orchestra Gala, being held at the Château Royal. Tickets are 225\$. The Laurier Gala and Starfest will be held on May 28, 2015.

7.2 *Parent Commissioners Report:*

The report of the Parent Commissioners commented on the following:

- the nomination and election of Pamala Cripton as the Parent Commissioner representing special needs;
- information available on the web site concerning the Laval high schools;
- the procedure for questions and complaints;
- consultation on the 2015-2016 school calendar;
- the naming of an Alternate Parent Delegate for SEAC;
- a fundraising presentation; and
- various reports and correspondence.

7.3 *Report of QESBA:*

The Chair drew the Council's attention to the Monday Messages, as contained in the meeting package, which provide a weekly overview of the association.

8.0 QUESTION PERIOD:

There were no questions.

9.0 CORRESPONDENCE:

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

10.0 VARIA:

The Chair and the Director General extended best wishes for the holiday season and New Year to everyone.

11.0 ADJOURNMENT OF MEETING:

Parent Commissioner Sergio Di Marco MOVED adjournment of the meeting.

Carried unanimously

TIME: 20:56 hours

NEXT MEETING ⇒ REGULAR ⇒ 2014-02-25

Johanne Brabant, Secretary General

Jennifer Maccarone, Chair