

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON SEPTEMBER 8, 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, September 8, 2014.

Present Executive Members: Commissioner Edward Turchyniak, Chairman; Georges Benoit, Robert Dixon, Nick Milas and Parent Commissioner Angela Martorana; and Stephanie Vucko, Director General.

Also present were: Frederic Greschner, Interim Assistant Director General; Johanne Brabant, Secretary General; Gaele Absolonne, Director of School Organization & Transportation; Robin Bennett, Director of Information Technology; 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 William Pollock; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Commissioners Steve Mitchell, Vice-Chairman; Steve Bletas and Mario Di Domenico, and Parent Commissioners Roberto Bomba.

The Chairman called the meeting to order.

TIME: 19:00 hours

1.0 ACCEPTANCE OF AGENDA:

The Director General advised the Executive Committee that, as per the minutes of 2014-06-16, the Director of Financial Resources has not been contacted by Commissioner Merle Parkinson with any questions concerning the list of cheques and recommended that the item be removed from the agenda.

The following item was removed from the agenda:

5.0 Business Arising:

5.1 List of Cheques.....INFO

EC-140908-CA-0001

Commissioner Nick Milas MOVED THAT the agenda be approved as amended in document #SWLSB-2014/09/08-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

EC-140908-CA-0002

Commissioner Georges Benoit MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2014-06-16 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 presented her report noting:

- the school board, in spite of the budget cutbacks, has been able to budget 5 200 000\$ for special needs for 2014-2015;
- Directors have reviewed the Strategic Plan to ensure that the goals laid out within are being achieved;
- action plans and alignment of practices will be a priority this year;
- all Principals will receive the DISC training in 2014-2015. This school board has been a leader with this training as many other school boards province-wide are also participating;
- the ENGAGE Conference, a board-wide activity, was successful and continues to support the approach of inclusion and student engagement;
- Educational Services is meeting with Principals to review their respective MESAs; and
- MESAs will now be used as a component of the career meetings of school Administrators with the Director General.

3.2 *Update on International Student Program:*

The Director General provided an update on the International Student Program, as a venue to generate revenues, noting that a more detailed report will be presented at Council concerning the trip to India and China over the summer months. She noted the following:

- the partnership with the Lester B. Pearson School Board and Edu Edge Inc. for the International Vocational Centre specializing in Healthcare is proceeding well;
- a 3-year plan is being considered for the Arundel Nature & Science Centre (ANSC) in conjunction with the International Student Program that would see international students housed there. Under this plan the newest building would be turned into a dorm, which will not hinder the use of ANSC, and if 20 students can be housed there the fees would more than cover half of the annual operating costs of ANSC. Lester B. Pearson School Board offers a summer program for approximately 100 International Students and, given that, ANSC is used less frequently in the summer months, a partnership for 3 weeks in the city and 3 weeks in the country is being considered;
- under the Lester B. Pearson School Board program any international student (youth sector) who plans on graduating has to participate in at least one summer school session and it is usually intense English, a program that could be enhanced with what can be offered at ANSC;
- preparation of the dorm at ANSC would require an inspection to ensure that codes are met, the construction of an additional shower, and the purchase of necessary items for its operation. More details will be available if this endeavour is supported by Council;
- permits will be looked into with the Municipalité d'Arundel to see if this venture is possible;
- the schools that could be used for this program would be Laurentian Regional High School and Ste-Agathe Academy for the regular school year and ANSC and Arundel Elementary School for the summer session;
- Laurentian Regional High School is currently at 59% capacity and Ste-Agathe Academy is at 56% so student places are available;
- need to move slowly in this dossier as there are many aspects that need to be handled carefully;

- the international program representative from Lester B. Pearson School Board has been invited to speak at the 2014-09-10 Corporate Committee meeting where she will explain all the aspects of an International Student Program from recruiting to staffing;
- the amounts charged to international students depends on the programs, the average amount per adult student to attend the International Student Program is 14 000\$. For the youth sector the amount can be anywhere from 8 000\$ to 40 000\$;
- Edu Edge Inc. has been asked to recruit 20 adult students by the end of 2014;
- the profits with the partnership with Lester B. Pearson School Board and Edu Edge Inc. are one-third apiece and we keep our own ETPs;
- a partnership is being discussed solely with Edu Edge Inc. for the northern schools; and
- the profits realized by the Lester B. Pearson School Board last year were in the neighbourhood of 6 000 000\$.

In response to concerns expressed by several Commissioners over the negative press on this venture, the Director General reminded everyone that she had received a mandate from the Council to market this school board and pursue avenues that could generate revenues, as per recent comments of the Ministre de l'Éducation, du Loisir et du Sport. A detailed presentation of her trip to India and China will be presented at the 2014-09-17 meeting of Council.

Commissioner William Pollock entered the meeting.

TIME: 19:47 hours

She also noted that any revenues that can be realized by this school board will help to maintain special needs initiatives and support the ongoing technology needs for the schools and centres.

The Chairman expressed his appreciation to the Director General for taking the majority of her summer on this project noting that the school board will survive the negative press and move forward to a successful endeavour.

EC-140908-ED-0003

Commissioner Robert Dixon MOVED THAT the Executive Committee recommend that the Director General's proposal for use of the Arundel Nature & Science Centre (ANSC) be submitted for consideration at the 2014-09-17 meeting of the Council of Commissioners.

Carried unanimously

EC-140908-ED-0004

Commissioner Georges Benoit MOVED THAT the Executive Committee recommend the International Vocational Centre specializing in Healthcare be housed at 2323, boul. Daniel-Johnson.

Carried unanimously

The Director General advised the Executive Committee that she had spoken with Commissioner William Pollock concerning the proposal for ANSC and that he is behind the proposal as long as the current science programs offered at the centre are maintained.

4.0 INTERIM ASSISTANT DIRECTOR GENERAL'S REPORT:

4.1 *Interim Assistant Director General's Report:*

The Chairman expressed his appreciation to the Interim Assistant Director General for stepping into the position on short notice.

The Interim Assistant Director General commented on recent activities of the school board noting:

- the recent charity softball game against the Ville de Laval where the funds raised were donated to Réussite Laval. He extended appreciation to the Communications department for its organization of this event; and
- the start of phase II of the Laval high schools whereby task lists have been prepared and will be translated into a timeline.

The Director General provided an update on the Laval high schools noting that the move of the schools had gone well and that things are running well, including the new elevator at 2323, boul. Daniel-Johnson, and that any unforeseen repairs are being addressed. She expressed her appreciation to the Material Resources, Information Technology, Human Resources and School Organization & Transportation departments for all of their great work in this dossier.

She further noted that a survey is being prepared for the Laval parents to have input on what they would like to see as part of a 21st century school.

5.0 BUSINESS ARISING:

5.1 *List of Cheques:*

This item was removed from the agenda.

6.0 DECISION ITEMS:

6.1 *Complementary Services*

6.1.1 *Purchase Order – Montreal Oral School for the Deaf:*

EC-140908-ED-0005

WHEREAS the Montreal Oral School for the Deaf invoices the Sir Wilfrid Laurier School Board for the education of some of its students;

WHEREAS the services provided for the 2014-2015 school year for integrated students amounts to 75 270,00\$;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from **Montreal Oral School for the Deaf** for educational services to be provided to **integrated students** of the Sir Wilfrid Laurier School Board for the 2014-2015 school year, in the amount of 75 270,00\$, contingent on the approval of the SEAC.

Carried unanimously

Commissioner Nazario Facchino left the meeting.

TIME: 20:00 hours

EC-140908-ED-0006

WHEREAS the Montreal Oral School for the Deaf invoices the Sir Wilfrid Laurier School Board for the education of some of its students;

WHEREAS the services provided for the 2014-2015 school year for non-integrated students amounts to 103 712,00\$;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the payment of the invoice received from **Montreal Oral School for the Deaf** for educational services provided to **non-integrated students** of the Sir Wilfrid Laurier School Board for the 2014-2015 school year, in the amount of 103 712,00\$, contingent on the approval of the SEAC committee.

Carried unanimously

6.2 Human Resources

6.2.1 Creation of Position – Maintenance Staff:

The Director of Human Resources advised the Executive Committee that the school board had piloted outsourcing the Caretaker position at Rawdon Elementary School as a cost saving measure but that it had not been successful so the school board will resume staffing this position.

EC-140908-HR-0007

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

Commissioner Georges Benoit MOVED THAT, on the recommendation of the Director of Human Resources, the Executive Committee of the Sir Wilfrid Laurier School Board create the following position, effective on 2014-09-09:

Classification	Place of Work	% of work	Comment
Caretaker Class II	Rawdon Elementary School	100	

Carried unanimously

6.2.2 Creation of Positions – Professionals (Non-Teaching):

The Director of Human Resources explained that efficient budgeting has allowed for these positions to be created. The professionals association has been consulted.

The Executive Committee entered into discussion.

EC-140908-HR-0008

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 Director of Human Resources, the Executive Committee of the Sir Wilfrid Laurier School Board creates the following positions, effective on 2014-09-09:

Classification	Place of Work	% of work	Comment
Guidance Counselor	Complementary Services	40	Measure 30364
Speech Therapist	Complementary Services	10	Measure 30364
Occupational Therapist	Complementary Services	10	Measure 30364

Carried unanimously

Commissioner Nazario Facchino returned to the meeting.

TIME: 20:03 hours

6.3	<i>School Organization & Transportation</i>
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6.3.1 *Transportation Contracts – Additional Vehicles:*

The Director of School Organization & Transportation informed the Executive Committee that additional vehicles are needed to transport special needs students who live outside the zone of the Senior Laval high school and that will be an additional cost of 35 000\$ per vehicle.

She also commented on the new Geobus program that will be able to speak to Avant-Garde so the school board will be able to balance bus routes which will translate into a savings.

EC-140908-TS-0009

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-120619-TS-0083, renewing contracts with various transportation contractors for 5-years beginning 2012-07-01 and ending 2017-06-30;

WHEREAS there is an increase in the number of students requiring berline services and living outside the Laval area and registered at either Laval Liberty High School or Laurier Senior High School;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Director of School Organization & Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board approve the addition of the following to the contract of Groupe Renaud:

- 1 berline from 2014-09-15 until 2017-06-23;

AND THAT resolution #EC-120619-TS-0083 and the contract be modified to include this new berline.

Carried unanimously

EC-140908-TS-0010

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-120619-TS-0083, renewing contracts with various transportation contractors for 5-years beginning 2012-07-01 and ending 2017-06-30;

WHEREAS there is an increase in the number of students requiring berline services and living outside the Laval area and attending the Jewish General Hospital;

Commissioner Nick Milas MOVED THAT, on the recommendation of the Director of School Organization & Transportation, the Executive Committee of the Sir Wilfrid Laurier School Board approve the addition of the following to the contract of Transport Shiro Inc:

- 1 berline from 2014-09-15 until 2017-06-23;

AND THAT resolution #EC-120619-TS-0083 and the contact be modified to include this new berline.

Carried unanimously

6.4	<i>Recommendations to Council</i>
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6.4.1 2015-2016 Three-Year Plan:

The Director of School Organization & Transportation presented the deeds of establishment and three-year plan for the 2015-2016. She highlighted some of the changes noting that some changes have been made in order to make sure that our systems can talk to those of the Ministère de l'Éducation, du Loisir et du Sport (MELS).

In response to a question from Commissioner Robert Dixon, the Director General indicated that a presentation has been made to the Ministre de l'Éducation, du Loisir et du Sport concerning Franklin Hill Elementary School and that a decision is pending. The Ville de Repentigny has advised that it will not grant a permit for the construction of a soccer field at the school because of this pending decision.

EC-140908-TS-0011

Commissioner Georges Benoit MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the **2015-2016 Three-Year Plan** be submitted to the Council of Commissioners at its 2014-09-17 meeting for approval in principle and consultation.

Carried unanimously

6.4.2 2015-2016 Deeds of Establishment:**EC-140908-TS-0012**

Commissioner Robert Dixon MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the **2015-2016 Deeds of Establishment** be submitted to the Council of Commissioners at its 2014-09-17 meeting for approval in principle and consultation.

Carried unanimously

6.4.3 Enrollment Criteria 2015-2016:

The Director of School Organization & Transportation presented and reviewed the 2015-2016 enrollment criteria noting that when this version is approved it will only need to be revised as required.

She further noted that for the 2014-2015 school year compulsory transfers did not have to be applied and that the majority of the out-of-zone requests were accommodated.

The Director General noted that there were no complaints to the Student Ombudsman concerning the enrollment criteria for the 2014-2015 school year and expressed her appreciation to the School Organization & Transportation for refining the enrollment criteria to achieve this goal.

In response to concerns expressed by some Commissioners, the Director of School Organization & Transportation advised that discussions are taking place concerning the possibility of having to rezone in some areas for the 2015-2016 school year and it is being proposed that rather than rezoning the enrollment criteria be applied. The schools involved are aware of what is coming and that meetings will be held with the Governing Boards of these schools once formed for the 2014-2015 school year.

EC-140908-TS-0013

Commissioner Nick Milas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the **2015-2016 Enrollment Criteria** be submitted for consideration to the Council of Commissioners at its 2014-09-17 meeting for authorization for consultation.

Carried unanimously

6.4.4 *Provisional Governing Boards – Laval High Schools:*

The Secretary General advised the Executive Committee that with the changes to the Laval high schools that will occur on July 1, 2015; the Directorate is recommending that, given all of the requirements of the Education Act (R.S.Q., Chapter I-13.3) that need to be in place for the new junior and senior high schools, it would be prudent to establish a Provisional Governing Board for the junior high school and another for the senior high school. It is understood that there is no provision for a Provisional Governing Board in the Education Act but it is important to involve the community in certain decisions that need to be made prior to the start of the 2015-2016 school year. The Provisional Governing Boards will only need to meet a few times during the present school year.

In response to several questions, the Secretary General noted that the Provisional Governing Boards will be involved in any consultations where their feedback is required and they can make recommendations to the Council for adoption. The discussion on members of the 2014-2015 Governing boards being on the Provisional Governing Boards is to be discussed at the Corporate Committee on September 10, 2014.

EC-140908-CA-0014

Commissioner Robert Dixon 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 **Provisional Governing Boards** be established for the Laval high Schools and that this be submitted to the Council of Commissioners at its 2014-09-17 meeting for approval.

Carried unanimously

Commissioner Elio Lattanzio left the meeting.

TIME: 20:24 hours

6.4.5 *Enlargement of Twin Oaks E.S.:*

The Director of Material Resources presented three options for the enlargement project for Twin Oaks Elementary School providing information on the impact each would have on the current school building. He noted that all three options for the enlargement are over the estimated budget of 7 000 000\$. Given that, the option that would be the best fit for the school is Option 3 because there is room to decrease the construction costs and it is a simple construction so it will be less intrusive, will take a shorter period of time to construct and is better suited to the land available.

Commissioner Elio Lattanzio returned to the meeting.

TIME: 20:26 hours

The Executive Committee entered into discussion on the three options and the Director of Material Resources, with the assistance of the Director General, answered questions and concerns as follows:

- Geothermal is being considered but it could not be used for 100% of the heating because when it is really cold it is not sufficient enough to heat the entire school therefore the alternate source will be gas;
- two music rooms could be worked into the design given that this is a popular school program;

Commissioner Georges Benoit left the meeting

TIME 20:46 hours

- an outdoor classroom could also be worked into the plans;
- the cost to build a school is in the neighborhood of 2 200\$ per square meter;

Commissioner Georges Benoit returned to the meeting

TIME 20:53 hours

- the cost for the potential removal of asbestos has been factored into the budget but it is not financed by the Ministère de l'Éducation, du Loisir et du Sport (MELS);

- the MELS does not require all schools to be accessible. Budget constraints may prevent the installation of an elevator but the shaft could be constructed as part of the enlargement and the close proximity of Our Lady of Peace Elementary School, which is all on one floor, must also be considered before committing to this additional expense;
- projects need to be balanced between all of the schools
- contingency has been built into the budget; and
- the enlargement project will be between 12 – 14 months with delivery in January 2016.

EC-140908-MR-0015

Commissioner Nick Milas MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that **Option #3** be submitted for consideration to the Council of Commissioners at its 2014-09-17 meeting.

Carried unanimously

In response to questions concerning other matters, the Director of Material Resources noted:

- the costs to lease the portables at Twin Oaks Elementary school are covered by the Ministère de l'Éducation, du Loisir et du Sport (MELS);
- the electric cars are being well used;
- requests are being made for an additional car and charging stations for some of the schools;

In the absence of the Vice-Chairman of the Executive Committee, the Chairman turned the chair over to Commissioner Nick Mila, Chairman of the Sir Wilfrid Laurier School Board.

TIME: 21:07 hours

- the asbestos in the ceilings at Souvenir Elementary School has not been removed and given that it is encapsulated above the ceiling tiles it is of no danger; and
- asbestos is removed only when it is disturbed by construction or when it becomes a health risk.

The Chairman returned to the meeting and resumed the chair.

TIME: 21:09 hours

Commissioner Nick Milas left the meeting.

TIME: 21:09 hours

7.0 INFORMATION ITEMS

7.1 *Update on Laval Schools:*

This item was discussed under item 4.0.

7.2 *Parent Commissioners Report:*

There was no report.

Commissioner Nick Milas returned to the meeting

TIME: 21:12 hours

7.3 *Draft Council Agenda:*

The Chairman drew attention to the draft Council agenda contained in the meeting package.

7.4 *GRICS Annual Invoice:*

The Director of Information Technology presented and reviewed the GRICS annual invoice for 2014-2015 noting the preparations for Mozaik, the installation of the elections program and the move of Helios to the Cloud. He also drew the Executive Committee's attention to a comparison chart contained in the package noting that services for the 2014-2015 school year have increased by 18.3% due to increase of service and additional requests for programs and service.

The Executive Committee entered into discussion.

8.0 DISCUSSION TOPIC:

8.1 *Naming of Rosemere HS Field:*

The Secretary General advised the Executive Committee that the school board received a letter during the past year from the employees of Rosemere High School proposing a name for the new playing field but that the Ville de Rosemère has already adopted a resolution to name of the field "Sir Wilfrid Laurier Sports Field".

The Director General advised that there was no contest or solicitation for a name for the field but that the Ville thought it would be appropriate to follow tradition and keep the name of the school board present as it did with the naming of Parc Sir-Wilfrid-Laurier on Roland-Durand.

The Chairman noted that the inauguration of the field will be on Monday, September 15, 2014 at 11:00 a.m.

The Director General advised that Executive Committee that there has been no news on the Franklin Hill Elementary School dossier.

She also noted that Commissioners were invited to attend the Council meeting of the Lester B. Pearson School Board on Monday evening, September 15, 2014; where that board will sign its portion of the partnership agreement with Edu Edge Inc. for the International Vocational Centre specializing in Healthcare. A more formal invitation will be sent to all Commissioners by Communications. Additional details will be provided at the meeting of the Corporate Committee on Wednesday evening.

In response to a question asked earlier in the meeting, the Director of Material Resources noted that the school board still has access to the measure monies from 2008-2009 and 2009-2010 to do renovations for accessibility purposes.

9.0 QUESTION PERIOD:

There were no questions.

10.0 CORRESPONDENCE:

There was no correspondence.

11.0 VARIA:

There was no varia

The Chairman of the Executive Committee thanked members of the Executive Committee, the Council of Commissioners and the Directorate for all of their dedication and hard work over the last seven (7) years noting that many good things have been achieved.

Commissioner Nick Milas, in his capacity as Chairman of the Sir Wilfrid Laurier School Board, thanked Commissioner Edward Turchyniak for his work with this committee and the fact that he has always kept the best interests of the students and the school board in the forefront.

12.0 ADJOURNMENT OF MEETING:

Commissioner Nick Milas MOVED the adjournment of the meeting.

Carried unanimously

TIME: 21:27 hours

NEXT MEETING ⇒ REGULAR ⇒ 2014-12-01

Johanne Brabant, Secretary General

Edward Turchyniak, Chairman