

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON MAY 12, 2015

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, May 12, 2015.

Present Executive Members: Commissioners Jennifer Maccarone, Chair; Guy Gagnon, Paolo Galati, and Parent Commissioner Angela Martorana; and Stephanie Vucko, Director General.

Also present were: Commissioners Vicky Kaliozakis, Anne McMullon, René Brisson, Assistant Director General; Frédéric Greschner, Assistant Director General; Johanne Brabant, Secretary General; Robin Bennett, Director of Information Technology; Jérôme Dionne, Director Material Resources; Richard Greschner, Director of Human Resources; Tina Korb, Director of Educational Services; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Commissioners Dean Dugas, Vice-Chair and Emilio Migliozi

The Chair called the meeting to order.

TIME: 18:32 hours

1.0 ACCEPTANCE OF AGENDA:

EC-150512-CA-0038

Commissioner Guy Gagnon MOVED THAT the agenda be approved as presented in document #SWLSB-2015/05/12-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

EC-150512-CA-0039

Commissioner Paolo Galati MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2015-04-22 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 monthly report highlighting the following:

- the proposed daycare project next to Franklin Hill Elementary School is pending a response from the Ville de Repentigny;
- the negotiations on the Multi Service Centre with Commission scolaire de la Seigneurie-des-Milles-Îles (CSSMI):
 - are progressing slowly given that CSSMI does not agree with the Sir Wilfrid Laurier School Board's (SWLSB) recommended changes to the contract;
 - the SWLSB wants to ensure that it is protected in this venture and that there continues to be access to English programs;

- a meeting with the Sous-ministre adjointe de Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR) was held to make sure that the pedagogical portion of this agreement is respected;
- Tosh Jewish Community in Boisbriand:
 - the school board is working with the Tosh Jewish Community in Boisbriand, Youth Protection and MEESR, as the children of the community are not registered for either school or home-schooling;
 - the Assistant Director of Educational Services is working closely with this community to organize home-schooling for approximately 500 children from kindergarten to secondary V;
 - there are many cultural aspects that have to be taken into account;
 - the focus of Youth Protection is on students 14 years of age and under;
 - if home-schooled, an eligibility certificate is not required. The community will be asked if any of its members might be eligible for English education given that some may have gone to public school prior to joining the community;
 - the MEESR has been contacted to inquire if there is funding available to set-up home-schooling for this community and it has been confirmed that financial support will be provided;
 - at this time the high school aged students will not have an impact on the graduation results but this may occur in the future.

4.0 ASSISTANT DIRECTORS GENERAL REPORT:

4.1 *Assistant Directors General Reports:*

The Assistant Director General commented that he and the Chair had attended the ceremony for the presentation of the Governor General's Awards and that two Sir Wilfrid Laurier School Board students were recipients. He also highlighted the visit of David Heurtel, Minister of Sustainable Development, the Environment and the Fight Against Climate Change; with the students of Souvenir Elementary School's Green Brigade.

5.0 BUSINESS ARISING:

There was no business arising.

6.0 DECISION ITEMS:

6.1 *Human Resources*

The Director General provided an overview of the steps taken to ensure that certain clauses of the Collective Agreements of the CSN, SEPB and Professionals are met by the required deadlines. She went on to note the following:

- employees who may be affected by the changes are advised prior to the meeting of the Executive Committee;
- some positions abolished are re-created with new details;
- the unions have been met on several occasions to negotiate these abolitions and creations;
- the school board has not adjusted to its declining enrollment and for this coming school year everything is fairly much status quo although some changes did have to be made with respect to the Laval high schools;
- the school board does not want to touch services to students.

6.1.1 *Abolition of Positions – Maintenance Staff:*

The Director of Human Resources provided background information and explained the process for the abolition and creation of positions.

EC-150512-HR-0040

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

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2015-06-30, as per Clause 7-3.08 of the Maintenance Support Staff Collective Agreement (CSN-S18):

Classification	Place of Work	% of work
Caretaker Class II	St-Paul Elementary School	100
Caretaker Class II	CDC Lachute/Laurentian Regional High School	38.71
Maintenance Worker Class II	Mother Teresa/Laval Junior High School	100

Carried unanimously

6.1.2 *Creation of Positions – Maintenance Staff:*

The Director of Human Resources presented and reviewed the creation of positions for the maintenance staff.

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

- the creation of positions comes for the approval of Council when a permanent position is required and, in some cases, a temporary position;
- the maintenance staff in the schools are under the direct supervision of the Principal but are under the responsibility of the Director of Material Resources; and
- there is a process in place to evaluate the schools and provide feedback to the maintenance staff.

EC-150512-HR-0041

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

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Directorate the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2015-07-01:

Classification	Place of Work	% of work
Maintenance Worker Class II	St-Paul Elementary School	100
Maintenance Worker Class II	Laval Senior Academy	100

Carried unanimously

6.1.3 *Maintenance Staffing Plan 2015-2016:*

The Director of Human Resources advised that the maintenance staffing plan includes the abolitions and creation that were approved this evening.

EC-150512-HR-0042

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

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Directorate, 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-2015-05-12-HR-001, the 2015-2016 Staffing Plan for Maintenance Personnel.

Carried unanimously

6.1.4 Abolition of Positions – Administrative Support Staff:

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

Discussion ensued and the Director of Human Resources, with the assistance of the Directorate team, answered questions and concerns, as follows:

- every school has one School Secretary;
- larger schools have additional Secretary positions;
- the School Secretary is not involved in the management of the school or its staff;
- the recall process will avail any excess Administrative Support staff the opportunity to find a position;
- the staff that will be affected by the abolitions are advised prior to them being presented to the Executive Committee;
- the process for the decisions to abolish and create are lengthy within a tight timeline;
- unfortunately, decisions are having to be taken without the benefit of the budget parameters;
- tenured employees are assured a position and all efforts are made to find positions for employees without tenure;
- once these proposals for abolition and creation of positions come to the Executive Committee, the negotiations with the union have concluded and, in tonight's case, these recommendations were finalized earlier today;
- if the Executive Committee does not accept the abolition of the positions for the Administrative Support staff, the union will go to grievance because the decision was not made prior to May 15;
- if defeated, the employees affected go home and the school board continues to support them financially until the grievance process is concluded;
- employees have job security after two years and may bump the lowest person on the list;
- the number of daycare technicians will be determined once the budget parameters are received with the Measure amount;
- noon-hour supervision is self-financing and the supervision fees are determined by the Governing Board so if a Governing Board wants its school to have more supervisors at lunch time, the fees are increased accordingly;
- teachers do have supervision duty and how it is distributed is a school decision.

EC-150512-HR-0043

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

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2015-06-30, 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 Organization Technician	Laval Junior High School	50
School Organization Technician	Laval Liberty High School	100
School Organization Technician	School Organization & Transportation	100
Laboratory Technician	Laval Liberty High School	100
Laboratory Technician	Laval Liberty High School	50
Documentation Technician	Laval Junior High School	28.5714
School Secretary	Laval Junior High School	100
School Secretary	Laval Liberty High School	100
Executive Secretary	Complementary Services/Financial Resources	100
Executive Secretary	Laurentian Regional High School	100
Office Agent Class I	Financial Resources	40
Secretary	CDC Pont-Viau	100
Secretary	Mother Teresa Junior High School	50
Secretary	Morin Heights Elementary School	28.5714
Day Care Educator Principal Class	Educational Services	100
Student Supervisor	Laval Liberty High School	100
Student Supervisor	Laval Liberty High School	55.7143
Student Supervisor	Laurier Senior High School	50

Carried unanimously

6.1.5 Creation of Positions – Administrative Support Staff:

The Director of Human Resources provided an overview of the creation of Administrative Support staff positions noting that the position for the Community Learning Centre (CLC) in Joliette is covered by a measure.

In response to a question from Commissioner Guy Gagnon, the Director of Human Resources noted that the two positions in Information Technology are the continuation of a special project.

EC-150512-HR-0044

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

Commissioner Paolo Galati MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board create the following positions, effective on 2015-07-01:

Classification	Place of Work	% of work	Comment
Administrative Technician	Joliette High School (Community Learning Centre)	56.9049	Continuation of Special Project
Administrative Technician	Laurentian Regional High School	50	
Data Processing Operator, Class I	Information Technology	100	Continuation of special project
Data Processing Operator, Class I	Information Technology	100	Continuation of special project
Executive Secretary	Financial Resources	100	
Office Agent Class II	CDC Pont-Viau	100	

Carried unanimously

6.1.6 Abolition of Positions – Professionals:

The Director of Human Resources presented the proposed abolition of professional positions.

Discussion ensued and the questions and concerns were answered as follows:

- there will be two Spiritual Animators for the 2015-2016 school year;
- a Behaviour Consultant looks after the Anti-Violence & Anti-Bullying Plans;
- when positions are abolished and not replaced the work load is redistributed;

EC-150512-HR-0045

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

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board abolish the following positions, effective on 2015-07-01:

Classification	Place of Work	% of work
Finance Officer	Financial Resources	100
Spiritual Animator	Complementary Services	100
Spiritual Animator	Complementary Services	30
Social Service Officer	Complementary Services	50
Pedagogical Consultant	Educational Services	100
Pedagogical Consultant	CDC Vimont	100
Pedagogical Consultant	Complementary Services	50

Carried unanimously

In response to comments from the Executive Committee, the Director General indicated that she understands the concerns expressed regarding the abolition and creation of positions and that it is an annual process.

6.2 Material Resources

6.2.1 Change Orders – Special Project at Morin Heights ES:

The Director of Material Resources provided background information on the change orders noting that the amount being presented is a regrouping of 20 change orders for unforeseen additions, i.e. tiles, sinks, etc.

EC-150512-MR-0046

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution #CC-141210-MR-0093, awarding the contract for the special measure renovation project at Morin Heights Elementary School to Groupe Laverdure Construction Inc., for a total cost of 624 750,00\$, before taxes, (718 306,31\$, all taxes included);

WHEREAS the Executive Committee of the Sir Wilfrid Laurier School Board adopted resolution #EC-150422-MR-0032, approving change orders in the amount of 33 053,00\$, before taxes (38 002,69\$, taxes included), increasing the total cost of the project to 657 803,00\$, before taxes (756 309,00\$, taxes included);

WHEREAS, during the renovation project, more change orders occurred to address specific issues, amounting to 18 396,85\$, before taxes (21 151,78\$, taxes included);

Commissioner Guy Gagnon MOVED THAT, on the recommendation of the Director of Material Resources, the Executive Committee of the Sir Wilfrid Laurier School Board approve the change orders in the amount of 18 396,85\$, before taxes (21 151,78\$, taxes included).

AND THAT the total cost of the project, including the change orders, be increased to 676 199,85\$, before taxes (777 460,78\$, taxes included).

FURTHER THAT, the Chair, 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

7.0 INFORMATION ITEMS

7.1 Parent Commissioners Report:

Parent Commissioner Angela Martorana advised the Executive Committee that the Parents Committee has revised its resource pamphlet and that it will be ready for inclusion in the orientation packages at the schools. The Parents Committee also received a letter from the Laurier Teachers Union (LTU) asking for support for the negotiations and a motion was passed asking the delegates to take this information to their respective Governing Boards.

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 Paolo Galati MOVED the adjournment of the meeting.

Carried unanimously

TIME: 19:55 hours

NEXT MEETING ⇒ REGULAR ⇒ 2015-06-29