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EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

**TUESDAY, AUGUST 24, 2010 – 7:00 P.M.
ETSB BOARD ROOM
101 DU MOULIN, SUITE 205A
MAGOG, QC J1X 6H8**

MINUTES

Enhanced Literacy and Numeracy – Dropout Prevention – Physical and Mental Health

PRESENT

Commissioners: Brenda Bailey Gordon Barnett
Gérald Carrière Peter Channell
Theodore Creary (arrived at 8:20 p.m.) Gary Holliday
Joy Humenuik-Campbell Patricia Keenan-Adank
Frank MacGregor, *vice-chairman* Alice McCrory
Michael Murray, *chairman* Larry Smith
Douglas Sullivan

Parent Commissioner: Catherine Dolloff

Secretary General, Caroline Dufresne
Director General, Chantal C. Beaulieu
Assistant Director General and Director of Pedagogical Services, Gilles Ribaux
Director of Human Resources, Jeffrey Pauw
Director of Financial Services, André Turcotte
Director of Complementary Educational Services, Peter Hamilton
Recording Secretary, Diane Warnholtz

ABSENT WITH REASON

Commissioners: Pierre Bell, Duncan Eastman, Richard Gagnon, Diane Hudson, Diane Jones, Bruno Vanasse.
Parent Commissioner Tina Bilodeau

OBSERVERS

Sharon Priest, Communications Consultant

1. CALL THE MEETING TO ORDER

The Chairman, M. Murray, called the meeting to order at 7:00 p.m.

2. ADOPTION OF THE AGENDA

IT WAS MOVED BY Commissioner D. Sullivan to adopt the Agenda of August 24, 2010, as deposited.

3. APPROVAL OF THE MINUTES

IT WAS MOVED BY Commissioner G. Barnett to approve the Minutes of the meetings that were held on June 22, 2010, June 29, 2010 and July 6, 2010, with the following corrections:

June 22, 2010 – Page 2 - Item 4 – Question Period – should read Deedee **Howell**;

June 22, 2010 – Page 17 – Item 7.14 – Resolution No. ETSB10-06-121 – should read “*Une loi modifiant la loi*”;

June 22, 2010 – Page 4 – Item 5 – 5th bullet – correct to read *in*;

Same bullet – correct the bracket (AGRHS)

July 6, 2010 – Page 7 – Item 3.7 – Resolution No. ETSB10-07-129 – remove the word *cease* and replace with **cede**.

Carried unanimously

4. QUESTION PERIOD

There were no questions.

5. RECOGNITION OF EXCELLENCE

This month, the Council of Commissioners and Senior Administrators of the Eastern Townships School Board would like to extend a warm welcome back and all the best for the 2010-2011 school year.

Many support, professional and administrative staff have already been back at work busily preparing for the start of the 2010-2011 school year. Our elementary schools and high schools will be welcoming close to 5,500 students back to school on Tuesday, August 31st. We would also like to take this opportunity to remind everyone to be cautious when driving in and around school zones and around school buses.

6. BUSINESS ARISING**6.1 Recommendation for Appointment of Assistant Director, Educational Services (Revised Resolution No. ETSB10-06-106)**

The Chairman brought forward the following resolution:

**Resolution No. ETSB10-08-133
Appointment of Assistant Director, Pedagogical Services**

WHEREAS an error occurred on the previous resolution (#ETSB10-06-106) in this matter;

WHEREAS resolution #ETSB10-06-106 read as follows:

“Assistant Director, Educational Services”,

and should have read:

“Assistant Director, Pedagogical Services”;

IT WAS MOVED by Commissioner L. Smith to amend resolution #ETSB10-06-106 accordingly.

Carried unanimously

7. NEW BUSINESS**7.1 Acceptance of Letter of Resignation**

The Chairman brought forward the following resolution regarding the acceptance of a letter of resignation:

**Resolution No. ETSB10-08-134
Acceptance of Letter of Resignation**

WHEREAS Ms. Diane Michalski informed the chair of the Council of Commissioners on August 2nd of her resignation from her position as School Commissioner of Mansonville, effective August 24, 2010;

WHEREAS Bill 86 defers the general school elections that was to be held on November 6, 2011, to a date to be set by the Government;

WHEREAS despite the second paragraph of section 199 and sections 200 and 200.1 of the Act respecting school elections, until the date of the next general school election is

set by the Government, any vacancy in the office of commissioner is to be filled by the council of commissioners in the manner set out in the first paragraph of section 199 of that Act;

IT WAS MOVED BY Commissioner J. Humenuik-Campbell to proceed to identify the next commissioner of Mansonville in respect of section 199 of the Act respecting school elections.

IT WAS FURTHER MOVED BY Commissioner J. Humenuik-Campbell to thank Ms. Michalski for her dedicated work throughout the years.

Carried unanimously

Commissioners J. Humenuik-Campbell and F. MacGregor volunteered to join the Chair, M. Murray, as members of a Search Committee.

7.2 Uniform Evaluation 2010-2011

The Director of Financial Services presented the following resolution regarding the Uniform Evaluation for 2010-2011:

Resolution No. ETSB10-08-135 Uniform Evaluation 2010-2011

WHEREAS resolution No. ETSB10-07-126 adopted at the meeting of the Council of Commissioners on Tuesday July 6, 2010, provided that the uniform evaluation needed to establish the equalization grant would be shared with the Council as soon as it was available;

The uniform evaluation for 2010-2011 is established at \$3,703,910,280.00.

IT WAS MOVED BY Commissioner G. Holliday to receive the Uniform Evaluation for 2010-2011.

Carried unanimously

7.3 Student Ombudsman

The Secretary General brought forward the following resolution:

Resolution No. ETSB10-08-136 Student Ombudsman

WHEREAS, in accordance with section 220.2 of the *Education Act*, the Council of Commissioners adopted, on June 22nd, the *Procedure for the examination of complaints from students or their parents*;

WHEREAS the Eastern Townships School Board will need to identify a student ombudsman;

WHEREAS the Eastern Townships School Board will be joining the *Commission scolaire de la Région-de-Sherbrooke*, the *Commission scolaire des Sommets* and the *Commission scolaire des Hauts-Cantons* in the identification of a common student ombudsman for the four school boards;

WHEREAS to proceed to the hiring of the Student Ombudsman, a selection committee will be formed with representatives of the four school boards;

WHEREAS each school board can have two representatives, including one commissioner;

WHEREAS at the end of the posting, the selection committee will identify the candidates that will be invited for an interview and will participate in the interviews;

WHEREAS the Student Ombudsman will be designated after consultation with the Parent's Committee and on the recommendation of the Governance and Ethics Committee;

IT WAS MOVED BY Commissioner B. Bailey to name Commissioner G. Barnett as the delegate for the Selection Committee.

Carried unanimously

7.4 Signing Officers for Schools/Centres – Eastern Townships Learning Centre

7.4.1 Eastern Townships Learning Centre

The Director of Financial Services brought forward the following resolutions regarding Signing Officers for Schools/Centres:

Resolution No. ETSB10-08-137

Signing Officers for Schools/Centres – Eastern Townships Learning Centre

WHEREAS the *Caisse Desjardins de l'est de Sherbrooke* requires the names of representatives authorized to sign banking documents on behalf of the ETSB Learning Centre;

WHEREAS a new staff assignment has changed the name of a representative at the ETSB Learning Centre;

IT WAS MOVED BY Commissioner B. Bailey that the following individual be authorized to sign banking documents on behalf of their respective school/centre:

ETSB Learning Centre

Angela Chretien Goodsell (remove)

Anna St. Hilaire (add)

Carried unanimously

7.4.2 Signing Officers for Schools/Centres - Lennoxville and North Hatley Elementary Schools

**Resolution No. ETSB10-08-138
Lennoxville and North Hatley Elementary Schools**

WHEREAS the CIBC Bank requires the names of representatives authorized to sign banking documents on behalf of ETSB schools, including: Lennoxville Elementary School, and North Hatley Elementary School;

WHEREAS new staff assignments have changed the names of representatives in these schools;

IT WAS MOVED BY Commissioner G. Holliday that the following individuals be authorized to sign banking documents on behalf of their respective schools:

Lennoxville Elementary School

Jennifer Luce (remove)
Brenda Marrotte (add)

North Hatley Elementary

Brenda Marrotte (remove)
Victoria Loach (add)

Carried unanimously

7.4.3 Signing Officers for Schools/Centres – Knowlton Academy

**Resolution No. ETSB10-08-139
Signing Officers for Schools/Centres – Knowlton Academy**

WHEREAS the Bank of Montreal requires the names of representatives authorized to sign banking documents on behalf of Knowlton Academy;

WHEREAS a new staff assignment has changed the name of a representative at Knowlton Academy;

IT WAS MOVED BY Commissioner P. Channell that the following individual be authorized to sign banking documents on behalf of their respective school:

Knowlton Academy

Sandra Marchand (remove)
Brenda Scott (add)

Carried unanimously

7.4.4 Signing Officers for Schools/Centres – Butler, Farnham, Parkview & Waterloo Elementary Schools & Brome-Missisquoi Campus (Vocational Education & Adult Education)

Resolution No. ETSB10-08-140

Signing Officers for Schools/Centres – Butler, Farnham, Parkview & Waterloo Elementary Schools & Brome Missisquoi Campus (Vocational Education & Adult Education)

WHEREAS the Eastern Townships School Board (“ETSB”) appointed the National Bank to provide banking services;

WHEREAS the accepted bid received from the National Bank also includes banking services for ETSB schools and centres;

WHEREAS the National Bank requires the names of representatives authorized to sign banking documents on behalf of ETSB schools and centres;

WHEREAS new staff assignments have changed the names of representatives in a few schools and centres;

IT WAS MOVED BY Commissioner G. Carrière that the following individuals be authorized to sign banking documents on behalf of their respective school(s) or centre(s):

Butler Elementary	Brenda Scott (remove) Catherine Spencer (add)
Farnham Elementary	Catherine Spencer (remove) Evelyn Irwin (add)
Parkview Elementary	Lynn Bauer (remove) Christine Mailhot (add)
Waterloo Elementary	Evelyn Irwin (remove) Linda Brasseur (add)
Brome-Missisquoi Campus (Voc. Ed. & Adult Ed.)	Jeanne Ball (remove) Lynn Bauer (add)

Carried unanimously

7.5.1 Appointment of Vice-Principal 100% Massey-Vanier High School

The Director General brought forward the following administrative appointments:

Resolution No. ETSB10-08-141**Appointment of Vice-Principal 100% Massey-Vanier High School**

WHEREAS the position of Vice-Principal 100% of Massey-Vanier High School had been vacated by the departure of Ms. Diane Baillie;

WHEREAS the position had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS the Senior Administrative team unanimously recommends this person to the Council of Commissioners;

WHEREAS the approved candidate will be subject to the one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner D. Sullivan that the appointment of Mr. David Scott to the position of Vice-Principal 100% of Massey-Vanier High School be approved, effective August 25, 2010.

Carried unanimously

7.5.2 Appointment of Principal 40% of Sawyerville Elementary School; 40% Pope Elementary School and 20% Special Projects**Resolution No. ETSB10-08-142****Appointment of Principal 40% of Sawyerville Elementary School; 40% Pope Elementary School and 20% Special Projects**

WHEREAS the position of Principal 40% of Sawyerville Elementary School had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS the position of Principal 40% of Pope Elementary School had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS there was no candidate for the position at Pope Elementary School;

WHEREAS the candidate selected retains the qualifications and experience that respond to the designated criteria, and had expressed an interest for both schools;

WHEREAS the Senior Administrative team unanimously recommends this person to the Council of Commissioners;

WHEREAS the approved candidate will be subject to the one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner D. Sullivan that the appointment of Norma Humphrey to the position of Principal 40% of Sawyerville Elementary School, Principal 40% of Pope Elementary School and 20% Special Projects, be approved, effective August 25, 2010.

Carried unanimously

7.5.3 Appointment of Superintendent of Buildings and Equipment (Maintenance)

Resolution No. ETSB10-08-143

Appointment of Superintendent of Buildings and Equipment (Maintenance)

WHEREAS the position of Superintendent of Buildings and Equipment (Maintenance) became vacant following the retirement of Mr. Richard Musty;

WHEREAS the position had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS the candidate selected retains the qualifications and experience that respond to the designated criteria;

WHEREAS the Senior Administrative team unanimously recommends this person to the Council of Commissioners;

WHEREAS the approved candidate will be subject to the one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner G. Barnett that the appointment of Richard Péroquin to the position of Superintendent of Buildings and Equipment (Maintenance) be approved, effective September 13, 2010.

Carried unanimously

7.5.4 Appointment of Principal 20% of Knowlton Academy (replacement until June 2011)**Resolution No. ETSB10-08-144****Appointment of Principal 20% of Knowlton Academy (replacement until June 2011)**

WHEREAS the current principal, Ms. Nathalie Chartrand, was granted a 20% leave of absence (resolution # ETSB 10-06-108);

WHEREAS the position of Principal 20% of Knowlton Academy (replacement until June 30, 2011) had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS the candidate selected retains the qualifications and experience that respond to the designated criteria;

WHEREAS the Senior Administrative team unanimously recommends this person to the Council of Commissioners;

WHEREAS the approved candidate will be subject to the one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner G. Holliday that the appointment of Ann Stairs to the position of Principal 20% of Knowlton Academy, be approved, effective August 25, 2010, until June 30, 2011 (inclusive).

Carried unanimously

7.5.5 Appointment of Principal 40% of Cookshire Elementary School**Resolution No. ETSB10-08-145****Appointment of Principal 40% of Cookshire Elementary School**

WHEREAS the position of Principal 40% of Cookshire Elementary School had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members;

WHEREAS the candidate selected retains the qualifications and experience that respond to the designated criteria;

WHEREAS the Senior Administrative team unanimously recommends this person to the Council of Commissioners;

WHEREAS the approved candidate will be subject to the one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner L. Smith that the appointment of Cora MacLeod to the position of Principal 40% of Cookshire Elementary School, be approved, effective August 25, 2010.

Carried unanimously

7.6 Quebec English School Boards Association (QESBA) Draft Budget for 2010-2011

Commissioner D. Sullivan brought forward the following resolution:

Resolution No. ETSB10-08-146

Quebec English School Boards Association (QESBA) Draft Budget for 2010-2011

WHEREAS the Finance Committee of the QESBA has presented a draft budget for the 2010-2011 year;

WHEREAS the Board of Directors of QESBA has recommended that the draft budget be proposed to the Annual General Meeting;

WHEREAS the draft budget has been circulated to the member Boards for consideration prior to the Annual General Meeting, and has been recommended after examination by the Executive Committee;

IT WAS MOVED BY Commissioner F. MacGregor that the Eastern Townships School Board accept the proposed draft QESBA budget for the 2010-2011 year and that a copy of this resolution be forwarded to the QESBA.

Carried unanimously

8. DIRECTOR GENERAL'S REPORT

The Director General gave a verbal report in which the following items were discussed:

- The theme of the Management Session and Back to School Session is "empowerment";
- The Director General and the Assistant Director General will be visiting all of our schools this Fall in the ETSB territory;
- Welcome back to everyone;
- A video message from the ETSB will be sent to all schools, as well as a nice fruit basket.

The video message was reviewed by all present.

9. REPORT FROM THE CHAIR

The Chairman, M. Murray, reviewed his report of August 24, 2010, in which the following points were highlighted:

- Welcome back to everyone;
- Regrets at the resignation of Commissioner Diane Jones of the Mansonville/Potton ward;
- Confirmation that Mansonville Elementary School will remain open, despite the small number of students. The ETSB will continue to support the school for as long as there is demand for it;
- The Senate committee on official languages will be holding public hearings in the Sherbrooke area in mid-September as part of its study on the English-speaking communities in Quebec. The Secretary General and the Chairman will be making a presentation on September 16th;
- All indications are that the Province-wide consultation on education planned for this Autumn under the previous minister of Education, will go ahead;
- A three day summit involving representatives of all interested parties will be convened in November;
- Acknowledgement of the members of our team that work unseen and often throughout the summer while educators refresh and prepare for the new year;
- Acknowledgement and thanks to the team of technicians in our Information Technology department. Thanks to their commitment, our students will be equipped with laptops starting the second week of school;
- Acknowledgement and thanks to our Transportation department who manage to deliver over five thousand students to our schools and centres;
- Thank you to our taxation group for their outstanding job performance;
- Welcome to all parents and students of the ETSB.

A copy of the Chairman's Report is attached to and forms a part of the Official Copy of the Minutes.

10. COMMITTEE REPORTS

10.1 Executive Committee

The Chairman, M. Murray, indicated that the Executive Committee had approved the staffing plan and had reviewed the administrative appointments.

There was nothing new to report from any of the Advisory Committees, as meetings for the new school year had not yet been held.

11. QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION REPORT

There was no report.

12. S.O.F.I.E. REPORT

There was no report.

13. COMMISSIONERS' COMMENTS AND QUESTIONS

Commissioner F. MacGregor asked how the Board was doing regarding the new computers.

Commissioner J. Humenuik-Campbell referred to the funds that the Ministry is giving for the improvement of our buildings and asked if everything was being taken into consideration.

Commissioner A. McCrory indicated that a meeting had been held with the Townshippers' Association and the QESBA regarding Bill 103.

The Secretary General indicated that the *Banque Alimentaire Memphrémagog* is sponsoring a lunch box project to give lunch to children in need to five schools in their territory. This program will start at the end of September in Magog.

The Secretary General asked for Commissioners to reply to her e-mail regarding the symposium. She also asked if everyone had received the new phone list and requested that she be informed if any changes were necessary.

Commissioner P. Keenan-Adank stated that she was encouraged by the new drop-out results.

The Chairman indicated that one of the Board objectives should be to obtain additional Community Learning Centre grants and to strongly advocate with the Ministry.

Commissioner P. Keenan-Adank heard of an interview on CBC regarding air-conditioning that took only 1/10 of the power than other systems.

Commissioner F. MacGregor asked for feed-back regarding the teleconferencing experience.

14. CORRESPONDENCE

The Chairman indicated that a letter had been received from the Ministry regarding the Partnership Agreement.

15. QUESTION PERIOD

There were no questions.

16. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner A. McCrory at 8:25 p.m.

Secretary General

Chairman

2010-08-25
DW