



## 2. ADOPTION OF THE AGENDA

**IT WAS MOVED BY** Commissioner D. Sullivan to adopt the Agenda of September 27, 2011, as deposited.

Carried unanimously

## 3. APPROVAL OF THE MINUTES OF THE MEETING OF AUGUST 23, 2011

**IT WAS MOVED BY** Commissioner G. Barnett to approve the Minutes of the meeting that was held on August 23, 2011, 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:

- It has been brought to our attention that one school custodian has taken her passion for her hobby to help enrich the students lives at her school. Julie Derby, who works at Waterloo Elementary School, not only keeps the school in tip-top shape, but has also found the time to put her personal mark on the school by building very unique and special benches, bookshelves and also items to make the school that much more inviting. She has also been running a woodworking club for students, where this year they hope to make animal cut-out puzzles to be sold as a fundraiser for the school. We would like to thank Julie for her hard work and dedication to the students of Waterloo Elementary School and the school community. Her cheerful demeanour and attitude are appreciated by the students, school staff and community;
- Congratulations to the Alexander Galt Regional High School (AGRHS) Senior Girls, Junior Girls and the Girls Bantam "GALT" soccer teams for their championship wins at the 34th Nancy Brown Invitational Soccer Tournament held September 14th. Teams from Richmond Regional High School and Massey-Vanier High School also competed;
- Richmond Regional High School submitted an application for the *Prix d'excellence en environnement du Conseil régional de l'environnement de l'Estrie*, for their Community Garden Project. Although not retained as a finalist this year for the gala, we would like to recognize the hard work put into the application process and the project;
- On September 17th the Townshippers' Association held its annual Townshippers' Day in Stanstead. We would like to thank the schools and

centres who attended and represented the ETSB as well as recognize the ETSB drivers who volunteered their time to shuffle participants around throughout the day;

- September 29, 2011 marks the *Journée nationale du personnel de soutien scolaire*. On behalf of the commissioners, senior administrators and school and centre administrators, we would like to extend our appreciation for their hard work and dedication.

## **6. BUSINESS ARISING**

There was no Business Arising.

## **7. NEW BUSINESS**

### **7.1 Confirmation of Administrative Positions**

#### **7.1.1 Confirmation of Administrative Position - Superintendent of Buildings and Equipment (Maintenance)**

The Director General presented the following resolution:

#### **Resolution No. ETSB11-09-04**

#### **Confirmation of Administrative Position - Superintendent of Buildings and Equipment (Maintenance)**

**WHEREAS** the following individual was appointed to an existing administrative position for the 2010-2011 school year:

Mr. Richard Péloquin, Superintendent of Buildings and Equipment (Maintenance);

**WHEREAS** the performance appraisal of the individual indicated high success;

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

**IT WAS MOVED BY** Commissioner J. Humenuik-Campbell that Mr. Richard Péloquin be confirmed into the administrative position in the Eastern Townships School Board.

Carried unanimously

#### **7.1.2 Confirmation of Administrative Position – Administration Officer, Local Project Manager for the Community Learning Centre (CLC) 40% at Princess Elizabeth Elementary School**

The Director General presented the following resolution:

**Resolution No. ETSB11-09-05****Confirmation of Administrative Position – Administration Officer, Local Project Manager for the Community Learning Centre (CLC) 40% at Princess Elizabeth Elementary School**

**WHEREAS** the following individual was appointed to an existing administrative position for the 2010-2011 school year:

Ms. Pervana Mladenof, Administration Officer, Local Project Manager for the Community Learning Centre (CLC) 40% at Princess Elizabeth Elementary School;

**WHEREAS** the performance appraisal of the individual indicated high success;

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

**IT WAS MOVED BY** Commissioner D. Brodie that Ms. Pervana Mladenof be confirmed into her administrative position in the Eastern Townships School Board.

Carried unanimously

**7.2 Recommendation for Appointment of Administration Officer - Local Project Manager for the Community Learning Centre (CLC) 70% at Richmond Regional High School**

The Director General presented the following resolution:

**Resolution No. ETSB11-09-06****Recommendation for Appointment of Administration Officer - Local Project Manager for the Community Learning Centre (CLC) 70% at Richmond Regional High School**

**WHEREAS** Richmond Regional High School has been selected to develop and implement a CLC which requires the appointment of a Local Project Manager;

**WHEREAS** the position has been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members, as well as externally;

**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 Ms. Siu-Min Jim to the position of Administration Officer – CLC Richmond Regional High School be approved, effective September 28, 2011.

Carried unanimously

### **7.3 Recommendation for Appointment of Coordinator of Financial Services**

The Director General presented the following resolution:

#### **Resolution No. ETSB11-09-07**

#### **Recommendation for Appointment of Coordinator of Financial Services**

**WHEREAS** the ETSB recognizes the need for a position of Coordinator of Financial Services;

**WHEREAS** the position had been advertised throughout the ETSB territory through the internal posting procedures for ETASA and Management members, as well as externally;

**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 R. Gagnon that the appointment of Ms. Sophie Leduc to the position of Coordinator of Financial Services be approved, effective September 28, 2011.

Carried unanimously

### **7.4 Signing Officers for Schools/Centres – New Horizons Adult Education Centre**

The Director of Financial Services presented the following resolution:

#### **Resolution No. ETSB11-09-08**

#### **Signing Officers for Schools Centres – New Horizons Adult Education Centre**

**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** there has been a staff departure at New Horizons Adult Education Centre;

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

New Horizons Adult Education Centre

Carole Blouin (remove)

Carried unanimously

## **8. DIRECTOR GENERAL'S REPORT**

The Director General presented her report of September 27, 2011. Her report outlined "The Importance of Vision".

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

## **9. REPORT FROM THE CHAIR**

The chairman, M. Murray, presented his report of September 27, 2011, in which the following points were highlighted:

- Recognition of the *Commission Scolaire du Val-des-Cerfs* who recently published a review of its progress over the last two years;
- A survey conducted on the ETSB website indicated that only 40% of respondents knew who their school commissioner was. Providing information on commissioners to our schools and communities is vital to the survival of school boards;
- Quebec has an education system among the best in the world, and better than any other G20 country. The Organization for Economic Cooperation and Development (OECD) conducts uniform examinations in literacy, science and mathematics. The results can be found at [www.oecd.org](http://www.oecd.org).
- The secret of continuous improvement is to continuously question what we are doing and how we can do better.

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 principle business of the Executive Committee was approving the staffing recommendations.

## **10.2 Adult and Vocational Education Advisory Committee**

Commissioner G. Barnett, chairman of the Adult and Vocational Education Advisory Committee, indicated that the next meeting would be announced.

## **10.3 Audit Advisory Committee**

Commissioner J. Humenuik-Campbell, chairman of the Audit Advisory Committee, reviewed the Notes of the meeting that was held on September 6, 2011, in which the following items were discussed:

- *Protocole d'entente* with *Commission Scolaire du Val-des-Cerfs* (a resolution will be brought at the October council meeting);
- Committee – Call for Tenders (Qualitative Analysis)

### **10.3.1 Protocole d'entente Massey-Vanier**

Commissioner J. Humenuik-Campbell presented the following resolution regarding the *protocole d'entente*:

#### **Resolution No. ETSB11-09-09** **Protocole d'entente Massey-Vanier**

**WHEREAS** there was a need to develop an “*Entente de réciprocité pour l'utilisation des locaux et des terrains du complexe Massey-Vanier et du parc immobilier, à Cowansville, des commissions scolaires*”;

**WHEREAS** the representatives of the Town of Cowansville, *l'École Massey-Vanier* and Massey-Vanier High School reached an agreement and developed a *protocole d'entente*;

**WHEREAS** the principal of Massey-Vanier High School has been part of the discussions and approves the *protocole d'entente*;

**WHEREAS** the *protocole d'entente* would be valid until June 30<sup>th</sup>, 2015;

**WHEREAS** any changes that would be required would need to obtain the authorization of all the parties involved;

**IT WAS MOVED BY** Commissioner J. Humenuik-Campbell to authorize the Chair of the Council of Commissioners and the Director General to sign the *protocole d'entente*.

Carried unanimously

## **10.4 Communications Advisory Committee**

Commissioner D. Sullivan, chairman of the Communications Advisory Committee, reviewed the Notes of the meeting that was held on September 8, 2011, in which the following items were discussed:

- Promotion of schools/centres;
- Townshippers' Day 2011;
- Show Your Talent 2011-2012 will be held at the Massey-Vanier High School auditorium on April 26th (the date has since been changed to April 20th 2012);
- QESBA's Fall Annual General Meeting;
- Board-wide Open House – November 5th in all high schools;
- ETSB Connections, a new parents newsletter;
- ETSB Recognition Event – November 23rd 2011.

### **10.5 Educational Services Advisory Committee**

Commissioner R. Gagnon, chairman of the Educational Services Advisory Committee, reviewed the Notes of the meeting that was held on September 13, 2011, in which the following items were discussed:

- Enriched Studies & Accelerated Programs;
- Mandate of the Educational Services Advisory Committee;
- ELS Status Report – relevant data and deployment.

### **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 September 15, 2011, in which the following items were discussed:

- Review of the Mandate;
- Topics to be covered this year;
- Staffing update.

### **10.7 Planning and Development Advisory Committee**

Commissioner M. Murray, chairman of the Planning and Development Advisory Committee, reviewed the Notes of the meeting that was held on September 20, 2011, in which the following items were discussed:

- GLI-Banff Presentation – in June, a delegation made a bid to present our project at a three-day Alberta meeting of representatives of 35 countries following an international OECD conference. Cirque de Soleil is supporting this initiative. It will be held in mid-October;
- Pushing Boundaries – Presentation by the Director General;
- Policy of Guideline for capital projects requiring tenders.
- It was requested that an inventory of the buildings owned by the board be made.

The chairman indicated that he would like to form a committee to oversee the move of head office and the renovations of the building. Commissioners F. MacGregor, J. Downing-Bardati and B. Bailey volunteered to sit on this committee.

### **10.8 Transportation Committee**

Commissioner P. Bell, chairman of the Transportation Committee, stated that the school start-up had gone very well, and that the Superintendent of Transportation had given updates. The next meeting of the Transportation Committee will be held on October 3, 2011.

### **10.9 Parents' Committee**

The Parent Commissioners indicated that the next meeting of the Parents' Committee would be held on October 5, 2011.

### **10.10 Special Education Advisory Committee**

The Director of Complementary Educational Services indicated that the Notes of the Special Education Advisory Committee meeting held on June 8, 2011, were in the Commissioners' kits.

## **11. QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT**

Commissioner F. MacGregor gave a verbal report in which the following items were discussed:

- Planning and Development Annual General Meeting – Michael Goldbloom will be the moderator of the debates;
- Letters should be received soon from the nomination committee regarding voting on-line. Be sure to vote.

Commissioner R. Gagnon made a comment regarding the Monday Message. He stated that perhaps commissioners should be talking to Liberal Party Riding Committees. He asked if it was possible for the Board to find out where the Riding Associations are and to make an effort to contact them.

## **12. SOFIE REPORT**

Commissioner J. Humenuik-Campbell stated that the next SOFIE meeting would be held on October 7th, with the Annual General Meeting being held on October 20th.

## **13. COMMISSIONER'S COMMENTS AND QUESTIONS**

There were no comments or questions.

## **14. CORRESPONDENCE**

The chairman indicated that there was no correspondence.

**15. QUESTION PERIOD**

The President of TRUSS expressed kudos to everyone involved in the great workshop in Bromont. He stated that he had received many positive comments from those who had attended and encouraged the Board to continue what they have started.

**16. ADJOURNMENT**

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:51 p.m.

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Secretary General

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Chairman

2011-10-02

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