

## PROVINCE OF QUEBEC

**MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2012-12-11**

A Regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, QC, on Tuesday, 2012-12-11:

Present Executive Members: Commissioners Edward Turchyniak, Chairman; Steve Mitchell, Vice-Chairman; Mario Di Domenico, Robert Dixon, Nick Milas, Merle Parkinson, Nancy Rupnik; and Parent Commissioners Roberto Bomba and Angelo Grasso; and Robert Vallerand, Director General.

Present Executive Delegates: Commissioners Nazario Facchino, Grace Nesi and Mike Pizzola.

Also present were: Clifford Buckland, Interim Assistant Director General; Marie-Claude Drouin, Secretary General; Commissioners Steve Bletas, Guy Gagnon, Elio Lattanzio, and Tom Mouhteros; Gaëlle Absolonne, Director of School Organization; Robin Bennett, Director of Information Technology; Johanne Brabant, Strategic Plan Advisor; Linda Di Domenico, Director of Human Resources; Frédéric Greschner, Director of Complementary Services; Heather Halman, Director of Adult Education & Vocational Training; Daniel Hogue, Director of Material Resources; Tina Korb, Director of Educational Services; Livia Nassivera, Director of Financial Resources; and Jocelyne Thompson-Ness, Administrative Assistant.

The Chairman called the meeting to order.

**TIME: 19:30 hours**

**1.0 ACCEPTANCE OF AGENDA:****EC-121211-CA-0033**

Parent Commissioner Angelo Grasso MOVED THAT the agenda be approved as presented.

**Carried unanimously**

**2.0 APPROVAL OF MINUTES:****EC-121211-CA-0034**

Commissioner Nick Milas MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2012-11-20 having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

**3.0 DIRECTOR GENERAL'S REPORT:****3.1 Director General's Report:**

The Director General advised the Executive Committee that at a meeting earlier today the Deputy Ministre de l'Éducation, du Loisir et du Sport briefed the Directors General on the proposed budget compressions concerning the taxation envelope which may translate into a 3 500 000\$ budget reduction for the Sir Wilfrid Laurier School Board for 2013-2014. These compressions will be further discussed by the Directors of Financial Resources via conference call on 2012-12-14.

He went on to note that he and the Interim Assistant Director General had met with the staff of Phoenix Alternative School to address the notes in the auditor's report that will require some changes in the operation of the school so as to conform with the law.

Commissioner Nazario Facchino entered the meeting.

**TIME: 19:33 hours**

He continued noting that several meetings have taken place concerning the Multi Service Centre partnership project with Commission scolaire de la Seigneurie-des-Mille-Iles (CSSMI) and that he is pleased to announce that the project is moving forward at the level of the Ministère de l'Éducation, du Loisir et du Sport (MELS). The MELS will invest 6 500 000\$ and each of the school boards will invest 4 750 000\$. Funding through the Québec-Canada Entente is still to be confirmed.

In closing, he advised that on 2012-12-07 "One Breakaway", a CBC Radio program, was broadcast live from the Arundel Nature & Science Centre (ANSC). This program highlighted the unique offerings of ANSC and its place within the community and the school board.

The Director General asked that the Executive Committee go "in camera". **TIME: 19:39 hours**

The meeting resumed.

**TIME: 20:14 hours**

The Executive Committee entered into discussion.

In response to questions from Commissioner Mario Di Domenico, the Director General advised that there are seven school boards that will not be severely affected by the budget compressions, five on the island of Montréal, Commission scolaire des Laurentides and Commission scolaire des Découvreurs in Québec. All school boards will receive some sort of compression because the MELS wishes to be as equitable as possible but there are some school boards that will see its tax envelope decrease by 50%.

With respect to Phoenix Alternative School, the Director General noted that the auditors found discrepancies that could affect funding. A meeting has been held with the Principal and changes are already being made and will be ongoing until all the legal requirements have been met.

In response to a question from Commissioner Nazario Facchino, the Director General explained how the scheduling works at Phoenix and how a certain percentage needs to be achieved in order for a student to be considered full-time.

The Chairman turned the chair over to the Vice-Chairman in order to participate in the discussion.

Commissioner Tom Mouhteros left the meeting

**TIME: 20:33 hours**

In response to comments from Commissioner Edward Turchyniak, the Director General noted that Phoenix must operate like a regular high school and not be compartmentalized like Adult Education. The school is working to come up with solutions to improve on its operation. The Laurier Teachers Union (LTU) also feels that changes need to be made at Phoenix to support the school board's initiatives. Updates on the progress of Phoenix will be available at the Education Committee.

Commissioner Tom Mouhteros returned to the meeting.

**TIME: 20:35 hours**

The Chairman resumed the chair.

#### **4.0 INTERIM ASSISTANT DIRECTOR GENERAL'S REPORT:**

##### **4.1 *Interim Assistant Director General's Report:***

The Interim Assistant Director General advised that last evening he and the Director of Educational Services had attended a Community Learning Centre (CLC) meeting "Community in Conversation", via videoconference that involved all CLCs in the province. The evening was to review the overall progress of the CLCs within their respective communities and examine how they can be improved. The overall goal of the evening was to establish a progress report and a plan of action to lend support to a request to the Canadian government for additional funding for the CLCs through the Québec-Canada Entente.

In response to a question from Commissioner Merle Parkinson, the Director of Educational Services noted that the CLC at 3200 boul. du Souvenir was closed due to lack of funding but that a grant proposal is being prepared to fund a position so that the centre can be open for two days per week.

The Chairman noted that the Sir Wilfrid Laurier Foundation recently met and examined all the requests received from the schools for projects. Given that, the Foundation received 300 000\$ worth of project requests for the 40 000\$ available for distribution. He noted that a meeting with the members of the National Assembly for the Laval-Laurentides-Lanaudière regions should be held to seek their support for more funding and/or to have them lobby for an end to the budget compressions.

#### **5.0 BUSINESS ARISING:**

##### **5.1 *Use of St-Paul & Terry Fox Elementary Schools:***

The Secretary General presented the topic and provided background information noting that there are many options available to resolve this issue and that the Executive Committee should propose a direction and options for consideration for tomorrow evening's Council meeting.

She went on to note that the School Organization & Transportation Committee proposed that the community be offered two (2) options and that they recommend which option would best suit its needs for presentation to the council for adoption. The following are the two options proposed and can be considered to be a good starting point:

Option #1: Transfer kindergarten students from Terry Fox and house them at St-Paul Elementary School; or

Option #2: Transfer kindergarten students from Terry Fox without siblings attending that school and house them at St-Paul Elementary School.

Proposals were received from St-Paul and Terry Fox Elementary School Governing Boards and their respective communities, as well as the Laurier Teachers Union (LTU), which provided twenty-four (24) different options for consideration. There were varying degrees of support for grandfathering, transfer of certain age groups to St-Paul, transfer of students without siblings in the school to St-Paul, enlargement of Terry Fox, construction of a new building for Terry Fox, to name a few.

The Executive Committee, Commissioners and Directors entered into discussion and many points were raised, debated, opinions given and questions asked and answered. The following is what was discussed keeping in mind that no matter what solution is adopted to address the use of St-Paul (STPES) and Terry Fox Elementary Schools (TFES), there will be an impact and someone or some group will not be in agreement:

- The TFES community went through a rezoning in 2009-2010 for the 2012- 2011 school year.
- The solution can be found with the Kindergarten students.
- Try to minimize the impact on the students and the community.
- An overview of a day-in-the-life of a Kindergarten student was presented showing transport times, delays and loss of class time for a Kindergarten student transferred from TFES to STPES.
- The feedback received from the Laurier Teachers Union indicates that it feels that Option #2 in the consultation document would be the less favourable choice as there would be no administration present.
- The school board has housed Kindergarten students from one school in another school and, in spite of the parents not being totally happy with the situation, it worked out well. Even though the students were still linked to their home school the housing school made sure to include them in various activities to make them feel welcome.
- TFES is currently a 1<sup>st</sup> wave school for transportation and it would have to be changed to 2<sup>nd</sup> wave if one of these changes is considered. This change would also effect the transportation and start time of several other Laval elementary schools.
- Transfer all the Kindergarten students to STPES not just the overflow.
- Need to start with a short term solution that can lead to finding a long term solution which might lead to rezoning all Laval schools and, possibly, all schools of the school board, as the situation should be viewed as affecting the entire territory.
- In January 2013 form a committee to come up with a long term solution.
- Have to keep within budget, especially transportation.
- Kindergarten students are unknowns so there is no way to know what services they may require. These services would be provided by the home school not the housing school.
- The Teachers' Collective Agreement is clear that staffing is based on the number of students in a school and if a teacher is to be moved for the coming school year they have to be advised of this no later than March 1. Seniority also plays a part in this process. Movement of support staff works differently.
- Give TFES two (2) options and let them select the one they feel is best suited to their situation.
- The building capacity at TFES is 22 classes for the 2012-2013 school year and it is currently at 26 classes. In projecting for the 2013-2014 school year it is expected that at this time there will be 23 classes without the Kindergarten which could be as many as 5 additional classes (20 students per class).
- The current capacity of TFES means that the students and staff do not have the classrooms necessary to meet the Basic School Regulation (BSR). The ideal number of classrooms for TFES would be 22-23 so as to meet the requirements of the BSR.
- In transportation, TFES is currently a no walk zone due to the traffic on des Lacasse. As of 2013-2014 there will be a walking zone as there is a new street behind the school with access to the school grounds, which has alleviated some of the traffics from des Lacasse.
- The AMEREASCO study shows that if the school board leaves STPES as is, less that 75% of its capacity will be in use.
- Tonight's discussion indicates that the Executive Committee and Commissioners feel that two (2) options should be put forth to the TFES community and let them decide which would best suit its needs as status quo is not an option.
- What about considering another grade level besides Kindergarten? It is a possibility.
- Can these Kindergarten students return to TFES for grade 1? Yes
- Current parents are making decisions for future parents.
- Families without siblings should be transferred to STPES. This would effect how the class grouping would be done.
- When considering the current Kindergarten classes at TFES, 50% do not have siblings in the school.
- For 2013-2014 it is estimated that there will be 41 Kindergarten registrations who already have a sibling in the school or, 2 – 3 classes.

- Concern expressed over the transportation of buses full of Kindergarten students without adult supervision other than the driver.
- The process for identifying out-of-zone students is ongoing.
- A proper proposal need to be drafted.
- Simple solution is to rezone the few and advise the Laval community that there is an island wide rezoning to be undertaken.
- Need to determine a short term solution now.
- The parents must be told that it is in their best interest to come to an agreement on one of the options because if they do not the school board will be forced to make it for them.
- Moving the Kindergarten is not a pedagogically sound solution.
- It is important to note that decisions must be made carefully with all information available.
- A member of the community with no students at TFES also brought forth a proposal for a transition zone. This zone would identify an area that would go to STPES for 2013-2014 and for the 2014-2015 school year the transition zone would be enlarged to include more of the are, and this would continue until a reasonable balance is reached for TFES.
- This new proposal would respect a lot of the feedback received.
- The Governing Board of TFES is aware of this proposal and would like to see it.
- It was proposed that an Option #3 concerning a transition zone be included with the other two (2) options for the Governing Boards of TFES to consider.

During the discussions the following movement occurred:

Commissioner Nick Milas left the meeting.	<b>TIME: 21:27 hours</b>
Commissioner Nick Milas returned to the meeting.	<b>TIME: 21:31 hours</b>
Commissioner Grace Nesi left the meeting.	<b>TIME: 21:39 hours</b>
Commissioner Grace Nesi returned to the meeting.	<b>TIME: 21:45 hours</b>
Commissioner Nazario Facchino left the meeting.	<b>TIME: 22:13 hours</b>
Commissioner Nazario Facchino returned to the meeting.	<b>TIME: 22:17 hours</b>

**TIME: 22:30 hours**

**EC-121211-CA-0035**

Commissioner Mario Di Domenico MOVED THAT the meeting be extended until the completion of the agenda.

**Carried unanimously**

As discussions continued the following movement occurred:

Commissioner Tom Mouhteros left the meeting.	<b>TIME: 22:32 hours</b>
Commissioner Tom Mouhteros returned to the meeting.	<b>TIME: 22:37 hours</b>
Commissioner Mario Di Domenico left the meeting.	<b>TIME: 22:43 hours</b>
Commissioner Mike Pizzola left the meeting.	<b>TIME: 22:46 hours</b>
Commissioner Guy Gagnon left the meeting.	<b>TIME: 22:47 hours</b>

Commissioners Mario Di Domenico, Guy Gagnon and Mike Pizzola returned the meeting.

**TIME: 22:32 hours**

The Chairman called for a 10 minute break.

**TIME: 22:53 hours**

Commissioners Steve Bletas, Tom Mouhteros and Merle Parkinson excused themselves for the evening.

**TIME: 22:53 hours**

The meeting resumed.

**TIME: 23:03 hours**

#### **EC-121211-TS-0036**

Commissioner Robert Dixon MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the Council of Commissioners of the Sir Wilfrid Laurier School Board present three (3) options for additional feedback concerning the **Use of St-Paul & Terry Fox Elementary Schools**, to the Governing Boards of these two Elementary Schools, at its 2012-12-12 meeting as follows:

1. Transfer kindergarten students from Terry Fox and house them at St-Paul Elementary School; or
2. Transfer kindergarten students from Terry Fox without siblings attending that school and house them at St-Paul Elementary School; and/or
3. Redefine a transition zone for redistribution at St-Paul.

**Carried unanimously**

#### **5.2 Use of Laval High Schools:**

The Secretary General presented the topic and provided background information noting that there needs to be a long term solution established. Given that, a long term proposal for the use of the Laval high schools needs to be established and approved in principle by 2013-07-01 as consultation may need to be conducted in accordance with policy #2007-TS-02: Policy Concerning the Continued Operation or Closure of Schools and Any Modifications Pertaining to Educational Services.

The Executive Committee, Commissioners and Directors entered into discussion and many points were raised, debated, opinions given and questions asked and answered. The following is a synopsis of what was discussed:

- A short term solution needs to be established for the 2013-2014 school year while consultation is taking place on a long term solution.
- Need to consider all programs offered in the Laval high schools.
- What is the functional capacity of each school? It is combined as a building is shared.
- What happens to a student who is in a special program then decides to leave the program, are they allowed to remain in the school or are they considered part of the overflow and sent to the overflow school?
- The Parents Committee would like to see the Task Force on the Laval High Schools, which began during the 2011-2012 school year, reconvened.
- The elementary schools should be approached, perhaps by an impartial person, with information on both of the junior high schools in Laval.
- Mother Teresa Junior High School (MTJHS) will face immediate overcrowding after the conclusion of the re-registration period in February 2013.
- Need to have a plan in place for when capacity is reached at MTJHS in February 2013.
- Provide the high schools with at least two (2) options for use of the Laval high schools and let the communities decide which one is best.
- Any option proposed needs to be very clear with all necessary information included.
- Conduct a review of all the specialized programs in the high schools.

- The Sport Étude program needs to know where the school board is headed with the use of the Laval high schools as it need to know as soon as possible where it will be housed for the 2013-2014 school year.
- The Ministère de l'Éducation, du Loisir et du Sport (MELS) has advised the Director of Educational Services that classes need to be closed classes in order to be considered a Sport Étude program.
- Registration for Sport Étude is later than regular registration.

Commissioner Grace Nesi left the meeting.

**TIME: 23:45 hours**

- Most of the Sport Étude students are from off the Sir Wilfrid Laurier School Board territory.
- The Teachers' Collective Agreement is clear that staffing is based on the number of students in a school and if a teacher is to be moved for the coming school year they have to be advised of this no later than March 1. Seniority also plays a part in this process. Movement of support staff works differently.

Commissioner Grace Nesi returned to the meeting.

**TIME: 23:47 hours**

- Some groups will have to be moved to 3200 boul. du Souvenir.
- The first step is to deal with Sport Étude and make the closed classes and a location decision.
- Parents need to be aware of what the plan will be prior to registration and that plan must be very clear as to what will happen with the overflow registrations.

In conclusion, the Executive Committee asked that a resolution be drafted for presentation to the Council of Commissioners at its 2012-12-12 meeting recommending that a committee be established composed of Governing Board Chairs and Vice-Chairs, Commissioners and Administration members to examine short term solutions should a school be overcrowded and long term solutions to resolve the issue. This resolution should also provide for a specific mandate and timeline.

### **5.3 2013-2014 Enrolment Criteria:**

The Director of School Organization advised that the School Organization Committee has met last evening and that some amendments to the enrolment criteria have been proposed. The Parents Committee would have to be consulted on these amendments prior to final approval.

Parent Commissioner Angelo Grasso advised that the Chairman of the Parents Committee had sent an e-mail earlier today to the school board requesting that the consultation on enrolment criteria be extended until the use of the schools has been resolved.

Commissioner Grace Nesi excused herself for the evening.

**TIME: 23:50 hours**

The Secretary General reminded everyone present that there is a timeline within the Education Act (R.S.Q., Chapter I-13.3) that must be respected concerning the distribution of the enrolment criteria to the Governing boards 15 days prior to the opening of the registration period or, in this case, prior to 2013-01-18. She also noted that the enrolment criteria and the Use of St-Paul and Terry Fox Elementary Schools are independent of each other but one could have an impact on the other.

### **EC-121211-TS-0037**

Commissioner Steve Mitchell MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend to the Council of Commissioners of the Sir Wilfrid Laurier School Board that the adoption of policy #2013-TS-04: Enrolment Criteria be postponed to a special meeting in January 2013.

**Carried unanimously**

**5.4 Update on ANSC Financials:**

This item was tabled to the 2013-01-15 meeting of the Executive Committee.

**5.5 Use of Equipment at CDC St-Eustache:**

The Director of Material Resources advised that a resolution concerning the use of the equipment at CDC St-Eustache will be presented at the 2012-12-12 meeting of the Council.

**5.6 Update from the DG Selection Committee:**

This item will be addressed at the 2012-12-12 meeting of the Council of Commissioners.

**5.7 Taxation Imbalance:**

This item was partially discussed under item 3.0. The Director General will be kept up to date on this dossier.

**6.0 DECISION ITEMS:**

**6.1 RECOMMENDATIONS TO COUNCIL**

**6.1.1 2012-2013 Revised Budget:**

The Director of Financial Resources presented and reviewed the 2012-2013 revised budget noting that it is balanced. She provided an overview of the variances, special needs, teacher posts, and the need to continue monitoring expenses at all levels.

**EC-121211-FR-0038**

Commissioner Nick Milas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the final version of the **2012-2013 Revised Budget** be submitted to the Council of Commissioners at its 2012-12-12 meeting.

**Carried unanimously**

**6.1.2 Partnership Agreement Report 2011-2012:**

The Strategic Plan Advisor presented and reviewed the Partnership Agreement Report 2011-2012 noting that the recent request for an extension for the deposit of the report was denied. She highlighted the encouraging increase in the graduation rate by 6%, male graduates by 7% and a decrease in the drop out rate to 13% from 19% in 2010-2011.

**EC-121211-CA-0039**

Parent Commissioner Roberto Bomba MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the **2011-2012 Partnership Agreement Report** be submitted to the Council of Commissioners at its 2012-12-12 meeting.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Robert Dixon, Nick Milas, Steve Mitchell, Nancy Rupnik, Edward Turchyniak</b>
<b>Commissioners voting to ABSTAIN:</b>	<b>Mario Di Domenico,</b>

## **7.0 INFORMATION ITEMS**

### **7.1 Director's Reports:**

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

The report of the Director of Adult Education & Vocational Training provided an update on the Multi Service Centre Partnership Project and the need to change some program authorizations.

#### **7.1.2 Complementary Services**

The report of the Director of Complementary Services provided an update on the Safe School Plans (Anti-Bullying and Anti-Violence) and that the timeline for Governing board approval has been modified so that the final school plans are not due until the end of February 2013. Draft plans will be in place for 2013-01-07.

#### **7.1.3 Educational Services**

The report of the Director of Educational Services commented on resource teachers, law initiatives for secondary classes, the 15<sup>th</sup> Annual Québec Entrepreneurship Contest and an update on the Arundel Nature & Science Centre.

#### **7.1.4 Financial Resources**

The report of the Director of Financial Resources noted the work completed on the revised 2012-2013 budget, the completion of the 2012-09-30 quarterly report, the school surpluses and the impending budget compressions for 2013-2014.

#### **7.1.5 Human Resources**

The report of the Director of Human Resources highlighted local negotiations, the consultation with the Parents Committee on the 2013-2014 school calendar and an overview of the movement of various personnel.

#### **7.1.6 Information Technology**

The report of the Director of Information Technology provided background information on the upgrade of the school board's firewall.

#### **7.1.7 Material Resources**

The report of the Director of Material Resources provided updates on the Rosemere High School synthetic field project, the auditorium project with the Ville de Laval, and the roofing project at 2323 boul. Daniel-Johnson.

### **7.1.8 School Organization & Transportation**

The report of the Director of School Organization advised that a new drop off zone has been created at the rear of Terry Fox Elementary School to ensure better safety and security of the students, the consultation on the Use of St-Paul & Terry Fox Elementary Schools and the update and verification of student files at Terry Fox Elementary School to ensure proper zoning.

### **7.1.9 Secretary General**

The report of the Secretary General commented on meeting of the various Secretary Generals tables, participation in an Anti-Bullying/Anti-Violence conference given by Morency & Associés, an update on legal cases and labour relations, support in different matters, Safe schools – Anti-Bullying &

Anti-Violence School Plans, a presentation to the Laurier Teachers Union (LTU) on Anti-Bullying & Anti-Violence and a Governing Board Workshop held on 2012-12-03.

### **7.1.10 Strategic Plan Advisor**

The report of the Strategic Plan Advisor highlighted the 2011-2012 Partnership Agreement report and the increased level of service provided by Consortium formation, the PREL.

## **7.2 Parent Commissioners Report:**

The report of the Parent Commissioners commented on its meeting of 2012-12-06 noting the purchase of two tickets to the Sir Wilfrid Laurier Foundation Gala on 2013-01-16, the nomination of a replacement delegate to the RCP-3L, the nomination of a replacement delegate to the EPCA, the Parents Committee objectives for 2012-2013, the rejection of the enrolment criteria until further study can be conducted and a plan developed for the use of the Laval high schools, consultation on the 2013-2014 school calendar, the consultation and recommendation of a replacement Commissioner for Electoral Division 19 and concerns expressed about the school nutrition policy not being followed by some caterers.

## **7.3 Draft Council Agenda:**

The Chairman drew the Executive Committee's attention to the draft Council agenda.

## **8.0 DISCUSSION TOPIC:**

There was no discussion topic.

## **9.0 QUESTION PERIOD:**

There were no questions.

## **10.0 CORRESPONDENCE:**

There was no correspondence.

**11.0 VARIA:**

There was no varia.

**12.0 ADJOURNMENT OF MEETING:**

Commissioner Nick Milas, Chairman of the Council of Commissioners, commended everyone for being respectful of the meeting process this evening as the results were very productive.

The Chairman thanked everyone for being present this evening and wished everyone a happy and safe holiday and a joyful New Year.

Commissioner Nancy Rupnik MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 00:06 hours**

**NEXT MEETING ⇒ REGULAR ⇒ 2013-01-15**