

**EASTERN TOWNSHIPS SCHOOL BOARD**

**COUNCIL OF COMMISSIONERS**

**TUESDAY, JUNE 28, 2016 – 7:00 P.M.**

**ETSB BOARD ROOM  
340 SAINT-JEAN-BOSCO  
MAGOG, QC. J1X 1K9**

**MINUTES**

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***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	Absent
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, Christian Provencher	P
Alice McCrory	Absent	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	Absent	Director of Operations, Michel Soucy	P

*GH = Google Hangout*

**OBSERVERS**

Sharon Priest, Communications Consultant

**GUESTS**

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

**1. CALL THE MEETING TO ORDER**

The Chairman called the meeting to order at 7:16 p.m.

**2. QUORUM AND ADOPTION OF THE AGENDA**

**QUORUM WAS ESTABLISHED AND IT WAS MOVED BY** Commissioner G. Holliday to adopt the Agenda of June 28, 2016 as deposited.

Carried unanimously

**3. Approval of the Minutes of the Meeting of May 24, 2016**

**Resolution No. ETSB16-06-80**

**Approval of the Minutes of the Meeting of May 24, 2016**

**WHEREAS** a copy of the Minutes of the meeting of May 24 2016 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 24, 2016 as deposited.

Carried unanimously

**4. QUESTION PERIOD**

M. Seline

Q: What is the status of the *entente* between Commission scolaire du Val-des-Cerfs (CSVDC) and the Eastern Townships School Board (ETSB)?

*R: The Chairman replied that there are 12 different ententes or agreements with CSVDC, which include the sharing of premises etc. The senior administrators are currently in discussions with their counterparts at CSVDC to review and renew the agreements as some of them have been denounced by CSVDC and ETSB.*

Q: What is the status of the appointment of principals in some of our schools and centres?

*R: The Chairman replied that this point would be addressed later in the meeting but suffice it to say that they will be assigned during the summer so that administrators are in place for the start of the new school year.*

## 5. RECOGNITION OF EXCELLENCE

This month the Council of Commissioners and Senior Administrators of the Eastern Townships School Board would like to signal the following:

- On May 26<sup>th</sup>, the ETSB had the opportunity to celebrate this year's employees who have attained 25 years of service with the School Board. At the event each recipient was presented with a 25-year lapel pin and a small gift, to say thank you for their 25 years of dedication to the School Board and the students attending our schools and centres. We would like to once again congratulate and thank them;
- Massey-Vanier High School held their Awards Ceremony on June 1<sup>st</sup> in the school auditorium. During the evening's ceremony, \$91,000 in scholarships and awards were handed out to over 65 graduating students to help fund their post secondary education. We would like to congratulate all the students who received an award and wish them continued success in their future endeavours. We would also like to extend our appreciation to the Awards Committee who work tirelessly on a volunteer basis, as well as the many donors who give to the fund, who together ensure that these awards are available for Massey-Vanier students;
- On June 3<sup>rd</sup> the ETSB recognized and celebrated the careers of its retiring personnel at the annual Retirement Gala. In all 29 individuals have or will be retiring at the end of this school year. The wealth of experience, dedication and commitment that these individuals have shown towards the students of the ETSB will be missed. This was most evident as each retiree attending the event was honoured with stories that highlighted their accomplishments and unique contributions. We wish all of our retiring personnel a healthy, happy and long retirement;
- We would like to extend our congratulations to Sherbrooke Elementary School for being chosen as the regional Estrie winners for the *Défi cubes énergie* of the *Le Grand défi Pierre Lavoie*. The students collected energy cubes by doing different types of physical activity at school and at home. One participating school from each region in Quebec was chosen to attend the grand prize event of a weekend in Montreal held on June 18<sup>th</sup> and 19<sup>th</sup> which brought together 4200 students at the Olympic Stadium to stay there overnight and spend the next day at La Ronde;
- This year the Dynamic Funds Caregiver of Inspiration 2016 award was given to Theresa Evans from Massey-Vanier High School. Ms. Evans was recognized for spearheading the creation of Home Base: a support centre at Massey-Vanier High School that enables students with Autism spectrum disorder to thrive. Since its conception in 2006 where it started with only 3 students, the centre now provides a safe place for 32 students to help them be comfortable, have down time, adjust and integrate successfully into the high school environment. We would like to congratulate Ms. Evans on receiving this well deserved recognition and extend our thanks to the team at Massey-Vanier High School

for their commitment and dedication to their students. For more on Ms. Evans award, you can view the Inspirations newsletter at this link [http://www.inspirationsnews.com/pdf/Editions/Inspirations\\_summer-160418.pdf](http://www.inspirationsnews.com/pdf/Editions/Inspirations_summer-160418.pdf)

- Last but not least as the school year comes to a close, we have the pleasure of congratulating all our students. Whether it be our kindergarten students who are at the beginning of their journey, our elementary students leaving for new adventures in high school, our high school graduates who now have many paths in front of them to choose from or our adult and vocational education students who are embarking on a new career. Congratulations to all on a job well done! We wish you continued success in what ever you choose to do or become.

## **6. REPORTS**

### **6.1 Director General's Report**

The Director General, C. Provencher, presented his written report in which the following items were highlighted:

His first 100 days:

- He has a better understanding of the ETSB
- His attendance at the 25-Year Recognition and the Retirement Gala
- He will deposit a DG Action Plan for the 2016-2017 year.

### **6.2 Chair's Report**

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

- Another school year is now done
- CLC launches (multi-points of service)
- Weathered the budget compressions well
- A slight decrease in the ETSB tax rate
- A presentation of Bill 105 will be done in August or September, he is pleased with the focus on student success
- The importance to the community of small schools
- Increase of students at the elementary schools
- Partnership with CSVDC has been in place for close to 50 years
- New Director General is off to a good start

## 7. **BUSINESS ARISING**

### 7.1 **Correction to the Schedule of the Council of Commissioners Meetings – 2016-2017 School Year**

Resolution No. ETSB 16-06-81

#### **Correction to the Schedule of the Council of Commissioners Committee Meetings – 2016-2017 School Year**

**WHEREAS** the Council of Commissioners' meetings are usually scheduled on the fourth Tuesday of each month;

**WHEREAS** February 28, 2017 is the fourth Tuesday of the month but is part of the March break; **THEREFORE**, a correction must be made to the schedule of the Council of Commissioners' Committee Meetings, which has been adopted at the last Council of Commissioners' meeting (resolution no ETSB16-05-71);

**IT WAS MOVED BY** Commissioner D. Brodie to replace February 28, 2017 by February 21, 2017 to the Schedule of the Council of Commissioners' Committee meetings for the 2016-2017 school year.

Carried unanimously

## 8. **NEW BUSINESS**

### 8.1 **Request for an Alcohol Permit**

Resolution No. ETSB16-06-82

#### **Request for an Alcohol Permit – Memphremagog Community Learning Centre**

**WHEREAS** the Memphremagog Community Learning Centre will hold a country dance on Saturday October 1, 2016 as a fundraiser;

**WHEREAS** the country dance will take place on the Princess Elizabeth Elementary School (PEES) grounds;

**WHEREAS** the Memphremagog Community Learning Centre wants to sell alcoholic beverages;

**WHEREAS** the Memphremagog Community Learning Centre must conform with the *Régie des alcools, des courses et des jeux du Québec*;

**WHEREAS** the Memphremagog Community Learning Centre must obtain a resolution from the Board authorizing them to sell alcoholic beverages on the premises and in this case must supply a photocopy of the permit provided by the *Régie des alcools, des courses et des jeux du Québec*;

**IT WAS MOVED BY** Commissioner D. Brodie to authorize the Memphremagog Community Learning Centre to sell alcoholic beverages on PEES grounds in conformity with the *Régie des alcools, des courses et des jeux du Québec*.

Carried unanimously

## 9. COMMITTEE'S REPORTS

### 9.1 Executive Committee

The Chair of the Executive Committee mentioned that the following items were discussed at the Executive Committee:

- Staffing Plan
- Operational items

### 9.2. Audit Advisory Committee

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

#### 9.2.1 FINANCES

##### 9.2.1.1 Signing Officers for Schools/Centres

#### **Resolution No. ETSB 16-06-83** **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 Brome-Missisquoi Campus – Vocational Training;

**IT WAS MOVED BY** Commissioner J. Humenuik that the following individual be authorized to sign banking documents on behalf of the respective Centre as of July 1<sup>st</sup> 2016.

Centre Brome Missisquoi – Voc Ed

Liette Béchard (add)  
Sylvain Desruisseaux (remove)

Carried unanimously

**9.2.1.2 Objectives and Principles Governing the Allocation of Resources Pursuant to Section 275 (EA) – Budget Year 2016-2017**

**Resolution No. ETSB16-06-84**

**Objectives and Principles Governing the Allocation of Resources Pursuant to Section 275 (EA) – Budget Year 2016-2017**

**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 2016-2017;

**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 2016-2017 school year.

Carried unanimously

**9.2.1.3 Approval of the Schools and Centres Budgets 2016-2017**

**Resolution No. ETSB16-06-85**

**Approval of the Schools and Centres Budgets 2016-2017**

**WHEREAS** Section 276 of the *Education Act* states that every school board is responsible for approving the budgets of their Schools, Vocational Training Centres and Adult Education Centres;

**WHEREAS** it is necessary to ratify the budgets attached;

**WHEREAS** all of the Governing Boards adopted their School/Centre budgets for 2016-2017;

**WHEREAS** the School/Centre budgets for 2016-2017 have been presented and analyzed at the Audit Advisory Committee meeting of June 27, 2016;

**WHEREAS** the Audit committee recommends the ratification of the School/Centre budgets for 2016-2017;

**IT WAS MOVED BY** Commissioner J. Humenuik that the Council of Commissioners ratify the budget of each School/Centre for 2016-2017.

Carried unanimously

The Chair of the Audit Advisory Committee mentioned that the following sentence has been added at the end of the 5<sup>th</sup> paragraph of the initial resolution: “*subject to the adoption of the decree on the maximum yield of the tax as per Section 308 of the Education Act*”;

#### **9.2.1.4      Adoption of the 2016-2017 Budget**

##### **Resolution No. ETSB16-06-86**

##### **Adoption of the 2016-2017 Budget**

**WHEREAS** Section 277 of the *Education Act* requires that every school board adopt and submit to the Minister of Education its Operating, Capital Investment and Debt Service Budgets for the following school year;

**WHEREAS** every school board is responsible for approving the budgets of its schools, vocational training centres and adult education centres;

**WHEREAS** revenues are estimated to be \$80,145,420.00 and expenditures are estimated to be \$80,145,420.00, giving a balanced budget for the 2016-2017 school year;

**WHEREAS** the uniform evaluation needed to establish the equalization grant is established at \$4,543,612,461.00;

**WHEREAS** the budget foresees that the school tax rate is set at \$0.31462 per \$100 of uniform evaluation; subject to the adoption of the decree on the maximum yield of the tax as per Section 308 of the *Education Act*;

**IT WAS MOVED BY** Commissioner D. Brodie that the 2016-2017 Operating (including school/centre local funds), Debt Service and Capital Investment Budgets be adopted and transmitted to the Minister of Education;

**IT WAS FURTHER MOVED** that the tax rate for the 2016-2017 school year be set at \$0.31462 per \$100 of uniform evaluation.

Carried unanimously

The Director General extended his appreciation and thanked the Director of Finance and her team for the work accomplished with the DC members and the Principals in achieving a balanced budget and the equitable allocation of resources.



**9.2.2 BUILDINGS AND GROUNDS****9.2.2.1 List of Proposed Projects under the Program *Maintien des bâtiments et résorption du déficit de maintien 2016-2017*****Resolution No. ETSB16-06-87****List of Proposed Projects under the Program *Maintien des bâtiments et résorption du déficit de Maintien 2016-2017***

**WHEREAS** with this measure the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* 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 et de l'Enseignement supérieur (MEES)* for authorization according to the program *Maintien des bâtiments 2016-2017 (Mesure 50621)* and to the program *Résorption du déficit de maintien 2016-2017 (Mesure 50622)*;

**WHEREAS** this list must be sent to the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* by the Eastern Townships School Board by July 2, 2017;

**WHEREAS** the said list of the proposed priorities could be subject to adjustments following possible events prior to July 2, 2016;

**IT WAS MOVED** by Commissioner J. Humenuik that the Council of Commissioners approve the priority list of projects proposed under the program *Maintien des bâtiments 2016-2017 (Mesure 50621)* and the program *Résorption du déficit de maintien 2016-2017 (Mesure 50622)*;

**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

**9.2.2.2 Contracts of Public Bodies – Annual Rendering of Accounts****Resolution No. ETSB16-06-88****Contracts of Public Bodies – Annual Rendering of Accounts**

**WHEREAS**, on December 7, 2012, the National Assembly adopted *Bill 1 – Integrity in Public Contracts Act*;

**WHEREAS** following the adoption of this law, every School Board was required to appoint a contract rules compliance monitor (RORC);

**WHEREAS** this law modified the *Act Respecting Contracting by Public Bodies* in particular (L.R.Q., chapitre C-65.1, hereinafter referred to as the « LCOP ») and to which school boards have been subject for a number of years;

**WHEREAS**, in accordance with this law, the Treasury Board decreed the *Directive concernant la reddition de comptes en gestion contractuelle des organismes publics* (hereinafter referred to as the « Directive »), which came into force on April 1, 2013 and applies particularly to School Boards;

**WHEREAS** the Directive outlines all cases of rendering of accounts and standardizes the content and the type of information to be transmitted to the Secretariat of the Treasury Board;

**WHEREAS** the requirements provided under this directive are from the LCOP, which aims to promote the rendering of accounts based on the accountability of Chief Executive Officers of Public Bodies and on the appropriate use of public funds;

**WHEREAS** these renderings of accounts will allow the President of the Treasury Board to then submit a report on the application of the LCOP;

**WHEREAS** according to the requirements outlined in the Directive, the School Board is required to render an account of its contractual activities during the period from April 1, 2015 to March 31, 2016;

**WHEREAS** the annual rendering of accounts must be sent to the Secretariat of the Treasury Board no later than June 30, 2016;

**WHEREAS** the Directive stipulates that the Chief Executive Officer of the Public Body must attest, on an annual basis, to the reliability of the data and controls related to contracts by using the form provided in appendix 3 of the Directive;

**WHEREAS** appendix 3 allows the School Board to include comments;

**WHEREAS** in the case of a School Board, the Chief Executive Officer of the Public Body is the Council of Commissioners unless the Council has delegated, by by-law, to the Executive or to the Director General, all or a part of its duties as outlined in the LCOP;

**WHEREAS** at Eastern Townships School Board, the duties of the Executive Officer of the Public Body for which an account must be rendered rest with the Council of Commissioners;

**WHEREAS** the Council of Commissioners must render account for the authorizations it gave during the period from April 1, 2015 to March 31, 2016;

**WHEREAS** all contracting activities have been performed by the appropriate School Board administrators and respecting the LCOP to the best of their judgment and abilities within the resources available;

**IT WAS MOVED** by Commissioner J. Humenuik seconded by Commissioner K. Waterhouse that the Eastern Townships School Board:

**ADOPT** the declaration of the Executive Officer of the Public Body attesting to the reliability of the data and management controls as appended to this resolution, in accordance with the template proposed in Appendix 3 of the Directive with the addition of the following comment:

*“This declaration is made by the Executive Officer of the Public Body in a context where all contracting activities have been performed by the appropriate administrators while respecting the LCOP to the best of their judgment and abilities and within the limits of the resources available.”*

**AUTHORIZE** the Chairman of the School Board to sign the declaration of the Executive Officer of the Public Body (Appendix 3) and any other document required to respect the requirements of the rendering of accounts as provided for in the Directive;

**TRANSMIT**, no later than June 30, 2016 all the required documents to the Secretariat of the Treasury Board so as to respect the requirement to render account as stipulated in the Directive.

Carried unanimously

**9.2.2.3 Eastern Townships School Board - International Student Program - Lease Agreement**

**Resolution No. ETSB16-06-89**

**Eastern Townships School Board - International Student Program - Lease Agreement**

**WHEREAS** the Eastern Townships School Board (ETSB) prides itself in providing a multicultural environment for its students which could be enriched with the addition of more international students;

**WHEREAS** the ETSB is faced with an increasing demand for accommodations for its International Student Program (ISP) for the 2016-2017 school year;

**WHEREAS** the ETSB is looking for boarding facilities to accommodate its increasing number of international students for the 2016-2017 school year;

**WHEREAS** the ETSB has approached *Collège Rivier* in Coaticook and *Collège du Mont St-Anne* in Sherbrooke to rent their boarding facilities to its international clientele;

**WHEREAS** space is currently available at both colleges and the ETSB is in the process of negotiating a lease to accommodate the clientele of the ISP;

**WHEREAS** the ETSB has budgeted nine hundred dollars (\$900) fixed cost, per student, per month over a 10-month period, for room, board and the provision of extra-curricular activities;

**WHEREAS** the ETSB may negotiate a one (1) year lease from August 1<sup>st</sup>, 2016 to June 30, 2017, renewable on a yearly basis (for a maximum of two (2) renewals), in which both parties may end the lease with a six (6) month notice as of January 2017;

**IT WAS MOVED BY** Commissioner G. Holliday that the ETSB may conclude a leasing agreement for its ISP; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

#### **9.2.2.4 Insurance Coverage 2016-2017**

##### **Resolution No. ETSB16-06-90 Insurance Coverage 2016-2017**

**WHEREAS** it was moved on April 26, 2016 to authorize the Eastern Townships School Board to participate again in the group of school boards from the *Montérégie-Estrie* for a joint call for tender for insurances policies (resolution no. ETSB12-03-46);

**WHEREAS** it was further moved to mandate the firm *Groupe Turcot inc.* to prepare the call for tender for the school boards participating in this joint group;

**WHEREAS** it was further moved to mandate the *Commission scolaire de la Région-de-Sherbrooke* to carry out the call for tender for the group and to receive the bids for all the participating school boards;

**WHEREAS** three (3) bids were received following the public call for tenders, for the *Montérégie-Estrie* school boards group purchasing;

**WHEREAS** after reviewing the bids, the assigned professional firm of *Groupe Turcot inc.*, has recommended to the *Montérégie-Estrie* school boards group to contract with the company *BFL Canada risques et assurances inc.*, the lowest bidder in conformity;

**WHEREAS** the bid for the Eastern Townships School Board represents the amount of \$ 41,111 (excluding taxes) for 2016-2017 (44,811 \$ including taxes);

**IT WAS MOVED BY** Commissioner J. Humenuik that the firm *BFL Canada risques et assurances inc.* be awarded the contract for the year 2016-2017; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

**9.2.2.5 Massey-Vanier High School – Roof Replacement****Resolution No. ETSB16-06-91****Massey-Vanier High School – Roof Replacement**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$125,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2016-17 (Mesure 50621)*;

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

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$125,000;

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

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

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

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

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

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

Carried unanimously

**9.2.2.6 Massey-Vanier High School – Ventilation System Repair****Resolution No. ETSB16-06-92****Massey-Vanier High School – Ventilation System Repair**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$125,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2016-17 (Mesure 50621)*;

**WHEREAS** the Eastern Townships School Board (ETSB) in collaboration with the *Commission scolaire du Val-des-Cerfs (CSVDC)* wants to repair the ventilation system at Massey-Vanier High School (bloc H);

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$125,000;

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

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

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

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

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

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

Carried unanimously

**9.2.2.7 Alexander Galt Regional High School – Main Entrance and Classroom Rejuvenation**

**Resolution No. ETSB16-06-93**

**Alexander Galt Regional High School – Main Entrance and Classroom Rejuvenation**

**WHEREAS** the Eastern Townships School Board (ETSB) dedicated a budget of \$50,000 for the project stated above, under the program *RTA – Réfection et transformation des actifs 2016-17*;

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$50,000;

**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 the budget dedicated by the ETSB for this project (contract, professional fees & taxes included), the ETSB's purchase policy and government requirements (laws, policies, rules, etc...);

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

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

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

Carried unanimously

**9.2.2.8 Alexander Galt Regional High School – Carpet Removal**

**Resolution No. ETSB16-06-94**

**Alexander Galt Regional High School – Carpet Removal**

**WHEREAS** the Eastern Townships School Board (ETSB) dedicated a budget of \$50,000 for the project stated above, under the program *RTA – Réfection et transformation des actifs 2016-17*;

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$50,000;

**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 the budget dedicated by the ETSB for this project (contract, professional fees & taxes included), 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 *RTA – Réfection et transformation des actifs program*;

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

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

Carried unanimously

#### **9.2.2.9 Lennoxville Elementary School - Classroom Rejuvenation**

##### **Resolution No. ETSB16-06-95**

##### **Lennoxville Elementary School – Classroom Rejuvenation**

**WHEREAS** the Eastern Townships School Board (ETSB) dedicated a budget of \$75,000 for the rejuvenation of four (4) classrooms at Lennoxville Elementary School, under the program *RTA – Réfection et transformation des actifs 2016-17*;

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$75,000;

**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 the budget dedicated by the ETSB for this project (contract, professional fees & taxes included), the ETSB's purchase policy and government requirements (laws, policies, rules, etc...);

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

**IT WAS MOVED BY** Commissioner T. Bilodeau to proceed, in conformity with the authorization by the MEES and the ETSB's purchase policy and government requirements, for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all



associated documentation and that in the absence of the Director General, the Director of Operations can also sign.

Carried unanimously

#### **9.2.2.10 Sherbrooke Elementary School – Major Repair of Classrooms**

##### **Resolution No. ETSB16-06-96**

##### **Sherbrooke Elementary School – Major Repair of Classrooms**

**WHEREAS** the Eastern Townships School Board (ETSB) dedicated a budget of \$75,000 to repair the heating floor in the Kindergarten class rooms under the program *RTA – Réfection et transformation des actifs 2016-2017*;

**WHEREAS** delays which the ETSB faces, forces us to present the resolution on a budgetary basis for the amount of \$75,000;

**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 the budget dedicated by the ETSB for this project (contract, professional fees & taxes included), the ETSB's purchase policy and government requirements (laws, policies, rules, etc...);

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

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

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

Carried unanimously

**9.2.2.11 Parkview Elementary School – Schoolyard Improvement Project****Resolution No. ETSB16-06-97****Parkview Elementary School – Schoolyard Improvement Project**

**WHEREAS** the Eastern Townships School Board (ETSB) in collaboration with the school have presented for authorization a schoolyard improvement project to the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* under the program « *Embellissement des cours d'école 2015-2016 (Mesure 50530)* »;

**WHEREAS** the ETSB in collaboration with the school presented its demand in October 2015;

**WHEREAS** the ETSB wants to complete the project during the summer break of 2016;

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

**WHEREAS** the financial aid from the MEES will be 1/3 of the project's cost up to a maximum of \$25,000;

**WHEREAS** the financial aid from the ETSB will be 1/3 of the project's cost up to a maximum of 25,000;

**WHEREAS** Parkview Elementary School has provided official written confirmation letters of financial aid assuming the rest of the amount required;

**WHEREAS** the total cost of the project is \$80,667 (taxes and fees included);

**WHEREAS** all contracts 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 *Réfection et transformation des actifs* program 2016-2017 to assume its share of the project;

**WHEREAS** the project will be done respecting of the approved budget;

**IT WAS MOVED BY** Commissioner R. Gagnon 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

**9.2.2.12 Lennoxville Elementary School – Bus Sidewalk and Sewer Repair****Resolution No. ETSB16-06-98****Lennoxville Elementary School – Bus Sidewalk and Sewer Repair**

**WHEREAS** the Eastern Townships School Board (ETSB) dedicated a budget of \$75,000 for the project stated above, under the program *RTA – Réfection et transformation des actifs 2016-17*;

**WHEREAS** four (4) 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 \$49,240.98 (excluding taxes), was received from the company *Grondin Excavation inc.*;

**WHEREAS** after reviewing the bids, the assigned professional firm of *Groupe SM inc.*, has recommended the company *Grondin Excavation 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 \$ 67,723;

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

**IT WAS MOVED BY** Commissioner G. Barnett that the Company *Grondin Excavation 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

**9.2.2.13 Sutton Elementary School – Exterior Wall Repairs Additional Cost****Resolution No. ETSB16-06-99****Sutton Elementary School – Exterior Wall Repairs Additional Cost**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$100,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2015-16 Mesure 50621*;

**WHEREAS** it was moved by resolution #ETSB16-05-76, on May 24, 2016, that a company known today as *Construction Giron inc.*, be awarded a contract in the amount of \$100,000 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 \$\$237,000;

**WHEREAS** the amount of \$137,000 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 2015-16* program and/or in the *RTA – Réfection et transformation des actifs* program;

**IT WAS MOVED BY** Commissioner R. Gagnon that the modification and/or additional work be awarded in order to complete the work for the project stated above;

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

Carried unanimously

### **9.3 Governance and Ethics Committee**

#### **9.3.1 Nomination and Delegation of Powers to the Director General**

##### **Resolution No. ETSB16-06-100**

##### **Nomination and Delegation of Powers to the Director General**

**WHEREAS** all Management positions will not be assigned by June 28, 2016;

**WHEREAS** the last Council of Commissioners meeting for the 2015-2016 school year will be held on June 28, 2016;

**WHEREAS** some administrative positions will need to be appointed before the next Council of Commissioners' meeting held in August so that they may prepare for the start of the new school year;

**WHEREAS** the appointment of administrators is usually done by the Council of Commissioners;

**IT WAS MOVED BY** Commissioner R. Gagnon to delegate the power of appointing administrators in conformity with the administrative structure for 2016-2017 to the Director General as to facilitate the start up for the 2016-2017 school year.

Carried unanimously

### **9.4 Parents' Committee**

The Vice-Chair of the Parents' Committee informed the Commissioners that the highlights of the June 7, 2016 Parents' Committee meeting were included in the Commissioners' kits.

**9.5 Student Advisory Committee**

Commissioner J. Humenuik reported that the last Student Advisory Committee meeting was cancelled. It is the goal to try and schedule 5 meetings for next year.

**9.6 QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT (QESBA)**

Commissioner F. MacGregor has asked for ideas for commissioner workshops for the next Spring Conference in 2017.

**9.7 S.O.F.I.E. REPORT**

There was no report.

**10. COMMISSIONER'S COMMENTS AND QUESTIONS**

Commissioner J. Humenuik attended the last AGRHS Golf Tournament (Piper) on June 25. The number of supporters impressed her and the amount raised, over \$25,000 from this event. It shows great support for the school.

Commissioner K. Waterhouse told the members that he would have to go through three different elections before he can return as a Parent Commissioner. He wanted to thank his colleagues for the last two years.

Commissioner C. Beaubien informed the members that she is working with the municipalities in her riding to have them add the ETSB logo and link to the website on their websites.

Commissioner M. Gilman also mentioned that she must pass through the same process as Mr. Waterhouse to be able to return as a Parent Commissioner.

Commissioner M. Kirby mentioned that the year had been very busy both personally and with the School Board. She wished her colleagues a restful summer.

Commissioner T. Pezzi-Bilodeau mentioned that ADS is holding an English Summer Camp again this year. Up to 82 children have been registered and will attend the summer camp. An increased number of the registrations are coming from the Warwick and Victoriaville areas.

Parent-Commissioner P. Laberge thanked Commissioners K. Waterhouse and M. Gilman for their time and energy put into their positions as Parent Commissioners for the last two years.

Parent-Commissioner P. Laberge also thanked the Principal, Vice-Principal and Gym teacher at Sherbrooke Elementary School for the planning and execution of the trip to the final of *Le Grand Défi Pierre Lavoie* at La Ronde.

Commissioner G. Barnett attended Lennoxville Elementary School Governing Board, where the TTFM survey and the status of students from St. Antoine were discussed. He also attended the Volunteer and 25 Year Recognition events and extended his appreciation to the organizers on a job well done.

A special thank-you was extended to Ms. Michèle Desmarais for having taken care of Commissioners with the preparation of the Council meetings throughout the year.

## 11. CORRESPONDENCE

The President, M. Murray, explained to the Commissioners that he had received by email a letter from Commissioner G. Thomson justifying his absences at the Council of Commissioners' meetings since last April due to extraordinary family obligations and the fact that he would still be unable to attend the June's Council for the same reasons. Mr. Thomson is sorry about the situation and he also mentions that he anticipates being able to attend the Council meetings again in August and reiterates that he wishes to remain as a Commissioner for the ETSB.

Considering Mr. Thomson's extraordinary family obligations and considering that he will be back in August and wishes to remain as a Commissioner for the ETSB, Mr. Murray recommends to the Council of Commissioners' members that Mr. Thomson remains in his position of Commissioner for the Eastern Townships School Board.

**IT WAS MOVED BY** Commissioner R. Gagnon to maintain Commissioner G. Thomson in his position of Commissioner for the Eastern Townships School Board.

Carried unanimously

## 12. QUESTION PERIOD

M. Seline

What is the title of the book that the Director General is giving to the Commissioners?

*R: The title is "Starting a movement: Building Culture from the Inside Out in Professional Learning Communities" by Kenneth C. Williams and Tom Hierck.*

## 13. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:58 p.m.

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Éric Campbell  
Secretary General

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Michael Murray  
Chairman

/EC  
2016-06-29