

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, JUNE 25, 2014 – 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

PRESENT

Commissioners:	Brenda Bailey	Gordon Barnett
	Daniel Brodie	Gérald Carrière
	Richard Gagnon	Gary Holliday
	Joy Humenuik	Patricia Keenan-Adank
	Mary Kirby	Frank MacGregor (Vice-Chairman)
	Alice McCrory	Michael Murray (Chairman)
	Larry Smith	Bruno Vanasse
	Jane Wardle	

Parent Commissioners: Tina Bilodeau (*via Skype*) Paul Laberge

Secretary General, Éric Campbell
Director General, André Turcotte
Assistant Director General and Director of Pedagogical Services, Kandy Mackey
Director of Complementary Educational Services, Peter Hamilton
Director of Human Resources, Jeffrey Pauw
Director of Operations, Michel Soucy
Director of Financial Services, Sophie Leduc

ABSENT WITH REASON

Commissioners Pierre Bell, Peter Channell, Diane Hudson, Douglas Sullivan

OBSERVERS

Sharon Priest, Communications Consultant

GUESTS

Megan Seline, President of the Appalachian Teacher's Association (ATA), Matthew McCully, The Record, Cathy St-Jean, President and Julie Dubois, Vice-President of TRUSS, David Wright, visitor, Scott Stevenson, parent, and a group of teachers at CBM.

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:15 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 June 25, 2014.

Carried unanimously

3. Approval of the Minutes of the Meeting of May 27, 2014

Resolution No. ETSB14-06-82

Approval of the Minutes of the Meeting of May 27, 2014

WHEREAS a copy of the Minutes of the meeting of May 27, 2014 have 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 27, 2014.

Carried unanimously

4. QUESTION PERIOD

Mr. Scott Stevenson, parent of a student at AGRHS, asked two questions:

- What is the policy on maximum class sizes at the high school?

The Director of Human Resources, J. Pauw, replied that Provincial Policy on maximum class size is as follows:

- Sec. 1: 28
- Sec. II: 29
- Sec III: 32

In cases where the maximum is surpassed, teachers are compensated.

- What is the number of students in the ETSB with IEP (Individual Education Plan)?
The Director of Complementary Educational Services, P. Hamilton, replied that approximately 30% of our student population has an IEP.

Mr. Ghislain Gravel, teacher at CBM, asked two questions:

- Will CBM Vocational Training be given double its budget allocation seeing as the Centre has increased its number of students? This to offset the monies previously allocated and frozen for new equipment purchase.

Commissioner M. Murray replied that Vocational Training is a separate budget and all the funds allocated to the Centre are dispersed. Consequently the Centre must cover any

deficits incurred. The Director of Finance has looked closely with the Centre to help balance the budget.

- Will the Council come to the Centre to speak with the teachers?
Commissioner M. Murray replied that if the staff has solutions that are pragmatic, we would be open to hearing them.

Ms. Megan Seline, President of ATA, asked four questions:

- Is the Council of Commissioners aware of issues at CBM?
Commissioner M. Murray replied: issues are raised through proper channels.
- Do they share the desire of the staff to resolve these issues?
Commissioner M. Murray replied: yes.
- How to address these issues?
Commissioner M. Murray replied: through proper channels starting with local management.
- Is there something specific that teachers can do at this point?
Commissioner M. Murray replied: not at this time but the Council of Commissioners and Senior Management are addressing it.

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:

- The Multi-Age Class at Lennoxville Elementary School received an award during the “*Gala de la Semaine l’amitié n’a pas d’âge*”. The class was recognized for their pen pal project with the senior’s organization, where they wrote and received letters from the grandparents. The project ended with a fun day at the *La Maison des Grand-Parents* with the students participating in various activities with their pen pals. Congratulations to the students and their teachers on this worthy recognition;
- This year the Lennoxville Vocational Training Centre (LVTC) has 3 students that were awarded prizes for the *Chapeau les filles*, which recognizes women who study in a traditionally male trade. The laureates this year were Catherine Bisson, Catherine Perron and Elisabeth Guay. Elisabeth won a grand prize worth \$2000 from the Quebec English School Board Association and studied welding and fitting. Congratulations to all the individuals who participated.

6. BUSINESS ARISING

There was no business arising.

7. NEW BUSINESS

The members of the Appeal Committee met on June 19, 2014, and were provided with the details of the Appeal. Commissioner D. Brodie, Chair of the Appeal Committee, presented the following recommendation:

7.1 Recommendation from the Appeal Committee

Commissioner Daniel Brodie presented the following resolution:

Resolution No. ETSB14-06-83

Recommendation from the Appeal Committee held on June 19th, 2014

WHEREAS Student A is a Secondary 2 student at Alexander Galt Regional High School (A.G.R.H.S.);

WHEREAS Student A was expelled from class and for inappropriate behavior;

WHEREAS Student A was suspended for one day for continued inappropriate behavior and disrespectful language at the office;

WHEREAS Student A is contesting the decision made by the administration team at A.G.R.H.S.;

WHEREAS Student A is contesting the severity of the punishment;

WHEREAS Student A contests that the administration team at A.G.R.H.S. did not follow the announced procedure regarding disciplinary measures;

WHEREAS the decision made by the administration team at A.G.R.H.S. was based on the intensity and duration of Student A's behavior;

WHEREAS Student A received several warnings by the acting Vice-Principal to settle down;

WHEREAS the Appeal Committee members do not find the punishment exaggerated;

WHEREAS the Appeal Committee finds that the administration team at A.G.R.H.S. followed announced procedures;

WHEREAS after hearing both interested parties, the Appeal Committee recommends to maintain the decision of the Administration team at A.G.R.H.S., the suspension of Student A for one day.

IT WAS MOVED BY Commissioner D. Brodie to accept the Appeal Committee's recommendation to **maintain** the decision made by the Administration team at A.G.R.H.S. to suspend Student A for one day.

Carried unanimously

7.2 Confirmation of Administrative Positions

The Director General, A. Turcotte, presented the following resolutions:

7.2.1 Resolution No. ETSB14-06-84
Confirmation of Administrative Position

WHEREAS the following individual was appointed to an existing administrative position for the 2013-2014 school year:

Mr. Bruce Banfill, Coordinator of Transportation;

WHEREAS the individual was subject to a one-year probationary period and performance appraisal process;

WHEREAS the individual successfully passed his probation period;

IT WAS MOVED BY Commissioner G. Holliday that the Council of Commissioners approve the administrative position of Mr. Bruce Banfill as Coordinator of Transportation.

Carried unanimously

7.2.2 Confirmation of Administrative Position

Resolution No. ETSB14-06-85
Confirmation of Administrative Position

WHEREAS the following individual was appointed to an existing administrative position for the 2013-2014 school year:

Ms. Anne Stairs, Principal 50% of A.D.S. Elementary School and
50% of Waterloo Elementary School;

WHEREAS the individual was subject to a one-year probationary period and performance appraisal process;

WHEREAS the individual successfully passed her probation period;

IT WAS MOVED BY Commissioner A. McCrory that the Council of Commissioners approve the administrative position of Ms. Anne Stairs as Principal 50% A.D.S. Elementary School and 50% Waterloo Elementary School.

Carried unanimously

7.2.3 Confirmation of Administrative Position

Resolution No. ETSB14-06-86
Confirmation of Administrative Position

WHEREAS the following individual was appointed to an existing administrative position for the 2013-2014 school year:

Ms. Del Springate, Principal 50% of Ayer's Cliff Elementary School;

WHEREAS the individual was subject to a one-year probationary period and performance appraisal process;

WHEREAS the individual successfully passed her probation period;

IT WAS MOVED BY Commissioner B. Vanasse that the Council of Commissioners approve the administrative position of Ms. Del Springate as Principal 50% of Ayer's Cliff Elementary School.

Carried unanimously

7.2.4 Confirmation of Administrative Position

Resolution No. ETSB14-06-87

Confirmation of Administrative Position

WHEREAS the following individual was appointed to an existing administrative position for the 2013-2014 school year:

Ms. Marie-Pier Cabana, Principal 100% of Drummondville Elementary School;

WHEREAS the individual was subject to a one-year probationary period and performance appraisal process;

WHEREAS the individual successfully passed her probation period;

IT WAS MOVED BY Commissioner B. Bailey that the Council of Commissioners approve the administrative position of Ms. Marie-Pier Cabana as Principal 100% of Drummondville Elementary School.

Carried unanimously

7.2.5 Confirmation of Administrative Position

Resolution No. ETSB14-06-88

Confirmation of Administrative Position

WHEREAS the following individual was appointed to an existing administrative position for the 2013-2014 school year:

Ms. Nicole Grégoire, Principal 30% of North Hatley Elementary School;

WHEREAS the individual was subject to a one-year probationary period and performance appraisal process;

WHEREAS the individual successfully passed her probation period;

IT WAS MOVED BY Commissioner B. Vanasse that the Council of Commissioners approve the administrative position of Ms. Nicole Grégoire as Principal 30% of North Hatley Elementary School.

Carried unanimously

7.3 Confirmation of the Schools and Centres Administrative Structure 2014-2015

Resolution No. ETSB14-06-89

Confirmation of the Schools and Centres Administrative Structure 2014-2015

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 Council of Commissioners has received the proposed Administrative Structure for the Schools and Centres, including the appropriate modifications and adjustments for the 2014-2015 school year;

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, 2014;

IT WAS MOVED BY Commissioner R. Gagnon that the Council of Commissioners approve the Schools and Centres Administrative Structure for the 2014-2015 school year, effective July 1st, 2014.

Carried unanimously

7.4 Deeds of Establishment and 3-Year-Plan of Allocation and Destination of Immovables

The Secretary General presented the Deeds of Establishment and 3-Year Plans of Allocation and Destination of Immovables.

7.4.1 Resolution No. ETSB14-06-90 Approval of Deeds of Establishment

IT WAS MOVED BY Commissioner R. Gagnon to approve the Deeds of Establishment with the following modifications:

- Add Knowlton Academy, Mansonville, Parkview and Princess Elizabeth Elementary Schools deeds;
- Lennoxville Vocational Centre: change the picture and the address.

Carried unanimously

7.4.2 Resolution No. ETSB14-06-91 Approval of 3-Year-Plan of Allocation and Destination of Immovables

IT WAS MOVED BY Commissioner B. Vanasse to approve the 3-Year-Plan of Allocation and Destination of Immovables as presented.

Carried unanimously

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

7.5 Hourly Tariff of Remuneration of Electoral Personnel and Travel Expenses Reimbursement

The Secretary General, E. Campbell, presented the following resolution:

Resolution No. ETSB14-06-92

Hourly Tariff of Remuneration of Electoral Personnel and Travel Expenses Reimbursement

WHEREAS school elections will take place on November 2, 2014;

WHEREAS article 30 of an *Act respecting school elections* stipulates that it is the responsibility of the school board to determine the remuneration of the electoral personnel;

WHEREAS the *Règlement sur le tarif de la rémunération et des frais du personnel électoral* fix the limit of the hourly tariff of remuneration for the electoral personnel as well as of the reimbursement of the travel expenses;

IT WAS MOVED BY Commissioner J. Humenuik that the Eastern Townships School Board establish the hourly tariff of remuneration for the electoral personnel as well as the amount of reimbursement of travel expenses in compliance with the directives proposed by the Director General of Elections of Quebec.

Carried unanimously

7.6 Schedule of the Council of Commissioners Meetings for the 2014-2015 School Year

The Secretary General, E. Campbell, presented the following resolution:

Resolution No. ETSB14-06-93

Schedule of the Council of Commissioners Meetings for the 2014-2015 School Year

IT WAS MOVED BY Commissioner G. Holliday to approve the following Schedule of Meetings for the Council of Commissioners for the 2014-2015 school year:

COUNCIL OF COMMISSIONERS

**Dates of the Meetings
School Year 2014-2015**

August 26, 2014
September 23, 2014
November 25, 2014
January 27, 2015
February 24, 2015
March 24, 2015
April 28, 2015
May 26, 2015
June 23, 2015

Carried unanimously

8. DIRECTOR GENERAL'S REPORT

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

- Honoring Retirees
- Graduations
- Provincial Budget Implications
- Committee of Experts Findings.

9. REPORT FROM THE CHAIR

There was no report from the Chair.

10. COMMITTEE REPORTS

10.1 Executive Committee

The Chairman reported that the members had recommended four (4) resolutions regarding schoolyard and air quality improvement. Also, in a Special Executive Meeting, the members had recommended the nomination of two (2) principals and one (1) vice-principal.

10.2 Adult and Vocational Education Advisory Committee

The Chair of the Adult and Vocational Education Advisory Committee informed the Council that there was nothing to report as there were no meetings.

10.3 Audit Advisory Committee

The Chair of the Audit Advisory Committee, J. Humenuik, informed the Council that the notes of the June 10, 2014 Audit Advisory Committee meeting were included in the Commissioner's kits. She also indicated that the next meeting will be scheduled on September 9, 2014.

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

10.3.1 Signing Officers for Schools/Centres

Resolution No. ETSB14-06-94 **Signing Officers for Schools/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 Parkview Elementary School, Sherbrooke Elementary School, Saint-Francis Elementary School and Massey-Vanier High School;

IT WAS MOVED BY Commissioner J. Humenuik that the following individual be authorized to sign banking documents on behalf of their respective schools as of July 1st 2014:

Parkview Elementary	Nicole Carrière (add) Julie Edwards (remove)
Sherbrooke Elementary	Peggy McCourt (remove)
Saint-Francis Elementary	Louise Retchless (add) Gail Richards-Kelso (remove)
Massey Vanier High School	Julie Edwards (add) Thomas Hamer (remove)
Richmond Regional High School	Steve Element (remove)

Carried unanimously

10.3.2 Signing Officers for Schools/Centres

Resolution No. ETSB14-06-95 Signing Officers for Schools/Centres

WHEREAS the CIBC Bank requires the names of representatives authorized to sign banking documents on behalf of ETSB Alexander Galt Regional High School;

WHEREAS new principal assignments have changed the names of representatives in this school;

IT WAS MOVED BY Commissioner J. Humenuik that the following individuals be authorized to sign banking documents on behalf of Alexander Galt Regional High School as of July 1st 2014:

Alexander Galt Regional High School	Peggy McCourt (add) Louise Retchless (remove)
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Carried unanimously

10.3.3 Signing Officers for Schools/Centres

Resolution No. ETSB14-06-96 Signing Officers for Schools/Centres

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

WHEREAS the Principal of the Learning Centre has given her resignation as of August 15th 2014;

IT WAS MOVED BY Commissioner J. Humenuik that Ms. Velma Sutherland be removed as authorized to sign banking documents on behalf of Learning Centre as of August 15th 2014.

Carried unanimously

10.3.4 Objectives and Principles Governing the Allocation of Resources pursuant to Section 275 – Budget year 2014-2015

Resolution No. ETSB14-06-97

Objectives and Principles Governing the Allocation of Resources pursuant to Section 275 – Budget year 2014-2015

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 2014-2015;

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 2014-2015 school year.

Carried unanimously

10.3.5 Electrical System Replacement (Additional Cost) – Saint-Francis Elementary School – Project #1213-018-20

Resolution No. ETSB14-06-98

Electrical System Replacement (Additional Cost) – Saint-Francis Elementary School – Project #1213-018-20

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$150 000 (taxes and professional fees included), for an electrical system replacement project at Saint-Francis Elementary School, under the program « *Maintien des bâtiments 2012-2013 (Mesure 50620)* »;

WHEREAS it was moved by resolution #ETSB13-06-115, on June 25, 2013, that the company *Construction Gératek Ltée.* be awarded a contract to the amount of \$95,141.82 (taxes and professional fees included), for an electrical system replacement project at Saint-Francis Elementary School;

WHEREAS the amount of \$18,040.17 to pay for all modification orders, additional work and professional fees (including taxes), was required to finish the project;

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners approve the needed amount to finalize the electrical system replacement project at Saint-Francis Elementary School;

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 Financial Services and the Director of Operations can also sign.

Carried unanimously

10.3.6 Floor Tiles Replacement – Alexander Galt Regional High School - Project #13-022-AMT-18

Resolution No. ETSB14-06-99

Floor Tiles Replacement – Alexander Galt Regional High School - Project #13-022-AMT-18

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$75,000 (taxes included) for a floor tiles replacement project at Alexander Galt Regional High School, under the program «*Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014*»;

WHEREAS five (5) specialized companies were invited to bid on the project;

WHEREAS four (4) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$44,500 + taxes for a total of \$51,163.88, was received from the company *Couture Planchers Design*;

WHEREAS the contract will be granted according to the Eastern Townships School Board's purchase policy and government requirements (laws, policies, rules, etc...);

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the project;

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 Drainage & Oil Tank Replacement – Sutton Elementary School – Project #13-020-MDB-03

Resolution No. ETSB14-06-100

Drainage & Oil Tank Replacement – Sutton Elementary School – Project #13-020-MDB-03

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$120,000 (taxes and professional fees included) for a drainage & oil tank replacement project at Sutton Elementary School, under the program «*Maintien des bâtiments 2013-2014 (Mesure 50620)* »;

WHEREAS four (4) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS one (1) bid was received by the Eastern Townships School Board by the date and time specified;

WHEREAS the amount of the only bid for the drainage part of the project is \$91,663.75 (excluding taxes), was received from the company *G. Leblanc Excavation inc.*;

WHEREAS in addition to the drainage project, all work related to the oil tank replacement will be done by the company *Pédro-Service 85* for an amount of \$12,355 (excluding taxes);

WHEREAS the amount of the lowest bid from the contractors plus the professional fees and taxes is \$133,622.51;

WHEREAS additional funds are required to complete the project, the monies will be taken from the surplus of the global envelopes of the *Maintien des bâtiments (MDB) 2013-2014* program and/or the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program;

WHEREAS the assigned engineering firm of *Exp.*, after reviewing the bids, has recommended the companies *G. Leblanc Excavation inc.* and *Pédro-Service 85* to do the work;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the project;

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 Drainage and Sewer replacement – Sherbrooke Elementary School – Project No. 13-017-MDB-22

Resolution No. ETSB14-06-101

Drainage and Sewer Replacement – Sherbrooke Elementary School – Project #13-017-MDB-22

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport (MELS)* approved a budget of \$125,000 (taxes and professional fees included) for a drainage and sewer replacement project at Sherbrooke Elementary School, under the program « *Maintien des bâtiments 2013-2014 (Mesure 50620)* »;

WHEREAS eight (8) companies retrieved the project specifications after a public invitation 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 \$110,496.65 (excluding taxes), was received from the company *Excavation Daniel Bolduc inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$139,230.87;

WHEREAS additional funds are required to complete the project, and the monies will be taken from the surplus of the global envelopes of the *Maintien des bâtiments (MDB) 2013-2014* program and/or the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program;

WHEREAS the assigned engineering firm of *Exp.*, after reviewing the bids, has recommended the company *Excavation Daniel Bolduc inc.* to do the work;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with project;

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 Ventilation Replacement Project – Massey-Vanier High School - Project #13-023-MDB-17

Resolution No. ETSB14-06-102

Ventilation Replacement Project – Massey-Vanier High School - Project #13-023-MDB-17

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport (MELS)* approved a budget of \$125,000 (taxes and professional fees included) for the Eastern Townships School Board's share of a ventilation replacement project at Massey-Vanier High School, under the program « *Maintien des bâtiments 2013-2014 (Mesure 50620)* »;

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the *Commission scolaire du Val-des-Cerfs (CSV)* want to replace the non-functional ventilation system in the gymnasium area at Massey-Vanier High School;

WHEREAS the *Commission scolaire du Val-des-Cerfs* 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 *Commission scolaire du Val-des-Cerfs* and the ETSB;

WHEREAS five (5) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS two (2) bids were received by the *Commission scolaire du Val-des-Cerfs* by the date and time specified;

WHEREAS the lowest bid in the amount of \$154,000 (excluding taxes), was received from the company *NEVE Réfrigération inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$226,903.16;

WHEREAS the amount of the ETSB's share is \$113,451.48 (including taxes and fees);

WHEREAS the assigned engineering firm of *WSP Global Inc.*, after reviewing the bids, has recommended the company *NEVE Réfrigération inc.* to do the work;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the project;

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 Roof Replacement (Phase I) – Parkview Elementary School – Project #13-013-MDB-07

Resolution No. ETSB14-06-103

Roof Replacement (Phase I) – Parkview Elementary School – Project #13-013-MDB-07

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$150,000 (taxes and professional fees included) for a roof replacement project at Parkview Elementary School, under the program « *Maintien des bâtiments 2013-2014 (Mesure 50620)* »;

WHEREAS five (5) companies retrieved the project specifications after a public invitation 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 \$79,780 (excluding taxes), was received from the contractor *Roland Bolduc Couvreur inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$103,397.02;

WHEREAS the assigned architectural firm of *Charest Parenteau architectes*, after reviewing the bids, has recommended the contractor *Roland Bolduc Couvreur inc.* to do the work;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the project;

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 Roof Replacement – Richmond Regional High School – Project #13-024-MDB-02

Resolution No. ETSB14-06-104

Roof Replacement – Richmond Regional High School – Project #13-024-MDB-02

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$300,000 (taxes and professional fees included) for a roof replacement project at Richmond

Regional High School, under the program «*Maintien des bâtiments 2013-2014 (Mesure 50620)*»;

WHEREAS five (5) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS four (4) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$157,935.00 (excluding taxes), was received from the company *Toitures Sherbrooke inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$191,519.61;

WHEREAS the assigned architectural firm of *Demers Pelletier architectes*, after reviewing the bids, has recommended the company *Toitures Sherbrooke inc.* to do the work;

IT WAS MOVED BY Commissioner B. Bailey to proceed with the project;

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 Roof Replacement – Waterloo Elementary School – Project #13-021-MDB-05

Resolution No. ETSB14-06-105

Roof Replacement – Waterloo Elementary School – Project #13-021-MDB-05

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$140,000 (taxes and professional fees included) for a roof replacement project at Waterloo Elementary School, under the program « *Maintien des bâtiments 2013-2014 (Mesure 50620)* »;

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

WHEREAS four (4) bids were received by the Eastern Townships School Board by the date and time specified;

WHEREAS the lowest bid in the amount of \$104,000.00 (excluding taxes), was received from the company *Toitures Sherbrooke inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$126,713.95;

WHEREAS if additional funds are necessary to complete the project, the monies will be taken from the surplus of the global envelopes of the *Maintien des bâtiments (MDB) 2013-2014* program and/or the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program;

WHEREAS the assigned architectural firm of *Demers Pelletier architectes*, after reviewing the bids, has recommended the company *Toitures Sherbrooke inc.* to do the work;

IT WAS MOVED BY Commissioner A. McCrory to proceed with the project;

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 Elevator Rehabilitation – Alexander Galt Regional High School - Project #13-022-RHA-01

Resolution No. ETSB14-06-106

Refurbished Elevator – Alexander Galt Regional High School - Project #13-022-RHA-01

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) approved a budget of \$140 000 (taxes and professional fees included) for an refurbished elevator project at Alexander Galt Regional High School, under the program « *Amélioration de l'accessibilité des immeubles aux personnes handicapées 2013-2014 (Mesure 30850)* »;

WHEREAS the Eastern Townships School Board wants to rehabilitate the elevator at the Alexander Galt Regional High School;

WHEREAS an elevator rehabilitation project was approved by the Eastern Townships School Board SEAC Committee;

WHEREAS two (2) 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 \$138,250 (excluding taxes), was received from the company *KONE inc.*;

WHEREAS the amount of the lowest bid from the contractor plus the professional fees and taxes is \$170,163;

WHEREAS the assigned professional firm of *Jean-Marc Caron et associés inc.*, after reviewing the bids, has recommended the company *KONE inc.* to do the work;

WHEREAS additional funds are required to complete the project, and the monies will be taken from the surplus of the global envelopes of the *Amélioration de l'accessibilité des immeubles aux personnes handicapées (RHA) 2013-2014* and/or the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the project;

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 Schoolyard Improvement Project – A.D.S. Elementary School - Project #13-001-AMT-20

Resolution No. ETSB14-06-107

Schoolyard Improvement Project – A.D.S. Elementary School - Project #13-001-AMT-20

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the *Comité Parc-écoles* of the A.D.S. Elementary School have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) under the program « *Embellissement des cours d'école 2013-2014 (Mesure 50530)* »;

WHEREAS the ETSB in collaboration with the *Comité Parc-écoles* of the A.D.S. Elementary school presented it's demand in October 2013;

WHEREAS the ETSB wants to realize the project during the summer break of 2014;

WHEREAS as of now, the ETSB is waiting for the authorization from the *ministère de l'Éducation, du Loisir et du Sport* (MELS);

WHEREAS the financial aid from the MELS 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 *Comité-Parc-écoles* of the A.D.S. 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 \$80,679 (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 it's global envelope of the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program to assume his share of the project;

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

IT WAS MOVED BY Commissioner B. Bailey to proceed with the project;

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

10.3.15 Schoolyard Improvement Project – Sunnyside Elementary School - Project #13-019-AMT-21

Resolution No. ETSB14-06-108

Schoolyard Improvement Project – Sunnyside Elementary School - Project #13-019-AMT-21

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the Playground committee of the Sunnyside Elementary School have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) under the program « *Embellissement des cours d'école 2013-2014 (Mesure 50530)* »;

WHEREAS the ETSB in collaboration with the Playground Committee of the Sunnyside Elementary School presented it's demand in October 2013;

WHEREAS the ETSB wants to realize the project during the summer break of 2014;

WHEREAS as of now, the ETSB is waiting for the authorization from the *ministère de l'Éducation, du Loisir et du Sport* (MELS);

WHEREAS the financial aid from the MELS 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 Playground Committee of the Sunnyside 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 \$75,210 (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 it's global envelope of the *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* program to assume his share of the project;

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

IT WAS MOVED BY Commissioner L. Smith to proceed with the project;

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

10.3.16 Schoolyard Improvement Project – Sherbrooke Elementary School - Project #13-017-AMT-22

Resolution No. ETSB14-06-109

Schoolyard Improvement Project – Sherbrooke Elementary School - Project #13-017-AMT-22

WHEREAS the Eastern Townships School Board (ETSB) in collaboration with the *Comité d'embellissement* of the Sherbrooke Elementary school have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) under the program « *Embellissement des cours d'école 2013-2014 (Mesure 50530)* »;

WHEREAS the ETSB in collaboration with the *Comité d'embellissement* of the Sherbrooke Elementary School presented its demand in October 2013;

WHEREAS the ETSB wants to realize the project during the summer break of 2014;

WHEREAS as of now, the ETSB is waiting for the authorization from the *ministère de l'Éducation, du Loisir et du Sport* (MELS);

WHEREAS the financial aid from the MELS 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 *Comité d'embellissement* of the Sherbrooke 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 \$80,679 (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) 2013-2014* program to assume his share of the project;

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

IT WAS MOVED BY Commissioner L. Smith to proceed with the project;

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

10.3.17 Air Quality Improvement – Heroes' Memorial Elementary School – Project #13008-AMT-17

Resolution No. ETSB14-06-110

Air Quality Improvement – Heroes' Memorial Elementary School – Project #13-008-AMT-17

WHEREAS following the school staff request, an air quality investigation was conducted at Heroe's Memorial Elementary School;

WHEREAS the Eastern Townships School Board (ETSB) has mandated the specialized firm *Environnement S-Air inc.*;

WHEREAS after receiving the final report from *Environnement S-Air* June 10, 2014, it was recommended to intervene without any delay on certain elements and to conduct a more exhaustive study;

WHEREAS at this present time we do not have all the information needed to proceed;

WHEREAS the next Council of Commissioners meeting is scheduled on August 26 2014;

WHEREAS to be ready for the beginning of the school year in September 2014, the ETSB wishes to be able to proceed with the necessary work, if needed, as soon as possible;

WHEREAS we are asking for a pre-authorized budget of up to \$100,000;

WHEREAS the monies will be taken from the global envelope of the program *Maintien des actifs et transformation fonctionnelle (AMT) 2013-2014* and if needed *Maintien des actifs et transformation fonctionnelle (AMT) 2014-2015*;

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

IT WAS MOVED BY Commissioner B. Vanasse to proceed with the project;

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

10.3.18 List of proposed projects under the program «*Maintien des bâtiments 2014-2015 (Mesure 50620)*»

Resolution No. ETSB14-06-111

List of proposed projects under the program «*Maintien des bâtiments 2014-2015 (Mesure 50620)*»

WHEREAS with this measure the *ministère de l'Éducation, du Loisir et du Sport* (MELS) 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, du Loisir et du Sport* (MELS) for authorization according to the « *Maintien des bâtiments 2014-2015 (Mesure 50620)* »;

WHEREAS this list must be sent to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) by the Eastern Townships School Board by June 30, 2014;

WHEREAS the said list of the proposed priorities could be subject to adjustments following possible events prior to June 30, 2014;

IT WAS MOVED by Commissioner J. Humenuik that the Council of Commissioners approve the priority list of projects proposed under the « *Maintien des bâtiments 2014-2015 (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

10.3.19 Request to Adopt a Deficit Budget for the 2014-2015 School Year**Resolution No. ETSB14-06-112****Request to Adopt a Deficit Budget for the 2014-2015 School Year**

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* (MELS) can, following the terms and conditions they have determined, authorize the Eastern Townships School Board to adopt a budget that foresees the expenses being greater than the revenues;

WHEREAS the preliminary budgetary rules and the consultation parameters for the 2014-2015 school year were submitted late, on June 13, 2014;

WHEREAS important compressions of more than \$826 000 appear in the consultation parameters;

WHEREAS an additional general compression equivalent to 2% of administrative salaries and 3% of expenses for administrative functions, is still unknown;

WHEREAS the amounts of certain recurring allocations have not been confirmed in the consultation parameters;

WHEREAS the Eastern Townships School Board does not have an accumulated surplus;

WHEREAS in the above mentioned context, the Eastern Townships School Board foresees adopting a budget for 2014-2015 where the expenses exceed the revenues;

IT WAS MOVED BY Commissioner L. Smith that a request be sent to the *ministère de l'Éducation, du Loisir et du Sport* (MELS) to authorize the Eastern Townships School Board to adopt a 2014-2015 budget that foresees the expenses being greater than the revenues to a maximum of \$500 000, with this authorization being subject to the terms and conditions that will be indicated.

Carried unanimously

10.4 Communications Advisory Committee

The Chairman of the Communications Advisory Committee, D. Brodie, informed the Council that the meeting in June was cancelled because there was no quorum. He also indicated that the next meeting will be on September 10, 2014.

10.5 Educational Services Advisory Committee

The Chairman of the Educational Services Advisory Committee, R. Gagnon, informed the Council that the notes of the June 3, 2014 meeting were included in the Commissioner's kits. He also indicated that the next meeting will be on September 2.

10.6 Human Resources Advisory Committee

The Chairman of the Human Resources Advisory Committee, F. MacGregor, indicated that there was nothing to report as there were no meetings. He also indicated that the next meeting is not called yet. The Director of Human Resources mentioned that he will have to post two (2)

positions; Vice-Principal at Sherbrooke Elementary School and Staff Assistant at Richmond Regional High School.

10.7 Planning and Development Advisory Committee

The Chairman informed the Council that the notes of the June 17, 2014 meeting of the Planning and Development Advisory Committee were included in the Commissioners' kits. He also indicated that the next date of the meeting will be on September 16, 2014.

10.8 Transportation Advisory Committee

Commissioner G. Holliday, Acting Chair of the Transportation Advisory Committee, informed the Council that the May 14, 2014 meeting was cancelled. He also indicated that there were no other meetings scheduled until next fall.

10.9 Parents' Committee

Parent Commissioner P. Laberge made a verbal report about the last meeting on June 4, 2014. He said that it was very well attended. The DG of the FCPPQ made a presentation and they had a potluck supper. He also indicated that the next meeting will be held on October 15, 2014.

10.10 Special Education Advisory Committee

The Director of the Complementary Services, P. Hamilton, introduced Ms. Gail Kelso to the committee. They focused their meeting on the transition of special needs students into the centers, both adult education and vocational training. He also informed the Council that the notes of the May 14, 2014 meeting were included in the Commissioner's kits and that the notes of the June 11 meeting will be included in the next Commissioner's kits meeting.

11. QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT

The Chairman mentioned that he had attended the Spring Conference. He had the opportunity to meet with the Minister of Education, Mr. Yves Bolduc, and Ms. Chantal Beaulieu, Assistant Deputy Minister in Education. Mr. Smith and Mr. Carrière also attended the Spring Conference and had prepared a report that they will share with Commissioners. QESBA had named Mr. Marcus Tabachnick as the new Executive Director of QESBA. QESBA had received 40 applications for that job.

13. STUDENT ADVISORY COMMITTEE

From the Student Advisory Committee, Commissioner J. Humenuik reported that the students had requested that commissioners be present in school at their 1st meetings at the beginning of the next school year to help them out for the recruitment of new student members on this committee.

14. SOFIE

Commissioner J. Humenuik reported that there was a meeting last Friday. They presented their financial report. They thought that they were in good shape as they have remained stable for

the last two years. Two programs financed by *Emploi Québec* have already been approved for next year.

15. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner J. Wardle was happy to report on the renovations of the library and multisensory room at Mansonville Elementary School.

Commissioner P. Keenan-Adank mentioned that she had attended the graduation event at Richmond Regional High School and that there were three standing ovations, one for the valedictorian, one for Gerry McGee and one for Steve Element.

Commissioner F. MacGregor had also attended several end-of-school events in different schools during the last past weeks. He congratulated all students who graduated. He is very pleased with the way that the Commissioners are welcomed in Governing Board meetings.

Commissioner M. Kirby mentioned that she was very pleased to attend the Track and Fields event in Bury and saw the work done by all students;

Commissioner M. Kirby is very positive about with what she saw at a recent Community Conversation at the Eaton Valley CLC at Bury. She has felt confident about the new coordinator, Ms. Kim Fessenden.

14. QUESTION PERIOD

- Ms. Seline, President of ATA, asked if ETSB received any feedback from ATA for the linguistic policy.

The Director of Pedagogical Services, K. Mackey, replied that they received all the feedback and had revisited the linguistic policy. The modified policy will be submitted to the management in August.

- Ms. Seline asked if ETSB is an Anglophone School Board supporting bilingualism or is it a bilingual school board supporting bilingualism.

Commissioner M. Murray replied that ETSB serve a diverse population and serve both linguistic communities. Therefore, in our approach to languages, bilingualism is important to everyone.

- Ms. St-Jean, Interim President at TRUUS, asked if it was possible to have the same kit as the commissioners.

M. Murray replied that the answer is no but agenda is public and minutes are public once adopted.

- Ms. St-Jean asked the reason why changes have been made in the deeds of establishment.

Secretary General, E. Campbell, replied that it was to clarify which spaces belongs to whom.

- Ms. St-Jean asked if it is possible for an adult where there is some room in a bus to go on board.

Commissioner M. Murray replied yes, it is something we could look at, to use space that is available on our buses.

15. CORRESPONDENCE

The Secretary General read the following item of correspondence:

14.1 Thank you letter addressed to Mr. Murray.

16. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 9:44 p.m.

Éric Campbell
Secretary General

Michael Murray
Chairman

/EC
2014-06-26