

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON FEBRUARY 24, 2016

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, February 24, 2016 at 19:30 hours, at which were present:

Present: Jennifer Maccarone, Chair; Commissioner Dean Dugas, Vice-Chair; Commissioners Robert Dixon (via telephone), Guy Gagnon, Paolo Galati (via telephone), Vicky Kaliozakis, Peter MacLaurin (via telephone), Anne McMullon, Emilio Migliozi, Ailsa Pehi and Parent Commissioners Pamala Cripton, Sergio Di Marco and Angela Martorana; and Frédéric Greschner, Interim Director General.

Also present were: René Brisson, Assistant Director General; Gaëlle Absolonne, Interim Assistant Director General; Johanne Brabant, Secretary General; Robin Bennett, Director of Information Technology; Richard Blondin, Director of Financial Resources; Jérôme Dionne, Director of Material Resources; Tina Korb, Director of Educational Services; Stephanie Krenn, Director of Complementary Services; Anne-Marie Lavoie, Assistant, Director of Human Resources and Jocelyne Thompson-Ness, Administrative Assistant.

The Chair called the meeting to order.

TIME: 19:32 hours

1.0 ACCEPTANCE OF AGENDA:

CC-160224-CA-0065

Commissioner Vicky Kaliozakis MOVED THAT the agenda be approved with the proposed change as presented in document #SWLSB-2016/02/24-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

CC-160224-CA-0066

Commissioner Peter MacLaurin MOVED THAT the minutes of the SPECIAL meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2015-12-16 having been received by all members prior to this meeting, be approved as presented.

Carried unanimously

CC-160224-CA-0067

Commissioner Dean Dugas MOVED THAT the minutes of the SPECIAL meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on 2016-02-03 having been received by all members prior to this meeting, be approved as presented.

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

3.0 QUESTION PERIOD

There were no questions

4.0 REPORTS FROM THE CHAIR & DG

4.1 *Chair Report:*

The Chair presented her monthly report as follows:

- appreciation was expressed to all the Commissioners for their assistance on getting the Bill 86 message out to stakeholders through the various presentations made in the schools;
- best wishes were extended to Pierre Moreau, who has stepped down as Ministre de l'Éducation, de l'Enseignement supérieur et de la Recherche, for health reasons. Sébastien Proulx has been named as Mr. Moreau's replacement;
- with a new Ministre it is hoped that there will be open dialogue especially concerning Bill 86;
- received a cheque from the Ville de Laval for all of the joint AVEC projects;
- was keynote speaker at the congrès of the l'Association des conseils d'éducation de la province d'Ontario (ACEPO) in Toronto;
- attended a meeting of the Canadian School Boards Association (CSBA) in Montréal and a lot of support for the opposition of Bill 86 was received from the group;
- signed the "entente en principe" for all of the Collective Agreements and extended thanks to all unions for negotiating in good faith.

4.2 *Interim Director General's Report:*

The Interim Director General presented his monthly report noting:

- the engagement of Stephanie Krenn as Director of Complementary Services;
- the engagement of Richard Blondin as Director of Financial Resources;
- the lines of communication of the Thailand project are open and a meeting is planned for sometime after the spring break;
- the summer exchange program with Thailand will take place in the fall;
- daily videos were made and sent to all teachers thanking them for everything that they do for our students as part of the Teachers Appreciation Week celebrations;
- school initiatives at various schools;
- congratulations extended to Christina Cichon, Principal of Phoenix Alternative School, on her nomination for the honour of Canada's Outstanding Principal, as submitted by her employees.

5.0 BUSINESS ARISING

5.1 *Recruitment & Hiring of a Director General:*

The Chair advised that the Council of Commissioners wishes to ensure equity at its Council meetings by providing Parent Commissioners with the right to vote on resolutions, despite the lack of said provision in the current Education Act. Consequently, as innovators and with a view to implement positive change and empower our Sir Wilfrid Laurier School Board parents, the minutes of our school board will now reflect the positions of our Elementary, Secondary, and Special Needs Parent Commissioners on Council resolutions.

Criteria:

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

WHEREAS, in accordance with policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, the Council of Commissioners must decide, by resolution, on the specific criteria for the post of Director General;

WHEREAS, in accordance with said policy, the Council of Commissioners must first consult with the Corporate Committee in conformity with section 193.1 of the Education Act, and the Sir Wilfrid Laurier School Board Unions and Associations, on the specific criteria for the post of Director General;

WHEREAS the consultation period for policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, including the criteria contained in Appendix 1, expired on 2012-10-11, and the feedback received by the Council of Commissioners was reviewed and taken into consideration;

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the criteria as contained in document #SWLSB-2016/02/24-CA-002, as the specific criteria for the post of Director General.

AND THAT the position of Director General be posted internally or externally or both as follows:

- *Via e-mail invitation only;*
- *On the Corporate Web site;*
- *Through the means of the education network;*
- *Through provincial or national newspapers; and/or*
- *Other appropriate means.*

FURTHER THAT the Director of Human Resources be mandated to post this position from _____ to _____.

The Council entered into discussion on the dates for the posting of the position of Director General and proposed that the posting would be from February 25, 2016 to March 29, 2016. Commissioner Pehi accepted these dates.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-CA-0068

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

WHEREAS, in accordance with policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, the Council of Commissioners must decide, by resolution, on the specific criteria for the post of Director General;

WHEREAS, in accordance with said policy, the Council of Commissioners must first consult with the Corporate Committee in conformity with section 193.1 of the Education Act, and the Sir Wilfrid Laurier School Board Unions and Associations, on the specific criteria for the post of Director General;

WHEREAS the consultation period for policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General, including the criteria contained in Appendix 1, expired on 2012-10-11, and the feedback received by the Council of Commissioners was reviewed and taken into consideration;

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the criteria as contained in document #SWLSB-2016/02/24-CA-002, as the specific criteria for the post of Director General.

AND THAT the position of Director General be posted internally or externally or both as follows:

- Via e-mail invitation only;
- On the Corporate Web site;
- Through the means of the education network;
- Through provincial or national newspapers; and/or
- Other appropriate means.

FURTHER THAT the Director of Human Resources be mandated to post this position from February 25, 2016 to March 29, 2016.

Carried unanimously

Selection & Mandate - External Support:

The Chair advised that the Commissioners are recommending that Raymond Chabot Grant Thornton be engaged as the external support for the recruitment and hiring of a Director General.

In response to questions concerning the cost of the external support, the Chair noted:

- the budget is set at \$20,000 for this process which includes a provision for unexpected expenses;
- it is the goal to keep costs under \$10,000 for this process;
- the budget is based on amounts for previous recruitments and hirings;
- a spread sheet of what has been spent to date on this process will be provided to the Commissioners.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-CA-0069

WHEREAS the Council of Commissioners approved resolution #CC-160203-CA-0059, selecting to carry out part of the process by itself and engage external support for the recruitment and hiring of a Director General, as per section 4.1, sub-section 4.1.1.2; of policy #2012-CA-21: Policy for the Recruitment and Hiring of a Director General and an Assistant Director General;

WHEREAS section 4.1.4 of said policy states "If the Council of Commissioners chooses method 4.1.1.2, it will determine by resolution the roles and responsibilities for the Council of Commissioners and for the external support.";

Commissioner Guy Gagnon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School retain the services of **Raymond Chabot Grant Thornton**.

AND THAT the mandate be established as follows:

- A. Accompany the Council throughout the process as they see fit.
- B. Support the Council in the development of interview questions.
- C. Support the Council in vetting the candidates throughout the process, as required.

AND THAT the budget for these services not exceed \$20,000, plus applicable taxes.

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

Carried unanimously

6.0 DECISION ITEMS:**6.1 COMMUNICATIONS & CORPORATE AFFAIRS****6.1.1 Internal Guidelines – Management of Supply, Services & Construction Contracts:**

Commissioner Guy Gagnon noted that he agrees with the need for the internal guidelines but that he will vote against this resolution because Commissioners are no longer included in the selection process. The Commissioners are the voice of the community and that voice needs to be heard in this process.

In response to a question from the Vice-Chair, the Director of Material Resources noted that these internal guidelines have been established in accordance with a directive from the Conseil du Trésor and that if the directive is not followed there will be sanctions.

He further noted that the guidelines are for internal practices and do not affect the regulation. The exclusion of Commissioners from the selection process for professionals was established by the regulation adopted in 2015. The Commissioners are not excluded from the process as contracts are awarded by the Council or the Executive Committee.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-CA-0070

WHEREAS the *Directive concernant la gestion des contrats d'approvisionnement, de services et de travaux de construction des organismes publics* was adopted by the Conseil du trésor on 2015-08-01;

WHEREAS section 24 of said directive requires that all public bodies adopt, prior to 2016-02-01, the Internal Guidelines for the Management of Supply, Services and Construction Contracts of Public Bodies in order to ensure best practices are observed;

WHEREAS taking into consideration the model provided by the Conseil du trésor for this purpose;

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 approve the Internal Guidelines for the Management of Supply, Services and Construction Contracts of Public Bodies.

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

6.2 MATERIAL RESOURCES**6.2.1 Change Orders – Special Measure Project – St-Paul ES Annex:**

The Director of Material Resources noted that these change orders cover all aspects of the work necessary to decontaminate the soil. The budget for this project is still respected.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-151216-MR-0071

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-150325-MR-0142, awarding the contract for the special measure renovation project at St-Paul Annex Elementary to Construction Eiffel Inc., for a total cost of 447 700,00\$, before taxes, (514 743,08\$, all taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-151104-MR-0020, approving change orders in the amount of 36 330,72\$, before taxes (41 771,25\$, taxes included), increasing the total cost of the project to 484 030,72\$, before taxes (556 514,32\$, taxes included);

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-151216-MR-0051, approving change orders in the amount of 66 925,66\$, before taxes (76 947,77\$, taxes included), increasing the total cost of the project to 550 956,38 \$, before taxes (633 462,10 \$, taxes included);

WHEREAS, during the renovation project, change orders occurred to address specific issues, amounting to 293 892,59 \$, before taxes (337 903,31 \$, taxes included);

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 approve the change orders in the amount of 293 892,59\$, before taxes (337 903,31 \$, taxes included).

AND THAT the total cost of the project, including the change orders, be increased to 844 848,97\$, before taxes (971 365,10 \$, taxes included).

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

Carried unanimously

6.3	INFORMATION TECHNOLOGY
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6.3.1 Purchase of Laptops – Measure 50730:

The Director of Information Technology advised the Council that this is the final purchase of laptops for teachers under École branchées 2.0, a measure that has allowed the purchase of 900 laptops over the past 5 years.

The Council entered into discussion and the Director of Information Technology answered questions and concerns as follows:

- the laptops to be purchased are Dell;
- the laptops are not refurbished;
- the laptops are the property of the school and are on loan to the teachers;
- the cost of the laptops to be purchased exceeds the budget but the tax rebate received compensates;
- all of the software is included.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-IT-0072

WHEREAS the government has put in place a measure to provide laptops for teachers in the youth sector;

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) has set an allocation and minimum number of laptops for each school board for 2015-2016;

WHEREAS the allocation to the Sir Wilfrid Laurier School Board for the 2015-2016 school year is approximately 275 000\$;

WHEREAS the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) requires that all school boards use the services of the CCSR (Centre Collégial des Services Regroupés) to proceed with the tendering process;

WHEREAS the tender process has been completed and published;

Parent Commissioner Pamala Crompton MOVED THAT, the Sir Wilfrid Laurier School Board proceed with the purchase of 275 laptops from **IT2go Solution Inc**, as per the tender specifications (SAR130-2014), at a total cost of 253 627\$ before taxes (291 607.64\$, all taxes included).

Carried unanimously

6.4 EDUCATIONAL SERVICES

6.4.1 Policy – Evaluation of Learning:

The Director of Educational Services presented the revised policy on the evaluation of learning noting that the Educational Policies Committee (EPC) has reviewed the amendments and that the document includes the new report card. She also noted that the language has been simplified and practices of the school board have been incorporated.

In response to questions and concerns, the Director of Educational Services noted:

- the document reflects the various changes made by the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) but the major change is the standardized report card;
- there were many MEES changes already in place for the evaluation of learning but the school board had not yet adjusted its policy.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-ED-0073

WHEREAS the Ministère de l'Éducation, de l'Enseignement Supérieure (MEES) has made changes to the Basic School Regulation and the Education Act (R.S.Q., Chapter I-13.3);

WHEREAS these changes have made it necessary to revise policy #1999-ED-05: Evaluation of Learning in the Elementary & Secondary Schools in order to reflect current laws that guide evaluation practices;

Commissioner Anne McMullon MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the amendments to policy #1999-ED-05: Evaluation of Learning in the Elementary & Secondary Schools.

AND THAT this policy be subject to consultation beginning on February 25, 2016 to April 11, 2016 with the Association québécoise des cadres scolaires (AQCS) and the Sir Wilfrid Laurier Administrators Association (SWLAA).

Carried unanimously

The Chair welcomed Stephanie Krenn, Director of Complementary Services; and Richard Blondin, Director of Financial Resources, to the table.

6.5 FINANCIAL RESOURCES

6.5.1 Budget Building Process 2016-2017:

The Director of Financial Resources advised the Council that the budget building process for 2016-2017 is identical to that of 2015-2016 and that the questions can again be answered through a Survey Monkey.

The Chair asked that the Parents Committee be included in this consultation process.

The Parent Commissioners of the Sir Wilfrid Laurier School Board support the following resolution.

CC-160224-FR-0074

WHEREAS the Sir Wilfrid Laurier School Board is commencing its budget building process for the 2016-2017 school year;

WHEREAS section 275 of the Education Act (R.S.Q., Chapter I-13.3) requires that a school board make public the objectives and principles governing budget allocations;

WHEREAS the Sir Wilfrid Laurier School Board has drafted its "2016-2017 Budgetary Process";

Commissioner Peter MacLaurin MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the "2016-2017 Budgetary Process", as contained in document #SWLSB-2016/02/24-FR-001.

AND THAT the consultation begins on February 25, 2016 and ends on April 11, 2016.

Carried unanimously

7.0 INFORMATION ITEMS

7.1 SWL Foundation:

Commissioners Paolo Galati and Ailsa Pehi provided an update on the activities of the Sir Wilfrid Laurier Foundation noting:

- the lottery is ongoing, there are plenty of tickets still available and the draw will be at the Lobster Fest in June 2016;
- auditions for Star Fest will begin shortly;
- the students that are recommended by the elementary and high schools for auditions are all vetted by the school Principal;

- the Laurier Gala and star Fest will take place on 2016-05-26.

7.2 Parent Commissioners Report:

Parent Commissioner Sergio Di Marco advised that the Parents Committee discussed Bill 86 at length at the 2016-02-04 meeting and that a resolution was adopted to reject the bill. He also noted that most Governing Boards have also adopted resolutions rejecting Bill 86.

Parent Commissioner Angela Martorana reminded the Council that Lake of Two Mountains High School and Laval Senior Academy would be competing in a robotics competition on February 25, 26 and 27, 2016 and that these students and teachers should be celebrated for their efforts.

7.3 Report of QESBA:

This was discussed under item 4.1.

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:

There was no varia.

In response to a question from Commissioner Paolo Galati, the Chair advised that the Education Act does not, at this time, permit Parent Commissioners to have a vote at Council or Executive Committee.

11.0 ADJOURNMENT OF MEETING:

Commissioner Guy Gagnon MOVED adjournment of the meeting.

Carried unanimously

TIME: 20:29 hours

NEXT MEETING ⇒ REGULAR ⇒ 2016-04-27

