

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, FEBRUARY 27, 2018 – 7:00 P.M.
ETSB BOARD ROOM
340 SAINT-JEAN-BOSCO
MAGOG, QC. J1X 1K9

MINUTES

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

MEMBERS PRESENT (P):

Commissioners		Parent Commissioners	
Gordon Barnett	P	Mary Gilman	GH
Claire Beaubien	P	Paul Laberge	GH
Daniel Brodie	P	Cindy Véronneau	GH
Richard Gagnon	P	Kenneth Waterhouse	GH
Gary Holliday	P		
Joy Humenuik, <i>Vice-présidente</i>	P	Secretary General, Éric Campbell	P
Mary-Ellen Kirby	P	Director General and Director of Pedagogical Services, Kandy Mackey	P
Frank MacGregor	GH	Assistant Director General and Director of Operations, Michel Soucy	P
Alice McCrory	P	Director of Human Resources, Jeffrey Pauw	P
Jonathan Murray	GH	Director of Financial Services, Sophie Leduc	P
Michael Murray, <i>Président</i>	P	Director of Continuing Education, Eva Lettner	P
Tina Pezzi-Bilodeau	Absent	Director of Complementary Services, Gail Kelso	P

OBSERVERS

Sharon Priest, Communications Consultant

PUBLIC

Megan Seline, President of the Appalachian Teachers' Association (ATA)
Matthew McCully, The Record

1. CALL THE MEETING TO ORDER

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

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner R. Gagnon to adopt the Agenda of February 27, 2018 with the following modification:

- Item 9.3.2.2 A.G.R.H.S – Gym Rejuvenation (Phase III) – Tabled

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 23, 2018

Resolution No. ETSB18-02-73

Approval of the Minutes of the Meeting of January 23, 2018

WHEREAS a copy of the Minutes of the meetings of January 23, 2018 has been given to each Commissioner at least 6 hours before the opening of the meeting, the Secretary General is excused from reading the Minutes.

IT WAS MOVED BY Commissioner G. Barnett to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on January 23, 2018, as deposited.

Carried unanimously

4. QUESTION PERIOD

Megan Seline

Q: Any updates on the status of the entente between the Eastern Townships School Board and Commission Scolaire du Val-des-Cerfs?

M. Soucy, Assistant Director General

R: A meeting took place last week. It is too soon to have the final results.

Q: Who is part of the negotiation team from the Eastern Townships School Board?

Chairman, M. Murray

R: The Director General, the Assistant Director General and the Director of Finance.

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:

- On February 9th, the top student public-speaking winners from grades 3 and up at Heroes' Memorial Elementary School presented their speeches to their parents and

fellow classmates. In all, seven students spoke about varied topics such as: older siblings (Connor Patch), beginnings of the NHL (Shawn Needham), endangered species (James Piette), perils of an eight hour car ride (Kohl Devlin), the Twin Towers (Nathan Dresler), weird cake flavor (Noah Sparling), and the importance of wearing helmets (Devon Whitehead). Maxence Blanchard was also one of the winners but was unable to give his speech. On behalf of the Council and senior administrators, we would like to congratulate the winners and all who participated in the public speaking event, as well as the teachers and staff who supported the students;

- Parkview Elementary student Antoni Zuri has been chosen by the *Académie de l'Impact* to join their organization as a goalie. Antoni, who is 12 years old, plays with the Cosmos Soccer team in Granby and impressed the *Académie de l'Impact* coaches during their training camp. We would like to congratulate Antoni on this accomplishment and wish him continued success
- Students at Massey-Vanier High School have been busy this year collecting aluminum cans and tabs and turning them in for cash. An interesting way to raise funds, but in this case the fundraising isn't for the school. The funds raised go to the Shriners Hospital in Montreal to purchase much needed equipment. Last year the School collected 49 kg of tabs, which translates, into approximately 163, 350 tabs! This year they expanded and started collecting cans and so far have approximately 30 kg. To show their appreciation for what the students have been doing a group of 18 students recently visited the hospital and were treated to a VIP tour. They were given a tour of the Pediatric Simulation Centre where they were able to try their hand at suturing, see a demonstration CPR and how the hospital teaches residents and doctors through simulations. Following this, the students visited the rehabilitation department as well as school and child life where they met a patient. Congratulations to all the students involved for their involvement in this worthwhile endeavor. As well we would like to extend a thank you to all the staff members involved and specifically Gail Klinck and Karen Sissions.

6. **BUSINESS ARISING**

There was no business arising.

7. **NEW BUSINESS**

7.1 **Appointment of Assistant Director International Student Program**

Resolution No. ETSB18-02-74

Appointment of an Assistant Director International Student Program

WHEREAS supporting and improving student success aligns with the continued development of the Eastern Townships School Board's (ETSB) vision;

WHEREAS the position of Assistant Director of the International Student Program provides both strategic leadership and business management for ETSB's internationalization initiatives, and that the International Education portfolio includes Recruitment Initiatives, International Exchanges and Student Support Measures;

WHEREAS the Assistant Director will oversee marketing and recruitment strategies and initiatives for specific markets, including participating in student recruitment activities both locally and internationally;

WHEREAS the position also oversees short-term international student programs, assists with the development and coordination of the School Board's International Student Program, as well as supports the administration of the International Education Office;

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

WHEREAS the 2017-2018 Amended Administrative Structure for Head Office was presented and approved at the Council of Commissioners held on January 23, 2018;

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

WHEREAS the Selection Committee unanimously recommends this person to the Council of Commissioners;

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

IT WAS MOVED BY Commissioner R. Gagnon that the Council of Commissioners appoint Marie-Andrée Cloutier Assistant Director of International Student Program, effective February 28, 2018.

Carried unanimously

8. REPORTS

8.1 Director General's Report

The Director General presented a written report in which the following items were highlighted:

- The need for intentionality of excellence every morning in our learning organization;
- The need to consider being excellent on purpose, trusting one another and collaborating, aiming for continuous improvement

8.2 Report from the Chair

The Chair, M. Murray, presented a written report in which the following items were highlighted:

- Drummondville Elementary requests for a new building.

9. ADVISORY COMMITTEE'S REPORTS

9.1 Executive Committee

The Chair of the Executive Committee, Commissioner M. Murray, presented the topics that were discussed at tonight's Executive meeting:

- Staffing update
- Work in progress projects are not ready to be announced

9.2 Governance and Ethics Committee

The Chair of the Governance and Ethics Committee, Commissioner G. Barnett, presented the topics that were discussed at the February 15, 2018 meeting:

- Bishop's University Extension Update
- ETSB's Commitment-To-Success Plan
- Policy Development
- Collective Lawsuit – Update
- Educational Leadership Assessment Process (ELAP) Update
- Drummondville Elementary School
- QESBA – Strategic Plan
- Investigation Report on the Handling of Complaints within the Education System
- Fraser Report

The Chair of the Governance and Ethics Committee also mentioned that the next Governance and Ethics Committee meeting is scheduled on April 10, 2018.

9.3 Audit Advisory Committee

9.3.1 Finance

The Chair of the Audit Advisory Committee, Commissioner J. Humenuik, presented the following resolutions:

9.3.1.1 Delegation of Powers for Notice of Execution

Resolution No ETSB18-02-75

Delegation of Powers for Notice of Execution

WHEREAS the Eastern Townships School Board (ETSB) is committed to providing the best educational services possible taking into account its resources and therefore is also committed to good fiscal management;

WHEREAS Section 303 of the *Education Act (the Act)* gives school boards the right to levy a school tax and Section 312 of the same act requires the Council of Commissioners to set the school tax rate at the time of the adoption of the budget of the school board;

WHEREAS Section 326 of the Act states that *the Director General may collect, with legal costs, the taxes due by any owner by the seizure and sale of his movable property not exempt from seizure that is found in the territory of the school board. 1988, c. 84, s. 326; I.N. 2016-01-01 (NCCP);*

WHEREAS Section 327 of the Act states that *the seizure and sale are made under a notice of execution prepared by the chair of the school board and filed with the court office by the clerk of the Court of Québec or the clerk of the Superior Court, according to the amount of the claim. The clerk shall file the notice of execution upon production of a certificate from the chair of the school board attesting the amount of the debt and the fact that it is due and owing. 1988, c. 84, s. 327; 2008, c. 29, s. 34; I.N. 2016-01-01 (NCCP);*

IT WAS MOVED BY Commissioner J. Humenuik that the Chairman of the Eastern Townships School Board, acting through the ETSB's Director of Finance, gives the mandate to the firm *Huissier de Justice S.E.N.C.R.L.* to prepare and deposit to *the clerk of the Court of Québec or the clerk of the Superior Court the notice of execution according to article 327 of the education act of Québec and this in accordance with the President Certificate attached to the execution slip.*

IT WAS FURTHER MOVED BY that the Finance Director may give the power of notice of execution to the bailiff.

Carried unanimously

The Chair of the Audit Advisory Committee also presented the topics that were discussed at the February 20, 2018 meeting:

- Audit Committee Priorities
- Subjects treated at Audit Committee versus Governance and Ethics Committee
- International Student Program – Agent Fees
- Building and Grounds resolutions
- 2018-2019 projects to be proposed by June 30 to the MEES
- Improvement projects

- Delegation of Power for Notice of Execution
- Bank call for tender
- Revised budget and budget follow up
- Resource Allocation Committee
- Procedure on the use of school and Centre Bank account
- Previous years' results for Distance Education, International, Adult Education and Vocational Training
- Spring Conference 2017

The Chair of the Audit Advisory Committee also indicated that the next Audit Advisory Committee is scheduled on March 20, 2018.

9.3.2 Buildings and Grounds

The Chair of the Audit Advisory Committee presented the following resolutions:

9.3.2.1 Eastern Townships School Board - International Student Program - Agent fees

Resolution No. ETSB18-02-76

Eastern Townships School Board - International Student Program - Agent fees

WHEREAS the Eastern Townships School Board's (ETSB) International Student Program's (ISP) mission is to promote opportunities to expand our understanding of multicultural realities, thus promoting the development of global citizens;

WHEREAS a part of the mandate of the International Student Program is to increase student population within ETSB schools and centres;

WHEREAS in order to limit its financial risk and assure the success of its ISP, the ETSB is working with agents and agencies that offer support to both parties in the recruitment of students and the bridging of cultural and linguistic barriers;

WHEREAS the ETSB works within the regulatory frameworks established by Immigration Canada, le *ministère de l'Immigration, Diversité et Inclusion (Québec)*, and by the guidelines of the *Canadian Association of Public Schools International*, a non-profit organization comprised of 127 publicly-funded districts and *Éducation Internationale*, a non-profit cooperative funded by the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)*;

WHEREAS the ETSB cannot, on a yearly basis, project an exact number of international students recruited in its ISP, nor can it project which agency they will be recruited by;

WHEREAS a contractual agreement stipulates a percentage of the tuition fees to be paid to agents, on the basis of results;

WHEREAS the percentage for youth sector programs and for the adult programs is dictated by the global market for International Student Programs;

WHEREAS agent or agency fees for recruitment of international students are paid upon presentation of invoices following official student counts and which follows the usual commercial practice;

WHEREAS the ETSB will be invoiced to the amount of \$242,367.74 for all students recruited from July 1st, 2016 to June 30th, 2017;

WHEREAS the following agent(s) presented invoices totaling an amount exceeding \$50,000:

- Merpont International \$59,000

WHEREAS we predict agency fees for students recruited during the 2017-2018 school year to represent an approximate total of \$216,500.00

IT WAS MOVED BY Commissioner D. Brodie that the ETSB may pay the fees described above to the agencies; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations may also sign.

Carried unanimously

9.3.2.3 Parkview Elementary School – Bathroom Renovation and Electrical System Replacement

Resolution No. ETSB18-02-77

Parkview Elementary School – Bathroom Renovation and Electrical System Replacement

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$275,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2015-16 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB16-04-66 on April 26, 2016, that a company known today as *Comco – Entrepreneurs en Bâtiment*, be awarded a contract in the amount of \$330,099, including professional fees and taxes, for the project stated above;

WHEREAS during the project some modifications for additional work needed to be done;

WHEREAS the amount of \$51,824 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$381,923;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2015-16 program* and/or in the *RTA- Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner C. Beaubien that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.4 North Hatley Elementary School – Roof Eaves and Main Entrance Repair

Resolution No. ETSB18-02-78

North Hatley Elementary School – Roof Eaves and Main Entrance Repair

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$125,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2015-16 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB17-03-55, on March 28, 2017, that a company known today as *Ideo Installation Steve Brault Inc*, be awarded a contract in the amount of \$136,376, including professional fees and taxes, for the project stated above;

WHEREAS during the project some modifications of additional work needed to be done;

WHEREAS the amount of \$31,860 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$168,236;

WHEREAS all additional funds required to complete the project, will be taken from *MDB – Maintien des bâtiments 2015-16 program and/or in the RTA- Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner J. Humenuik that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.5 Massey-Vanier High School – Roof Partial Rehabilitation

Resolution No. ETSB18-02-79

Massey-Vanier High School – Roof Partial Rehabilitation

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$345,000 for the project stated above, under the programs *MDB - Maintien des*

bâtiments 2017-18 (Mesure 50621), MDB - Maintien des bâtiments 2016-17 (Mesure 50621) and MDB - Maintien des bâtiments 2015-16 (Mesure 50621);

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the *Commission scolaire du Val-des-Cerfs (CSVDC)* wants to replace a part of the roof at Massey-Vanier High School;

WHEREAS the CSVDC is in charge of the call for tenders for the Massey-Vanier High School Campus;

WHEREAS the total cost of the project is shared 50% / 50% between the CSVDC and ETSB;

WHEREAS the lowest bid in the total amount of \$547,400 (excluding taxes), was received from the company Lacasse & Fils Maîtres couvreurs inc;

WHEREAS if additional funds are required to complete the project, monies will be taken from the *MDB - Maintien des bâtiments 2017-18* program and/or under the *RTA – Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner M. Kirby to proceed, in conformity with the authorization by the MEES and the ETSB's purchase policy and government requirements, for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.6 Ayer's Cliff Elementary School – Bathroom Renovation

Resolution No. ETSB18-02-80

Ayer's Cliff Elementary School – Bathroom Renovation

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$150,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2014-15 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB15-04-106 on April 28, 2015, that a company known today as *Comco – Entrepreneurs en Bâtiment*, be awarded a contract in the amount of \$196,280, including professional fees and taxes, for the project stated above;

WHEREAS during the project some modifications for additional work needed to be done;

WHEREAS the amount of \$26,570 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$222,850;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2014-15 program and/or in the RTA- Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner C. Brodie that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.7 Butler Elementary School- Bathroom Renovation

Resolution No. ETSB18-02-81

Butler Elementary School - Bathroom Renovation

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$150,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2016-17 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB17-05-79 on May 23, 2017, that a company known today as *Comco – Entrepreneurs en Bâtiment*, be awarded a contract in the amount of \$199,596.60, including professional fees and taxes, for the project stated above;

WHEREAS during the project some modifications for additional work needed to be done;

WHEREAS the amount of \$25,896.97 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$225,493.57;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2016-17 program and/or in the RTA- Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner J. Humenuik that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.8 Sawyerville Elementary School – Bathroom Renovation

Resolution No. ETSB18-02-82

Sawyerville Elementary School – Bathroom Renovation

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$175,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2016-17 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB17-05-82 on May 23, 2017, that a company known today as *Comco – Entrepreneurs en Bâtiment*, be awarded a contract in the amount of \$228,196.63, including professional fees and taxes, for the project stated above;

WHEREAS during the project some modifications for additional work needed to be done;

WHEREAS the amount of \$38,000 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$266,196.63;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2016-17 program and/or in the RTA- Réfection et transformation des actifs* program;

IT WAS MOVED BY Commissioner M. Kirby that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.3.2.9 Mansonville Elementary School- Removal of Septic Tank and Restoration of Crawlspace

Resolution No. ETSB18-02-83

Mansonville Elementary School- Removal of Septic Tank and Restoration of Crawlspace

WHEREAS the Eastern Townships School Board (ETSB) dedicated a budget of \$100,000 for the project stated above, under the program *RTA - Réfection et transformation des actifs*;

WHEREAS this resolution is presented on a budgetary basis in the amount of \$100,000, in order to ensure that any surprise expense that could be discovered during the work will be reserved;

WHEREAS the contract will be granted as soon as the results of the call for tenders will be known;

WHEREAS the contract will be granted in respect of budget dedicated by the ETSB for this project (contract, professional fees & taxes included) and the ETSB's purchase policy and government requirements (laws, policies, rules, etc...);

WHEREAS if additional funds are required to complete the project, monies will be taken from the *RTA- Réfection et transformation des actifs* program;

WHEREAS the contract will be granted according to the recommendations of the professional firm;

IT WAS MOVED BY Commissioner D. Brodie to proceed, in conformity with the authorization by the MEES and the ETSB's purchase policy and government requirements, for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

9.4 Educational Services Advisory Committee

The Chair of the Educational Services Committee, Commissioner R. Gagnon, presented the following resolution:

9.4.1 Désignation d'un mandataire autorisé à signer avec le ministère de la Culture et des Communications l'entente sur l'acquisition de livres de littérature jeunesse édités au Québec

Resolution No. ETSB18-02-84

Désignation d'un mandataire autorisé à signer avec le ministère de la Culture et des Communications l'entente sur l'acquisition de livres de littérature jeunesse édités au Québec

ATTENDU QUE le 14 novembre dernier, la ministre de la Culture et des Communications (MCC) et ministre responsable de la Protection et de la Promotion de la langue française, Mme Marie Montpetit, annonçait une aide additionnelle pour la poursuite du Plan d'action sur le livre qui vise notamment à favoriser l'accès au livre et à mettre en valeur l'édition québécoise;

ATTENDU QUE pour le milieu scolaire, cette annonce se traduit par une mesure visant l'acquisition, par les bibliothèques des écoles primaires et secondaires, de livres physiques de littérature jeunesse édités au Québec;

ATTENDU QUE cette mesure vise à encourager l'éveil des jeunes à la lecture, à valoriser le plaisir de la lecture, ainsi qu'à favoriser la découverte de la littérature québécoise, dès le plus jeune âge;

ATTENDU QUE la Commission scolaire Eastern Townships (CSET) est admissible à une aide financière de cinq mille sept cent dollars (5 700 \$) pour l'achat de livres physiques de littérature jeunesse édités au Québec;

ATTENDU QUE cette aide financière n'exige aucune contrepartie de la part de la CSET et que la mesure du MCC permet d'acquitter 100 % des coûts d'acquisition des ouvrages ciblés;

ATTENDU QUE la CSET souhaite bénéficier de la présente mesure;

ATTENDU QUE pour bénéficier de la présente mesure, la CSET doit déposer une résolution désignant un mandataire autorisé à signer avec le MCC l'entente sur l'acquisition de livres de littérature jeunesse édités au Québec;

IL EST PROPOSÉ PAR le commissaire R. Gagnon de désigner Emmanuelle Gaudet comme étant le mandataire autorisé à signer avec le MCC l'entente sur l'acquisition de livres de littérature jeunesse édités au Québec.

Carried unanimously

The Chair of the Educational Services Committee also presented the topics that were discussed at the February 6, 2018 meeting:

- An Elementary School's PLC Journey – Parkview
- New Courses or Content
- OurSchool Surveys
- New Teacher and Parent Outreach Updates
- "ETSB is going Chrome Book" Update

The Chair of the Educational Services Committee also indicated that the next Educational Services Advisory Committee meeting is scheduled on April 3, 2018.

9.5 Communication Advisory Committee

The Chair of the Communication Advisory Committee, Commissioner D. Brodie, mentioned that the next Communication Advisory Committee meeting is scheduled on April 10, 2018.

9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, Commissioner C. Beaubien, presented the topics that were discussed at the January 30, 2018 meeting:

- Local arrangements – Update
- Establishment of the framework for Performance Appraisals
- School Calendar 2018-2019
- Absenteeism Report – Comparing data between our 3 high schools
- Questions/answers on Safety and Security – Summary

The Chair of the Human Resources Advisory Committee also indicated that the next Human Resources Advisory Committee meeting is scheduled on March 22, 2018.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday, presented the topics that were discussed at the January 30, 2018 meeting:

- Election of Committee Chair
- School Bus Purchasing for 2017-2018 – Phase 2
- Communication to parents project update
- Bus Driver Training Plan Update
- Transportation Service Policy renewal update

The Chair of the Transportation Advisory Committee also indicated that the next Transportation Advisory Committee meeting is scheduled on March 13, 2018.

9.8 Special Education Advisory Committee

The Chair of the Special Education Advisory Committee, Commissioner C. Véronneau, presented the topics that were discussed at the February 21, 2018 meeting:

- High School Pathways
- List of resources for special needs for students and parents

The Chair of the Special Education Advisory Committee also indicated that the next SEAC meeting is scheduled on April 11, 2018.

10. Parents' Committee

The Commissioner representing parents, K. Waterhouse, mentioned that the meeting which was scheduled on February 7, 2018 was postponed on February 21, 2018.

He presented the topics that were discussed at the February 21, 2018 meeting:

- The Director General attended the meeting (Chromebook update)
- Volunteer recognition event
- Managing Google Hangout sections (internal rules)

He also indicated that the next meeting is scheduled on March 14, 2018.

11. Student Advisory Committee

Commissioner J. Humenuik, representing the Student Advisory Committee, presented the topics that were discussed at the February 19, 2018 meeting at Richmond Regional High School:

- Video of the three High Schools (Recruitment for S.A.C.)
- School tour
- Passion project at Richmond Regional High School
- Commitment-to-success plan consultation
- Sharing among schools
- Meeting with Commissioners towards the end of the year (May 18, 2018 at School Board

She also indicated that the next meeting is scheduled on April 16, 2018 at Massey-Vanier High School.

12. QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT (QESBA)

Commissioner M. Murray mentioned the following items:

- Strategic planning continues
- Jennifer Maccarone met with Minister Mélanie Joly
- Spring Conference will take place in Quebec City on May 24-26, 2018

13. SOFIE REPORT

Commissioner J. Humenuik mentioned the following items:

- Hiring of the new Director General of SOFIE, Ms. Julie Veillette
- *Salon de l'emploi* will take place at the Cowansville arena. It will be interesting, having a booth of Vocational Education in order to showcase the programs offered at Centre Brome-Missisquoi. Massey-Vanier High School Students should visit this *Salon*.

IT WAS MOVED BY Commissioner J. Humenuik that Michel Soucy be the new Eastern Townships School Board representative at the SOFIE Board.

Carried unanimously

14. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner J. Humenuik shared information about the Butler-Farnham CLC activities.

Commissioner C. Beaubien attended the Lennoxville Vocational Training Centre Governing Board on February 20. A statistic report was presented by François Houde, concerning questions asked to level 3 students: What would be your career choice?

She will also attend tomorrow night an information evening on Concomitance presented to students and parents.

She also mentioned that staff would like the Lennoxville Vocational Training Centre to have a sign like the one that Alexander Galt Regional High School has.

Commissioner M. Kirby attended community courses at the Lennoxville Vocational Training Centre.

She also mentioned that Books to Belly program will be presented at the Eaton Valley CLC starting this week.

Commissioner J. Murray mentioned the very successful Spaghetti Dinner fundraiser that took place at Heroes' Memorial Elementary School recently.

Commissioner G. Holliday mentioned that the hallways at St. Francis Elementary were now designed to make them educationally attractive for the younger students. He also mentioned the Open House for their next year's Kindergarten parents.

Commissioner D. Brodie mentioned that new courses will be offered at the Memphremagog CLC starting on March 28, 2018.

Commissioner R. Gagnon announced that the Knowlton Academy Garden Project will present a workshop by Graham Calder on Permaculture on March 22, 2018. Donations will be accepted.

Commissioner G. Barnett mentioned that there were already 41 students who are registered in Kindergarten for next year at Lennoxville Elementary. Usually it is between 28 to 30 at this time of the year.

He also mentioned the new program at the Lennoxville Vocational Training Centre in secretarial studies, that is now offered. The text books and materials are in the process of being translated.

Commissioner G. Barnett attended a presentation done by Daniel Shelton (creator of the Ben cartoon) at the Passerelle school in Waterville. The presentation was done within the intensive English program at the French elementary school.

Commissioner J. Humenuik reported on behalf of Commissioner T. Pezzi-Bilodeau and mentioned that the Asbestos-Danville-Shipton Elementary School (ADS) has a student that is required to carry an epipen but they do not have one in the office in case of emergency. Who do they contact ? What is the correct procedure to get one ?

She also mentioned that ADS is happy with the entrance improvements which are now handicap accessible but there are a few problems: the button to open door is on the frame and the door opens out. They understand that the columns make it a challenge for the ramp but if the person does not get out of the way of the opening door they will be pushed off the side of the ramp. They are suggesting maybe hand rails along the side of the ramp. Also the button to open the door going out of the building does not work. They are hoping that the ramp inside to

access the gym/auditorium is on the list of future projects. She also asked to get a copy of the planned projects that were shared at the last audit meeting.

Richmond Regional High School (RRHS) has a Newspaper Passions Group that has been publishing a newspaper this year. This group will be receiving training and will take on the responsibility for updating and maintaining the RRHS website. The daily student notices are now on the website and they are discussing what other 'new items' they could publish on the website.

15. CORRESPONDENCE

The Secretary General, E. Campbell, indicated that there was no correspondence.

16. QUESTION PERIOD

M. Seline

Q: Is the Our School student survey for teachers and parents as well?

K. Mackey, Director General

R: Yes, both parents and teachers are being invited to complete the survey.

Q: Are there any discussions about merging the two Elementary schools in Mansonville ?

M. Murray, Chairman

R: No

17. VARIA

Commissioner C. Beaubien wanted to thank Eva Lettner for the job well done with the International Student program over her tenure with the program.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:49 p.m.

Éric Campbell
Secretary General

Michael Murray
Chairman

/EC
2018-02-28