

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF COMMISSIONERS OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON JANUARY 25, 2017

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, January 25, 2017 at 19:30 hours, at which were present:

Present: Jennifer Maccarone, Chair; Commissioner Dean Dugas, Vice-Chair; Commissioners Robert Dixon, Paolo Galati, Vicky Kaliotzakis, Anne McMullon, Emilio Migliozi, Ailsa Pehi and Parent Commissioners Sergio Di Marco and Bobby Pellerin; and Paul Lamoureux, Director General.

Also present were: Frédéric Greschner, 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 Schools & Interim Director of School Organization & Transportation; Silvia Patella, Interim Director of Complementary Services; Anne-Marie Lavoie, Assistant Director of Human Resources and Jocelyne Thompson-Ness, Administration Officer.

Absent: Commissioners Guy Gagnon, Peter MacLaurin and Parent Commissioner Stéphane Henley.

The Chair called the meeting to order.

TIME: 19:33 hours

1.0 ACCEPTANCE OF AGENDA:

CC-170125-CA-0048

Commissioner Vicky Kaliotzakis MOVED THAT the agenda be approved as presented in document #SWLSB-2017/01/25-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

CC-170125-CA-0049

Commissioner Robert Dixon MOVED THAT the minutes of the regular meeting of the Council of Commissioners of the Sir Wilfrid Laurier School Board held on December 14, 2016 having been received by all members prior to this meeting, be approved as presented.

Carried unanimously

3.0 QUESTION PERIOD

Charles Vaccaro, a concerned taxpayer, informed the Council of his concerns regarding the discrepancy between the school taxation rates of the English and French sectors in the Laval area. He noted that he understands that the increased property values in Laval have contributed to the large increase in school taxes in both sectors but he cannot accept the fact that the English community has to pay more to receive education for its youth.

He asked that the Council bring his concerns to the Ministère de l'Éducation et de l'Enseignement supérieur (the Ministère) by presenting it with the 80-person signature petition he collected to show the community's dissatisfaction with the tax rate discrepancy.

The Chair thanked Mr. Vaccaro for taking the initiative to undertake the petition and assured him that the Commissioners of the English school boards of Québec are working diligently to make changes. She assured him that she would present this petition to the Ministre at her next meeting with him.

Mr. Vaccaro deposited the petition with the Secretary General.

The Director General advised that he too would bring these concerns on school taxation to the table examining school taxation in his capacity as the representative for the English school boards. All school boards have to work collectively in order to bring change to this dossier.

4.0 REPORTS FROM THE CHAIR & DG

4.1 Chair's Report:

The Chair presented her monthly report noting:

- holiday activities at various schools;
- the launch of the Community Learning Centre (CLC) in Morin Heights and its first community conversation;
- participation in the provincial consultations on the new History, Financial Management and Sex Education Courses. The Ministère was very generous with its time which allowed for the English community to make its position clear with respect to how the students will interpret the content of the new History course and how the teachers will evaluate.

4.2 Director General's Report:

The Director General commented on his monthly report noting:

- attendance at several school holiday activities;
- Registration 2017-2018:
 - the changes to the timeline with respect to out-of-zone and Interboard Agreement requests;
 - the timeline changes will be posted on the corporate Web site;
 - the changes to the timeline will provide support to the staffing process;
- an amendment to the Basic School Regulation (BSR) to include the new compulsory Financial Education course for secondary V students. The Contemporary World course will be reduced from four to two credits in order for the new Financial Education course to be worth two credits. Teachers of Contemporary World will be required to teach two of the five themes in the course and offer the other three as electives;
- as a representative of the Association of Directors General of English School Boards of Quebec table on the MEES-Reseau Committee he will be involved with preparations for the 2017-2018 school year with respect to:
 - budgetary rules;
 - the governance of infrastructure;

- the new validation procedures for Special Education which will see a new method of the allocation of funds so that they are available prior to the final authorization of the validations with an adjustment being made after the authorization is received from the Ministère;
- school taxation – trying to unify a rate that would be similar to the French sector. The elimination of equalization grants has complicated this dossier;
- revision of the transportation budgetary rules and regulations – a proposal for a set of rules for the transportation budget that would be valid for five years, 2017 to 2022, which would allow for the optimization of resources.

In closing, the Director General advised that the Secretary General has submitted her letter of retirement. He wished her well, on behalf of the school board, in her future endeavours.

The Secretary General thanked the Director General for his kind words and the Sir Wilfrid Laurier School Board for trusting her with the education and administration of students and employees over the past 25 years.

4.2.1 Assistant Director General's Report:

The report of the Assistant Director General provided updates on QualificAction and Adult Education & Vocational Training.

5.0 BUSINESS ARISING

5.1 Organizational Chart 2017-2018:

The Director General presented and reviewed the 2017-2018 organizational chart for management highlighting:

- the responses received from the Association québécoise des cadres scolaires (AQCS) and the Sir Wilfrid Laurier Administrators Association (SWLAA)
- that four of the five recommendations from the associations have been taken into consideration;
- the decision not to retain the recommendation to remove the third position of Assistant Director of Pedagogical Services;
- the decisions taken with the chart are in order to bring it in line with the financial capacity of the school board;
- the \$300,000 recurring savings with the changes to the chart;
- the modifications to the titles of two positions to read Director of School Affairs & Organization and Director of Corporate Affairs – Secretary General.

He went on to commend the two associations for responding to the consultation as the feedback is valued and important to the process.

In response to questions from the Council, the Director General noted the following:

- a new position needs to be in place two years before it is permanent. If the person assigned to the position is a new employee that person also becomes a permanent employee after two years;
- the organizational chart can be modified at any time;

- if enrollment continues to decrease, the chart will have to be balanced in order to be fiscally responsible;
- the reporting line for the Assistant Director General is to show that responsibilities are shared with the Director General.

CC-170125-HR-0050

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-161123-HR-0029: authorizing for consultation the proposed 2017-2018 Organizational Chart for Management;

WHEREAS the consultation process took place;

WHEREAS feedback was received from the Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association québécoise des cadres scolaires (AQCS) and taken into consideration;

Commissioner Dean Dugas MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 2017-2018 Organizational Chart for Management, as per document #SWLSB-2017/01/25-HR-001.

Carried unanimously

Commissioner Ailsa Pehi proposed that two Selection Committees be established to engage a Director of School Affairs & Organization and a Director of Corporate Affairs – Secretary General.

Selection Committee – Director of School Affairs & Organization:

The Chair asked for volunteers for the two Selection Committees.

CC-170125-HR-0051

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170125-HR-0050, approving the Organizational Chart for Management for 2017-2018;

WHEREAS the Organizational Chart for Management for 2017-2018 creates the position of Director of School Affairs & Organization;

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director of Human Resources to post the position of Director of School Affairs & Organization.

AND THAT the Selection Committee be established in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec AND section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association;

FURTHER THAT the Selection Committee be established as follows to hold interviews:

Chair:	Jennifer Maccarone
Commissioner:	Vicky Kaliozakis
Parent Commissioner:	Bob Pellerin
Commissioner Alternate:	Robert Dixon
Commissioner Alternate:	Sergio Di Marco
Director General or Delegate	
Director of Human Resources	
Representative of AQCS	
Representative of SWLAA	

Carried unanimously

Selection Committee – Director of Corporate Affairs – Secretary General:**CC-170125-HR-0052**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-170125-HR-0050, approving the Organizational Chart for Management for 2017-2018;

WHEREAS the Secretary General has submitted her letter of retirement, effective May 31, 2017;

Commissioner Ailsa Pehi MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Director of Human Resources to post the position of Director of Corporate Affairs - Secretary General.

AND THAT the Selection Committee be established in accordance with section 5.2 of policy #2000-HR-02: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec AND section 5.4 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators' Association;

FURTHER THAT the Selection Committee be established as follows to hold interviews:

Chair:	Jennifer Maccarone
Commissioner:	Dean Dugas
Parent Commissioner:	Bob Pellerin
Commissioner Alternate:	Guy Gagnon
Commissioner Alternate:	Sergio Di Marco
Director General or Delegate	
Director of Human Resources	
Representative of AQCS	
Representative of SWLAA	

Carried unanimously

6.0 DECISION ITEMS:**6.1 EDUCATIONAL SERVICES****6.1.1 Special Education Policy:**

The Chair noted that this policy was discussed at length at the January 11, 2017 Pedagogical Committee and congratulated the Complementary Services team for undertaking this complicated and important review.

The Interim Director of Complementary Services noted that the policy was reviewed and modified in order to reflect current realities. The special needs policies of all the English school boards were reviewed for best practices which assisted in the revision of this policy.

CC-170125-ED-0053

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board approved resolutions #CC-050427-ED-0149 and #CC-100623-ED-0149, approving and amending, respectively, policy #2006-ED-06: Policy Outlining the Organization of Services for Students with Handicaps, Social Maladjustments or Learning Difficulties;

WHEREAS it has become necessary to amend this policy in order to reflect the current reality;

WHEREAS consultation was conducted in accordance with the Education Act and the feedback received taken into consideration;

Commissioner Vicky Kaliozakis MOVED THAT, on the recommendation of the Pedagogical Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the amendments to policy #2017-ED-06: Policy Outlining the Organization of Services for Students with Handicaps, Social Maladjustments or Learning Difficulties;

AND THAT this policy replaces #2006-ED-06: Policy Outlining the Organization of Services for Students with Handicaps, Social Maladjustments or Learning Difficulties.

Carried unanimously

6.2 HUMAN RESOURCES

6.2.1 Employee Assistance Program:

In response to questions, the Assistant Director of Human Resources, with the assistance of the Director General, noted:

- partnering with the French school boards within the school board's territory can be examined as every avenue must be looked into to ensure that the school board's employees are receiving the best services available;
- will need to examine if there are equal services available with the French school boards;
- the goal of partnering on this service is to ensure that all parties receive the best price possible for the service;
- the contents of the tendering documents, for this school board's portion, will include where points of service would need be located in order to adequately serve employees.

CC-170125-HR-0054

WHEREAS the contract with the current provider of the Employee Assistance Program for the Sir Wilfrid Laurier School Board expires on June 30, 2017;

WHEREAS the Sir Wilfrid Laurier School Board values the importance of an Employee Assistance Program;

WHEREAS policy #1999-MR-01: Policy on the Supply of Goods & Services promotes group purchasing;

WHEREAS the Lester B. Pearson, New Frontiers, Riverside and Sir Wilfrid Laurier School Boards have entered into an agreement in principle to share the services of a firm that can provide an Employee Assistance Program to meet the needs of its employees with the Lester B. Pearson School Board acting as the manager for the transaction;

WHEREAS a public tender will be called for a two-year service contract with an annual renewal option for up to three years;

WHEREAS the Sir Wilfrid Laurier School Board wishes to participate in this shared service contract;

Commissioner Anne McMullon MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board enter into an agreement with the Lester B. Pearson, New Frontiers, and Riverside School Boards to share the services of a firm to provide an Employee Assistance Program;

AND THAT the Lester B. Pearson School Board act as the manager of the transaction and be authorized to call for tenders on behalf of the Sir Wilfrid Laurier School Board for a two-year service contract with an annual renewal option for up to three years;

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 service contract should the cost of said contract exceed \$75,000.

Carried unanimously

7.0 INFORMATION ITEMS

7.1 Registration Procedures 2017-2018:

This was discussed under item 4.2.

7.2 SWL Foundation:

Commissioner Ailsa Pehi provided an update on the activities of the Foundation noting:

- 213 tickets have been sold to date for the January 26, 2017 Gala
- \$19,000 in sponsorships have been collected for the Gala and it is anticipated that the Gala profits will be in the neighborhood of \$44,000;
- discussions have been taking place concerning the allocation of the funds raised and the Director General has been requested to find out the greatest needs of the school communities.

The Director General noted that the Foundation will be working with Complementary Services on its Sensory Needs Program for students from Kindergarten to Secondary V. This program will assist students who need to manage anxiety on both a social and emotional level. This was a priority for Principals.

7.3 Parent Commissioners Report:

Parent Commissioner Sergio Di Marco advised that the next meeting of the Parents Committee will be on February 2, 2017.

7.4 Report of QESBA:

The Chair provided an update on the activities of QESBA noting:

- the focus on lobbying and positioning;
- a letter was sent to Canada's Commissioner of Official Languages concerning the fact that the Prime Minister did not want to address questions in English at a Town Hall meeting in Sherbrooke, Québec. The QESBA expressed its concern about what kind of message this sends to students and the fact that this act marginalizes the English community and indicates that the community does not count or have a place in Canada as an officially bilingual country. An apology to the Québec English community has been requested;
- the QESBA Spring Conference is being held at Château Bromont from May 25 – 27, 2017;
- working on the Québec-Canada Entente with the specific initiative of more transparency for the transfer of funds given that there are monies available that are not being capitalized upon;
- the QESBA will be striking an Aboriginal Educational Committee and will be inviting the Fédération des commissions scolaires du Québec (FCSQ) to take part;
- "Hooked on School Days" will take place from February 13 – 17, 2017 and everyone is welcome to participate in the various activities.

8.0 QUESTION PERIOD:

There were no questions.

9.0 CORRESPONDENCE:

The Chair drew the Council's attention to the items contained in the package.

10.0 VARIA:

There were no varia.

11.0 ADJOURNMENT OF MEETING:

Commissioner Paolo Galati MOVED adjournment of the meeting.

Carried unanimously

TIME: 20:31 hours

NEXT MEETING ⇨ REGULAR ⇨ February 22, 2017

