

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, JUNE 23, 2020 – 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	Z	Marc Mercure	Z
Claire Beaubien	Z	Hélène Turgeon	Z
Daniel Brodie	Z	Cindy Véronneau	Z
Richard Gagnon	A	Daniel Zigby	Z
Gary Holliday	A	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik, <i>Vice-Chair</i>	Z	Secretary General, Éric Campbell	P
Mary-Ellen Kirby	Z	Director General, Kandy Mackey	A
Frank MacGregor	Z	Interim Director General and Director of Continuing Education, Michel Soucy	P
Alice McCrory	Z	Interim Assistant Director General and Director of Human Resources, Jeffrey Pauw	P
Jonathan Murray	Z	Director of Financial Services, Sophie Leduc	Z
Michael Murray, <i>Chair</i>	Z	Director of Instructional Technology and Pedagogical Services, Eva Lettner	Z
Tina Pezzi-Bilodeau	Z	Director of Complementary Services, Emmanuelle Gaudet	Z
		Director of Material Resources, Éric Plante	P

ZOOM: Z

OBSERVERS – ZOOM

Sharon Priest, Communications Consultant

PUBLIC – ZOOM

Megan Seline, President of the Appalachian Teachers' Association (ATA)
Matthew McCully, The Record
Cynthia Rhicard, FES secretary
Tara Graves, MES secretary
April Blampied, AGRHS staff
Shanna Loach, New Horizons teacher
Gail Klinck, MVHS teacher and ATA executive member
Ghislain Gravel, CBM FP teacher and ATA executive member
Linda Brasseur, WES secretary
Bonita Burnham, WES teacher
Timothy Croteau, WES teacher

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:09 p.m.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner H. Turgeon to adopt the Agenda of June 23, 2020 as modified:

Carried unanimously

- 6.1 Technology Acquisition (modification to the Resolution No. ETSB 20-04-77).
- 9.3.2.2 ADS Elementary School: Tabled.

3. APPROVAL OF THE MINUTES OF THE MEETING OF MAY 26, 2020

Resolution No. ETSB 20-06-91

Approval of the Minutes of the Meeting of the Council of Commissioners held on May 26, 2020

WHEREAS a copy of the Minutes of the meeting of May 26, 2020 has been given to each Commissioner at least 6 hours before the opening of the meeting, the Secretary General is excused from reading the Minutes.

IT WAS MOVED BY Commissioner G. Barnett to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on May 26, 2020 as deposited.

Carried unanimously

Corrections:

- 7.1 Coucil Interim Director General Should have read Council Interim Director.
Interimim Director General Should have read Interim Director General.

4. QUESTION PERIOD

M. Seline: Can a policy regarding extreme heat be developed?

M. Murray: We have examined this and we have looked at it from a health viewpoint and also for parents who have to keep students home due to heat. Personnel can take a sick day or personal day if they feel they will be impacted.

M. Seline: With global warming, there was an extreme heat a few weeks ago. WQSB shut down for one of those days. Would it be up to the ETSB to decide to close schools for extreme heat? Would you reserve one of the 'snow days' as a 'heat' day?

Mr. Murray: Yes, as it would be an ETSB decision. Make-up days are already identified in the school calendar. We are looking at changing our systems so that we have energy efficient systems that would allow cooling as well as heating.

A. Blampied: On behalf of ATA, may we offer our best wishes for a good summer and our thanks for all that you have done this year?

M. Murray: Thank-you.

5. RECOGNITION OF EXCELLENCE

Chairman M. Murray presented the June 23, 2020 Recognition of Excellence:

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

- Due to the current restrictions imposed by the social distancing measures under COVID-19, regrettably, we were unable to hold our Annual Retirement Gala in June to celebrate the careers of our retiring personnel. Although not a replacement for our Gala we would like to take this opportunity to congratulate the 25 employees who are retiring and leaving the ETSB to start the next chapter of their lives. Through their dedication and hard work, they have touched the lives of so many students over their careers. Each one, whether part of the team at a school, centre or the head office, has had an impact on students. It is not only those people who interact directly with students in the classroom, but everyone at the ETSB, working together and supporting each other, that helps to make a difference in our students' lives. We would like to take this opportunity to say thank you, for all that they have done over their careers to support student success and wish them each a healthy, happy and long retirement – **C. Beaubien.**

- As the school year comes to a close, first and foremost, we would like to thank all of our students for not giving up and persevering this year. We know that there were many challenges, but by working together we have made it through a very unique end of the school year. We would like to extend a special recognition for our graduating students. Whether you are a kindergarten student who is going into grade one, a grade 6 student heading for new adventures in high school, a high school graduate with many paths in front of you to choose from, or an adult or vocational education student who is getting ready to embark on a new career, congratulations to all on a job well done! We wish you continued success in whatever you choose to do or become – [J. Humenuik](#).
- We all know that acknowledging and celebrating student achievement and specifically the graduation from one level to another is a rite of passage in education. This year, those celebrations seemed out of reach for our students and their families, but not all has been lost. Our schools and centres across the ETSB have organized some ingenious ways to mark this milestone in spite of the limitations before them. We would like to recognize everyone who found creative and imaginative ways to mark these graduations in spite of the obstacles. Thank you, on behalf of the students and their families – [M. Mercure](#).

6. BUSINESS ARISING

6.1 Resolution No. ETSB 20-06-112 Technology Acquisition

WHEREAS this resolution cancels and replaces the resolution no. ETSB 20-04-77 adopted at the Council of Commissioners on April 28, 2020, which authorized purchases for \$400,000;

WHEREAS the Eastern Townships School Board requires extra devices to increase the availability of learning devices for the summer of the 2019-2020 school year;

WHEREAS in the pursuit of the Enhanced Learning Strategy (ELS), the Eastern Townships School Board (ETSB) will need to renew some of the equipment for the 2020-2021 school year;

WHEREAS ETSB is part of a call for tender with COLLECTO according to the Ministry requirements;

WHEREAS the availability of technological equipment in current context is crucial in view to align with our educational mission;

WHEREAS the ETSB needs to ensure compatibility with all equipment and software already purchased through the years;

WHEREAS due to the constraint in the timeline to acquire equipment, the ETSB is requesting an extra amount of \$100,000 over and above the amount previously adopted of \$400,000 bringing the total authorized amount to \$500,000;

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

IT WAS MOVED BY Commissioner M. E. Kirby to authorize the Director General or the Director of Instructional Technology and Pedagogical Services to sign any documentation related to the acquisition of equipment and related items (Software, Cases, etc.), up to an amount of \$500,000 the for 2019-2020 and 2020-2021 school years effective immediately.

7. NEW BUSINESS

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

7.1 Resolution No. ETSB 20-06-92 Approval of the School/Centre Budgets 2020-2021

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 centre;

WHEREAS it is necessary to ratify the budgets attached;

WHEREAS the adult sector will not be able to adopt their budget before the beginning of the 2020-2021 school year;

WHEREAS Article 276 of the Education Act gives the power to the School Board to authorize expenses of a school/centre, in cases where they were unable to get previous budget approval;

WHEREAS it is necessary to exercise this authorization for the Adult Educational Centre so they can start the new school year;

WHEREAS the governing boards of all Schools and Vocational Training Centres have adopted their school/centre budgets for 2020-2021;

WHEREAS the school/centre budgets for 2020-2021 have been presented and analyzed at the Audit Advisory Committee meeting of June 16, 2020;

WHEREAS the Audit Committee recommends the ratification of the school/centre budgets for 2020-2021;

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners ratify the budget of each school/centre for 2020-2021.

IT WAS FURTHER MOVED to authorize the Adult Centre to spend a maximum of 10% monthly of their allocated budget for the year 2019-2020 until their 2020-2021 budget is adopted. This authorization will terminate with the adoption of the 2020-2021 Centre budget by its Governing Board.

Carried unanimously

7.2 Resolution No. ETSB 20-06-93
Adoption of the 2020-2021 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 centre;

WHEREAS a balanced budget is presented for the 2020-2021 school year;

WHEREAS the amount of the school tax of \$6,801,784, dated May 1st 2020, was established taking into consideration:

- An adjusted standardized valuation of taxable properties of \$ 25,000 and under of \$19,437,255; and
- A valuation of \$4,761,649,524 of taxable properties over \$ 25,000;

WHEREAS the tax rate established in the budget is 0,1054 per \$100 taxable valuation and this rate respects the rate established by Law;

IT WAS MOVED BY Commissioner J. Humenuik that the 2020-2021 Operating (including school/centre local funds), Debt Service and Capital Investment Budgets be adopted and transmitted to the Minister of Education.

Carried unanimously

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

7.3 Resolution No. ETSB 20-06-94
Student Ombudsman Contract Renewal 2020-2023

WHEREAS on June 22nd 2010, the Council of Commissioners adopted the *By-Law for The Procedure for the Examination of Complaints from Students or their Parents*;

WHEREAS this by-law foresees the nomination of a Student Ombudsman, a person designated by the Council of Commissioners and mandated to give the Council an opinion on the merits of a complaint and to recommend any appropriate corrective measures, if any;

WHEREAS in 2014, a Selection Committee formed by the four Director Generals and the four Chairs of the Estrie School Boards was created to proceed with the identification of a Student Ombudsman;

WHEREAS the current Student Ombudsman was hired in 2014 (ETSB 14-09-24) for a first three-year (3) contract from 2014 to 2017 and was renewed in 2017 (ETSB 17-05-75);

WHEREAS the current contract of the Student Ombudsman expires on June 30th 2020 and the four *Estrie* School Boards wish to work with the same Student Ombudsman and are still interested in continuing to work with the current one;

WHEREAS the current Student Ombudsman is interested in continuing;

WHEREAS this topic was also discussed at the Central Parents' Committee meeting on June 3rd 2020 and no one presented any objection;

WHEREAS the working conditions for the renewal of the contract will apply from July 1st 2020 to June 30th 2023 on the following terms: \$2,875 basic, plus \$125/h;

WHEREAS Section 220.2 of the Education Act states that a school board must designate a Student Ombudsman and that a "... School board staff cannot act as a student ombudsman," which requires us to contract services outside our organization;

IT WAS MOVED in accordance with the frameworks provided for in the Education Act and the Regulations on *The Procedure for the Examination of Complaints from Students or their Parents*, BY Commissioner D. Brodie to renew the contract of M^e Christian Beaudry as the Student Ombudsman for the Eastern Townships School Board;

IT WAS FURTHER MOVED that the Interim Director General be authorized to sign all associated documentation and that in his absence, the Secretary General can also sign.

Carried unanimously

The Council Chair, M. Murray presented the following resolution:

7.4 Resolution No. ETSB 20-06-95
Appointment of the Director General

WHEREAS the post of Director General of the Eastern Townships School Board is vacant following the request of Kandy Mackey for being relieved from the Director General position;

WHEREAS Ms. Mackey wishes to be reassigned to the position of Assistant Director General;

WHEREAS the selected candidate has been replacing Ms. Mackey since her leave of absence in August 2018 and was appointed Interim Director General since December 11, 2018;

WHEREAS the selected candidate will retain his mandate as Director of Continuing Education;

WHEREAS the Commissioners have been duly consulted at the Governance and Ethics Advisory Committee meeting on June 11, 2020;

WHEREAS a contract will be negotiated with Mr. Michel Soucy outlining specific working conditions;

IT WAS MOVED BY Commissioner M. Murray that the Council of Commissioners appoint Mr. Michel Soucy as Director General of the Eastern Townships School Board effective August 13, 2020;

IT WAS FURTHER MOVED that the Chair of the Eastern Townships School Board, Michael Murray is authorized to sign all associated documentation and that in the absence of the Chair, the Vice-Chair, Joy Humenuik can also sign.

Carried unanimously

The Council Vice-Chair, J. Humenuik presented the following resolution:

7.5 Resolution No. ETSB 20-06-96

Appointment of the Assistant Director General

WHEREAS due to the leave of absence of Ms. Kandy Mackey since August 2018 as Director General (DG) of the Eastern Townships School Board (ETSB), the Assistant Director General (ADG) Mr. Michel Soucy replaced Ms. Mackey and was appointed as Interim Director General as of December 11, 2018;

WHEREAS for personal reasons, Ms. Mackey has asked to be relieved as Director General of ETSB;

WHEREAS the current Interim DG, Mr. Michel Soucy, has shown interest towards the permanent DG position which will then create a vacancy in the ADG position;

WHEREAS Ms. Mackey wishes to be reassigned to the position of Assistant Director General;

WHEREAS the Commissioners have been duly consulted at the Governance and Ethics Advisory Committee meeting on June 11, 2020;

WHEREAS a contract will be negotiated with the selected candidate outlining specific working conditions;

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners appoint Ms. Kandy Mackey as Assistant Director General of the Eastern Townships School Board effective August 13, 2020.

IT WAS FURTHER MOVED that the Chair of the Eastern Townships School Board, Michael Murray is authorized to sign all associated documentation and that in the absence of the Chair, the Vice-Chair, Joy Humenuik can also sign.

Carried unanimously

The Interim Director General, M. Soucy presented the following resolution:

7.6 Resolution No. ETSB 20-06-97
Appointment of Principal 50% of Farnham Elementary School

WHEREAS the position of Principal of Farnham Elementary School had become vacant with the retirement of Ms. Jane Akroyd;

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

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

IT WAS MOVED BY Commissioner J. Humenuik that the Council of Commissioners appoint Ms. Catherine Canzani, Principal 50% of Farnham Elementary School, effective July 1st 2020.

Carried unanimously

8. REPORTS

8.1 DIRECTOR GENERAL'S REPORT

The Interim Director General, M. Soucy, reported that today is the last day of classes for students in our elementary and secondary schools. Although it has not been a normal end of the year, our schools have found innovative ways to celebrate the last days of school, recognition and graduations. I want to thank all our school personnel for the extra efforts they have put in, so that our students will not only remember this year as the COVID-19 one, but also the year that they had special ceremonies.

Over the last few months, we have seen a mobilization of our whole community; students, parents and staff, that brought us all together while we were being asked to stay apart. Everyone had to find new ways of connecting which was not always easy, especially for our students and parents, trying to juggle school work, working from home and the stress of the pandemic. I want to recognize the efforts of all our students and their parents and thank them for their understanding and collaboration.

A special congratulations to all our students who are graduating this year. I wish you much success for the future and remember to not give up on your dreams.

I also want to thank the Council of Commissioners for their support and their focus on the best interests of all our students and communities. A special thanks to close collaborators, Ms. Humenuick, Mr. Murray and the Board of Directors for their understanding and their collaboration during the past year. I am looking forward to continuing our collaboration for 20-21 and working with Ms. Mackey once again.

Have a great summer and I anticipate a new school year, full of promise, hope and new challenges. The planning is well underway to greet students on the first day, with all the necessary measures in place for a safe and secure back to school. I ask that parents keep an eye on their emails for important information from their child's school and the School Board.

I hope that you take the time to relax, recharge and reconnect with family, friends and the things that bring you happiness.

8.2 REPORT FROM THE CHAIR

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

It seems like only yesterday I was wishing everyone at ETSB a wonderful start to the new year. We were far from anticipating the challenges we encountered over the past ten months. Not only were school boards crudely and unjustifiably attacked yet again by our government, but they were abruptly abolished by using closure in the middle of consultations. Public Elections for the boards of directors of the replacement bodies were abolished except in the English sector. Then we faced the COVID-19 crisis during which the Minister of Education managed to make the situation even worse with his confusing, improvised, contradictory and impractical orders. And now we face a summer of uncertainty with no clear sense of how we will reopen in the fall. Add to those issues, the more recent explosion of concern over systemic racism and the related police violence so often inflicted on minority groups. Despite being in a rather idyllic context, rural and small city, dispersed and integrated into our communities, our schools and our personnel must deal with all the challenges that make headlines around the world.

I was curious enough to count the working days left before teachers and students return beginning on August 26th. I counted only 28 working days, allowing for the summer shutdown, to prepare for the new school year. We have much to do in so short a time and we still face the uncertainty of a possible second wave of the pandemic. We will need to prepare not one but several scenarios to be ready to face whatever comes. Planning, training and retraining our personnel, organizing alternative approaches to making school not only a great place to learn but a wonderful experience for all students throughout their careers; everything needs to be addressed and we will need all our creativity, lateral thinking and ingenuity to succeed.

However, before looking too far into the future, I want to express on behalf of all Commissioners and the entire Board our profound appreciation for all the personnel who rose to the challenge of the COVID-19 experience. Even in the first days of school closure, with the Minister declaring everyone was on holiday, our teachers, professionals and support staff were reaching out to contact students and their families, reassuring young people and making certain they were all right. Largely ignoring the confusing directives from Quebec, our educators established activities and stimulation for students and maintained momentum of learning even outside curriculum. Happily, we were able to take advantage of our one-to-one computer deployment for students from grade 5 upward. I know from the feedback received that it was a stressful time for all, but I particularly want to express our appreciation for the efforts of parents at home trying to support their children in this new educational environment.

We should particularly acknowledge and compliment the ingenuity, the creativity and the demonstration of attachment, caring and support in the many ways our schools found to celebrate graduations and to project togetherness. At Butler and Drummondville, students and staff danced. Others produced videos to post online with celebrations and warm wishes. Perhaps the most creative were at our high schools, such as Galt that made a walk of fame for its students when they came to pick up materials and RRHS with their unique drive-in style graduation broadcasts on FM. The energy levels of all our personnel were sorely tested by the challenges but we can take pride in the results. Not every effort was successful but as we tell students, failing is a learning opportunity and we now know that we can do better.

We learned many things during the shutdown. I have been repeating a quote attributed to Winston Churchill, "Never let a good crisis go to waste" I think we all agree that education should not return to the way we were. Rather we must improve and enlarge on the lessons learned. How to teach online effectively - not simple and very different from teaching a class. How to reach the 20% of students without internet connectivity. How to move 85% of our students by bus with capacity reduced to one third. What kind of scheduling will we need? What supplies? How do we meet student needs that vary so radically whether issues of learning, nutrition, safety or other? One lesson leaps out from all the rest; it is impossible to standardize teaching and learning and that local adaptation produces the best results. We have great people doing impressive things in the interests of our students.

So, on that optimistic note, let me wish one and all a great summer and let's make next year the best ever!

9. ADVISORY COMMITTEES' 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:

- Visual presentation of school boards;
- Monthly staffing plan;
- Some resolutions presented at the Council of commissioners' meeting.

9.2 Governance and Ethics Committee

The Council Chair presented the following resolutions:

9.2.1 Resolution No. ETSB 20-06-98 Delegation of Powers to the Interim Director General

WHEREAS all Management positions will not be assigned by June 23, 2020;

WHEREAS the last Council of Commissioners meeting for the 2019-2020 school year will be held on June 23, 2020;

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 J. Humenuik to delegate the power of appointing administrators in conformity with the administrative structure for 2020-2021 to the Interim Director General as to facilitate the start-up for the 2020-2021 school year.

Carried unanimously

The Interim Director General, M. Soucy presented the following resolution:

9.2.2 Resolution No. ETSB 20-06-99

Confirmation of the Head Office Administrative Structure for 2020-2021

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

WHEREAS the Commissioners have reviewed the proposed Administrative Structure for the Head Office, including the appropriate modifications and adjustments for the 2020-2021 school year, during the June 11, 2020 Governance and Ethics Advisory Committee meeting;

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

WHEREAS this administrative structure is to take effect July 1st 2020, unless otherwise specified;

IT WAS MOVED BY H. Turgeon that the Council of Commissioners approve the Head Office Administrative Structure for the 2020-2021 school year, effective July 1st 2020.

Carried unanimously

The Human Resources Committee Chair, C. Beaubien read the following resolution:

9.2.3 Resolution No. ETSB 20-06-100

Confirmation of the Schools & Centres Administrative Structure for 2020-2021

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

WHEREAS the Commissioners have been consulted at the Executive Meeting on May 26, 2020 in regards to the administrative allocation increase at Cookshire Elementary, Farnham Elementary and Waterloo Elementary schools;

WHEREAS the Commissioners have reviewed the proposed Administrative Structure for the Schools and Centres, including the appropriate modifications and adjustments for the 2020-2021 school year, during the June 11, 2020 Governance and Ethics Committee meeting;

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 2020, unless otherwise specified;

IT WAS MOVED BY C. Beaubien that the Council of Commissioners approve the Schools and Centres Administrative Structure for the 2020-2021 school year, effective July 1st 2020.

Carried unanimously

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

9.2.4 Resolution No. ETSB 20-06-101
Procedure to Facilitate the Disclosure of Wrongdoings

WHEREAS the disclosure of wrongdoings is fundamental to ensuring the integrity of the public administration;

WHEREAS a procedure must be established and known by the public;

WHEREAS the goal of this Procedure is to establish a mechanism which will facilitate the disclosure of wrongdoings at the Eastern Townships School Board (ETSB) through the application of the *Act to Facilitate the Disclosure of Wrongdoings Relating to Public Bodies* (LQ 2016, c34);

WHEREAS for personnel of public bodies, the Act establishes a parallel system of disclosure within their organizations and with the Public Protector to allow a whistleblower to choose which path to use to disclose information he/she has about a wrongdoing;

WHEREAS this procedure applies to the disclosure of any and every wrongdoing committed or about to be committed with regard to a school board;

WHEREAS « Wrongdoing » includes:

- A contravention of Quebec statutes, federal statutes applicable in Quebec or regulations pursuant to the application of such laws;
- A serious breach of ethical and professional standards;
- Misuse of school board funds or property, including that which it manages or holds for others;
- Gross mismanagement within the school board including an abuse of power;
- An action or omission that seriously undermines or has the potential of seriously undermining the health or safety of a person or the environment;

- Ordering or encouraging a person to commit a wrongdoing as described above. Wrongdoings include, in particular, those committed by a member of the personnel of a public body in the exercise of his/her functions or by any person, partnership, group or other entity in the preparation or performance of a contract, including a grant of financial assistance, that has been entered into or is about to be entered into with the school board.

WHEREAS the Council of Commissioners has already delegated the duties to be performed by the highest-ranking administrative official in the school board to the Director General and a Designated Officer responsible for dealing with such disclosures has already been assigned;

WHEREAS the mandate of the Designated Officer is to ensure the application and distribution of the present Procedure;

IT WAS MOVED BY Commissioner M. Mercure that this Procedure to Facilitate the Disclosure of Wrongdoings be in effect on the date of its adoption.

Carried unanimously

The following was presented by the Council Chair:

9.2.5 **Resolution No. ETSB 20-06-102**
Contracts to Public Bodies – Annual Rendering of Accounts

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

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 1st 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 Loi sur les contrats des organismes publics (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 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 1st 2019 to March 31st 2020;

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 presented at Governance & Ethics on June 11, 2020;

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 an account for the authorizations it gave during the period from April 1st 2019 to March 31st 2020;

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 IS MOVED BY Commissioner D. Zigby, seconded by Commissioner T. Pezzi-Bilodeau that 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 by the Secretariat of the Treasury Board:

1. “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.”
2. **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;
3. **TRANSMIT**, no later than June 30th 2020 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

The Interim Director General, M. Soucy presented the next two resolutions:

9.2.6 Resolution No. ETSB 20-06-103

Eastern Townships Adult General Education Centre Deed of Establishment 2020-2021

WHEREAS the main objective of the Eastern Townships School Board (ETSB) Commitment to Success plan 2018-2023 is to raise the 7-year cohort graduation and certification rates to 76.2%;

WHEREAS the ETSB provides learning opportunities to the adult English communities on the Eastern Townships territory and surrounding areas in its facilities at New Horizons, located on 2365 Galt West Street in Sherbrooke and at Centre Brome Missisquoi Campus, located at 180 Adélarde-Godbout Street in Cowansville and in all ETSB's schools across its territory;

WHEREAS the ETSB also offers educational services at distance to the adult clientele within the province;

WHEREAS the Council of Commissioners approved the merger between the Eastern Townships Adult Education Centres (Brome-Missisquoi Campus and New Horizons) and Distance Education, effective on July 1st 2020;

WHEREAS the Council adopted the Deeds of all schools and centres at the January 28, 2020 Council of Commissioners meeting;

WHEREAS according to Section 100 of the Education Act, a Deed of Establishment must be created and adopted for the new entity;

WHEREAS the ETSB will revoke the existing Deeds of Establishment for New Horizons Adult Education Centre, located at 2365 Galt West Street in Sherbrooke and at Centre Brome Missisquoi Campus-Adult Education, located at 180 Adélarde-Godbout Street in Cowansville;

IT WAS MOVED BY F. MacGregor that the Council of Commissioners approve the Eastern Townships Adult General Education Centre Deed of Establishment 2020-2021 as deposited.

Carried unanimously

9.2.7 Resolution No. ETSB 20-06-104

Eastern Townships General Education (ETAGE) Centre Governing Board Composition

WHEREAS the Council of Commissioners approved the merger between the Brome-Missisquoi Campus-Adult Education, the New Horizons Adult Education Centre and Distance Education creating the new Eastern Townships Adult General Education Centres effective July 1st 2020;

WHEREAS according to Section 102 of the Education Act, a Governing Board must be established for each centre;

WHEREAS according to Section 103 of the Education Act, the school board shall determine the number of community representatives, students and staff representatives on the Governing Board after consulting with each group concerned;

WHEREAS Section 103 of the Education Act also states that the total number of seats for staff representatives must not exceed the total number of seats for representatives of other groups;

WHEREAS Section 102 of the Education Act states that the centre director can determine the modalities after consulting with the persons concerned;

WHEREAS a meeting was held on June 15, 2020 with representatives from each Governing Board: New Horizons Adult Education Centre and from the Brome-Missisquoi Campus-Adult Education, to propose the following composition of the New ETAGE Centre Governing Board:

- 4 teachers (2 CBM, 2 New Horizons);
- 2 non-teaching professionals (1 CBM, 1 New Horizons);
- 2 support staff (1 CBM, 1 New Horizons);
- 4 students (2 CBM, 2 New Horizons);
- 4 community representatives (2 West sector, 2 East Sector) 16 total.

WHEREAS the election of the Governing Board members must be done by September 18, 2020;

IT WAS MOVED BY F. MacGregor that the Council of Commissioners approve the Eastern Townships Adult General Education Governing Board composition as stated above

Carried unanimously

The Chair of the School Board mentioned the next Governance and Ethics Committee meeting is scheduled for August 18, 2020.

9.3 Audit Advisory Committee

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

9.3.1 Finance:

None.

9.3.2 Material Resources:

9.3.2.1 Resolution No. ETSB 20-06-105

Richmond Regional High School – Main Electrical Entry

WHEREAS the two projects mentioned below will now be done under the eco-energetic project;

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$100,000 for the project 17-003-MDB-14 – BUTLER – Heating System Renovation, under the program *MDB - Maintien des bâtiments 2017-18* Measure: 50621;

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$225,000 for the project 17-008-MDB-16 – HEROES – Heating System Renovation, under the program *MDB - Maintien des bâtiments 2017-18* Measure: 50621;

WHEREAS the two budgets combined from the Butler and Heroes projects can now be allocated for the Richmond Regional High School – Main Electrical Entry project stated above;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau to proceed, in conformity with the authorization by the MEES and the ETSB's purchase policy and government requirements, that the budgets from the Butler and Heroes projects would be used for the Richmond Regional High School – Main Electrical Entry project stated above; IT WAS FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

9.3.2.2 Resolution No. ETSB 20-06-106

Sherbrooke Elementary School – Gymnasium Renovation – Phase 2 (Floor)

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$208,165 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-20 Mesure: 50621*;

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

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

WHEREAS the lowest bid in the amount of \$237,611 (excluding taxes), was received from the company *Construction R. Bélanger Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Atelier Architecture*, has recommended the company *Construction R. Bélanger 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 \$283,874;

IT WAS MOVED BY Commissioner F. MacGregor that the Company *Construction R. Bélanger Inc.* be awarded the contract for the project stated above; IT WAS FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

The Director of Material Resources, É. Plante gave supplementary information on the following:

9.3.2.3 Resolution No. ETSB 20-06-107

New Horizons Adult Education Centre – Storm Sewers, Sidewalks and Parking Repavement

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* dedicated a budget of \$418,343 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-20 Mesure: 50621*;

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

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

WHEREAS the lowest bid in the amount of \$461,471 (excluding taxes), was received from the company *Les Entreprises Richard Brisson Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Côté-Jean et Associée*, has recommended the company *Les Entreprises Richard Brisson 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 \$550,410;

IT WAS MOVED BY Commissioner G. Barnett that the Company *Les Entreprises Richard Brisson Inc.* be awarded the contract for the project stated above; IT WAS FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

9.3.2.4 Resolution No. ETSB 20-06-108

Parkview Elementary School (3), Knowlton Academy, Drummondville Elementary School (2), Ayer's Cliff Elementary School, Waterloo Elementary School and Princess Elizabeth Elementary School – K4 Renovations

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* has not dedicated any budget yet for K4 renovations, which includes the projects (schools) stated above, therefore monies are planned to be taken under the *RTB – Réfection et Transformation des Bâtiments 2019-20* program;

WHEREAS the Eastern Townships School Board (ETSB) has requested and received acceptance from the *MEES* to add K4 classes at the following schools; Parkview Elementary (3), Knowlton Academy, Drummondville Elementary (2), Ayer's Cliff Elementary, Waterloo Elementary, and Princess Elizabeth Elementary;

WHEREAS renovations and equipment are needed to meet the requirements for K4 classes;

WHEREAS a budget of \$250,000 is required to accomplish the renovations for these nine (9) classes;

WHEREAS if additional funds are required to complete the projects, monies will be taken from the *RTB - Réfection et transformation des Bâtiments 2019-20* program;

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEES* and the ETSB's purchase policy and government requirements, for the projects stated above; IT WAS FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

The Director of Material Resources gave the supplementary information on the following:

9.3.2.5 Resolution No. ETSB 20-06-109

General – Eco-Energetic Heating System Conversion

WHEREAS the Eastern Townships School Board (ETSB) would like to mandate the realization of integrated eco-energetic projects with a guaranty of performance to a specialized firm;

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* has asked school boards to reduce their greenhouse gas emissions;

WHEREAS measures such as 50643 « *établissement écoresponsable* » are available for application until October 1st 2020 and are offering very attractive grants (25% to 55%) to any project with an objective of reducing energy consumption and greenhouse gas emissions;

WHEREAS many studies need to be conducted on all the targeted sites for the application process;

WHEREAS the goal of this program is to limit the use of fossil sourced energy to a maximum of 15% and currently only Pope Memorial Elementary School complies to that limitation;

WHEREAS the ETSB, like many other school boards, does not have the capacity to accomplish all these projects in a short period of time to be able to benefit from the grant;

WHEREAS the ETSB would like to take advantage of the opportunity to address air quality and extreme heat situations wherever possible and within the limitation of its budgets;

WHEREAS considering the amplitude of this project, the ETSB will need to go on a call for candidatures where candidates will be evaluated by the approved selection committee;

IT WAS MOVED BY Commissioner J. Humenuik 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 Interim Director General be authorized to approve the composition of the selection committee; IT WAS ALSO FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

9.3.2.6 Resolution No. ETSB 20-06-110

General – COVID-19 Expenses

WHEREAS the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* has not dedicated any budget as of yet for COVID-19 expenses therefore monies are planned to be taken under the *RTB – Réfection et Transformation des Bâtiments 2019-20 & 2020-21* program for this dossier;

WHEREAS the Eastern Townships School Board (ETSB) is dealing with the COVID-19 pandemic situation and was and still needs to react accordingly;

WHEREAS many protective equipment items and materials were and still need to be purchased for the protection of our personnel and students, in accordance with directives from the *Direction de la Santé Publique (DSPu)*;

WHEREAS a budget of \$300,000 is required to complete these purchases;

WHEREAS if additional funds are required to ensure the safety and security of our students and personnel, money will be taken from the *RTB - Réfection et transformation des Bâtiments 2019-20 & 2020-21* program;

IT WAS MOVED BY Commissioner J. Humenuik to proceed, in conformity with the authorization by the *MEES* and the ETSB's purchase policy and government requirements, to acquire the equipment and materials necessary in the COVID-19 dossier as stated above; IT WAS FURTHER MOVED that the Interim Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

9.3.2.7 Resolution No. ETSB 20-06-111

Investment Project – Delegation of Powers to the Executive Committee

WHEREAS due to the timeline constraints to respect the contracting process for investment projects and Information Communication and Technology (ICT) investments, multiple resolutions needed to be presented on a budgetary basis at Audit Advisory Committee;

WHEREAS the Audit Advisory Committee required more information prior to recommending the contracting for the above-mentioned investment projects to the Council of Commissioners;

WHEREAS the last Council of Commissioners meeting for the 2019-2020 school year will be held on June 23, 2020;

WHEREAS the additional information required by the Audit Committee will not be available by June 23, 2020;

WHEREAS the window of opportunity and time constraints to complete the above-mentioned construction projects and ICT investments requires that the contracts be granted before the First Council of Commissioners meeting for the 2020-2021 school year;

IT WAS MOVED BY Commissioner J. Humenuik to delegate the power of granting contracts for investment projects to the Executive Committee for the period from June 23, 2020 to August 25, 2020.

Carried unanimously

The Chair of the Educational Advisory Committee, M.E. Kirby, mentioned the topics discussed at the June 2, 2020 meeting:

- Criteria for Enrollment of Students 2020-2021;
- Back to School Scenarios;
- Ped/Complementary Services - A Year at a Glance;
- How is it Going in Schools?

9.4 Educational Advisory Committee

The Next meeting is scheduled for 2020 (to be determined).

9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, D. Zigby, mentioned that no meeting took place. The next Communications Advisory Committee meeting is scheduled for 2020 (to be determined).

9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, C. Beaubien, mentioned that no meeting took place. The next Human Resources Advisory Committee meeting is scheduled for September 15, 2020.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner H. Turgeon, mentioned that the last meeting took place on May 21, 2020 and that the next Transportation Advisory Committee meeting is scheduled for November 17, 2020.

9.8 Special Education Advisory Committee (SEAC)

The Chair of the SEAC, C. Véronneau, mentioned the topics discussed at the June 10, 2020 meeting:

- Michel Soucy - Recommendation to Interim Director General – was in attendance and was a good exchange;
- SEAC Summary of meeting.

The next SEAC meeting is scheduled for October 14, 2020.

10. Parents' Committee

The Commissioner representing parents, D. Zigby, mentioned the following topics were discussed at the June 3, 2020 meeting:

- Beginning of next school year;
- Governing Board Elections: 2020.

The next Parents' Committee meeting is scheduled for 2020 (to be determined).

11. Student Advisory Committee

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned that a meeting took place on June 17, 2020. The next Student Advisory Committee meeting is scheduled for 2020 (to be determined).

- D. Brodie, G. Holliday, J. Humenuik: The students attending the meeting felt that their voice was heard;
- Online meetings are difficult when you don't know each other;
- In-person meetings should be privileged: chemistry starts when everyone sees each other in person – online maybe after the first meeting;
- School not being mandatory for the beginning made it hard to get going and to keep the effort up;
- Concerns on how the online learning may work going into the fall;
- Videos and more presence on websites;
- A full table of participants is expected right at the beginning of the 2020-2021 school year;
- A student from the SAC is also part of the QESBA SAC. A replacement has already been found for next year.

12. QESBA

As of now, communication from the *MEES* is no longer sent to the School Board Chairs, but directly to the Director General. The case is being heard this week on the injunction.

13. COMMISSIONERS' COMMENTS AND QUESTIONS

Commissioner T. Pezzi-Bilodeau: RRHS Governing Board discussions stated that parent input should be considered for the set-up of the 2020-2021 school year. I believe that parents should be involved in a committee to set up the new year.

14. UPCOMING EVENTS

None.

15. CORRESPONDENCE

None.

16. QUESTION PERIOD

- G. Gravel: How will you deal with the Chinese students next year, with the border closed and how will ETSB deal with the International students next year?
- M. Murray: The answer is that we do not know. We are also dealing with the restrictions in VISA.
- E. Lettner: We do have a certain number students who stayed in Canada and will probably be returning next year.
- A. Blampied: I am wondering if there is an idea for mandatory isolation for the ISP students who are in Canada or returning for overseas. Will self-isolation for International students be applied like it is done in other school boards?
- E. Lettner: It is an obligation for anyone coming into Canada from another country must self-isolate and we are working on how this will work for us. The ETSB has to follow the same rules as all the other school boards.
- M. Seline: There will be vacancies at Mansonville Elementary School and Waterloo Elementary School. Will there be an additional or special meetings to appoint these administrations? Will the Council of Commissioners meet again for the appointment of principals for the Waterloo and Mansonville Elementary Schools?
- M. Murray: No. Delegation of Powers to fill these vacancies to the Director General this evening has already been approved earlier tonight.
- M. Seline: Were there any modifications to the Organization of the Head Office?
- M. Murray: No, status quo, except for the appointments of the Director General and the Assistant Director General.
- M. Seline: Regarding the merger of Adult Education, what will be the new administrative structure for school/centres?
- M. Soucy: Mr. Steve Dunn will be the Director for the Merger Adult Education Centre; his office will remain at New Horizons but overseeing both sites, supported by Maude Danis-Coulombe as coordinator. In view to coordinate this merger, Martin Vigneux will be Centre Director in the AGE/FP for business development and SAE.
- M. Seline: Given the COVID-19 situation, will Commissioners' committees meet during the summer in order to prepare the 2020-2021 school year?

- M. Murray: We may convene for some meetings, but things that require a decision have been delegated to the Executive Committee.
- M. Seline: Who is on the Executive Committee?
- M. Murray: The Chairs of each of the advisory committees.
- M. Seline: How will the ETSB and Council of Commissioners address the mental health of the employees?
- M. Murray: I do not think we can make distinctions between mental health, well-being, etc. We need to address the needs of everyone in our charge in every possible way.
- E. Lettner: It has already been addressed in a Complementary Services Committee: We have resources in place and available for our, staff, our teachers and our students to support them. We are aware that when schools reopen, depending on the situation with the virus, we may need to adjust our services accordingly.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner M. Mercure at 9:11 p.m.

Éric Campbell
Secretary General

Michael Murray
Chairman

EC/gm
23.06.2020