

GUEST

Josiane Bergeron (Pedagogical Consultant/Dropout Prevention)

OBSERVERS

Richard Goldfinch (President of ATA), Sharon Priest (Communications Consultant) and Randolph MacLEAN (President of ETASA).

1. CALL THE MEETING TO ORDER

The Chairman, M. Murray, called the meeting to order at 7:27 p.m.

2. ADOPTION OF THE AGENDA

IT WAS MOVED BY Commissioner G. Barnett to adopt the Agenda of January 26, 2010, as deposited.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE DECEMBER 15, 2009 MEETING

IT WAS MOVED BY Commissioner L. Smith to approve the Minutes of the meeting that was held on December 15, 2009, as deposited.

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 signal the following:

- School Bus Safety weeks will be held across the province from February 1st to the 13th. We would like to take this opportunity to recognize the hard work and dedication of our school bus drivers. The ETSB has an excellent safety record and our students well being and safety are a priority for each and every one of our drivers who take this responsibility to heart;
- Teacher Appreciation week will be celebrated from February 7th to the 13th across Quebec. This is an opportunity to signal the important role that teachers play in the lives of students and school communities. It is also a time to take

pause and thank our dedicated teachers for their invaluable contribution, not only for the youth of today but our future leaders;

➤ The ETSB's connection to the Vancouver 2010 winter Olympics continues. Ilze Epnors, Administrator for the International Students program, and Catherine Nadon, teacher at Alexander Galt Regional High School, have both been chosen to volunteer at the games. Ms Epnors will be working at the athlete's village and Ms. Nadon will be assisting in the medal presentations. Congratulations to them both on being chosen to assist at the games;

➤ On January 12th, a devastating earth quake hit Haiti, a country already in dire need and very poor. We would like to signal at this time the resilience of the Haitian people who are struggling but persevering. In answer to the call for help, the ETSB is working together to raise funds for the relief effort. Students, staff and school communities have joined together to raise money and show their support and respect for the people of Haiti. The funds raised will be sent to the Canadian Red Cross. We extend our thanks and congratulations to the students and staff in our schools and centres who have answered the call for help.

6. **BUSINESS ARISING**

6.1 **Settlement of the Division Line at Knowlton Academy**

The Assistant Director General presented the following resolution:

Settlement of the Division Line at Knowlton Academy

WHEREAS Knowlton Academy and its neighbors, Ms. Nathalie Bruneau and Mr. Robert Barette, are not using their land as described in their respective title of the deed;

WHEREAS a discussion took place between the two parties in order to regulate the situation;

WHEREAS the legal fees necessary to regulate the situation will be paid by Ms. Bruneau and Mr. Barette;

WHEREAS the fence will be rebuilt and the cost will be divided between the School Board, Ms. Bruneau and Mr. Barette;

WHEREAS the School Board promises to give 180.5 sq. meters of their lot P.1179;

IT WAS MOVED by Commissioner _____
that the title of the deed be modified;

IT WAS FURTHER MOVED that the Director General be
authorized to sign all associated documentation.

Commissioner R. Gagnon requested that the resolution be amended as to mention that Ms. Bruneau and Mr. Barette absorb the cost of the fence and of its' maintenance in perpetuity and that they might not use any materials that could be harmful to students and staff.

Resolution No. ETSB10-01-57
Settlement of the Division Line at Knowlton Academy

WHEREAS Knowlton Academy and its neighbors, Ms. Nathalie Bruneau and Mr. Robert Barette, are not using their land as described in their respective title of the deed;

WHEREAS a discussion took place between the two parties in order to regulate the situation;

WHEREAS the legal fees necessary to regulate the situation will be paid by Ms. Bruneau and Mr. Barette;

WHEREAS Ms. Bruneau and Mr. Barette are to absorb the cost of the fence and of its' maintenance in perpetuity and might not use any materials that could be harmful to students and staff;

WHEREAS the School Board promises to give 180.5 square meters of their lot P.1179;

IT WAS MOVED by Commissioner A. McCrory that the title of the deed be modified;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documentation.

Carried unanimously.

7. NEW BUSINESS

7.1 Approval of Deeds of Establishment and 3-Year Plan of Allocation and Destination of Immovables

The Assistant Director General presented the Deeds of Establishment and 3-Year Plan of Allocation and Destination of Immovables.

Resolution No. ETSB10-01-58**Approval of Deeds of Establishment and 3-Year Plan of Allocation and Destination of Immovables**

IT WAS MOVED BY Commissioner T. Creary to approve the Deeds of Establishment and 3-Year Plan of Allocation and Destination of Immovables, as deposited.

Carried unanimously

The deeds and 3-Year Plan of Allocation and Destination of Immovables are attached to and forms a part of the Official Copy of the Minutes.

7.2 Appointment of Assistant Director General Designate

The Assistant Director General presented the following resolution regarding the appointment of the Assistant Director General Designate:

Resolution No. ETSB10-01-59**Appointment of Assistant Director General Designate**

WHEREAS, on December 15, 2009, the Council of Commissioners appointed Chantal C. Beaulieu as Director General, effective April 2nd, 2010 (Resolution #ETSB 09-12-50);

WHEREAS this appointment creates a vacancy in the Assistant Director General and the Secretary General positions;

WHEREAS the Director General designate recommends that Gilles Ribaux, the current Director of Pedagogical Services, be appointed Assistant Director General, while retaining his mandate in Pedagogical Services;

WHEREAS a contract will be negotiated with Mr. Ribaux, outlining specific working conditions;

WHEREAS the position of Secretary General/Director of Communications and Community Development will be posted in the near future;

IT WAS MOVED BY Commissioner J. Humenuik-Campbell that the Council of Commissioners appoint Gilles Ribaux Assistant Director General of the Eastern Townships School Board, effective April 2nd, 2010.

Carried unanimously

7.3 Dropout Prevention Update

The Pedagogical Consultant/Dropout Prevention gave a power-point presentation which outlined the priorities that are being worked on at the regional level. She indicated that

they are in the fourth year of a five-year agreement with the *PRÉE* (Partners for Educational Success). The priorities are as follows:

1. Research Chair in reading and writing;
2. Reading and writing pamphlets for parents;
3. Recognition of the value of maximum attendance in class;
4. Balancing studies/work program;
5. MRS promotion of school perseverance;
6. Mentoring project for the transition between High School and CEGEP;
7. Hooked on School Days – February 15th -19th, 2010;
8. Early screening and school readiness;
9. Regional retreat;
10. Website – www.reussiteeducativeestrie.ca.

7.4 Appointment of Administrators

7.4.1 Appointment of Principal, Global Learning Institute

The Director General presented the following resolution:

Resolution No. ETSB10-01-60

Appointment of Principal, Global Learning Institute

WHEREAS the position of Coordinator, Global Learning Institute, had been vacated by the retirement of Mr. Don McLean, effective January 22, 2010;

WHEREAS the position of Principal, Global Learning Institute, had been advertised throughout the ETSB territory through the internal posting procedures;

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 management appraisal process;

IT WAS MOVED BY Commissioner L. Smith that the appointment of Ms. Eva Lettner to the position of Principal, Global Learning Institute, be approved, effective immediately.

Carried unanimously

7.4.2 Recommendation for Appointment of Principal – Princess Elizabeth Elementary School (80%) and Special Projects – Daycare (20%)

The Director General presented the following resolution:

Resolution No. ETSB10-01-61

Recommendation for Appointment of Principal – Princess Elizabeth Elementary School (80%) and Special Projects – Daycare (20%)

WHEREAS the resignation of the current Principal of Princess Elizabeth Elementary School, as of January 26, 2010, created a vacancy;

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

WHEREAS a candidate has been selected through the internal posting procedures for ETASA members;

WHEREAS the selected candidate retained the qualifications and experience that responded to the designated criteria;

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

IT WAS MOVED BY Commissioner B. Vanasse that the appointment of Luc Rodrigue to the position of Principal, DP - Class 6, Princess Elizabeth Elementary School (80%) and Special Projects-Daycare (20%), be approved, effective immediately.

Carried with 1 abstention
- Commissioner T. Creary

7.5 Doors and Windows Replacement – Farnham Elementary School – Project #34-2009-2010

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-62

Doors and Windows Replacement – Farnham Elementary School – Project #34-2009-2010

WHEREAS the *Ministère de l'Éducation, du Loisir et du Sport (MELS)* approved a windows and doors replacement project estimated at \$88, 990.00 (taxes included) for Farnham Elementary School, under the measure *Amélioration, Modification et Transformation des bâtiments 2009-2010 (AMT)*;

WHEREAS six firms received the project specifications after a public invitation to bid on the project;

WHEREAS six bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$52,655.00 (including taxes), was received by the company *Installation Steeve Brault Inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees is \$57,455.69;

WHEREAS the assigned architectural firm of *Favreau Blais* after reviewing the bids, has recommended the firm of *Installation Steeve Brault Inc.* to do the work;

IT WAS MOVED BY Commissioner J. Humenuik-Campbell that the firm of *Installation Steeve Brault Inc.* be awarded the contract for the replacement of doors and windows at Farnham Elementary School;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documentation.

Carried unanimously

7.6 Membership on the *Éducation Internationale* Board of Directors

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-63

Membership on the *Éducation Internationale* Board of Directors

WHEREAS Ronald Canuel will be retiring as of April 2nd, 2010;

WHEREAS he is an active member on the Board of Directors at *Éducation Internationale*;

IT WAS MOVED BY Commissioner F. MacGregor that Mr. Ronald Canuel maintain his position as a member of the Board of Directors at *Éducation Internationale* until the General Assembly in October 2010.

Carried unanimously

7.7 Signing Officers for Schools/Centres

7.7.1 Signing Officers for Schools/Centres- Heroes' Memorial Elementary School

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-64**Signing Officers for Schools/Centres – Heroes’ Memorial Elementary School**

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 one elementary school;

IT WAS MOVED BY Commissioner T. Creary that the following changes be made to the individuals authorized to sign banking documents on behalf of Heroes’ Memorial Elementary School:

Blaine McDonald, principal (remove)
Terry Bell, principal (add)

Carried with 1 abstention
- Commissioner P. Bell

7.7.2 Signing Officers for Schools/Centres – Sunnyside Elementary School

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-65**Signing Officers for Schools/Centres – Sunnyside Elementary School**

WHEREAS the *Caisse Desjardins de Stanstead* requires the names of representatives authorized to sign banking documents on behalf of Sunnyside Elementary School;

WHEREAS new staff assignments have changed the names of representatives at Sunnyside Elementary School;

IT WAS MOVED BY Commissioner P. Bell that the following changes be made to the individuals authorized to sign banking documents on behalf of Sunnyside Elementary School:

Heather Stratton (add)
Sandra Gendreau (remove).

Carried with 1 abstention
- Commissioner T. Creary

**7.8 Lighting Replacement Phase 2 at Alexander Galt Regional High School
Project #32-2009-2010**

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-66
Lighting Replacement Phase 2 at Alexander Galt Regional High School
Project #32-2009-2010

WHEREAS the *Ministère de l'Éducation, du Loisir et du Sport (MELS)* approved a lighting retrofit project estimated at \$131,000.00 (taxes included) for Alexander Galt Regional High School, under the measure *Amélioration, Modification et Transformation des bâtiments 2009-2010 (AMT)*;

WHEREAS four firms received the project specifications after a public invitation to bid on the project;

WHEREAS three bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$105 312.38 (including taxes), was received by the company *Beaucher Électrique Inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees is \$130 114.38;

WHEREAS the assigned engineering firm of *Ecovision Consulting*, after reviewing the bids, has recommended the firm of *Beaucher Électrique Inc.*, to do the work;

IT WAS MOVED BY Commissioner L. Smith that the firm of *Beaucher Électrique Inc.*, be awarded the contract for the lighting replacement at Alexander Galt Regional High School;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documentation.

Carried unanimously

**7.9 Replacement of the Damper at Alexander Galt Regional High School
Project #30-2009-2010**

The Assistant Director General presented the following resolution:

Resolution No. ETSB10-01-67
Replacement of the Damper at Alexander Galt Regional High School
Project #30-2009-2010

WHEREAS the *Ministère de l'Éducation, du Loisir et du Sport (MELS)* approved a damper retrofit project estimated at \$140,000.00 (taxes included) for Alexander Galt Regional High School, under the measure *Amélioration, Modification et Transformation des bâtiments 2009-2010 (AMT)*;

WHEREAS three firms received the project specifications after a public invitation to bid on the project;

WHEREAS three bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$122 031.42 (including taxes), was received by the company *GNR Corbus Inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees is \$139 807.02;

WHEREAS the assigned engineering firm of Ecovision Consulting, after reviewing the bids, has recommended the firm of *GNR Corbus Inc.*, to do the work;

IT WAS MOVED BY Commissioner G. Barnett that the firm of *GNR Corbus Inc.*, be awarded the contract for the replacement of the damper at Alexander Galt Regional High School;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documentation;

Carried with 1 abstention
- Commissioner T. Creary

8. DIRECTOR GENERAL'S REPORT

The Director General gave a verbal report in which the following points were highlighted:

- Review of the enrolment projections by the Ministry for the Eastern Townships School Board and how do we maintain and attract more students;
- Haitian relief;
- The Enhanced Learning Strategy (ELS) will absolutely continue.
- The Eastern Townships School Board has been invited to attend the conference hosted by the OECD, World Bank and Interamerican Bank in Vienna, Austria. The Director of Pedagogical Services will be making a keynote address on behalf of the Eastern Townships School Board. The Chairman, M. Murray, will also be in attendance.

9. REPORT FROM THE CHAIR

The Chairman, M. Murray, gave a verbal report in which the following items were discussed:

- Recognition of World Leadership – NSBA will be visiting the Eastern Townships School Board;
- We are presently receiving eleven (11) international students in our school board;
- Commissioner J. Humenuik-Campbell and the Chairman had the pleasure of accompanying a Chinese delegation visiting schools and centres in Brome-Mississquoi. The delegation liked the advanced technology (laptops, whiteboards) and found the informal atmosphere in the schools and centres very welcoming;
- On February 4th, the Chairman will be accompanying another delegation from a different part of China;
- The school board is looking into Y5 technology on buses;

10. COMMITTEE REPORTS

10.1 Executive Committee

The Chairman indicated that the Executive Committee had dealt with resolutions for appointments of administrators.

10.2 Adult and Vocational Education Advisory Committee

Commissioner G. Holliday, chairman of the Adult and Vocational Education Advisory Committee, indicated that there was nothing new to report. The next meeting will be held on February 4, 2010.

10.3 Audit Committee

Commissioner R. Gagnon, chairman of the Audit Committee, reviewed the Notes of the meeting that was held on January 12, 2010, in which the following items were discussed:

- Audit Advisory Committee Mandate;
- Video-conferencing;
- Financial Statements of 2008-2009;
- Honorarium – Professional Conduct Review Committee/Code of Ethics;
- Banking Agreement

10.4 Communications Advisory Committee

Commissioner G. Barnett, chairman of the Communications Advisory Committee, gave a verbal report of the meeting that was held on January 20, 2010, in which the following points were highlighted:

- Websites: Board and schools/centres;
- Volunteer recognition and teacher recognition events;
- Marketing of schools and centres;
- Teacher Appreciation week;
- School bus safety weeks – February 1st and 13th;
- Excellence in teaching event – February 10th;

10.5 Educational Services Advisory Committee

In the absence of the Chair of the Educational Services Advisory Committee, D. Sullivan, the Director of Pedagogical Services reviewed the Educational Services Advisory Committee Notes of January 12, 2010, in which the following items were discussed:

- School Success Plans report;
- School profiles.

10.6 Human Resources Advisory Committee

Commissioner F. MacGregor, chairman of the Human Resources Advisory Committee, reviewed the Notes of the meeting that was held on January 14, 2010, in which the following items were discussed:

- Invited guest - President of TRUSS;
- Discussion regarding the performance appraisal system currently used by the Board;
- H1N1 update;
- Selection criteria.

10.7 Planning and Development Advisory Committee

Commissioner Mike Murray, chairman of the Planning and Development Advisory Committee, reviewed the Notes of the meeting that was held on January 19, 2010, in which the following items were discussed:

- Assignment of responsibility for evaluation the DG and ADG to the Executive Committee;
- Policy orientation and recommendation regarding extended one-top-one deployment of laptops;

- Alternative secondary schools;
- Open source software;
- Review of and recommendations concerning the QESBA Strategic Plan;
- Information to be inserted in the Tax Bill mailing in the summer;
- Developing improved Statistical Tools;
- Report on December 17 joint meeting between commissioners of CS du Val-des-Cerfs and ETSB:
- Report from Mr. Murray regarding access to information requests;
- Brenda Bailey reports from FETC:
- Conferences and conventions – Participation's requests by commissioners;
- Delegation from Hainan province, China and projected return trip – Protocols and agreements to be signed in Hong Kong, Shanghai, Beijing on behalf of the school board.

The Assistant Director General presented the following resolutions:

Resolution No. ETSB10-01-68

Authorization to sign protocols with Chinese Schools and School Boards

IT WAS MOVED BY Commissioner B. Vanasse to authorize the Director General and Commissioner Joy Humenuik-Campbell to sign protocols with schools and school boards in China.

Carried with 1 abstention
- Joy Humenuik-Campbell

Resolution No. ETSB10-01-69

Authorization to sign protocols with Chinese Vocational Educational Institutions

IT WAS MOVED BY Commissioner T. Creary to authorize the Assistant Director General and Commissioner Joy Humenuik-Campbell to sign protocols with Vocational Education Institutions in China.

Carried with 1 abstention
- Joy Humenuik-Campbell

10.8 Transportation Advisory Committee

Commissioner J. Humenuik-Campbell, chairman of the Transportation Advisory Committee, indicated that there was nothing new to report as a meeting had not been held.

10.10 Parents' Committee

Parent Commissioner Tina Bilodeau indicated that a meeting had not been held.

10.11 Special Education Advisory Committee

The Director of Complementary Educational Services stated that the Notes of the Special Education Advisory Committee meeting held on November 11, 2009, were included in the Commissioner kits.

11. QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT

Commissioner F. MacGregor gave a verbal report, in which the following points were highlighted:

- A Planning and Development session will be held on March 26th and 27th. The location for this event has not yet been established;
- With the new constitutional change, each board will have a member (Mr. MacGregor's mandate will be extended);
- Staying in school – Menard Report is being discussed;
- Complaint from some Boards regarding the possible extravagant increase in rates of fibre optics. The QESBA has prepared a letter for the CRTC. The CRTC has not yet ruled on this;
- Overview of negotiations;
- Canadian Student Leadership Conference to be held in September 2010.

A brochure was circulated entitled "2010 Quebec English School Boards Association Strategic Plan 2015" – to advocate, promote, preserve, develop and succeed.

12. SOFIE REPORT

Commissioner J. Humenuik-Campbell indicated that she had not been in attendance at the last meeting of SOFIE. She stated that committee members still need to sit down and look at the entente.

13. COMMISSIONERS' COMMENTS AND QUESTIONS

Parent Commissioner T. Bilodeau was pleased to announce that Asbestos-Danville Shipton Elementary School would be receiving a \$1,000 grant from Green Apple. The deadline for submissions is March 10th. To date, six (6) schools have been approved.

Commissioner F. MacGregor asked how the volunteer recognition would be done. Parent commissioner T. Bilodeau explained the process.

Commissioner B. Vanasse asked how to obtain recognition from our own province concerning the success of the Enhanced Learning Strategy (ELS).

14. CORRESPONDENCE

The Assistant Director General read a thank you note that was received from a kindergarten teacher and her class at St-Francis Elementary School following the receipt of the Big Book for Christmas.

The Chairman indicated that the following items of correspondence had been received from MELS:

- *Aide financière*
- *Circonscription électorale.*

15. QUESTION PERIOD

There were no questions.

16. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 9:50 p.m.

Secretary General

Chairman

2010-01-28
DW