

## PROVINCE OF QUEBEC

**MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON May 12, 2014**

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 Monday, May 12, 2014.

Present Executive Members: Commissioner Edward Turchyniak, Chairman; Steve Mitchell, Vice-Chairman; Steve Bletas, Robert Dixon, Nick Milas and Parent Commissioner Roberto Bomba; and Stephanie Vucko, Director General.

Also present were: France D'Aoust, Director of Financial Resources; Jérôme Dionne, Director of Material Resources; Richard Greschner, Director of Human Resources; Commissioners Nazario Facchino, Guy Gagnon, Elio Lattanzio and Merle Parkinson and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Eileen Kelly, Assistant Director General; Commissioners Georges Benoit and Mario Di Domenico; and Parent Commissioner Angela Martorana.

The Chairman called the meeting to order.

**TIME: 19:00 hours**

**1.0 ACCEPTANCE OF AGENDA:****EC-140512-CA-0059**

Commissioner Steve Bletas MOVED THAT the agenda be approved as presented in document #SWLSB-2014/05/12-CA-001.

**Carried unanimously**

On a "point of order", Commissioner Nick Milas inquired if any of the absent Executive Committee members had advised of such prior to this meeting and it was noted by the Chairman that both members had called or e-mailed to send their regrets.

**2.0 APPROVAL OF MINUTES:****EC-140512-CA-0060**

Commissioner Robert Dixon MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2014-04-14 having been received by all members prior to this meeting, be approved as presented.

**Carried unanimously**

**3.0 DIRECTOR GENERAL'S REPORT:**

The Director General presented her report noting:

- there has been no movement or pressure in the Franklin Hill Elementary School dossier as the school board is currently awaiting a response from the Commission scolaire des Affluents to further discuss options;
- there were 20 students interested in Accelerated Learning Program (ALP) at Mother Teresa Junior High School for the 2014-2015 school year and only 8 passed the entrance exams. A letter was sent to the parents of students in secondary I advising them that the program would not run at that level for the 2014-2015 school year. Alternatives such as enriched programs are being examined;
- ALP will continue for secondary II to V students;
- the ATOMS Program is more science based but if the parents of those students who passed the ALP exam requested a transfer to this program it could be considered, after speaking with the school administration;

- pre-calculus is being considered as an offering in secondary V; and
- a reflection session on ALP would be an excellent idea.

Commissioner Merle Parkinson entered the meeting.

**TIME: 19:08 hours**

The Director General advised the Executive Committee that the Director of Material Resources has proposed that the school board consider the use of hybrid – electric cars for specific travel purposes in order to help meet the needs of Bill 100 and to reduce travel costs. The Québec government is encouraging its departments to consider this type of venture. This is being brought tentatively to the table this evening for preliminary discussion.

The Director of Material Resources provided a Power Point presentation on the hybrid electric cars noting the following:

- the school board does approximately 600 000 km per year or 285 000\$ worth of travel;
- travel patterns and which employees travel as part of their job were analyzed with respect to mean distance and gas prices;
- the cars will be leased through the Centre de gestion de l'équipement roulant, a division of Transport Québec, and will include the rental, license, insurance, maintenance, repairs, and tires, so the only cost to the school board will be electricity, gas and any detailing the school board may wish to have on the cars. The cost calculations are based on this information;
- there is a grant available to cover 75% of the equipment and installation of the charging stations;
- free electricity for employees owning an electric car is 3 years;
- there is a grant from the government for leasing "green" vehicles;
- the life of the electric charge diminishes on all the hybrid-electric cars during the winter months;
- the cars being considered are:
  - Nissan Leaf – this car is all electric so the downside would be that charging stations would be needed at all schools, the cost to run this vehicle is high but it has a good return on investment;
  - Toyota Prius – this car is a plug-in hybrid meaning it is electric and gas operated, the investment return on this vehicle is very low;
  - Chevrolet Volt – this car is all electric with an on-board generator, lower lease payment and has a good return on investment;
- the project meets the requirements of the school board's Strategic Plan; and
- if the project is considered, the car that would be recommended would be the Chevrolet Volt as it is the one that would provide the best overall financial investment.

The Executive Committee entered into discussion and the Director of Material Resources answered questions and concerns as follows:

- approximately 5-6 employees have electric cars at this time and they will be able to receive a free charge if they happen to be at the Administration Centre;

Parent Commissioner Roberto Bomba entered the meeting.

**TIME: 19:22 hours**

- the lithium batteries for the cars are made to handle Québec winters and are tamperproof;
- would recommend one charging station per car with the possibility of expanding the use of the charging stations to the public in the future and this could provide the school board with revenue;
- a wall mounted charging station is 5 500\$ and the cost after the grant is 1 586,25\$ per unit;
- the charging time depends on the vehicle but for the Volt it would be 4 hours for a full charge, a quick charge can be made in an hour;
- the Travel Policy would have to be revised to reflect the "green" initiative;
- a vehicle reservation system will be set up;
- the honour system would have to prevail for re-charging the cars after use;

- Phase I is establishing service at the Administration Centre only would reduce 75% of the 125 000 km accrued per year;
- recommendation is for a three (3) year lease for three (3) Chevrolet Volts and three (3) charging stations;
- lease payments would come from the travel expense budget and would provide a savings of approximately 6 000\$ per year and return on investment of 20%;
- Phase II would be a board wide expansion based on needs with port of call access close to the selected buildings;
- grouping schools for charging stations could be considered in Phase II of this project;
- the electric cars could be used for advertising the school board;
- there are start-up costs for the project but these will be repaid as the project progresses;
- if the school board wishes to take advantage of these grants it must do so by December 2014 as the program will have ended;
- 60 km is the average mileage on a charge and in the winter months it could be between 40-50 km;
- the lease will be for 6 years;
- batteries are covered under the lease agreement and for the Chevrolet Volt the company offers an 8 year warranty or 160 000 km on the battery;
- if 2 Volts and 1 Leaf were leased the Leaf could only be used locally because of the fact it is only electric but this could be considered;
- could lower the number of years on the lease but it would not be financially beneficial;

Commissioner Nazario Facchino left the meeting.

**TIME: 19:49 hours**

- the Sir Wilfrid Laurier School Board will be the first school board to embark on this type of project; and
- partnering with municipalities getting involved in this project is something to be taken under consideration;

Commissioner Nazario Facchino returned to the meeting.

**TIME: 19:51 hours**

#### **EC-140512-MR-0061**

WHEREAS, in order to be in line with the 2012-2017 Strategic Plan, the Sir Wilfrid Laurier School Board has set the objective to promote healthy and safe environments;

WHEREAS the 2012-2017 Strategic Plan has also set the orientation of leadership and innovation;

WHEREAS the Sir Wilfrid Laurier School Board has certain employees that require a car in order to carry out their jobs;

WHEREAS the Sir Wilfrid Laurier School Board wishes to reduce its operating costs in the area of travel expenses;

WHEREAS the 2013-2017 Transportation Electrification Strategy of the Quebec Government came into effect on November 1, 2013;

WHEREAS, the Quebec Government has made the Centre de gestion de l'équipement roulant available to all other government offices;

WHEREAS, based on the presentation of the Director of Material Resources, the savings with this initiative would be of 6 000\$ per year;

WHEREAS the Director of Material Resources recommends that the Sir Wilfrid Laurier School board lease three hybrid/electric cars at a cost of 22 993,35\$, before taxes, (26 436,61\$, all taxes included);

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the lease of three hybrid/electric cars (Chevrolet Volt) for a period of six years at a cost of 137 960,08\$, before taxes (158 619,60\$, all taxes included).

AND THAT the Director of Material Resources be mandated to undertake all aspects of this project.

<b>THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:</b>	
<b>Commissioners voting YEA:</b>	<b>Steve Bletas, Nick Milas, Steve Mitchell, Edward Turchyniak</b>
<b>Commissioners voting NAY:</b>	<b>Robert Dixon</b>

### **3.1 2014-2015 Organizational Chart for Management - Consultation:**

The Director General provided background information on the proposed 2014-2015 Organizational Chart for Management noting the following:

- budget compressions for 2014-2015 were confirmed at a meeting of the Directors General last week;
- looking at what the system requires to continue to grow and to provide the best education possible for its students and a stable support system for its employees;
- the restructuring laid out in the proposed chart was also based on information derived from the one-on-one career meetings with Administrators as they felt that there is not enough Senior Management presence in the schools given the size of the territory and the increased demands of parents;
- the addition of an Assistant Director General would allow for the Sir Wilfrid Laurier School Board to be more visible at various tables where funding is given out, something that this school board has missed out on several occasions because there has not been a Senior Management person present;
- need to respond to the requirements of all communities and employee groups;
- need to take a different view as to how budgets are allocated;
- the government is strongly suggesting that school boards have to become income generating bodies and that partnerships be formed wherever possible; and
- there has not been much growth in the Vocational Training sector over the past few years so it brings into question the need for the service.

Commissioner Edward Turchyniak left the meeting.

**TIME: 20:05 hours**

The Director General presented the 2014-2015 Organizational Chart for Management.

Commissioner Edward Turchyniak returned to the meeting.

**TIME: 20:07 hours**

The Executive Committee entered into discussion on the 2014-2015 Organizational Chart for Management and the Director General answered questions and concerns expressed.

Commissioner Steve Bletas excused himself for the evening.

**TIME: 20:25 hours**

The Director General advised that the ACSQ (Association des cadres scolaires du Québec) and the SWLAA (Sir Wilfrid Laurier Administrators Association) would be consulted on this chart and it is hoped that feedback will be available for the June 25, 2014 meeting of Council.

In response to several concerns expressed by members of the Executive Committee, the Director General advised that she would be happy to speak with them after the meeting.

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

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

The report of the Assistant Director General highlighted the following:

- Phase 1 of the Laval high schools is moving along with the review of requirements and on-site visits continuing. Inventory of Physical Education materials has been completed and detailed packing and moving procedures are in place;
- Phase II of the reorganization of the Laval high schools is ongoing with three public consultation meetings taking place as well as meeting with the junior and senior Student Councils'; and
- request for derogation with the RESQ was refused and an appeal is being submitted.

#### 5.0 BUSINESS ARISING:

There was no business arising.

#### 6.0 DECISION ITEMS:

##### **6.1 *School Organization & Transportation***

##### **6.1.1 *2014-2015 Interboard Transportation Agreements:***

The Director General, in response to a question asked at the May 7, 2014 Corporate Committee, advised that parents can apply for a 15% rebate on taxes so a 60-40 reimbursement for bus passes is acceptable in accordance with the law.

The Executive Committee entered into discussion and in response to questions and concerns, the Director General noted the following:

- there is jurisprudence for a 60-40 model for reimbursement;
- one case questioning the reimbursement process for the bus pass was presented to the Appeals Review Committee;
- at the Appeals Review Committee it was recommended that the school board examine its practices concerning the reimbursement process;
- continuing with the 50-50 reimbursement for the bus pass could be risky as it could leave the school board open to litigation;
- an analysis of the cost to engage someone to track who uses the pass and who doesn't and when it is used would not be worth the expense; and
- high school students in Laval are provided with transportation and the parents receive a cheque for 50% of the annual cost of the bus pass.

The Chairman took a straw vote and the Executive Committee will recommend that the Council maintain the status quo of 50-50 as the reimbursement process for the refund of the bus passes for Laval high school students.

#### **EC-140512-TS-0062**

Commissioner Robert Dixon MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that status quo (50/50) be maintained for the reimbursement process of the Société de transport de Laval (STL) student bus passes be presented to the Council of Commissioners at its 2014-05-21 meeting.

**Carried unanimously**

**CS des Laurentides****EC-140512-TS-0063**

WHEREAS student transportation is required for all schools under the Sir Wilfrid Laurier School Board;

WHEREAS Commission Scolaire des Laurentides transports students to Ste-Agathe Academy and Arundel Elementary School;

WHEREAS Commission Scolaire des Laurentides receives the cost to transport these students in a grant from the Ministère de l'Éducation, du Loisir et du Sport (MELS);

WHEREAS the cost of the net taxes are not included in this grant;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Transportation Advisory Committee and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the transportation agreement with Commission scolaire des Laurentides to transport students attending Ste-Agathe Academy and Arundel Elementary School at a cost of \$22,764.41, for the 2014-2015 school year to cover the cost of net taxes.

**Carried unanimously**

**CS des Samares****EC-140512-TS-0064**

WHEREAS student transportation is required for all schools under the Sir Wilfrid Laurier School Board;

WHEREAS Commission Scolaire des Samares transports students to Joliette Elementary School and Joliette High School;

WHEREAS Commission Scolaire des Samares receives the cost to transport up to 195 students in a grant received from the Ministère de l'Éducation, du Loisir et du Sport (MELS);

WHEREAS any additional students are charged at the average cost per student that is identified by the Ministère de l'Éducation;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Transportation Advisory Committee and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the transportation agreement with Commission scolaire des Samares to transport students to Joliette Elementary and Joliette High School for the 2014-2015 school year at no additional cost for the first 195 students. Additional students will be charged at the average cost per student as recognized by the Ministère de l'Éducation, du Loisir et du Sport (MELS).

**Carried unanimously**

**Western Quebec School Board****EC-140512-TS-0065**

WHEREAS student transportation is required for all schools under the Sir Wilfrid Laurier School Board;

WHEREAS Sir Wilfrid Laurier School Board and Western Quebec School Board have entered into an agreement to educate students from Western Quebec School Board at Laurentian Regional High School;

WHEREAS the bus transporting students from Western Quebec School Board also transports students from Sir Wilfrid Laurier School Board;

WHEREAS the cost of the transportation is prorated depending on the number of students transported from each school board;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Transportation Advisory Committee and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the transportation agreement with the Western Quebec School Board for the transportation of Laurentian Regional High School students for the 2014-2015 school year at a cost of \$33,454.62, before taxes (\$38,464.44, all taxes included).

**Carried unanimously**

## **6.2 Human Resources**

### **6.2.1 Abolition of Positions – Maintenance Staff:**

The Director of Human Resources presented the abolition and creation of positions for the 2014-2015 school year for maintenance staff.

The Director General advised that the 50 km clause in the Provincial Agreement is detrimental to English school boards and a request has been made that it not be included in the next agreement.

The Executive Committee entered into discussion and the Director General noted:

- there is a 25% saving per post but a post could have been cut so the decision was made to reduce the percentage of work; and
- the bumping process will be activated at the assignment meeting.

#### **EC-140512-HR-0066**

Parent Commissioner Roberto Bomba MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2014-06-30, as per Clause 7-3.08 of the Maintenance Support Staff Collective Agreement (CSN-S18):

<b>Classification</b>	<b>Place of Work</b>	<b>% of work</b>
Maintenance Worker Class II	St-Paul / St-Paul Annex	100
Maintenance Worker Class II	Twin Oaks Elementary	67,74
Caretaker Class II	Phoenix Alternative	77,41
Caretaker Class II	Arundel Elementary	77,41
Caretaker Class II	Ste-Adèle Elementary	77,41
Caretaker Class II	Administrative Centre	51,61

**Carried unanimously**

### **6.2.2 Creation of Positions – Maintenance Staff:**

#### **EC-140512-HR-0067**

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of its schools and centres;

Parent Commissioner Roberto Bomba MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2014-07-01:

Classification	Place of Work	% of work
Maintenance Worker Class II	St-Paul / St-Paul Annex	74,19
Maintenance Worker Class II	Twin Oaks Elementary	100
Maintenance Worker Class II	3200, Souvenir (Laval High School)	100
Maintenance Worker Class II	Ste-Agathe-Academy	38,71
Caretaker Class II	Phoenix Alternative	74,19
Caretaker Class II	Arundel Elementary	74,19
Caretaker Class II	Ste-Adèle Elementary	74,19
Caretaker Class II	Administrative Centre	100

**Carried unanimously**

### **6.2.3 Maintenance Staffing Plan 2014-2015:**

#### **EC-140512-HR-0068**

WHEREAS the Maintenance Support Staff local union has been consulted on the effects of the modified requirements of its schools and offices;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board, as per Clause 7-3.07 of the Maintenance Support Staff Collective Agreement (CSN-S18), approve Document #SWLSB-2014-05-12-HR-001, the 2014-2015 Staffing Plan for Maintenance Personnel.

**Carried unanimously**

### **6.2.4 Abolition of Positions – Administrative Support Staff:**

The Director of Human Resources presented and reviewed the abolition and creation of positions for the Administrative Support staff.

In response to a question from Commissioner Steve Mitchell, the Director General indicated that the creations and abolitions will take place whether or not the organizational chart is adopted as it is two separate issues.

#### **EC-140512-HR-0069**

WHEREAS the Administrative Support Staff local union has been consulted on the effects of the modified requirements of its schools and offices;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following position, effective on 2014-06-30, as per Article 7-3.06 of the SEPB-Québec-FTQ Local 577 Collective Agreement covering support staff:

Classification	Place of Work	% of work
School Secretary	Phoenix Alternative	71

**Carried unanimously**

#### **EC-140512-HR-0070**

Commissioner Steve Mitchell MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2014-06-30, as per Article 7-3.06 of the SEPB-Québec-FTQ Local 577 Collective Agreement covering support staff:

Classification	Place of Work	% of work
Administration Technician	Adult Education & Vocational Training Services	100
Administration Technician	Directorate	100
Executive Secretary	Directorate	100
Executive Secretary	Financial Resources Department	100
Secretary	CDC-Vimont	100
Secretary	Educational Services	100

**Carried unanimously**

### 6.2.5 Creation of Positions – Administrative Support Staff:

#### EC-140512-HR-0071

WHEREAS the Administrative Support Staff local union has been consulted on the effects of the modified requirements of its schools and centres;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2014-07-01:

Classification	Place of Work	% of work
School Secretary	Phoenix Alternative	100
Secretary	Joliette Elementary	29
Office Agent Class I	Directorate	100

**Carried unanimously**

#### EC-140512-HR-0072

Commissioner Steve Mitchell MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2014-07-01:

Classification	Place of Work	% of work
Administration Technician	Directorate	100
Administration Technician	CDC Pont-Viau	100
Executive Secretary	Educational Services	100
Executive Secretary	Financial Resources & Complementary Services	100

**Carried unanimously**

### 6.2.6 Abolition of Positions – Professionals:

#### EC-140512-HR-0073

WHEREAS the Professionals local union has been consulted on the effects of the modified requirements of its schools and offices;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following position, effective on 2014-08-08:

Classification	Place of Work	% of work
Pedagogical Consultant	Adult Education & Vocational Training Services	100

**Carried unanimously**

### 6.2.7 *Creation of Positions – Professionals:*

#### EC-140512-HR-0074

WHEREAS the Professionals local union has been consulted on the effects of the modified requirements of its schools and offices;

Commissioner Robert Dixon MOVED THAT, on the recommendation of the Advisory Committee for Human Resources and the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board create the following position, effective on 2014-08-09:

Classification	Place of Work	% of work
Guidance Counselor	Adult Education & Vocational Training Services	100

**Carried unanimously**

### 6.3 *Recommendations to Council*

#### 6.3.1 *By-Law Date, Time & Place of Council Meetings 2014-2015:*

The Chairman noted that the two by-laws were presented and discussed at the Corporate Committee and that the changes made at the meeting are reflected in the package.

#### EC-140512-CA-0075

Commissioner Nick Milas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that amended by-law #BL2000-CA-05: Date, Time & Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board for the 2014-2015 school year be presented to the Council of Commissioners at its 2014-05-21 meeting.

**Carried unanimously**

#### 6.3.2 *By-Law Date, Time & Place of Executive Committee Meetings 2014-2015:*

#### EC-140512-CA-0076

Parent Commissioner Roberto Bomba MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that amended by-law #BL2008-CA-15: Date, Time & Place of Regular Meetings of the Executive Committee of the Sir Wilfrid Laurier School Board for the 2014-2015 school year be presented to the Council of Commissioners at its 2014-05-21 meeting.

**Carried unanimously**

#### 6.3.3 *Amendments to Procedure – Corporate & Pedagogical Committees:*

The Chairman noted that the procedure was presented and discussed at the Corporate Committee and that the changes made at the meeting are reflected in the package.

The Director General indicated that the schedule of meetings for the Corporate and Pedagogical Committees reflects that there will be school elections in the Fall of 2014.

Commissioner Steve Mitchell indicated that the procedure should reflect the exception of school elections.

#### EC-140512-CA-0077

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-130925-CA-0018, approving procedure P2013-CA-08: Corporate & Pedagogical Committees;

WHEREAS as part of the planning process for the 2014-2015 school year meeting dates need to be established;

WHEREAS the opportunity has also been taken to amend the procedure to reflect necessary changes to bring the procedure in line with the system;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board recommend that amended procedure #P2013-CA-08: Corporate & Pedagogical Committees, be presented to the Council of Commissioners at its 2014-05-21 meeting.

**Carried unanimously**

## **6.4 Material Resources**

### **6.4.1 Engagement of Contractor – Laurentia ES Paving Project:**

The Director of Material Resources presented and reviewed the tenders for the paving project at Laurentia Elementary School.

In response to questions, the Director of Material Resources noted that the engineer on this project is Beaudoin Hurens and that there is always a possibility of change orders on a project therefore a contingency is built into a project.

#### **EC-140512-MR-0078**

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-130626-MR-0192, approving the 2013-2014 capital priorities for its schools and centres which included the paving of the school yard and bus loading zone at Laurentia Elementary School;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has adopted Measure 50621 to assist school boards with the repair and maintenance of its buildings;

WHEREAS public tenders were called and subsequently opened on 2014-05-09;

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

WHEREAS the Director of Material Resources recommends that the contract be awarded to the lowest conformable bidder;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Director of Material Resources, the Executive Committee of the Sir Wilfrid Laurier School Board award the contract for the school yard and bus loading zone paving project at Laurentia Elementary School to **Asphalte Desjardins Inc.**, for a total cost of 80 643,31\$, before taxes, (92 719,65\$, all taxes included).

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

**Carried unanimously**

### **6.4.2 Hybrid – Electric Vehicles:**

This was discussed under item 3.0.

## **7.0 INFORMATION ITEMS**

### **7.1 Parent Commissioners Report:**

Parent Commissioner Roberto Bomba advised that the report of the Parent Commissioners would be provided for the 2014-05-21 Council meeting package.

### **7.2 Draft Council Agenda:**

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

### **7.3 Update on Laval Schools:**

The Director General advised the Executive Committee that the meeting with the junior high school students has not yet taken place as the questions received needed to be considered.

She went on to note that a request was received from the Laval high schools for the school board to sponsor its joint activity but that it was declined as the Director General's office does not sponsor such activities, although a small donation towards the event was made.

In response to comments from Commissioner Elio Lattanzio, the Director of Material Resources advised that the elevator project at 2323, boul. Daniel-Johnson is on schedule.

### **7.4 Change in Procedure:**

The Director General advised the Executive Committee that at the 2014-05-21 Council meeting there will be an "in camera" session to name the Commissioners representatives to the Selection Committee for tenders. This process is a recommendation of the Director of Material Resources as it provides protection to the Council of Commissioners and the school board.

The Director of Material Resources explained that with upcoming changes to the law concerning purchasing by public bodies this type of process ensures the integrity of the internal process. The school board's Contract Rules Compliance Monitor is responsible to see that the law is respected. Those on the Selection Committee will be required to sign a confidentiality agreement.

In response to a question from the Chairman, the Director of Material Resources noted that it would be his recommendation to the Council that an information session with UPAC be organized as it is very informative.

### **7.5 Update on School Surpluses:**

The Director of Financial Resources presented and reviewed the school surpluses and answered the following questions and concerns with the assistance of the Director General:

- this year a process was put in place for schools to ask for access to their surplus and there have been requests;
- the school board is not taking any monies away from those with a surplus;
- 10% of the surplus is accessible annually;
- School surplus is not designated funds;
- Some of the deficits are because school fees or day care fees are outstanding;
- In some communities it is very difficult to collect school fees given the economic realities; and
- Daycare is decentralized and has been for many years so that is why there are large surpluses but this procedure is being revisited.

### **7.6 Update on Legal Cases:**

The Chairman drew the Executive Committee's attention to the report on the school board's ongoing legal cases which was in response to a request made at the 2014-04-14 meeting.

**7.7 English Community Financial Overview:**

The Director General advised that this is a lengthy presentation and recommended that it be moved to the 2014-06-11 meeting of the Corporate Committee. The Executive Committee agreed to this move.

**8.0 DISCUSSION TOPIC:****8.1 Review of Cheques:**

The Director General noted that a request was made at the April meeting of the Executive Committee to return to this process and she has discussed it with the Director of Financial Resources and they do not see the added benefit of this task. If the Executive Committee still wishes to perform this process raw data will be provided quarterly.

Discussion ensued and the Director General advised the Executive Committee that the list of cheques would be presented on a quarterly basis and that if anyone has any questions about the cheques they could be e-mailed to the Director of Financial Resources who would respond to them at the next Executive Committee meeting.

**8.2 Update on STL:**

The Director General noted that the information provided in a PowerPoint presentation at the 2014-04-09 meeting of the Corporate Committee is available in this evening's meeting package.

**9.0 QUESTION PERIOD:**

There were no questions.

**10.0 CORRESPONDENCE:**

There was no correspondence.

**11.0 VARIA:****11.1 IEP Parental Awareness:**

In response to questions from Commissioner Robert Dixon, the Director General indicated that SEAC has also raised questions concerning parental understanding of the funding of coded students and is looking into what can be done to make things more understandable for parents. For parents that do require information they should see the Principal of their school. She will bring his concerns to SEAC.

**12.0 ADJOURNMENT OF MEETING:**

Parent Commissioner Roberto Bomba MOVED the adjournment of the meeting.

**Carried unanimously**

**TIME: 21:39 hours**

**NEXT MEETING ⇒ REGULAR ⇒ 2014-06-16**