

PROVINCE OF QUEBEC

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2006-01-18

An Executive Committee meeting of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemere, QC on Wednesday, 2006-01-18 19:30 hours, at which were present:

Nick Milas, Vice-Chairman; Natalie Auclair, Steve Bletas, Robert Dixon, Nancy Rupnik, Commissioners; Linda Iaconetti and Tom Mouhteros, Parent Commissioners; and Giordano Rosa-del-Vecchio, Director General.

Also present were: Robert Vallerand, Deputy Director General/Secretary General; François Badin, Director of Human Resources; Line Desgroseilliers, Director of Information Technology; Daniel Hogue, Director of Material Resources; Effie Maniatis, Director of Educational Services; Livia Nassivera, Director of Financial Resources; George Paquette, Director of School Organization & Transportation; and Carolyn Curiale, Peter MacLaurin, David McKinley, and William Pollock Commissioners; Nicolas Singcaster, Data Technician; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Edward Turchyniak, Chairman; and Grace Nesi, Commissioners.

The Vice-Chairman called to order at 19:34 hours and wished everyone a happy New Year

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed, and where necessary number order adjusted:

3.0 BUSINESS ARISING:

~~3.3~~ 2006-2007 School Calendars.....INFO

5.0 CORPORATE AFFAIRS:

5.16 2006 CSBA Conference.....INFO
5.17 Commissioners Professional Improvement.....INFO

7.0 FINANCIAL RESOURCES:

7.5 Financial Information to Schools.....INFO

11.0 INFORMATION TECHNOLOGY:

11.5 Engagement of Qualified Wireless Network Supplier.....INFO
11.8 Allo Prof!.....INFO

060118-CA-0113

Tom Mouhteros MOVED THAT the agenda be accepted as amended in document #SWLSB-2006/01/18-CA-001.

Carried unanimously

The Vice-Chairman advised the Executive Committee that Natalie Auclair wished to participate by telephone and all agreed that no resolution would be required.

Natalie Auclair entered the meeting via telephone.

TIME: 19:36 hours

2.0 APPROVAL OF MINUTES:**060118-CA-0114**

Nancy Rupnik MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2005-12-13, having been received by all members prior to this meeting, be approved as written.

Carried unanimously

3.0 BUSINESS ARISING:**3.1 Update on Tel-jeunes:**

The Deputy Director General advised the Executive Committee that Natalie Auclair, Steve Bletas, David McKinley, the Information Officer and himself had met with the Director General of Tel-jeunes. The Director General of Tel-jeunes advised the school board that there is a willingness on the part of its sponsors to incorporate an English Web site and the incorporation of services was discussed, as well as what funding may be available through Government agencies. It was suggested that the Ministère de l'Éducation, du Loisir et du Sport (MELS), Health and Social Services and Heritage Canada be approached for funding.

The Executive Committee entered into discussion and it was suggested that the Quebec English School Boards Association (QESBA) be approached for its support of this program.

3.2 Update on Hillcrest Academy Daycare:

The Director General advised that a meeting with the Chair of the Hillcrest Governing Board, the daycare Director, the Deputy Minister, Noël Burke, and himself took place last week and that it was a very positive meeting. A proposal was made which would see the daycare pay 14 000\$ per year for the next five years to settle its outstanding invoices with the school board. Once the invoices are settled the daycare would begin to pay the school board a percentage of its revenues per annum to cover costs incurred for the maintenance, etc..

3.3 Sale of Land - Ste-Agathe Academy:

The Deputy Director General advised that the land in question, next to Ste-Agathe Academy, has been referred for a professional evaluation and that the dossier has been tabled until a report is received.

3.4 Update on Consultation on the Use of Genesis E.S. for 2006-2007:

The Director of School Organization advised that preparations for enrollment have been completed for the new school (École Notre-Dame) and that families have been advised if their child(ren) is/are being moved to the new school. The Commission scolaire de Laval has given permission to the school board to hold an evening visit during January in order for the parents to view the building. Permission has also been received for the Sir Wilfrid Laurier School Board to hold two days of registration at École Notre-Dame.

3.5 Update on Task Force on the Use of Laval High Schools:

The Director of School Organization advised the Executive Committee that a meeting with the Task Force was held on 2005-12-15 and that an extensive review of the implications of the overcrowding and possible solutions were discussed.

He went on to comment that at the most recent meeting of the School Organization Committee recommendations from the Task Force were reviewed and discussed with the result being that the committee feels that the original guidelines set out by a resolution which stipulates that there be no cap on enrollment at the Laval high schools, be maintained.

In response to a question from Steve Bletas, the Director of School Organization advised that an unofficial survey was done as to which Laval high schools would receive the majority of the registrations and it appears that approximately 286 grade 6 students will register at Mother Teresa Junior High School and 184 at Laval Junior High School. Any student new to the Sir Wilfrid Laurier School Board will be asked to register at Laval Junior High School.

He continued noting that if overcrowding occurs in any of the Laval high schools a relocation process would be put in place. The process would include a meeting with parents to explain the situation and to see if there are any voluntary transfers to one of the other Laval high schools before beginning the assignment of students to another school.

In response to an additional question from Mr. Bletas, the Director of School Organization indicated that if there were no voluntary transfers the method of how students would be selected for transfer would be discussed with the parents and that a lottery would be one of the suggested methods.

The Director of School Organization advised that, given that Laval Junior High School has been in existence less than one school year, it will be having an open house for the parents of grade 6 students and will be visiting the grade 6 students in the schools in Laval to promote its programs and activities.

The Executive Committee entered into discussion.

3.6 Update on SWL Foundation Gala:

The Deputy Director General advised that the inaugural "Gala" for the Sir Wilfrid Laurier Foundation was a success and that a nice amount was raised.

He noted that the Chairman of the Council of Commissioners has asked that he prepare a letter of thanks to all of the sponsors of the "Gala" for their support of this event.

3.7 Update on Rawdon Elementary & Middle School:

The Director of Material Resources advised that the school re-opened on 2006-01-10 and that the transition back to the building went smoothly.

The Deputy Director General noted that letters of appreciation were sent to the Mayor of Rawdon and to the local United Church of Canada thanking them for their support during the repairs to the school.

3.8 Training on the Processing of Retroactive Pay:

The Director of Human Resources advised that the retroactive pay back to 2005-07-02 will be paid out on a staggered basis beginning with the pay of 2006-01-26, then in May 2006 and July 2006.

3.9 Meeting with Mayor of Rosemère:

The Deputy Director General commented on a recent meeting held with the Mayor and Director General of the Ville de Rosemère, as well as himself and the Chairmen of the Council of Commissioners and the Executive Committee, to discuss the decision of the Ville to put the joint project for the Rosemere High School playing field on hold for at least 5 years.

He went on to note that the meeting was cordial and that Mayor feels that she has received a mandate from the citizens of the Ville de Rosemère to make the Ville's aging infrastructure a priority. She also pointed out that the previous administration for the Ville de Rosemère had recently invested in new drainage for the playing fields in question.

Nancy Rupnik left the meeting.

TIME: 20:15 hours

4.0 DIRECTOR GENERAL'S REPORT:

Steve Bletas Chairman of the Council of Commissioners, advised the Executive Committee that earlier this week he had received two letters of retirement and, with regret, announced that Giordano Rosa-del-Vecchio, Director General, and Robert Vallerand, Deputy Director General, will be retiring on 2006-06-28

Nancy Rupnik returned to the meeting.

TIME: 20:17 hours

The Director General advised the Executive Committee that his decision to retire is based on both personal and professional reasons. He extended his appreciation to the Executive Committee for its support over the past four years.

The Deputy Director General echoed the sentiments of the Director General noting that a new administration can only help to make the school board stronger as it will have new and innovative approaches.

Mr. Bletas indicated that both the Director General and the Deputy Director General have lead the Sir Wilfrid Laurier School Board to a superior level within the education community and have achieved a lot in their tenure, they will both be greatly missed.

5.0 CORPORATE AFFAIRS:

5.1 Deputy Director General's Report:

The Deputy Director General commented on his monthly report noting a meeting with the Director General of "Projet Abrinord", a project to assist in the clean up of the Laurentian water shed with the help of students; the receipt of sketches of the new dorms at the Arundel Nature Centre, and the Courier Laval "Young Achievers" program which will fit in well with one of the goals of the Sir Wilfrid Laurier School Board Strategic Plan 2004-2007 but, unfortunately, only for the Laval schools.

He went on to note that he will look into "Young Achiever" type programs in other areas of the school board to see if they exist.

He continued noting that he had received a report form the Principal of Laval Junior High School with respect to the positive improvement being made by students involved in the school's sports program. The first term results show a big improvement over the results achieved by certain students during the first term of the 2004-2005 school year. It was also indicated that the positive impact on the grades has also counterbalanced certain types of behaviour.

5.2 Report of Adult & Vocational Education Sub-Committee:

There was no report.

5.3 Report of Communications & Public Relations Sub-Committee:

There was no report.

5.4 Report of Arundel Nature Centre Sub-Committee:

There was no report.

5.5 Commissioners Annual Report:

Steve Bletas, Chairman of the Council of Commissioners, drew the Executive Committee's attention to the "Commissioners Annual Report for 2003-2004 & 2004-2005" and provided background information on how the report was developed.

5.6 Policy #2000-HR-01: Working Conditions of Management Staff (SWLAA):

The Director General advised the Executive Committee that recent discussions with the Sir Wilfrid Laurier Administrator's Association (SWLAA) have resulted in proposed changes to chapter 5 of the local agreement. Chapter 5 deals with the selection of Administrators at the school and board level.

He went on to recommend that this amendment be accepted and noted that a full revision of the policy will take place in the near future.

Steve Bletas left the meeting.

TIME: 20:36 hours

The Director General reviewed the current process used to appoint school and board Administrators noting that internal applicants are given first consideration.

WHEREAS the Sir Wilfrid Laurier Administrators' Association has made a request for a revision of policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrator's Association;

WHEREAS the Directorate and the Sir Wilfrid Laurier Administrators' Association have negotiated the revisions;

_____ *MOVED THAT, on the recommendation of the Human Resources Committee and the Executive Committee, the Council of Commissioners adopt the **amendments in section 5** to the Management Policy as contained in policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrator's Association.*

5.7 Engagement - Director of Adult Education / Centre Director:

The Deputy Director General advised that the Selection Committee has conducted interviews and has made its recommendation.

WHEREAS the position of Director of Adult & Vocational Education is currently vacant;

WHEREAS the Council of Commissioners wishes to fill this position;

WHEREAS the position has been posted and a Selection Committee convened;

_____ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners approve the engagement of Alain Guay as Director of Adult & Vocational Education / Centre Director, effective 2006-01-26.*

5.8 Land - St-Hippolyte:

The Deputy Director General advised the Executive Committee that the notary is seeking a clear title on behalf of her clients and that there is no financial gain or expense to this transaction only a correction to the land registry.

WHEREAS the Sir Wilfrid Laurier School Board has received a letter from M^e Diane Sperano requesting the school board's cooperation for the purposes of establishing a clear title to part of Lot #25A, Rang 8 in the Township of Kilkenny in the Parish of Saint-Hippolyte;

WHEREAS the property in question was at one time owned by the School Commissioners of Saint-Hippolyte Protestant School Commission, which was merged with the Shawbridge Protestant School Board, which merged with the Laurentian School Board a predecessor board of the Sir Wilfrid Laurier School Board;

WHEREAS this property has changed ownership many times since it was sold by the school board in 1963;

WHEREAS it has become necessary to make changes to the deed of this property in order to establish a clear title which requires the approval of the Sir Wilfrid Laurier School Board;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approved the request of M^e Diane Sperano to establish a clear title to part of Lot #25A, Rang 8 in the Township of Kilkenny in the Parish of Saint-Hippolyte.

AND THAT it be understood that the establishment of clear title does not involve any financial commitments.

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

5.9 Protocol with SRAM:

The Deputy Director General advised that Service regional d'admission du Montréal métropolitain (SRAM) has been established to act as a clearing house for the admission of students to CEGEP. "SRAM" will manage the transmission of a student's marks electronically to the CEGEP selected by the student for admission purposes. "SRAM" has sent out letters to all Principals, Administrators and Guidance Counsellors explaining the process and how to advise the students.

Steve Bletas returned to the meeting.

TIME: 20:47 hours

5.10 Request to MELS for Additional Electoral Divisions:

The Deputy Director General advised the Executive Committee that the groundwork is being laid for the next school board elections in November 2007. The school board has received a letter from Julie Gosselin, sous-ministre adjointe, advising that the school board is entitled to 17 electoral divisions and that it has ±31 000 electors currently enrolled on the English list of electors.

He went on to note that for the school elections in 2003 the school board had requested a derogation in order to establish 19 electoral divisions instead of 17, given the large territory of the Sir Wilfrid Laurier School Board.

The Executive Committee entered into discussion and agreed that maintaining the status quo of 19 electoral divisions would be prudent.

WHEREAS section 6 of "An Act respecting school elections" designated that electoral divisions will vary in accordance with the number of electors;

WHEREAS the number of electors registered to date with the Sir Wilfrid Laurier School Board stands at approximately 33 500;

WHEREAS this number of electors entitles the Sir Wilfrid Laurier School Board to divide its territory into 17 electoral divisions;

WHEREAS the electoral divisions established in 1998 gave the Sir Wilfrid Laurier School Board 19 electoral divisions;

WHEREAS section 7 of "An Act respecting school elections" states that the Minister may authorize a school board to increase or decrease its number of electoral divisions;

WHEREAS the Sir Wilfrid Laurier School Board satisfies all the justifications required under section 7, namely the particularly large size of the school board territory, the number of municipalities, cities, towns, villages and parishes (151) that are located within the territory of the school board and the isolated location of many of these municipalities, etc. within the territory of the school board;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) authorized such an increase to 19 electoral divisions for the November 2003 school elections;

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board wishes to maintain the current number of electoral divisions at 19;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board request that the Ministère de l'Éducation, du Loisir et du Sport (MELS) authorize the Sir Wilfrid Laurier School Board an increase of electoral divisions from 17 to 19 for the 2007-11-04 school board elections.

5.11 Invoice for Damages to Directorate Conference Room:

The Deputy Director General advised that as per the mandate given to him at the 2005-12-13 meeting, Harold Ashenmil, lawyer, was contacted to send a lawyer's letter to the family that caused the damage, requesting payment of the invoice. A response was received with an offer of 350\$ towards the 1 200\$ worth of damages. Mr. Ashenmil was asked to make a counter offer for an even split of the cost of the damage and the family is considering this counter offer. It is hoped that an answer will be received on this counter offer next week.

5.12 Partnership with Hebdos Transcontinental (Courier Laval):

This item was discussed under 5.1.

WHEREAS the Sir Wilfrid Laurier School Board has been approached by representatives of Courier Laval acting on behalf of Hedos Transcontinental to join in a partnership on "Young Achievers";

WHEREAS such a partnership would compliment the Sir Wilfrid Laurier School Board's Strategic Plan 2004-2007 in promoting success and excellence in student progress;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board agree to formalize this partnership and authorize the annual participation fee of 2 500\$.

AND THAT the Director of Community Development be mandated to act as the Sir Wilfrid Laurier School Board representative with regard to this partnership.

5.13 Sale of Alcohol:

060118-CA-0115

Steve Bletas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board authorize the sale of alcoholic beverages at the "Casino Night" fundraiser at Lake of Two Mountains High School as part of the lease arrangements for 2006-02-04. AND THAT the event only be valid upon receipt of a copy of the issued permit required to conform to provincial law.

Carried unanimously

060118-CA-0116

WHEREAS the Municipalité d'Arundel are planning a Winter Carnival;

WHEREAS the Carnival Committee has leased Arundel Elementary School for some of the activities that require a permit for the sale of alcohol;

Robert Dixon MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board authorize the sale of alcoholic beverages at Arundel Elementary school as part of the lease arrangements with the Municipalité d'Arundel. AND THAT the event only be valid upon receipt of a copy of the issued permit required to conform to provincial law.

Carried unanimously

5.14 Report on NSBA T + L2 Conference:

The Vice-Chairman drew the Executive Committee's attention to the report of Edward Turchyniak that is included in the package.

5.15 Modification for Formation Professionnelle Strategic Plan:

The Deputy Director General provided background information on the five-year provincial Strategic Plan for Adult & Vocational Education noting that that the Sir Wilfrid Laurier School Board wishes to modify its section of the plan to include a new Centre de formation professionnelle as the school board has been offered a building from Commission scolaire de Laval. A letter and resolution will be drafted and sent to Robert Dépatie, sous-ministre, as renovations to the building will be required to accommodate the centre.

5.16 2006 CSBA Conference:

The Deputy Director General advised that for 2006 the Quebec English School Boards Association (QESBA) is partnering with the Canadian School Boards Association (CSBA) to host its annual conference in Montréal.

WHEREAS the Canadian School Boards Association will be holding its 2006 Annual Conference at the Delta Centre-Ville, Montréal, QC from 2006-05-25 to 2006-05-27;

_____ MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize Commissioners to attend the Canadian School Boards Association 2006 Annual Conference from 2006-05-25 to 2006-05-27 in Montréal, QC. AND authorize a maximum expenditure of 1 500,00\$ per Commissioner, to cover the cost of registration, accommodation and travel expenses.

5.17 Commissioners Professional Improvement:

The Deputy Director General advised the Executive Committee that a request to attend the 2006 National School Boards Association (NSBA) Annual Conference has been received from Walter Fogel.

WHEREAS policy #2005-CA-11: Professional Development for Commissioners of the Sir Wilfrid Laurier School Board requires approval of the Council of Commissioners for Commissioner attendance at conferences;

WHEREAS this policy sets a ceiling of three delegates from the Council of Commissioners to any one conference;

WHEREAS one Commissioner has submitted a request to attend the 2006 National School Board Association Annual Conference being held from 2006-04-08 to 2006-04-11 in Chicago, Illinois;

*_____ MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the attendance of **Walter Fogel**, to the 2006 National School Board Association Annual Conference being held in Chicago, Illinois, from 2006-04-08 to 2006-04-11.*

AND THAT registration, travel, accommodations and miscellaneous expenses not exceed 3 500\$ Canadian.

6.0 HUMAN RESOURCES:**6.1 Director's Report:**

The Director of Human Resources commented on his monthly report noting that the Collective Agreements have been in the forefront recently with the teachers and support staff reaching an agreement in principle on the non-monetary benefits. CPNCA has called a meeting of all the Directors of Human Resources for 2006-01-19 to review the content of the agreement texts. Principals will be advised of the agreement contents with respect to the teacher workload.

He went on to note that no agreement has been reached with the Non-Teaching Professionals, therefore, a decree was implemented.

6.2 Engagements - Full-Time Teachers:**060118-HR-0117**

Linda Iaconetti MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following full-time teacher for the 2005-2006 school year, contingent upon approval of the Provincial Relocation Bureau and per their individual contracts.

Name	Effective Date	School
Di Genova, Ada	2005-11-24	Twin Oaks Elementary School

Carried unanimously

6.3 Engagements - Part-Time Teachers:**060118-HR-0118**

Linda Iaconetti MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following part-time teachers for the 2005-2006 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Lypoudis, Maria	2005-08-25	Laval Junior High School
Giorgi, Giulia	2005-08-25	Rosemere High School

Carried unanimously

Steve Bletas left the meeting.

TIME: 21:05 hours

6.4 Engagements – Part-Time Replacement Teachers:**060118-HR-0119**

Linda Iaconetti MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following part-time replacement teachers for the 2005-2006 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
St-Amour, Pierrette	2005-11-07	Franklin Hill Elementary School
Phillion, Ann	2005-08-25	McCaig Elementary School
Fazio, Lisa	2005-12-09	Terry Fox Elementary School

Carried unanimously

6.5 *Engagement - Professional:*

060118-HR-0120

Natalie Auclair MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Danielle St-Jacques** as full-time replacement Guidance Counselor at Laurier Senior High School, effective November 8, 2005 in accordance with clause 5-3.04 of la Fédération des professionnelles et professionnels de l'Éducation du Québec (FPPE).

Carried unanimously

6.6 *Retirements:*

060118-HR-0121

Natalie Auclair MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2006-02-03 received from **Antonio Lapolla**, Teacher at Terry Fox Elementary School and extend best wishes to him.

Carried unanimously

6.7 *Resignations:*

060118-HR-0122

Tom Mouhteros MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of resignation effective 2005-11-08 received from **Natalie Mikic**, Psychologist and extend best wishes to her.

Carried unanimously

060118-HR-0123

Tom Mouhteros MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of resignation effective 2005-12-15 received from **Jodi Zentner**, Psychologist and extend best wishes to her.

Carried unanimously

060118-HR-0124

Tom Mouhteros MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of resignation effective 2005-12-23 received from **Érik Ampleman**, Teacher at John F. Kennedy Elementary School and extend best wishes to him.

Carried unanimously

Steve Bletas returned to the meeting.

TIME: 21:07 hours

6.8 *Modification to 2005-2006 Administrative Organizational Chart:*

The Director of Human Resources advised the Executive Committee that the modification to the 2005-2006 Administrative Organizational Chart is in order to reclassify Michel Jasmin, Coordinator of Human Resources, who is currently on loan to CPNCA. At this time the CPNCA is covering the salary and benefits of Mr. Jasmin and will continue to do so until Mr. Jasmin retires.

The Deputy Director General drew the Executive Committee's attention to the e-mail received from CPNCA confirming these arrangements.

WHEREAS the 2005-2006 Administrative Organizational Chart was adopted by resolution #050622-HR-0196;

WHEREAS there has been a request to create the position of Assistant Director of Human Resources;

WHEREAS the employee to be assigned to this position is currently on loan to CPNCA;

WHEREAS the CPNCA has agreed to assume responsibility for the salary and benefits of that individual;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the modification to the 2005-2006 Administrative Organizational Chart by creating the position of Assistant Director of Human Resources.

AND THAT Michel Jasmin be named to the position of Assistant Director of Human Resources, effective 2005-07-02.

FURTHER THAT the salary and benefits for this position be assumed by the CPNCA for the duration of Michel Jasmin's tenure.

Natalie Auclair excused herself for the evening.

TIME: 21:09 hours

6.9 Engagement - Coordinator of Human Resources:

*_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Anne-Marie Lavoie** as Coordinator of Human Resources as per the conditions of Employment of the Management Staff of School Boards and as per the terms of the individual's contract, effective 2006-01-26.*

Steve Bletas asked, at the discretion of the Vice-Chairman, if it would be possible to add the retirement resolutions for the Director General and the Deputy Director General to the meeting agenda.

The Vice-Chairman surveyed the Executive Committee members present and all agreed that these two items should be added to the agenda.

6.10 Retirements - Director General & Deputy Director General:

060118-HR-0125

Steve Bletas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2006-06-28 received from **Girodano Rosa-del-Vecchio**, Director General, and extend best wishes to him.

Carried unanimously

060118-HR-0126

Steve Bletas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2006-06-28 received from **Robert Vallerand**, Deputy Director General/Secretary General, and extend best wishes to him.

Carried unanimously

7.0 FINANCIAL RESOURCES:**7.1 Director's Report:**

The Director of Financial Resources commented on her monthly report noting that work has begun on the drafting of a policy for school fees by a committee comprised on Principals, Vice-Principals and Administrative staff; and the consultation document for the 2006-2007 budget building process has been drafted and will go to the Management Committee for review before being sent out to the schools.

7.2 Refunds of Taxes:**060118-FR-0127**

Nancy Rupnik MOVED THAT on the recommendation of the Financial Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the following refunds of taxes totaling 4 709.15\$.

Municipality/Roll #	Name	Amount Refunded	Reason for Refund
073015-8056-97-1786	GEMMA TONY	1,691.20	FRANCOPHONE
075045-6885-28-8979	WARD LEONARD DOUGLAS	27.17	FRANCOPHONE
076043-3260-61-9082	KENNEDY LAWSON & COURCHESNE J.	233.95	OVERPAYMENT
061030-0900-46-3040	LAPLANTE MARC	1,014.26	DOUBLE PAYMENT
062060-4629-32-2135	GOLDSTEIN JAY	1,118.87	DOUBLE PAYMENT
073020-9999-99-9999	N.ROSSI PLOMBERIE & CHAUFFAGE INC.	623.70	FRANCOPHONE
	TOTAL	4,709.15	

Carried unanimously

7.3 Approval of Disbursements:**060118-FR-0128**

Tom Mouhteros MOVED THAT on the recommendation of the Financial Resources Committee, the Executive Committee the Sir Wilfrid Laurier School Board approve the disbursements listed in the List of Cheques dated 2005-12-01 to 2005-12-20 as follows:

OPERATING CHEQUES	#132462 to 133144	3,265,023.30
SCHOOL CHEQUES	#49425 to 49439	5,784.07
LESS: Cancelled cheques for prior months	#131567,132197,132291	(122,491.59)
PLUS: Deductions at Source and Payroll	DECEMBER 2005	5,505,768.56
FOR A TOTAL OF:		8,654,084.34

Carried unanimously

7.4 2006-2007 Budget Building Process:

The Director of Financial Resources presented the proposed 2006-2007 budget building process noting that there were very few changes to the document from the 2005-2006 version. The Management Committee will be asked for its input prior to the document being sent out to the schools for consultation. A list of priorities will be established once the consultation is completed.

7.5 Financial Information to Schools:

The Director of Financial Resources advised the Executive Committee that the Financial Resources Committee has drafted a list of questions, as per the request of the Council of Commissioners, to be used to discern what information is provided to the Governing Boards by the Principals.

Tom Mouhteros and Steve Bletas left the meeting.

TIME: 21:17 hours

In response to a question from the Vice-Chairman, Linda Iaconetti noted that the idea of a questionnaire on the disbursement of financial information to the Governing Boards is a good initiative. In the past year from comments made around the table at the Parents Committee, it has become apparent that Principals are not sharing the "whole" financial picture with the members of the Governing Boards.

Steve Bletas returned to the meeting.

TIME: 21:18 hours

8.0 EDUCATIONAL SERVICES:

8.1 Director's Report:

The Director of Educational Services presented her monthly report noting the Space Science Studies Program being offered to Laval high schools in a partnership with the Canadian Space Agency, and the finalization of an agreement to purchase LEGO robotics labs for all of the Sir Wilfrid Laurier School Board schools due to the successful pilot project in 2005.

8.2 School Field Trips:

060118-ED-0129

WHEREAS Laurier Senior High School has proposed a four-day field trip to New York City from 2006-04-27 to 2006-04-30, as per Document #SWLSB-2006/01/18-ED-001;

WHEREAS the school administration has followed the procedures in accordance with the current Sir Wilfrid Laurier School Board policy and has obtained the approval of the Governing Board;

Steve Bletas MOVED THAT, on the recommendation of the Education Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the request of Laurier Senior High School for a field trip to New York City from 2006-04-27 to 2006-04-30.

Carried unanimously

The Director of Educational Services advised the Executive Committee that the field trip request from Lake of Two Mountains High School for a trip to Europe during the spring break was not presented at the last meeting of the Education Committee.

The Executive Committee entered into discussion and it was agreed that this request should be processed through the normal process and it was unanimously tabled to the 2006-02-21 meeting.

9.0 MATERIAL RESOURCES:

9.1 Director's Report:

The Director of Material Resources commented on his monthly report noting that that the plans for phase I of the enlargement/renovation project at Ste-Agathe are not yet available as some adjustments had to be made in order to provide for a sprinkler system and for the replacement of some staircases that do not meet the provincial building code.

He went on to note that the policy on goods and services is currently under review by the Material Resources Committee in conjunction with the Finance Committee.

Steve Bletas and Robert Dixon left the meeting.

TIME: 21:29 hours

9.2 Future of Joliette Elementary School:

The Director of Material Resources advised that on 2006-01-16 several members of the Material Resources Committee attended a meeting of the Joliette Elementary School Governing Board in order to discuss the future of the school and the ongoing quest for a new school building. The Governing Board feels that the school board is supporting their request for a new school and is pleased to be consulted on the various aspects of this situation.

He went on to note that the resolution concerning the future of Joliette Elementary School will not be presented until the 2006-02-22 meeting of the Council of Commissioners as the school board wishes to approach the businesses located around the school to inquire if anyone would be interested in purchasing the land and building.

Steve Bletas reminded the Director of Material Resources that the school board must have the permission of the Ministère de l'Éducation, du Loisir et du Sport (MELS) in order to sell a building.

WHEREAS the Sir Wilfrid Laurier School Board has submitted a formal request to the Ministère de l'Éducation, du Loisir et du Sport (MELS) for a new elementary school in Joliette;

WHEREAS the location of the current Joliette Elementary School continues to be a safety and security concern for the school board;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has advised the Sir Wilfrid Laurier School Board that there will be no funding for the construction of a new school when there will be buildings available in the region in the near future;

WHEREAS the Material Resources Committee considers this project a priority and continues to review all other options available to the school board;

WHEREAS the Material Resources Committee mandated the Director of Material Resources to procure a professional evaluation on the Joliette Elementary School building and property;

WHEREAS the report of the professional evaluator has been received and reviewed;

WHEREAS the evaluation report stipulates that the real value of the property is the amount attained through its sale;

WHEREAS the Joliette Elementary School community will be consulted on any offers received for the building as well as being a part of the planning process on the future of the school;

WHEREAS no action on the future of Joliette Elementary School will be taken without the support and ratification of the Council of Commissioners of the Sir Wilfrid Laurier School Board or the approval of the Ministère de l'Éducation, du Loisir et du Sport (MELS);

_____ MOVED THAT, on the recommendation of the Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that Joliette Elementary School be listed for sale in order to solicit any serious offers to purchase on this property.

AND THAT these offers will be presented to Sir Wilfrid Laurier School Board and Ministère de l'Éducation, du Loisir et du Sport for analysis.

AND THAT a final non-conditional acceptance of any offer to purchase Joliette Elementary School will be issued only upon having received final approval and a determined timeline of completion of a new school project from Sir Wilfrid Laurier School Board and Ministère de l'Éducation, du Loisir et du Sport (MELS).

AND THAT these procedures be part of a plan to relocate the existing school into a new location which will to be presented to the Ministère de l'Éducation, du Loisir et du Sport (MELS).

FURTHER THAT the Deputy Director General and the Director of Material Resources be mandated to carry out the necessary procedures required to list the property on the real estate market.

9.3 Arundel E.S. Water Analysis:

The Director of Material Resources advised that a letter has been received from the Ministère du Développement durable, de l'Environnement et des Parcs concerning the testing of the drinking water at Arundel Elementary School and the need for someone to be mandate to sign any documents concerning this testing.

Nancy Rupnik left the meeting.	TIME: 21:31 hours
Robert Dixon returned to the meeting.	TIME: 21:31 hours
QUORUM was lost.	TIME: 21:33 hours.
Steve Bletas and Nancy Rupnik returned to the meeting.	TIME: 21:34 hours
QUORUM was regained.	TIME: 21:34 hours

060118-ED-0130

Robert Dixon MOVED THAT, on the recommendation of the Material Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board authorize the Director of Material Resources sign all documentation concerning the drinking water at Arundel Elementary School, in accordance with section 10.1 of the "Règlement sur la qualité de l'eau potable du Ministère du Développement durable, de l'Environnement et des Parcs.

Carried unanimously

10.0 PARENTS' COMMITTEE:

10.1 Parent Commissioners Report:

Tom Mouhteros advised that at the last meeting the process for requesting information from the school board was discussed and it was recommended that the schools abide by this process.

He thanked the Director General and the Deputy Director General for all of their assistance upon his election as Secondary Parent Commissioner and wished them luck in their future endeavours.

Linda Iaconetti expressed her disappointment in the resignation of the Parent Delegate from Our Lady of Peace Elementary School as it could have been avoided.

She went on to echo Mr. Mouhteros' words of appreciation noting that the relationship between the Parents Committee and the Administration of the school board has become very strong as result of their leadership.

11.0 INFORMATION TECHNOLOGY:**11.1 Director's Report:**

The Director of Information Technology commented on her monthly report noting the completion of the call to tender for qualified desktop and portable computer suppliers.

11.2 Press Conference - Lanaudière Fibre Optics Network:

The Director of Information Technology advised that a press conference would be held on 2006-02-21 with Commission scolaire des Samares to announce the finalization of the Fibre Optic Network in the Rawdon-Joliette area.

11.3 Engagement of Qualified Desktop & Computer Accessories Suppliers:

The Director of Information Technology provided background information on the call to tender for qualified suppliers of desktop and portable computers noting that the Information Technology Committee has reviewed the tenders and recommends that the tenders be split into separate resolutions for suppliers of computers and suppliers of accessories.

WHEREAS the Council of Commissioners approved the call for public tenders to qualify suppliers for desktop computer purchases for the period ending 2007-01-31;

WHEREAS tenders were received and opened on 2006-01-12;

WHEREAS the Information Technology Committee recommends that the contract be awarded to the lowest conformable bidders;

11.3.1 _____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that **PROSYS TEC Inc.** be named **desktop** computer supplier, excluding monitors and computer accessories, for the period ending 2007-01-31, subject to the conditions and stipulations outlined in the Call for Tenders to qualify Desktop Computer Suppliers.*

WHEREAS the Council of Commissioners approved the call for public tenders to qualify suppliers for desktop computer purchases for the period ending 2007-01-31;

WHEREAS tenders were received and opened on 2006-01-12;

WHEREAS the Information Technology Committee recommends that the contract be awarded to the lowest conformable bidders;

11.3.2 _____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that **DELL Canada Inc.** be named **supplier of monitors and computer accessories** for the period ending 2007-01-31, subject to the conditions and stipulations outlined in the Call for Tenders to qualify Desktop Computer Suppliers.*

11.4 Engagement of Qualified Portable Computers & Computer Accessories Suppliers:

WHEREAS the Council of Commissioners approved the call for public tenders to qualify suppliers for portable computers and wireless network purchases for the period ending 2007-01-31;

WHEREAS tenders were received and opened on 2006-01-12;

WHEREAS the Information Technology Committee recommends that the contract be awarded to the lowest conformable bidders;

11.4.1 _____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that **INSO** be named portable computer supplier, excluding carts, for the period ending 2007-01-31 subject to the conditions and stipulations outlined in the Call for Tenders for Qualified Portable Computer Suppliers.*

WHEREAS the Council of Commissioners approved the call for public tenders to qualify suppliers for portable computers and wireless network purchases for the period ending 2007-01-31;

WHEREAS tenders were received and opened on 2006-01-12;

WHEREAS the Information Technology Committee recommends that the contract be awarded to the lowest conformable bidders;

11.4.2 _____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that **DELL Canada Inc.** be named charging cart supplier , for the period ending 2007-01-31 subject to the conditions and stipulations outlined in the Call for Tenders for Qualified Portable Computer Suppliers.*

11.5 Engagement of Qualified Wireless Network Supplier:

The Director of Information Technology advised that the Information Technology Committee had some questions about the lowest confirmable bidder for the wireless network supplier and the supplier has been contacted for answers to the questions. If a response is not received to the questions the supplier currently selected could be replaced.

WHEREAS the Council of Commissioners approved the call for public tenders to qualify suppliers for portable computers and wireless network purchases for the period ending 2007-01-31;

WHEREAS tenders were received and opened on 2006-01-12;

WHEREAS the Information Technology Committee recommends that the contract be awarded to the lowest conformable bidders;

_____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that **NWD MicroAge** be named wireless network supplier for the period ending January 31, 2006, subject to the conditions and stipulations outlined in the Call for Tenders for Qualified Wireless Network Suppliers.*

11.6 iPod Literacy Project:

The Director of Information Technology advised that this is a shared cost project with Laval Junior and Laval Liberty High Schools and that it meets one of the goals of the Sir Wilfrid Laurier School Board Strategic Plan 2004-2007.

WHEREAS the Sir Wilfrid Laurier School Board wishes to implement an enhanced learning and enriched reading program using Apple iPods and iBook wireless mobile labs;

WHEREAS Laval Junior High School and Laval Liberty High School have presented projects designed to enhance learning, improve reading literacy and reduce the drop out rate that are compatible with the school board's strategic goals of offering a wide range of learning opportunities and promote the active participation of students in their own learning;

WHEREAS these projects involve the use of technology and would be most effective with the use of the iPods for pod casting in conjunction with the iBooks computers;

WHEREAS these projects are within the mobile lab initiative, Laval Junior High School and Laval Liberty High School have each agreed to pay their \$25 000 share of the project;

WHEREAS Apple Canada is the unique supplier for the Apple iPods and iBooks and has presented a purchase, training and support proposal to the school board that has been reviewed by the Education Committee, the Information Technology Committee, and the Executive Committee;

_____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the purchase of 60 iBooks, 50 iPods, and 2 charging carts as well as the teacher training at a total cost of 134 227,27\$ all taxes included.*

11.7 Fibre Optic Network Project Addenda - CS des Samares:

The Director of Information Technology advised that the Commission scolaire des Samares has requested an addenda to the original agreement concerning the Fibre Optic Network as it owns the entire project and no provision was provided for the rental of the fibres nor the disposal of equipment.

*WHEREAS resolution #030819-IT-0050 was adopted to authorize the participation of the Sir Wilfrid Laurier School Board in a “**Convention de copropriété et de gérance d’un réseau de fibres optiques**”;*

WHEREAS part of the support structures (posts, strands, anchor rods, etc.) of the global network shared by the parties to the protocol is the property of Commission scolaire des Samares in its capacity as carrier and owner of the fibre optic trunk;

WHEREAS other carriers may be interested in renting part of these structures;

*WHEREAS the “**Convention de copropriété et de gérance**” makes no provision for the rental of these structures or the distribution of any revenues so generated;*

WHEREAS the remuneration of the manager of the network does not take into account these potential revenues;

*WHEREAS the “**Convention de copropriété et de gérance**” should be amended to reflect the above;*

_____ *MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the Addenda #1 to the “**Convention de copropriété et de gérance**” as presented in document #SWLSB-2006/01/25-IT-001*

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

11.8 Allo Prof!:

The Deputy Director General provided background information on the Allo Prof! program noting that it is a homework assistance program whereby a student can call a toll free number and connect with a teacher that will help him/her with their homework problem. The program is currently available in French but its corporate sponsors are more than willing to support an English component. Allo Prof! has requested that the school board provide something in writing to show its intent to participate in the program.

The Director of Information Technology advised that Allo Prof! is linked to the Sir Wilfrid Laurier School Board portal and provides audio help in real time.

In response to a question from Steve Bletas, the Director of Information Technology advised that this homework program was brought to the attention of the school board by Sylvie Legault, Information Technology Analyst. Ms. Legault had seen the program at the 2005 GRICS Annual Conference and thought it might be useful to the students of the Sir Wilfrid Laurier School Board.

The Deputy Director General noted that it is the intent of the Sir Wilfrid Laurier School Board to seek support for this program from the Quebec English School Boards Association (QESBA) and its member school boards.

The Executive Committee entered into discussion on the Allo Prof! program.

WHEREAS Allo Prof! is a non profit organization with a mission of assisting elementary and high school students with homework difficulties;

WHEREAS a preliminary meeting with the representative of Allo Prof! and the Sir Wilfrid Laurier School Board has taken place;

WHEREAS there is a willingness on the part of Allo Prof! to offer services in English to assist the Sir Wilfrid Laurier School Board students;

WHEREAS this assistance ties into the Sir Wilfrid Laurier School Board Strategic Plan 2004-2007;

_____ MOVED THAT, on the recommendation of the Information Technology Committee, the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board formally advise Allo Prof! of its intention to request English services on behalf of the Sir Wilfrid Laurier School Board student clientele.

12.0 SCHOOL ORGANIZATION

12.1 Director's Report:

The Director of School Organization presented his monthly report noting the preparations for registration week, the preparation of the second reimbursement to parents for bus passes, the revision of the school hours to incorporate the additional 90 minutes of classroom time and the preparation of the Deeds of Establishment and Three-Year Plan for the Allocation and Destination of Immoveables.

12.2 2006-2007 Registration Process:

The Director of School Organization advised the Executive Committee that registration will take place during the week of 2006-02-06 and that registration training for School Secretaries and Principals will take place on 2006-01-27. Radio advertising spots will be used to advertise registration.

In response to a question from Steve Bletas, the Director General advised that the Director of School Organization is preparing a letter to the Genesis Elementary School community explaining the final discussions on the transfer of students to the new school and the registration process.

13.0 CORRESPONDENCE:

In response to a question from Nick Milas, the Deputy Director General advised that the participation of the Laurentian Regional High School hockey team in the Sport scolaire Laval-Laurentides league has not yet been resolved although a letter acknowledging the receipt of the resolution has been received.

Carolyn Curiale informed the Executive Committee that she and Nancy Rupnik had recently attended an event with H el ene Robert, D eput ee de Deux-Montagnes, and that Mme. Robert had acknowledged the presence of representatives of the Sir Wilfrid Laurier School Board.

14.0 QUESTION PERIOD:

The Vice-Chairman extended thanks to the Director General and the Deputy Director General for their years of service to the Sir Wilfrid Laurier School Board.

15.0 ADJOURNMENT OF MEETING:

Linda Iaconetti MOVED adjournment of the meeting.

Carried unanimously

TIME: 23:01 hours

NEXT MEETING ⇨ REGULAR ⇨ 2006-02-21

Robert Vallerand, Secretary General

Nick Milas, Vice-Chairman