

**EASTERN TOWNSHIPS SCHOOL BOARD**

**COUNCIL OF COMMISSIONERS**

**TUESDAY, FEBRUARY 26, 2019 – 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	Marc Mercure	P
Claire Beaubien	P	Hélène Turgeon	P
Daniel Brodie	P	Cindy Véronneau	GH
Richard Gagnon	P	Daniel Zigby	Absent
Gary Holliday	P	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik, <i>Vice-Chairman</i>	P	Secretary General, Éric Campbell	P
Mary-Ellen Kirby	GH	Director General, Kandy Mackey	P
Frank MacGregor	GH	Interim Director General and Director of Continuing Education, Michel Soucy	P
Alice McCrory	P	Interim Assistant Director General and Director of Human Resources, Jeffrey Pauw	P
Jonathan Murray	P	Director of Financial Services, Sophie Leduc	P
Michael Murray, <i>Chairman</i>	P	Director of Instructional Technology and Pedagogical Services, Eva Lettner	P
Tina Pezzi-Bilodeau	GH	Director of Complementary Services, Gail Kelso / Emmanuelle Gaudet	Absent/Absent
		Director of Material Resources, Éric Plante	P

**GH: Google Hangout**

**OBSERVERS**

Sharon Priest, Communications Consultant

**PUBLIC**

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

**1. CALL THE MEETING TO ORDER**

The Chairman called the meeting to order at 7:20 p.m.

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

**QUORUM WAS ESTABLISHED AND IT WAS MOVED BY** Commissioner D. Brodie to adopt the Agenda of February 26, 2019 as modified, with the following addition/correction:

9.3.3 Drummondville Elementary School – Land for New School

Carried unanimously

**3. APPROVAL OF THE MINUTES OF THE MEETINGS OF JANUARY 22, 2019**

**Resolution No. ETSB 19-1-56**

**Approval of the Minutes of the Meeting of Council of Commissioners held on January 22, 2019**

**WHEREAS** a copy of the Minutes of the meetings of January 22, 2019 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 table the approval of the Minutes of the meeting held on January 22, 2019. The approval of the Minutes of the meeting held on January 22, 2019 is moved to the next Council of Commissioners meeting.

Carried unanimously

The Chairman of the Council, M. Murray, took the opportunity to mention and this Council of Commissioners is the last one for Ms. Gail Kelso, Director of Complementary Educational Services, who is retiring this Thursday. The Chairman thanked her for what she has done for the ETSB during her career.

**4. QUESTION PERIOD**

None.

**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 January 23rd students from Knowlton Academy (KA) competed in the Montreal Regional Heat of the Kids Lit Quiz Canada competition. The KA students placed first in the second round and came in second overall at the end of the competition. Congratulations to Sumner Eastman, Ain Dagenais, Josie Dudley and Celeste Hall as well, to their teacher Charlotte Coles on this great performance;

- During the 2017-2018 school year, the ETSB's math consultants, Cheryl Cantin and Jennifer Hall were part of a research project to look at student transition from elementary to secondary as it applies to math. The first stage of the project enabled the consultants to work with two elementary schools and two secondary schools with a focus on getting teachers together to discuss the transition and how to facilitate and optimize student learning. We are happy to announce that funding has been confirmed for Phase II, which will allow the addition of two more elementary schools. With the ETSB's focus on math, this research will lead to a better understanding of the transition and how common practices and approaches can smooth the transition as it applies to math, which in turn will support student learning and success. We would like to extend our congratulations to Ms. Cantin and Ms. Hall on this project and extend our appreciation to the research team from McGill for their implication in this project;
  
- On January 31st Massey-Vanier High School hosted its annual Science Fair. This year there were a total of 102 entries including some from Butler, Farnham and Parkview Elementary Schools. Once the difficult task of the judging all the entries was complete the following students were declared the winners in their respective categories. We would like to extend our congratulations to the winners and all of the student who participated, as well as a big thank you to all the organizers and volunteers.
  - Grades 3 / 4: Cole Bugyi (Butler) 1st place  
Mariah Senkerik (Butler) 2nd place  
Camelia Tremblay & Julia Riel (Farnham) 3rd place
  
  - Grades 5 / 6: Sophie Wilson (Butler) 1st place  
Emma Blin Giroux, Cassandra Laroche & Magalie Eisener-Allard (Butler) 2nd place  
Charbel Kassab & Norah Harel (Parkview) 3rd place
  
  - Sec 1 & 2: Kaisey Benoit-Robitaille 1st place  
Brittney Holmes 2nd place  
Tori Clark & Carol Ann Laberge 3rd place
  
  - Sec 3: Amelie Lesage & Piper Laumallier 1st place  
Isabelle Caron & Noémie Chapman 2nd place
  
  - Sec 4: Solomon Jung 1st place  
Emma Bouchard & Marie Robichaud 2nd place  
Amber Perkins & Maria Pettigrew 3rd place
  
  - Sec 5: Hannah Refour-Tennenbaum & Lily Noel 1st place  
Katrina Royea 2nd place  
Joshua Morency & Rex Wang 3rd place
  
- On January 26th the Massey-Vanier Cheerleading team traveled to Saint-Hyacinthe for a regional competition. This would be the first time some of the members, in this after-school club, would perform in front of a crowd. Although they were quite nervous they delivered a "Hit Zero" performance, with no extra points taken off. This performance garnered them first place in the School Open Level 2 division and with the highest score of all the schools that competed in the Level 2 division, they also were awarded the Grand Champs in the School Level 2 division. Their coach, Nicole Marsh is very proud of the team who being an after-school club practicing three hours a week, competed and won against teams from sports study programs. We would like to congratulate the team and their coach on this great accomplishment and wish them continued success;

- On February 17th the students from the Alexander Galt Performing Arts Concentration competed in the Montreal Regional Improv Games. Having only started working on improv in November, the teams were excited just to be participating. In the end, the Pipers team landed the regional title and will now represent Quebec at the national finals in Ottawa in April. The blue P.A.C. GALT team took home third place as well. Congratulations to both teams and their teacher Adriana Lyons. We wish them continued success at the Nationals;
- On February 14th, the Massey-Vanier Wrestling team competed in the GMAA. The team of only 15 wrestlers took home 10 individual medals and finished third overall. Congratulations to Charles Blanchard, Chris Barkhouse and Claudine Laperle for their gold medal wins; Nick Bates, Max Blanchard and Charlie Massé for their silver medal wins and Cordell Johnson, Cory Lapierre, Wyatt Patch and Jordan Messier for their bronze medal wins. We would also like to congratulate all the team members and their coach, Nate Forester for their hard work and dedication.
- As many of you know, this past month we experienced a major issue without server network that left our administrative systems inaccessible. The timing of the interruption was unfortunate as we were in the middle of our registration period for new and returning students, end of term two for report cards and at a crucial date for the next pay period. All these factors weighed heavily on our IT personnel as they worked day and night to find the cause of the breakdown and provide solutions to resolve the issue. I would like to take this opportunity to recognize their hard work and dedication and thank them for putting in the time needed to bring our systems back up and running as quickly as possible – *Eva Lettner, Director of Instructional Technology and Pedagogical Services.*
- We are all well aware that this winter has been a very difficult one when it comes to extremes in weather conditions. These sudden changes have, at times, made the decision-making process on whether to cancel transportation a very difficult one. Yesterday was one of those occasions when the early morning conditions changed dramatically as the day progressed. We know that once students are on their buses in the morning, we cannot dismiss early. That being said, yesterday afternoon the return back home was a difficult one for our bus drivers and our employees. I am pleased to report that under these difficult circumstances all our students arrived home, albeit later than usual, but safe and sound. We are very fortunate to have a team of professionals comprised of our bus drivers and transportation personnel who take the security and safety of our students to heart. I would like to thank each and every one of them for a job well done under difficult conditions – *Éric Campbell, Director, Transportation Services.*

## 6. **BUSINESS ARISING**

There was no business arising.

## 7. **NEW BUSINESS**

The Interim Director General presented the following resolution:

**7.1 Resolution No. E19-02-57****Schools and Centres Administrative Structure 2018-2019 - Amendment**

**WHEREAS** the 2018-2019 Schools and Centres Administrative Structure has been confirmed and approved at the June 22, 2018 Council of Commissioners meeting;

**WHEREAS** in view to help meet the high schools needs and the main objectives of the Commitment to Success Plan, Massey-Vanier High School (MVHS) and Richmond Regional High School (RRHS) require each an increase in Vice-Principal time;

**WHEREAS** recommendation is to increase the Vice-Principal's allocation for MVHS from 50% to 100% and to create a new Vice-Principal 100% position at RRHS;

**WHEREAS** the Commissioners have reviewed the proposed amended Administrative Structure for the Schools and Centres, including the appropriate modifications and adjustments for the rest of the 2018-2019 school year, during the February 26, 2019 Executive Committee meeting;

**WHEREAS** the Eastern Townships Association of Administrators (ETAA) has been consulted;

**IT WAS MOVED BY** H. Turgeon that the Council of Commissioners approve the amended Schools and Centres Administrative Structure for the balance of the 2018-2019 school year, effective immediately.

Carried unanimously

**8. REPORTS****8.1 DIRECTOR GENERAL'S REPORT**

No Report.

**8.2 REPORT FROM THE CHAIR**

The Chair of the Commissioners' Council, M. Murray, reported on the following items:

- Bill 3: Government introduced the concept of a single rate of school tax for the province
- Bill 5: Pre-K for four-year olds
- Bill 12: an act to clarify the definition of education for all and guidelines for school fees
- ETSB eligible to open two Pre-K's for four-year olds
- Benefits of collaboration between school boards for students

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

**9. ADVISORY COMMITTEE'S REPORTS**

### **9.1 Executive Committee**

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

- Personnel and Staffing Plan;
- Presentation of Resolutions adopted at tonight's meeting.

### **9.2 Governance and Ethics Committee**

The Chair of the Governance and Ethics Committee, Commissioner G. Barnett, presented the topics that were discussed at the last meeting held on February 5, 2019:

- Drummondville Elementary School
- Marguerite Knapp Building
- IT Update
- Sexuality Education Content – Guidelines of Exemption Request
- CLSC 5-year lease proposal
- Student Advisory Committee Representative at Council
- Hooked on School Days – Estrie
- Carbon monoxide – Status and Project
- ICT Training for Commissioners

Commissioner G. Barnett mentioned that the next meeting is scheduled for April 9, 2019.

### **9.3 Audit Advisory Committee**

The Chair of the Audit Advisory Committee, Commissioner J. Humenuik, mentioned that the minutes from the meeting held February 19, 2019 are in the Council of Commissioners Kit. Topics that were discussed included:

- New Pre-K for four-year olds
- Butler Elementary – Roof Renovation
- Sutton Elementary – Window replacement and blinds
- Drummondville Elementary – Land for New School
- Revised Budget
- High School Organization
- Centre Analysis
- Resource Allocation Committee
- Finance Priorities Update
- Budget Control
- School Fees Update
- Decentralized Grants
- Surplus & Deficits
- Professional Development for Commissioners (PIC)

The Chair also mentioned that the next meeting is scheduled on March 12, 2019.

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

**9.3.1 Resolution No. E19-02-58**  
**Sutton Elementary School – Window Replacement**

**WHEREAS** the ministère de l'Éducation et de l'Enseignement supérieur (MEES) approved a budget of \$624,494.00 for the project stated above, under the program *MDB - Maintien des bâtiments 2018-19 Mesure: 50621*;

**WHEREAS** two (2) 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 lowest bid in the amount of \$457,000.00 (excluding taxes), was received from the company *Installations Steeve Brault inc.*

**WHEREAS** after reviewing the bids, the assigned professional firm of *Francis Lussier Architecte*, has recommended the company *Installations Steeve Brault 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 \$560,761.81;

**IT WAS MOVED BY** Commissioner R. Gagnon that the Company *Installations Steeve Brault inc.* be awarded the contract for the project stated above; **IT WAS FURTHER MOVED** that the Interim Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

**9.3.2 Resolution No. 19-02-59**  
**Butler Elementary School – Roof Renovation**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$337,921.00 for the project stated above, under the program *MDB - Maintien des bâtiments 2016-17 Mesure: 50621*; program *MDB - Maintien des bâtiments 2018-19 Mesure: 50621*;

**WHEREAS** three (3) 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 \$429,900.00 (excluding taxes), was received from the company *Toitures Industrie Pro.*

**WHEREAS** after reviewing the bids, the assigned professional firm of *Francis Lussier Architecte*, has recommended the company *Toitures Industrie Pro*, 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 \$564,059.36;

**WHEREAS** additional funds are required to do the project stated above, they will be taken from: *MDB - Maintien des bâtiments 2013-14* and/or in the *RTA- Réfection et transformation des actifs - 2018-19 program*;

**IT WAS MOVED BY** Commissioner J. Humenuik that the *Company Toitures Industrie Pro* be awarded the contract for the project stated above; **IT WAS FURTHER MOVED** that the Interim Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

**9.3.3 Resolution No. E-19-02-60**  
**Drummondville Elementary School – Land for New School**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$6,614,182 for an extension of the actual Drummondville Elementary School;

**WHEREAS** after study, we justified the construction of a new school for a similar investment;

**WHEREAS** ETSB placed a request to the MEES for the construction of a new school in Drummondville on October 19<sup>th</sup> 2018;

**WHEREAS** ETSB met with the town of Drummondville in order to find the ideal land between 150,000 and 200,000 square feet available;

**WHEREAS** the *Commission scolaire des Chênes (CSDC)* has agreed to exchange one of their properties with the town of Drummondville for an upcoming sports complex project;

**WHEREAS** a school board needs to offer an asset to other school boards before getting rid of it;

**WHEREAS** the town of Drummondville is worried about losing that perfect location for their project to the new ETSB school;

**WHEREAS** the town of Drummondville has agreed to work with ETSB to find a proper site with an engagement letter submitted on February 4<sup>th</sup> 2019;

**IT WAS MOVED BY** Commissioner T. Pezzi-Bilodeau that in order to facilitate the cooperation of the town of Drummondville, ETSB will not use their right to claim the land that CSD is planned to exchange with the town of Drummondville.

Carried unanimously



#### **9.4 Educational Advisory Committee**

The Chair of the Educational Advisory Committee, R. Gagnon, presented the following topics, discussed at the last meeting held January 15, 2019:

- Pedagogical Outcomes
- Technology Integration
- Learning and the Brain Conference
- Hooked on School Days
- Sexuality Education
- Parkview – Bilingualism
- Nomination of 40% Teaching-Principal at Farnham Elementary

The Chair mentioned that the next scheduled meeting is on April 2, 2019.

#### **9.5 Communications Advisory Committee**

The Chair of the Communications Advisory Committee, D. Brodie, mentioned that the next meeting of the Communications Advisory Board is scheduled on March 19, 2019.

#### **9.6 Human Resources Advisory Committee**

The Chair of the Human Resources Advisory Committee, C. Beaubien, presented the items discussed at the meeting held on February 12, 2019:

- 2019-2020 School Calendar: the calendar is still under discussion. A few proposed changes need to be decided on before it is finalized. CSVDC would like to see a planning day on December 6<sup>th</sup> and June 23<sup>rd</sup>; a payroll issue would need to see teachers begin the new school year on August 23<sup>rd</sup>.
- Recreational Cannabis Policy and Report on Workshop with Lawyer: a presentation by two lawyers concerning searches on individuals, the federal law vs the provincial law, employees' rights and obligations and the employers' rights and obligations. The policy will contain the edible form of cannabis and also include dismissal as one of the disciplinary measures. The policy will be presented for consultation to various groups such as SEAC, Unions and Parents' Committee in the next few days.
- Staffing for next year, allocations and teaching positions.

The next Human Resources Advisory Committee meeting is scheduled on April 16, 2019.

### **9.7 Transportation Advisory Committee**

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday, mentioned that the Minutes from the last Transportation Advisory Committee meeting, held January 31, 2019, are in the Council of Commissioners Kit. The following topics were discussed:

- Transportation Policy
- Bus delays project
- 2018-2019 bus purchases

Commissioner G. Holliday also indicated that the next Transportation Advisory Committee meeting is scheduled on May 14, 2019.

### **9.8 Special Education Advisory Committee**

The Chair of the Special Education Advisory Committee, Parent Commissioner Cindy Véronneau, reported that the last SEAC was cancelled due to weather conditions. The next meeting is scheduled on March 13, 2019.

### **10. Parents' Committee**

The Commissioner representing parents, M. Mercure reported on the last Parents' Committee meeting. The next Parents' Committee meeting is scheduled on March 13, 2019.

### **11. Student Advisory Committee**

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned that the next meeting is scheduled on March 15, 2019 at Richmond Regional High School.

### **12. Quebec English School Boards Association Report (QESBA)**

The Chairman, Mr. Murray, mentioned that QESBA has written to the MEES informing them that they would like to be part of the consultation for the implementation of the Pre-K for four-year olds all across the province.

### **13. S.O.F.I.E. Report**

Commissioner J. Humenuik mentioned that the February 22, 2019 meeting was held and the following topic was discussed:

- The end of the memorandum of agreement between S.O.F.I.E., the ETSB and the CSVDC
- Commissioner Humenuik read the Press Release produced by the S.O.F.I.E.

**14. COMMISSIONERS' COMMENTS AND QUESTIONS**

Commissioner G. Barnett attended the Lennoxville Elementary School Governing Board meeting. They addressed the decentralized grants, enrollment in kindergarten and the Sexual Education Program. He also attended the Alexander Galt Regional High School Governing Board meeting, where they discussed a fundraiser and Awards Night among other items.

Commissioner J. Murray attended the Spaghetti Supper at Heroes' Memorial Elementary School in Cowansville. It was a great success and had a nice turnout.

**15. CORRESPONDENCE**

The Secretary General, E. Campbell, mentioned that no correspondence was received.

**16. QUESTION PERIOD**

Megan Seline: The Administrative Structure has been amended at Massey Vanier High School and at Richmond Regional High School will get a 100% Vice-Principal position. When will the position be effective?

M. Murray: It is effective immediately.

**17. VARIA****18. ADJOURNMENT**

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:40 p.m.

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Éric Campbell  
Secretary General

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Michael Murray  
Chairman

EC/amc  
2019-03-12