

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, OCTOBER 27, 2015 – 7:00 P.M.

ETSB BOARD ROOM

340 SAINT-JEAN-BOSCO

MAGOG, QC. J1X 1K9

MINUTES

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

MEMBERS PRESENT (P):

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

GH = Google Hangout

OBSERVERS

Sharon Priest, Communications Consultant

GUESTS

Megan Seline, Appalachians' Teachers Association (ATA) President, Matthew McCully, The Record, Maxim Mathieu, auditors from Deloitte (*arrival at 7:25 p.m.*)

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:07 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 October 27, 2015, as submitted.

Carried unanimously

3. Approval of the Minutes of the Meeting of September 22, 2015

Resolution No. ETSB15-10-18

Approval of the Minutes of the Meeting of September 22, 2015

WHEREAS a copy of the Minutes of the meeting of September 22, 2015 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 September 22, 2015 as deposited.

Carried unanimously

4. QUESTION PERIOD

Megan Seline

Q: Does the Council believe that teachers are paid on a 32 or 40-hour workweek?

Mr. Murray replied that teachers are paid as professionals and therefore may require the hours necessary to get the job done.

5. RECOGNITION OF EXCELLENCE

There is no Recognition of Excellence this month.

6. DIRECTOR GENERAL'S REPORT

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

- Pressure tactics have caused disruptions in some of our schools and centres;
- ETSB strike action.

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

7. CHAIRS' REPORT

The Chair presented verbally his written report in which the following items were highlighted:

- Nomination of a new Deputy Minister: Ms. Anne-Marie Lepage;
- Nomination of a new Director of Labor Relations: Ms. Joanne Simoneau-Polenz;
- The Chairman mentioned the following general events that he attended:
 - Meeting with a Quebec Liberal Party in *Estrie*.
 - Participation at the *Forum des idées* on September 26-28 in St-Lambert;
 - Inauguration of Sherbrooke Elementary School playground;
 - Meeting with citizens of Sawyerville for a bilingual school;
 - Meeting with citizens of Clarenceville, Henryville and Noyan for reopening a school in Clarenceville;
 - Need for expansion at Drummondville Elementary School;
 - Election of Jennifer Macarone as QESBA President.

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

8. BUSINESS ARISING

There was no business arising.

9. NEW BUSINESS

9.1 Audit

9.1.1 Finance

In the absence of the Director of Financial Services, the Director General introduced Mr. Maxim Mathieu, auditors from Deloitte. Mr. Mathieu explained the auditor's work regarding the financial statements for the year ending June 30, 2015.

9.1.1.1. Financial Statements for the Year Ending June 30, 2015**Resolution no. ETSB15-10-19****Financial Statements for the Year Ending June 30, 2015**

WHEREAS section 286 of the *Education Act* requires that the financial activities of school boards be audited annually;

WHEREAS the Secretary General gave public notice of the date, time and place of the presentation of the financial statements on October 6, 2015;

WHEREAS the Director General published a summary of the annual financial statements of the School Board in two local newspapers on October 20, 2015;

WHEREAS the external auditors have deposited their report to the School Board;

IT WAS MOVED BY Commissioner R. Gagnon that the financial statements for the year ending June 30, 2015 be received as tabled.

Carried unanimously

The following resolutions were presented by Commissioner J. Humenuik, the Chairperson of the Audit Committee:

9.1.1.2. Statement of School Taxes Remaining Due and Owing 2016-2017**Resolution no. ETSB15-10-20****Statement of School Taxes Remaining Due and Owing 2015-2016**

WHEREAS the Director of Financial Services presented the following summary regarding the statement of the school taxes remaining due and owing by owners;

WHEREAS the payment of the 2nd installment does not come due until December and consequently these amounts are included in the total school taxes not yet collected;

Annual Invoices Issued – June	2015-2016	2014-2015
Total school taxes invoices issued:	16909	16849
Total school taxes to be collected:	\$11,290,135.66	\$9,642,731.63
Invoices Outstanding – November	2015-2016	2014-2015
Total school taxes invoices outstanding:	11773	10860
Total school taxes not yet collected:	\$5,267,178.51	\$4,120,945.23

IT WAS MOVED BY Commissioner J. Humenuik to approve the statement of the school taxes remaining due and owing by owners.

Carried unanimously

9.1.1.3. Signing Officers for Schools/Centres

Resolution no. ETSB15-10-21

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 Richmond Regional High School;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau that the following individual be authorized to sign banking documents on behalf of their respective schools

Richmond Regional High School

Amanda Shea (add)

Lori Hill (remove)

Carried unanimously

9.1.1.4. Commissioners’ Remuneration

Resolution no. ETSB15-10-22

Commissioners’ Remuneration

WHEREAS the Government deposited a decree (571-2015) for the Commissioners’ remuneration effective on July 1, 2015;

WHEREAS section 175 of the *Education Act* requires that the Council of Commissioners may determine the remuneration that may be paid to its members for the services they render to the school board;

WHEREAS section 175 also stipulates that the Council of Commissioners may also provide, on such conditions and to such extent as it may determine, for the payment of allowances to members for expenses incurred in the performance of their functions;

WHEREAS section 175 also establishes that the maximum annual amount of remuneration that may be paid to all the members of the Council of Commissioners of a school board shall be determined by the Government which may also establish the portion of the remuneration that may be paid to them as compensation for part of their expenses.

WHEREAS the Audit Committee recommends to establish the Commissioners' remuneration including the fringes in the following manner:

Eligible amount as per Decree 571-2015				
	Decree item #	\$	#	Total
Commissioners	1	5,074.00	16	\$ 81,184.00
Executive Committee members	2	5,041.00	7	\$ 35,287.00
ETP min 15,875 \$	3			\$ 15,875.00
Commissioners traveling > 75 km	4	1,984.00	3	\$ 5,952.00
Total Eligible Amount after Indexation				\$ 138,298.00

	<u># Elected</u>	<u>\$ per job</u>	<u>Total Expenses</u>
Co-opted	0	\$ -	\$ -
Elected	5	\$ 4,326.50	\$ 21,632.50
Parent	4	\$ 4,326.50	\$ 17,306.00
Committee Chair	5	\$ 5,768.68	\$ 28,843.40
Vice-Chair	1	\$ 10,095.20	\$ 10,095.20
Chair	1	\$ 24,516.90	\$ 24,516.90
Fringes			\$ 8,904.00
TOTAL			\$ 111,298.00

WHEREAS, from the Commissioners' envelop, an amount of \$20,000 is allowed for travel expenses and an amount of \$7,000 for Professional Development;

WHEREAS at the end of the year all non-spent money from the Commissioners envelop will be divided in sixteen equal parts among the Commissioners;

IT WAS MOVED BY Commissioner J. Humenuik to establish the Commissioners' remuneration as presented.

Carried unanimously

9.1.2. Buildings and Grounds

9.1.2.1. Richmond Regional High School – Washroom Renovation (Phase 2)

Resolution no. ETSB15-10-23

Richmond Regional High School – Washroom Renovation (Phase 2)

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$200,000 + \$150,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2014-15 Mesure 50621*;

WHEREAS it was moved by resolution #ETSB15-03-87, on March 24, 2015, that a company known today as *Construction Guy Sébas inc.*, be awarded a contract in respect of the budgetary basis resolution in the amount of \$200,000 (taxes incl.) 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 \$258,486.85;

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

WHEREAS the amount of \$58,486.85 to pay for all modification orders, additional work and professional fees (taxes incl.), is required to finish the project;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau 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

9.1.2.2. Heroes' Memorial Elementary School – Elevators

Resolution No. ETSB15-10-24

Heroes' Memorial Elementary School – Elevators

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche (MEESR)* approved a budget of \$120,000 for the project stated above, under the program *RHA - Amélioration de l'accessibilité des immeubles aux personnes handicapées 2014-15 Mesure 30850*;

WHEREAS it was moved by resolution #ETSB15-05-115, on May 26, 2015, that a company known today as *Construction Choinières et Frères inc.*, be awarded a contract in the amount of \$77,790.81 for the project stated above;

WHEREAS the total amount for the completion of the project, including the lowest bid in conformity from the contractor, plus the total amount needed to purchase the elevators, plus professional fees and taxes added up to \$138,107.36;

WHEREAS it was moved by the Special Education Advisory Committee (SEAC) on May 13, 2015, to proceed with the project as it is presented;

WHEREAS the amount of \$18,107.36 to pay for the project, 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 *RHA - Amélioration de l'accessibilité des immeubles aux personnes handicapées 2014-15 program*;

IT WAS MOVED BY Commissioner K. Waterhouse 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

9.1.3. Transportation

9.1.3.1. School Bus Bids 2015-2016 (Phase 1)

Resolution No. ETSB15-10-25

School Bus Bids 2015-2016 (Phase 1)

WHEREAS the Eastern Townships School Board owns and operates a fleet of school buses;

WHEREAS to maintain a dependable fleet and keep repair costs down, it is necessary to replace buses on a regular basis;

WHEREAS the *ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche* (MEESR) has established parameters for the exchange of buses and has monies set aside for this purpose;

WHEREAS the Eastern Townships School Board has approximately seven (7) buses which will meet these parameters by June 30, 2016;

IT WAS MOVED BY Commissioner M. Kirby that the Eastern Townships School Board make a request to the MELS to purchase seven (7) new buses in exchange for seven (7) used buses.

Carried unanimously

10. REPORTS

10.1. Executive Committee

The Chair of the Executive Committee, M. Murray, reported that the Commissioners discussed the staffing plan for 2015-2016. He noted that the number of maternity leaves were a reflection of the age of our staff.

10.2. Parents' Committee

Parent Commissioner K. Waterhouse mentioned that the highlights of the October 14, 2015 Parents' Committee meeting were included in the Commissioners' kits. He also informed that the next meeting is scheduled on November 4, 2015.

10.3 Student Advisory Committee

Commissioner J. Humenuik informed the Council that the first meeting was held on September 23, 2015 and that the next meeting will be held on November 25, 2015 (probably in evening), at Alexander Galt Regional High School.

10.4 QUEBEC ENGLISH SCHOOL BOARDS ASSOCIATION REPORT (QESBA)

The Chairman had already covered some items in his report. In addition, Commissioners G. Barnett, A. McCrory and F. MacGregor were recognized at the Annual General Meeting for their 12 years of service as commissioners.

He also noted that QESBA has tried unsuccessfully to meet with the Minister of Education.

10.5 S.O.F.I.E. REPORT

Commissioner J. Humenuik informed the Council that she attended the October 2, 2015 meeting where the financial report was discussed.

She also attended the Annual General Assembly of SOFIE, at which a firm was hired in order to review SOFIE's Strategic Plan. This firm will also review the "*entente*" between the two boards.

11. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner C. Beaubien received a letter inquiring about the school tax increase. With the support of the Director of Finance, she prepared a response.

Commissioner C. Beaubien attended an Open House at North Hatley Elementary School (NHES) where Steve Element, Alexander Galt Regional High School Vice-Principal, and Luc Rodrigue, Centre Director of the Lennoxville Vocational Training Centre, gave a short

presentation of the services/options of programs offered. She also participated in the NHES Terry Fox Run.

Commissioner A. McCrory was pleased to announce that the Operation Backpack Program in the Waterloo area had been a success.

Commissioner M. Gilman spoke about the concentration programs offered at Butler Elementary School.

Commissioner D. Brodie presented an update on the activities of the Memphremagog Community Learning Centre.

Commissioner G. Barnett attended the Alexander Galt Regional High School Open House on Saturday, October 24, 2015. He felt it was very well organized.

12. CORRESPONDENCE

No items of correspondence were received.

13. QUESTION PERIOD

M. Seline, President of ATA, invited the Commissioners to join the teachers for manifestation.

Matthew McCully explained the October 28th panel discussion on school boards.

Commissioner A. McCrory noted that Rachel Hunting and Gerry Cutting from Townshippers had been appointed to the local regional health board, the CIUSSS.

14. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:25 p.m.

Éric Campbell
Secretary General
/EC

Michael Murray
Chairman

2015-10-28