

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, JUNE 23, 2015 – 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	P
Claire Beaubien	P	Paul Laberge, Member	P
Daniel Brodie	P	Cindy Véronneau	P
Richard Gagnon	P	Kenneth Waterhouse	P
Gary Holliday	P		
Joy Humenuik, Vice-Chairman	P	Administrators	
Mary-Ellen Kirby	P	Secretary General, Éric Campbell	P
Frank MacGregor	P	Director General, André Turcotte	P
Alice McCrory	P	Assistant Director General and Director of Pedagogical Services, Kandy Mackey	P
Michael Murray, Chairman	P	Director of Human Resources, Jeffrey Pauw	P
Tina Pezzi-Bilodeau	GH	Director of Financial Services, Sophie Leduc	P
Gregg Thomson	P	Director of Operations, Michel Soucy	P

GH = Google Hangout

OBSERVERS

Sharon Priest, Communications Consultant

GUESTS

Megan Seline, President of the Appalachians' Teachers Association, Matthew McCully, The Record, Scott Stevenson, Parent

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:14 p.m.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner D. Brodie to adopt the Agenda of June 23, 2015 as deposited.

Carried unanimously

3. Approval of the Minutes of the Meeting of May 26, 2015

Resolution No. ETSB15-06-121

Approval of the Minutes of the Meeting of May 26, 2015

WHEREAS a copy of the Minutes of the meeting of May 26, 2015 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 May 26, 2015, as deposited.

Carried unanimously

4. QUESTION PERIOD**Scott Stevenson**

Mr. Stevenson mentioned that he appreciated the Chairman's comments in his last report about the Ministry. He sees the impact on the staff as with the AGRHS Principal being very stressed to settle the budget for 2015-2016. The procedure definitely does not give anyone at the School Board or school level adequate time to deal with such an important dossier.

Megan Seline

Q: At the CSRS, 9 commissioners mentioned that they took a position supporting teachers with their concerns in the negotiations concerning 3 measures that the government wants to put in place. Are there any ETSB Commissioners who are willing to do the same?

A: *Mr. Murray mentioned that even if Commissioners have a position on the subject, individually or collectively, they have little influence on the negotiations at the provincial level.*

Q: In relation to the Special Education Policy and the integration of students with special needs, would not the measures previously mentioned have a negative impact on all students? Does the cuts have an impact on students?

A: Mr. Murray replied that due to the technical nature of this question, it will be taken under advisement.

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:

- Last Month we talked about the Collegium, a satellite classroom of Alexander Galt Regional High School which was competing for funding from the CST Inspired Minds Learning Project for their project called Aha, Now I Get It! We are happy to bring you an update and announce that their project won in the category 'Champion' which came with a \$10,000 cash reward. We would like to extend our congratulations to the students and staff involved and thank everyone who took the time to vote;
- On June 17th the Annual Bury Track meet was held at Pope Memorial Elementary School. Competing at the meet, were students from North Hatley Elementary, Cookshire Elementary and Sawyerville Elementary. After a day of fun competition where the students' sportsmanship and sense of fair play shone through, the team from Sawyerville Elementary was victorious as the overall winners with 150 points overall. We would like to congratulate the Sawyerville team on their win and all students who participated. As always these events would not be possible if it were not for the staff and volunteers who put in many hours. On behalf of the students thank you to everyone who made this event possible.
- On June 2nd, the Lennoxville Vocational Training Centre held a blood drive at the school with Marc-André Skelling as the Honorary President. The students and staff organized the event in partnership with *Héma-Québec* as part of the *Concours québécois en entrepreneuriat*. The goal was to not only support blood donations but to also raise awareness within the population of the importance of stem cell donation. The Centre not only surpassed its' goal of 150 donors (They had a total of 170.) but set a record for the highest number of donors in the first hour at 92. They also set a record with the number of individuals that registered for stem cell donation with 30 registrations. The event was spearheaded by Melanie Thompson, a teacher at the Centre with the support of the students and staff. We would like to congratulate everyone involved in this very successful event.

6. BUSINESS ARISING

There was no business arising.

7. NEW BUSINESS

7.1 Confirmation of the Head Office Administrative Structure 2015-2016

Resolution No. ETSB15-06-122

Confirmation of the Head Office Administrative Structure 2015-2016

WHEREAS section 134 of the Regulation respecting *Certain Conditions of Employment of Senior Staff of School Boards and of the Comité de Gestion de la Taxe Scolaire de l'Île de Montréal* states that the School Board must confirm the Head Office Administrative Structure as it is amended;

WHEREAS the Commissioners have reviewed the proposed Administrative Structure for the Head Office, including the appropriate modifications and adjustments for the 2015-2016 school year, during the May 19, 2015 and the June 16, 2015 Governance and Ethics Committee meetings;

WHEREAS the Eastern Townships Association of Administrators (ETAA) has been duly consulted on the structure;

WHEREAS this administrative structure is to take effect on July 1, 2015, unless otherwise specified;

IT WAS MOVED BY Commissioner R. Gagnon that the Council of Commissioners approve the Head Office Administrative Structure for the 2015-2016 school year, effective July 1, 2015.

Carried unanimously

7.2 Confirmation of the Schools and Centres Administrative Structure 2015-2016

Resolution No. ETSB15-060-123

Confirmation of the Schools and Centres Administrative Structure 2015-2016

WHEREAS section 134 of the Regulation respecting *Certain Conditions of Employment of Senior Staff of School Boards and of the Comité de Gestion de la Taxe Scolaire de l'Île de Montréal* states that the School Board must confirm the Schools and Centres Administrative Structure as it is amended;

WHEREAS the Commissioners have reviewed the proposed Administrative Structure for the Schools and Centres, including the appropriate modifications and adjustments for the 2015-2016 school year, during the May 19, 2015 and June 16, 2015 Governance and Ethics Committee meetings;

WHEREAS the Eastern Townships Association of Administrators (ETAA) has been duly consulted on the structure;

WHEREAS this administrative structure is to take effect on July 1st, 2015, unless otherwise specified;

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners approve the Schools and Centres Administrative Structure for the 2015-2016 school year, effective July 1st, 2015.

Carried unanimously

7.3 Appointment of Principals

7.3.1 Resolution No. ETSB15-06-124

Appointment of Principal 50% - ADS Elementary School

WHEREAS the position of Principal 50% of A.D.S. Elementary School will become available with the appointment of Ms. Anne Stairs as Principal of Heroes' Memorial Elementary School as of July 1st, 2015;

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

WHEREAS the Selection Committee has interviewed potential candidates for this position;

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

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

WHEREAS the approved candidate will be subject to two (2) years probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner T. Bilodeau that the Council of Commissioners appoint Ms. Dany Grenon, Principal 50% of A.D.S. Elementary School, effective August 17, 2015.

Carried unanimously

7.3.2 Resolution No. ETSB15-06-125

Appointment of Principal: 50% Waterloo Elementary School / 30% Mansonville Elementary School and 20% Special Projects

WHEREAS the position of Principal 50% of Waterloo Elementary School will become available with the appointment of Ms. Anne Stairs as Principal of Heroes' Memorial Elementary School as of July 1st, 2015;

WHEREAS the position of Principal 30% of Mansonville Elementary School will become available with the resignation of Ms. Nathalie Chartrand as Principal of Mansonville Elementary School to return to full time teaching;

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

WHEREAS the Selection Committee has interviewed potential candidates for this position;

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

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

WHEREAS the approved candidate will be subject to two (2) years probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner A. McCrory that the Council of Commissioners appoint Ms. Catherine Canzani, Principal 50% of Waterloo Elementary School / Principal 30% of Mansonville Elementary School / 20% Special Projects, effective August 17, 2015.

Carried unanimously

7.4 Deed of Establishment Alexander Galt Regional High School (AGRHS) – Eastern Townships Learning Centre and Modified 3-Year-Plan 2015-2016

The Secretary General reviewed the modification that was made to the Deeds of Establishment and presented the following resolution:

Resolution No. ETSB15-06-126

Deed of Establishment Alexander Galt Regional High School (AGRHS) – Eastern Townships Learning Centre and Modified 3-Year-Plan 2015-2016

WHEREAS the Deeds of Establishment were approved as deposited, without AGRHS and ETLC, at the meeting of January 27, 2015 (Resolution No.ETSB15-01-74);

WHEREAS the Council of Commissioners approved that AGRHS and ETLC become one school, with one administration and with all students attending AGRHS;

WHEREAS the Deed of Establishment and 3-Year-Plan of Allocation and Destination of Immovable were sent to the AGRHS & the ETLC governing boards and to the members of the Parents' Committee for consultation;

IT WAS MOVED BY Commissioner D. Brodie to approve the AGRHS Deed of Establishment 2015-2016.

Carried unanimously

Resolution No. ETSB15-06-127

Modification to the 3-Year-Plan of Allocation and Destination of Immovables

WHEREAS the 3-Year-Plan of Allocation and Destination of Immovables was approved as deposited at the meeting of January 27, 2015 (Resolution No.ETSB15-01-75);

WHEREAS AGRHS and ETLC Deeds of Establishments were not part of the approved 3-Year Plan of Allocation;

WHEREAS a change needs to be brought to the 3-Year-Plan;

IT WAS MOVED BY Commissioner G. Barnett to approve the 3-Year-Plan of Allocation and Destination of Immovables with the modifications.

Carried unanimously

7.5 Schedule of the Council of Commissioners Meetings for 2015-2016

The Secretary General presented the following resolution:

Resolution No. E14-06-128

Schedule of the Council of Commissioners Committee Meetings – School Year 2015-16

IT WAS MOVED BY Commissioner J. Humenuik to approve the following schedule of meetings for the Council of Commissioners for the 2015-2016 school year:

August 25, 2015
September 22, 2015
October 27, 2015
November 24, 2015
January 26, 2016
February 23, 2016
March 22, 2016
April 26, 2016
May 24, 2016
June 28, 2016

Carried unanimously

8. DIRECTOR GENERAL'S REPORT

The Director General presented his written report.

A copy of the Director General's written report is attached to and forms a part of the official copy of the Minutes.

9. CHAIR'S REPORT

The Chair, M. Murray, presented his written report.

A copy of the Chair's written Report is attached to and forms a part of the official copy of the Minutes.

10. ADVISORY COMMITTEE REPORTS

10.1 Executive Committee

The Chairman reported that they discussed Human Resources matters and Buildings and Grounds projects.

10.2 Governance and Ethics

The Chairman of the Governance and Ethics Committee, Commissioner R. Gagnon, mentioned that the notes of the Governance and Ethics meeting of May 19, 2015 and the notes of the Special Governance and Ethics Committee meeting of June 2, 2015 meeting were included in the Commissioners' kits. He also mentioned that there will be no other meetings this year.

10.3 Audit Advisory Committee

The Chair of the Audit Advisory Committee, J. Humenuik, informed the Council that the notes of the May 25 and June 9, 2015 Audit Advisory Committee meetings were included in the Commissioner's kits. She also indicated that there will be no other meetings this year.

Commissioner J. Humenuik also presented the following resolutions:

10.3.0 List of Proposed Projects under the Program *Maintien des Bâtiments 2015-2016* (Mesure 50620)

Resolution No. ETSB15-06-129

List of Proposed Projects under the Program *Maintien des Bâtiments 2015-2016* (Mesure 50620)

WHEREAS with this measure the *ministère de l'Éducation, de l'Enseignement Supérieur et de la Recherche (MEESR)* approved aims at financing work in order to maintain and/or renovate all buildings used for educational and administrative purposes;

WHEREAS the Eastern Townships School Board has prepared a priority list of investment projects to be proposed to the *ministère de l'Éducation, de l'Enseignement Supérieur et de la Recherche (MEESR)* for authorization according to the *Maintien des bâtiments 2015-2016 (Mesure 50620)*;

WHEREAS this list must be sent to the *ministère de l'Éducation, de l'Enseignement Supérieur et de la Recherche (MEESR)* by the Eastern Townships School Board by July 2, 2015;

WHEREAS the said list of the proposed priorities could be subject to adjustments following possible events prior to July 2, 2015;

IT WAS MOVED by Commissioner J. Humenuik that the Council of Commissioners approve the priority list of projects proposed under the *Maintien des bâtiments 2015-2016 (Mesure 50620)*;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documents and that in the absence of the Director General, the Director of Financial Services and the Director of Operations can also sign.

Carried unanimously

10.3.1 Parkview Elementary School – Renovation of Outside Doors

Resolution No. ETSB15-06-130 **Renovation of Outside Doors**

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$175,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2014-15 Mesure 50621*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$175,000;

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 authorization by the *MEESR* 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 *MDB - Maintien des bâtiments 2014-15* program and/or the *AMT - Maintien des actifs et transformation fonctionnelle* program;

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

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEESR* 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

10.3.2 Richmond Regional High School – Brick Pointing

Resolution No. ETSB15-06-131

Richmond Regional High School – Brick Pointing

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$80,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2013-14 Mesure 50621*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$80,000;

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 authorization by the *MEESR* 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 *MDB - Maintien des bâtiments 2013-14* program and/or the *AMT - Maintien des actifs et transformation fonctionnelle* program;

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

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEESR* 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

10.3.3 Richmond Regional High School – Soccer Field Drainage – Additional Cost

Resolution No. ETSB15-06-132

Richmond Regional High School – Soccer Field Drainage – Additional Cost

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

WHEREAS it was moved by resolution #ETSB14-08-19, on August 26, 2014, that a company known today as *Excavation Daniel Bolduc inc.*, be awarded a contract in the amount of \$150,000 for the project stated above;

WHEREAS the amount of the lowest bid in conformity from the contractor plus professional fees and taxes added up to \$172,795.93;

WHEREAS during the project some modifications and/or additional work needed to be done;

WHEREAS the amount of \$27,909.17 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

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

10.3.4 Farnham Elementary School – Boiler Addition

Resolution No. ETSB15-06-133

Farnham Elementary School – Boiler Addition

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$70,000 for the project stated above, under the program *MDB - Maintien des Bâtiments 2013-14 Mesure 50621*;

WHEREAS three (3) companies were invited to bid on the project;

WHEREAS three (3) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$26,703 (excluding taxes), was received from the company *Plomberie Goyer inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Pierre Cabana Architecte*, has recommended the company *Plomberie Goyer inc.*, lowest bidder in conformity, to do the work;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$30,701.77;

IT WAS MOVED BY Commissioner J. Humenuik that the Company *Plomberie Goyer inc.* be awarded the contract 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

10.3.5 North Hatley Elementary School – Boiler Replacement

Resolution No. ETSB15-06-134

North Hatley Elementary School – Boiler Replacement

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$120,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2014-15 Mesure 50621*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$120,000;

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 authorization by the *MEESR* 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 *MDB - Maintien des bâtiments 2014-15* program and/or the *AMT - Maintien des actifs et transformation fonctionnelle* program;

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

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEESR* 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

10.3.6 Alexander Galt Regional High School – Replacement of the Auditorium's Seats

Resolution No. ETSB15-06-135

Alexander Galt Regional High School – Replacement of the Auditorium's Seats

WHEREAS the Eastern Townships School Board (ETSB) has dedicated a budget of \$100,000 for the project stated above, under the program *AMT - Maintien des actifs et transformation fonctionnelle 2014-15*;

WHEREAS three (3) companies were invited to bid on the project;

WHEREAS three (3) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$86,180.32 (excluding taxes), was received from the company *Construction Guy Geoffroy inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$99,085.82;

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

IT WAS MOVED BY Commissioner M. Kirby that the Company Construction Guy Geoffroy inc. be awarded the contract 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

10.3.7 Sherbrooke Elementary School – Brick Pointing (Phase 1)

Resolution No. ETSB15-06-136

Sherbrooke Elementary School – Brick Pointing (Phase 1)

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$100,000 for the project stated above, under the program "*MDB - Maintien des Bâtiments 2013-14 Mesure: 50621*;

WHEREAS six (6) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS two (2) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$94,800 (excluding taxes), was received from the company *Construction G. & L. Geoffroy inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Espace Vitale Architectes*, has recommended the company *Construction G. & L. Geoffroy inc.*, lowest bidder in conformity, to do the work;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$129,347;

WHEREAS all additional funds required to complete the project will be taken from the *MDB - Maintien des bâtiments 2013-14* program and/or the *AMT - Maintien des actifs et transformation fonctionnelle* program;

IT WAS MOVED BY Commissioner J. Humenuik that the Company *Construction G. & L. Geoffroy inc.* be awarded the contract 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

10.3.8 Sherbrooke Elementary School - Drainage

Resolution No. ETSB15-06-137 Sherbrooke Elementary School – Drainage

WHEREAS the Eastern Townships School Board (ETSB) has dedicated a budget of \$150,000 for the project stated above, under the program *AMT - Maintien des actifs et transformation fonctionnelle 2015-16*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$150,000;

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 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 *AMT - Maintien des actifs et transformation fonctionnelle* program;

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

IT WAS MOVED BY Commissioner J. Humenuik to proceed with 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

10.3.9 Sutton Elementary School – Playground Project**Resolution No. ETSB15-06-138****Sutton Elementary School – Playground Project**

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the Sutton Elementary school have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* under the program *Embellissement des cours d'école 2014-2015 (Mesure 50530)*;

WHEREAS the ETSB in collaboration with the Sutton Elementary School presented its demand in October 2014;

WHEREAS the ETSB wants to realize the project during the summer break of 2015;

WHEREAS the ETSB has received the authorization from the *MEESR*;

WHEREAS the financial aid from the *MEESR* will be of 1/3 of the project's cost without exceeding \$25,000;

WHEREAS the financial aid from the ETSB will be of 1/3 of the project's cost without exceeding \$25,000;

WHEREAS the Sutton Elementary School as provided official written confirmation letters of financial aid assuming the rest of the amount needed;

WHEREAS the total cost of the project is \$84,268 (taxes and fees included);

WHEREAS the contract will be granted according to the ETSB's Purchase Policy and government requirements (laws, policies, rules, etc...);

WHEREAS the ETSB will use the monies from its global envelope of the *Maintien des actifs et transformation fonctionnelle (AMT) 2015-2016* program to assume its' share of the project;

WHEREAS the project will be done in respect of the approved budget;

IT WAS MOVED BY Commissioner R. Gagnon to proceed with 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

10.3.10 Knowlton Academy – Playground Project**Resolution No. ETSB15-06-139****Knowlton Academy – Playground Project**

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the Knowlton Academy School have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* under the program *Embellissement des cours d'école 2014-2015 (Mesure 50530)*;

WHEREAS the ETSB in collaboration with the Knowlton Academy School presented its demand in October 2014;

WHEREAS the ETSB wants to realize the project during the summer break of 2015;

WHEREAS the ETSB has received the authorization from the MEESR;

WHEREAS the financial aid from the *MEESR* will be of 1/3 of the project's cost without exceeding \$25,000;

WHEREAS the financial aid from the ETSB will be of 1/3 of the project's cost without exceeding \$25,000;

WHEREAS the Knowlton Academy School as provided official written confirmation letters of financial aid assuming the rest of the amount needed;

WHEREAS the total cost of the project is \$93,690 (taxes and fees included);

WHEREAS the contract will be granted according to the ETSB's Purchase Policy and government requirements (laws, policies, rules, etc...);

WHEREAS the ETSB will use the monies from its global envelope of the *Maintien des actifs et transformation fonctionnelle (AMT) 2015-2016* program to assume its' share of the project;

WHEREAS the project will be done in respect of the approved budget;

IT WAS MOVED BY Commissioner R. Gagnon to proceed with 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

10.3.11 Alexander Galt Regional High School – Heating Control System Replacement

Resolution No. ETSB15-06-140

Alexander Galt Regional High School – Heating Control System Replacement

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$118,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2013-14 Mesure 50621*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$118,000;

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 authorization by the *MEESR* 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 *MDB - Maintien des bâtiments 2013-14* program and/or the *AMT - Maintien des actifs et transformation fonctionnelle* program;

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

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEESR* 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

10.3.12 Princess Elizabeth Elementary School – Brick Pointing

Resolution No. ETSB15-06-141

Princess Elizabeth Elementary School – Brick Pointing

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$70,000 for the project stated above, under the program *AMT – Maintien des actifs et transformation fonctionnelle 2015-16*;

WHEREAS delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$70,000;

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 authorization by the *MEESR* 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 *AMT – Maintien des actifs et transformation fonctionnelle* 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 *MEESR* 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

10.3.13 Enhanced Learning Strategy Computer Acquisition

Resolution No. ETSB15-06-142

Enhanced Learning Strategy Computer Acquisition

WHEREAS different pedagogical and technical aspects of the Enhanced Learning Strategy have been reviewed in the 2014-2015 school year;

WHEREAS in the pursuit of the Enhanced Learning Strategy, the Eastern Townships School Board needs to renew some of the equipment for the 2015-2016 school year;

WHEREAS the Eastern Townships School Board needs to ensure compatibility with all the equipment and software already purchased through the years;

WHEREAS a budget of \$382,000.00 was set aside for that purpose for the school year 2015-2016;

WHEREAS all purchases will be done according to the ETSB Purchase Policy and government requirements;

IT WAS MOVED BY Commissioner J. Humenuik to authorize the Director General to sign any documentation related to the acquisition of equipment and related items (Software, Cases, etc.), up to an amount of \$382,000.00 effective immediately;

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

10.3.14 Signing Officers for Schools and Centres

10.3.14.1 Signing Officers for Schools and Centres

Resolution No. ETSB15-06-143

Signing Officers for Schools and Centres

WHEREAS the CIBC Bank requires the names of representatives authorized to sign banking documents on behalf of ETSB schools, including: Ayer's Cliff Elementary School;

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

IT WAS MOVED BY Commissioner C. Beaubien that the following individuals be authorized to sign banking documents on behalf of their respective schools as of July 1st 2015:

Ayer's Cliff Elementary

Catherine Zahra (add)

Carried unanimously

10.3.14.2 Signing Officers for Schools and Centres

Resolution No. ETSB15-06-144

Signing Officers for Schools and Centres

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 principal assignments have changed the names of representatives at ADS Elementary School, Heroes' Memorial Elementary School and Waterloo Elementary School;

IT WAS MOVED BY Commissioner R. Gagnon that the following individual be authorized to sign banking documents on behalf of their respective schools

as of July 1st 2015:

Heroes' Memorial Elementary

Anne Stairs (add)

Terry Bell (remove)

Centre Brome-Missisquoi – Voc Ed

Paule-Andrée Bouvier (remove)

as of August 17th 2015:

ADS Elementary

Dany Grenon (add)

Anne Stairs (remove)

Waterloo Elementary

Catherine Canzani (add)
Anne Stairs (remove)

Carried unanimously

10.3.14.3 Signing Officers for Schools and Centres

Resolution No. ETSB15-06-145

Signing Officers for Schools and Centres

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

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

IT WAS MOVED BY Commissioner D. Brodie that the following individuals be authorized to sign banking documents on behalf of their respective schools as of August 17th 2015:

Mansonville Elementary

Catherine Canzani (add)
Nathalie Chartrand (remove)

Carried unanimously

10.3.15 Objectives and Principles Governing the Allocation of Resources pursuant to Section 275 (EA) – Budget Year 2015-2016

Resolution No. ETSB15-06-146

Objectives and Principles Governing the Allocation of Resources pursuant to Section 275 (EA) – Budget Year 2015-2016

WHEREAS Section 275 of the *Education Act* states that the School Board must make public the objectives and principles governing the allocation of subsidies, school tax proceeds and other revenues, as well as the objectives, principles and criteria used to determine the amount reserved for its own needs and the needs of its committees, as it pertains to the School Board's Budget for 2015-2016;

WHEREAS the Directors' Committee reviewed and accepted the document pertaining to Section 275;

WHEREAS the Parents' Committee was consulted;

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners approve the Objectives and Principles governing the Allocation of Subsidies, School Tax proceeds and other revenues, as well as the objectives, principles and criteria used to determine the amount reserved for its own needs and the needs of its committees, as it pertains to the School Board's budget for the 2015-2016 school year.

Carried unanimously

10.3.16 Approval of the Schools and Centres Budgets 2015-2016

This item was deferred.

10.3.17 Adoption of the 2015-2016 Budget

This item was deferred.

10.3.18 Interest Rate on Overdue taxes and Other Overdue Receivables

Resolution No. ETSB15-06-147

Interest Rate on Overdue taxes and Other Overdue Receivables

WHEREAS Section 316 of the *Education Act* requires that school boards establish an interest rate on overdue school taxes;

WHEREAS school boards should also establish the interest rate for other overdue receivables;

WHEREAS the interest rate per annum will be clearly identified on the tax bills and other invoices;

WHEREAS the interest rate for the taxes may vary if the school taxes are shared between the Eastern Townships School Board and other school boards in its territory;

IT WAS MOVED BY Commissioner J. Humenuik that the Eastern Townships School Board maintain an interest rate of 15% per annum on overdue tax accounts and other overdue receivables;

IT WAS FURTHER MOVED that neutral taxes collected by other school boards be set at the interest rate of the school board collecting the taxes as adopted by each respective Council of Commissioners.

Carried unanimously

10.3.19 Ancillary Fees Related to the Collection of School Taxes

Resolution No. ETSB15-06-148

Ancillary Fees Related to the Collection of School Taxes

WHEREAS Section VII of the *Education Act* requires school boards to levy a school tax on the taxable immovable on its territory;

WHEREAS the Eastern Townships School Board has, in the past, incurred ancillary fees in the process of managing and collecting school taxes;

WHEREAS these fees have in the past been absorbed as an administrative expense;

WHEREAS the *Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche* (MEESR) is asking school boards to examine their administrative expenses and budgetary constraints require the school board to find areas where it can improve efficiency and decrease costs;

WHEREAS the following fees structure would compensate for the ancillary fees incurred in the management and processing of school taxes;

Notary and real estate agent fax request	35\$
Notary and real estate agent Internet request	25\$
Insufficient funds cheque (NSF)	40\$
Copy of a previous year's school tax invoice	10\$
Taxpayer's reimbursement due to their error	25\$
Second and final notices of tax invoices	5\$;

IT WAS MOVED BY Commissioner J. Humenuik that the Eastern Townships School Board implement the above mentioned fees structure as of July 1, 2015;

Carried unanimously

10.4 Communications Advisory Committee

The Chairman of the Communications Advisory Committee, D. Brodie, informed the Council that the notes of the June 11, 2015 Communications Advisory Committee meeting were included in the Commissioners' kits. He also mentioned that there will be no other meetings this year.

10.5 Human Resources Advisory Committee

Commissioner F. MacGregor informed the Council that the notes of the May 14, 2015 Human Resources meeting were included in the next Commissioners' kits. He also mentioned that there will be no other meetings this year.

10.6 Transportation Advisory Committee

The Chair of the Transportation Committee, Commissioner G. Holliday, informed the Council that the notes of the June 2, 2015 Transportation Committee meeting were included in the Commissioner's kits. He also mentioned that there will be no other meetings this year.

10.7 Special Education Advisory Committee

The Director of Pedagogical Services, K. Mackey, informed the Council that the Special Education Advisory Committee meeting which was scheduled on June 17, 2015 was cancelled. She also mentioned that there will be no other meetings this year.

10.8 Parents' Committee

Parent Commissioner P. Laberge informed the Council that the highlights of the June 2, 2015 meeting were included in the Commissioners' kits. He also indicated that there will be no other meetings this year.

10.9 Student Advisory Committee

From the Student Advisory Committee (SAC), Commissioner J. Humenuik mentioned that the next meeting will take place in the fall and there will be some new students joining the Committee.

11. QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT

- Mr. Murray gave a health update of the Chairman of QESBA, Mr. David D'Aoust.
- Mr. Murray attended the press conference for the launch of the Election Systems Study Panel about school elections. This Panel will be chaired by Ms. Marlene Jennings. A final report is expected by Labor Day.
- M. Murray attended the Townshippers' Dialogue Day where he met with the Liberal Estrie caucus and/or their attaches. Mr. Murray advocated firmly for School Boards and felt it was a very energetic meeting.

Eastern Townships Association of Administrators (ETAA) communicated with the Chairman of QESBA and expressed their intent to organize the 2017 Spring Conference. The Chairman of QESBA asked the Commissioners if they are in support of this motion. The Council mandated the Chairman to explore the option.

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

Commissioner J. Humenuik mentioned that the next SOFIE meeting will be held July 3, in Granby.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner K. Waterhouse offered his time to organize a Commissioners' section, etc. in Google;

Commissioner G. Thomson thanked people in the audience for their implication in education especially M. Seline. He also thanked the DC members for their dedication to the students of the Eastern Townships School Board; he also individually offered his support to teachers;

Commissioner M. Kirby attended the graduation ceremony at Champlain College when she also had the pleasure of witnessing the graduation of the Eastern Townships School Board students from the Collegium program. She mentioned that they received high praise from the Champlain Regional College administration and fellow students.

Commissioner C. Beaubien attended the graduation and awards ceremonies of Ayer's Cliff Elementary School, North Hatley Elementary School and Sunnyside Elementary School. It was nice seeing former students she taught with their child/children. There was an activity at the North Hatley Elementary School golf club with Cycle 3 students from North Hatley Elementary School (see article in The Record, Golf Quebec eGolf and La Tribune). Alexander Galt Regional High School graduation ceremony was very professional. North Hatley Elementary School sent two nice pamphlets in order to promote its daycare service. She also thanked Sharon who helped out.

Commissioner G. Barnett attended Lennoxville Elementary School and New Horizons Adult Education Centre Governing Board meetings. He also attended a dinner at Lennoxville Vocational Training Centre to welcome 17 new Indian students in the Home Care Programs.

Commissioner P. Laberge thanked the new Parent Commissioners for their involvement. He also thanked M. Seline and DC members for having attended the Central Parents' Committee meetings;

Commissioner M. Gilman mentioned that the Central Parents' Committee had a great tour of Massey-Vanier High School at their last meeting. It is the Committee's goal to visit 2 to 3 schools per year.

Mr. Murray thanked Matthew McCully, reporter for The Record, for his attendance and timely articles on Council's business.

14. CORRESPONDENCE

The Secretary General indicated that no items of correspondence were received.

15. QUESTION PERIOD

Megan Seline

Q: When Centre Directors will be named at Centre Brome-Missisquoi?

A: *Mr. Murray replied they will be named as soon as possible and that we are looking for the best candidates.*

Ms. Seline wishes a nice summer vacation to Commissioners and to ETSB administrators.

Scott Stevenson

Q: With the opportunity earlier mentioned for a bilingual school in Sawyerville, where are we now with this dossier?

A: *Mr. Murray replied that we are currently only in the talking stages after having been approached recently by the Sawyerville community.*

S. Stevenson commented on the Backpack project. He mentioned that their objective was to support 80 students from Alexander Galt Regional High School and Lennoxville Vocational Training Centre for school supplies. Mr. Stevenson is confident that the committee will be able to support at least and even more than 80 students. The committee would like to expand the idea to other schools communities.

16. ADJOURNMENT

At 9:10 p.m., Commissioner R. Gagnon made a motion to adjourn the meeting of June 23, 2015 to July 7, 2015 at 5:00 p.m. via a conference call.

Éric Campbell
Secretary General

Michael Murray
Chairman

/EC
2015-06-24