

## EASTERN TOWNSHIPS SCHOOL BOARD

### COUNCIL OF COMMISSIONERS

TUESDAY, SEPTEMBER 22, 2020 – 7:00 P.M.

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

### MINUTES

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

#### MEMBERS PRESENT (P):

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

**ZOOM: Z**

**OBSERVERS**

Sharon Priest, Communications Consultant

**PUBLIC – ZOOM**

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

Matthew McCully, The Record

Gail Klinck, Teacher

April Blampied, Teacher

Marty Roberts, Teacher

Aaron Corey, Teacher

Chantal Turgeon, Teacher

Liane Flynn, Teacher

Sylvie Fortier, Teacher

Laura Leblanc, Teacher

Peter Maingot, Teacher

Ralph Niggebrugge, Teacher

Crystal Rattai, Teacher

Janet Shufelt, Teacher

Shanna Loach, Teacher

Ghislain Gravel, Teacher

M<sup>e</sup> Christian Beaudry, Student Ombudsman

**1. CALL THE MEETING TO ORDER**

The Chairman called the meeting to order at 7:05 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 September 22, 2020 as deposited, with the following modifications:

**Addition:**

**7.2** Eastern Townships School Board – Appointment of Principal Online Learning 40%.

**9.3.2.7** Alexander Galt Regional High School – Sanitary Blocs & Gym Refection.

**Remove:**

**9.2.1** Autorisation de Signature – Addenda de la Convention de la construction et d'opération d'un lien de fibres optiques Phase II.

Carried unanimously

3. **APPROVAL OF THE MINUTES OF THE MEETINGS OF JUNE 23, 2020 AND AUGUST 25, 2020**

3.1 Resolution No. ETSB 20-09-14

**Approval of the Minutes of the Meeting of the Council of Commissioners held on June 23, 2020**

**WHEREAS** a copy of the Minutes of the meeting of June 23, 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 June 23, 2020 as deposited.

Carried unanimously

3.2 Resolution No. ETSB 20-09-15

**Approval of the Minutes of the Meeting of the Council of Commissioners held on August 25, 2020**

**WHEREAS** a copy of the Minutes of the meeting of August 25, 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. Holliday to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on August 25, 2020 as deposited.

Carried unanimously

4. **QUESTION PERIOD**

G. Gravel: On behalf of the ATA, I would like to thank our Commissioners for their dedicated service. Your efforts in looking out for the interests of our students have not gone unnoticed. Our community has been fortunate to have your active participation in ensuring quality education for our entire system. A special thank you to Mr. Murray for decades of involvement on the Council of Commissioners.

M. Murray: Thank you.

5. **RECOGNITION OF EXCELLENCE**

Chairman M. Murray presented the September 22, 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:**

« *Journée nationale du personnel de soutien scolaire* »

*September 22, 2020*

September 24<sup>th</sup> is the *Journée nationale du personnel de soutien scolaire*, Support Staff in Education Day. We would like to take this opportunity to recognize the valuable contribution that each and every one of our support staff personnel makes towards the success of our students. More than ever this year in the context of the pandemic, their hard work and dedication are appreciated. On behalf of the students, parents, and your fellow colleagues, we thank you.

***Thank You!***

**6. BUSINESS ARISING**

There was no business arising.

**7. NEW BUSINESS**

The Secretary General, É. Campbell, mentioned that the Student Ombudsman, Me Christian Beaudry's contract was renewed for three years. He thanked him for his support and work with the Eastern Townships School Board. Following is the Student Ombudsman Annual Report:

**7.1 Student Ombudsman Annual Report**

As per Sections 220.2 and 242 of the Education Act, and the By-Law of the Eastern Townships School Board establishing the procedure for the examination of complaints from students or their parents, here is my annual report as Student Ombudsman for the period from July 1<sup>st</sup> 2019 to June 30, 2020.

During the above-mentioned period, I received ten complaints. In seven cases, the complainants had not exhausted the remedies provided in the procedure for the examination of complaints; therefore, they were referred according to the internal complaint procedure.

Of the remaining three complaints:

- One was resolved with the assistance of the Secretary General;
- One was related to the transportation of a private school student. As such matter does not fall under the jurisdiction of the Student Ombudsman, the complaint was not admissible, and the complainant was informed accordingly;
- One concerned an adult-student expelled from a Distance Education program. The complaint was dismissed. Several written warnings were sent to the student regarding time-limits imposed by the Ministry of Education for completing some courses. The student neglected to respect them.

To my knowledge, no student was expelled due to acts of bullying or violence.

I have no recommendation to make with respect to measures required to prevent and to stop bullying and violence, as complaints of this nature were properly managed internally.

September 16, 2020



Christian Beaudry  
Student Ombudsman

**7.2 Resolution No. ETSB 20-09-16**  
**Eastern Townships School Board – Appointment of Principal Online Learning 40%**

**WHEREAS** the position of Principal must, on a daily basis, make administrative and pedagogical decisions pertaining to the Eastern Townships School Board (ETSB) online learning service in order to foster the academic success of all students in accordance with the Education Act, the Ministry requirements for online teaching, the ETSB's Commitment-to-Success Plan and policies;

**WHEREAS** this position entails, in particular, responsibility for the management of instructional and educational matters, human, financial, material and information resources, and community relations;

**WHEREAS** the position has been advertised throughout the ETSB territory through the internal posting procedures for the Eastern Townships Association of Administrators (ETAA) and to Management members;

**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;

**WHEREAS** the approved candidate will be subject to a one-year probationary period and performance appraisal process;

**IT WAS MOVED BY** Commissioner J. Humenuik that the Council of Commissioners appoint Ms. Amélie Thériault, Principal Online Learning 40% effective September 21, 2020.

Carried unanimously

## 8. REPORTS

### 8.1 DIRECTOR GENERAL'S REPORT

The Director General, M. Soucy, reported the following:

On November 1<sup>st</sup>, there will be school elections for the ETSB to elect 11 commissioners and one chairman and I strongly encourage everyone to exercise their right to vote.

I am very pleased to be able to report that as of today we have not had a positive case of COVID-19 in one of our schools or centres. I realize that there can be many reasons for this, but I do think that our students, parents and personnel have played a big role in keeping our schools and centres safe. Our school teams & staff are working very hard to keep the measures from the DSPu in place and our students and parents are following the recommendations and respecting the rules. Thank you everyone for being diligent, it has and will pay off.

All the measures in place have made this a more challenging start to the school year. We have had to adapt to many changes but we are getting the rhythm and although we will continue to prioritize our students and staff safety, our main focus remains as always, the academic and social success of our ETSB students. I want to tell all our dedicated staff the same thing we tell our students, don't give up! We have a generation of young people depending on us and together we will get through this.



Michel Soucy,  
Director General

### 8.2 REPORT FROM THE CHAIR

The Chair of the Commissioners' Council, M. Murray, reported that he is happy with the Court of Appeal decision and encourages all current Commissioners to run as commissioners at the next school elections that will take place on November 1<sup>st</sup> 2020:

First, allow me to express my unalloyed delight at the decision last week by the Quebec Court of Appeal to uphold the decision of Quebec Superior Court to stay the application of Bill 40 to the nine English school boards. This means that at least for now, our name remains Eastern Townships School Board and not school service centre. It likewise means that the governing body remains the Council of Commissioners, composed of commissioners and the chief executive officer and spokesperson remains the Chair. However, this is a temporary situation that will ultimately be settled when the case is heard on merit sometime in the upcoming months.

The government, persistent in its determination to have its way despite appeals by a number of bodies and groups, has indicated that school board elections will be held on November 1<sup>st</sup>. Despite all the challenges of conducting elections during a pandemic with deteriorating conditions, we must proceed and do our best to make the process both function and be meaningful. With barely a week before the deadline, interested members of our community must decide whether they wish to stand as candidates for election, complete the formalities including gathering signatures from electors. It certainly appears that the government intends for this process to fail so it can point out how little interest there is in school boards. It is essential that we do not allow them the satisfaction.

Our voter lists are not up to date and the challenges of holding elections where schools house the polling booths are evident. In a normal year, we would have several months to prepare and publicize the process. However, I urge everyone of you and every member of our community to do your part just as our administrators and personnel will help to do their part. I have chosen to stand again for election and invite anyone interested to declare his or her candidacy for the chairmanship or for the role of commissioner. Our role is to oversee the operations of our schools and centres to ensure that the best interests and safety of our students remain our constant priority.

The board will suspend its regular meetings during the electoral period. This means there will be no public meeting in October. We expect to resume normal operations within the first two weeks of November with a public meeting next November 27.



Michael Murray, Chairman

## 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:

- Personnel/Staffing Plan;
- ETSB – Appointment of Principal Online Learning 40%;
- Autorisation de signature – Addenda de la Convention de construction et d'opération d'un lien de fibres optiques phase II;
- AGRHS – Sanitary Blocs & Gymnasium Refection.

### 9.2 Governance and Ethics Committee

The Chair of the Governance and Ethics Committee, Commissioner R. Gagnon, mentioned that the meetings were joined with another advisory committee so that members could meet weekly and to make efficient use

of time. Most meetings circulated around the issues of the day, mostly COVID-19 related issues. The following was discussed:

- COVID-19 issues;
- Election issues;
- Court of Appeal issues.

The next meeting is scheduled for September 29, 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 20-09-17 Board Office – Rental Space Renovation Phase B

**WHEREAS** the ministère de l'Éducation et de l'Enseignement supérieur (MEES) approved a budget of \$312,247 for the project stated above, under the program MDB - Maintien des bâtiments 2018-19 Mesure: 50621;

**WHEREAS** a first phase of the project has been completed (roofing) for the amount of \$152,457 in June 2019 (ETSB19-03-69);

**WHEREAS** a second phase is currently underway. Various works to get the building up to code is being done like demolition, plumbing, asbestos removal and a new water sprinkler system have been completed to date;

**WHEREAS** a budget of \$159,790 is required to complete various interventions to the building;

**WHEREAS** the contracts will be granted in respect of the authorization by the MEES for this project (contract, professional fees & taxes included) and the ETSB's purchase policy and government requirements (laws, policies, rules, etc.);

**IT WAS MOVED BY** Commissioner J. Humenuik to proceed with 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 Material Resources can also sign.

Carried unanimously



**9.3.2.2 Resolution No.ETSB 20-09-18****Entreprise de Services Écoénergétiques Project – Phase A**

**WHEREAS** the Eastern Townships School Board (ETSB) would like to mandate a specialized company on an integrated realization eco-energetic project with a guaranty of performance;

**WHEREAS** as of 2020, the ministère de l'Éducation et de l'Enseignement supérieur (MEES) requests school boards to diminish their carbon footprint by reducing the consumption of oil up to a maximum of 15% daily;

**WHEREAS** there is a need of replacing a few heating systems within the ETSB;

**WHEREAS** the MEES is providing special grants under the measure 50643 "établissements écoresponsables";

**WHEREAS** the ETSB would like to enhance the project and address air quality issues under the Maintien du Bâtiment (MDB) measure;

**WHEREAS** Ayer's Cliff Elementary, Butler Elementary, Cookshire Elementary, Heroes' Memorial, Knowlton Academy, Mansonville Elementary, North Hatley Elementary, Parkview Elementary, Sawyerville Elementary; St. Francis Elementary, Sunnyside Elementary and Sutton Elementary are the schools involved in phase A of the Eco-energetic project;

**WHEREAS** the ETSB's goal is to reduce the carbon footprint of these twelve (12) schools, to lower energy consumption by replacing outdated heating equipment, to change toward a cleaner heating system (electric), to replace lighting with LED fixtures, to install/improve HVAC systems, and to update the system's programming and controls to maximize efficiency;

**WHEREAS** the ETSB will need to go on a call for candidates, where propositions will need to be evaluated by a selection committee;

**IT WAS MOVED BY** Commissioner M. E. Kirby to let the ETSB proceed with 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 Material Resources can also sign.

Carried unanimously

**9.3.2.3 Resolution No.ETSB 20-09-19****Playground Annual Projects**

**WHEREAS** the Eastern Townships School Board (ETSB) offers a financial aid of \$75,000 in playground improvement for three schools every year. An equal amount of \$25,000 is available to each school's project;

**WHEREAS** for every playground improvement project, the ETSB will contribute to a maximum of \$25,000;

**WHEREAS** the ministère de l'Éducation et de l'Enseignement supérieur (MEES) will contribute up to \$50,000 per school playground project;

**WHEREAS** the ETSB will offer this recurring financial participation of \$75,000 annually;

**WHEREAS** the ETSB will use the monies from its global envelope of the RTB - Réfection et transformation des Bâtiments program to assume its share of the project;

**IT WAS MOVED BY** Commissioner J. Humenuik to proceed annually with this contribution; **IT WAS FURTHER MOVED** that the 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 20-09-20

##### Alexander Galt Regional High School – Passerelle Repair

**WHEREAS** an AGRHS passerelle was damaged by the snow removal company "*Excavation Déneigement Blouin & Fils*" in the winter of 2020;

**WHEREAS** the "*Excavation Déneigement Blouin & Fils*" claimed full responsibility for the accident;

**WHEREAS** the full amount will be paid by the "*Excavation Déneigement Blouin & Fils*" insurance company;

**WHEREAS** the lowest bid in the amount of \$45,727 (excluding taxes), was received from the Company *Construction Encore inc.*

**WHEREAS** the amount of the lowest bid from the contractor plus the professional fees and taxes is \$52,493;

**IT WAS MOVED BY** Commissioner C. Beaubien that the Company *Construction Encore inc.* be awarded the contract for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

#### 9.3.2.5 Resolution No. ETSB 20-09-21

##### Alexander Galt Regional High School – Intercom System Repair

**WHEREAS** the Eastern Townships School Board (ETSB) has dedicated a budget of \$100,000 for the project stated above, where monies are planned to be taken under the *RTB – Réfection et Transformation des Bâtiments 2019-20 & 2020-21* program;

**WHEREAS** the ETSB believes this equipment is vital for good communication and security within the AGHRS;

**WHEREAS** as of now, the amount of \$60,000 has been spent on amplifiers, new wiring, intercoms and workforce;

**WHEREAS** a budget of \$100,000 is required to complete the repairs;

**IT WAS MOVED BY** Commissioner M. E. Kirby that the ETSB proceed for the project stated above; **IT WAS FURTHER MOVED** that the 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 20-09-22**  
**Delegation of Power**

**WHEREAS** the Council of Commissioners has the authority on the points stated below;

**WHEREAS** the Council of Commissioners meeting occurs only once a month;

**WHEREAS** decisions often need to be taken in a timely manner;

**WHEREAS** the Eastern Townships School Board's (ETSB) investment budget has been increased significantly thereby, creating projects that involve bigger budgets to a point of requiring, by law, the involvement of a Selection Committee;

**WHEREAS** major projects imply the participation of a selection committee;

**WHEREAS** the Secrétariat du Conseil du Trésor has provided a list of 20 functions that are allowed to be delegated in line with the Loi sur les Contrats des Organismes Publics (LCOP);

**WHEREAS** the ETSB requests a delegation of power to the Director General regarding the following functions:

- The nomination of the Selection Committee;
- Designation of the Secretary of the Selection Committee;
- Oversee the rotation of the members of the selection committee.

**IT WAS MOVED BY** Commissioner J. Humenuik that the functions stated above could be delegated to the Director General for the calendar year 2021 and is subject to renewal.

Carried unanimously

**9.3.2.7 Resolution No. ETSB 20-09-23****Alexander Galt Regional High School – Sanitary Blocs & Gymnasium Refection**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$1,014,802 for the project stated above, under the program *MDB - Maintien des bâtiments - Budget additionnel 2018-19 Mesure: 50625*;

**WHEREAS** a company known today as *Tijaro Ltée* was awarded a contract in the amount of \$945,646 including professional fees and taxes, for the project stated above;

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

**WHEREAS** the amount of \$153,528 to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

**WHEREAS** the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$1,099,174;

**WHEREAS** all additional funds required to complete the project will be taken from *MDB - Maintien des bâtiments 2018-19 program*;

**IT WAS MOVED BY** Commissioner D. Brodie 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 and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

**9.4 Educational Advisory Committee**

The Chair of the Educational Advisory Committee, M.E. Kirby, mentioned the following:

- ETSB guidelines within the COVID19 context;
- Contingency plan;
- Virtual school (online learning);

These topics were addressed at the Governance and Ethics meetings.

The next Advisory Committee 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.

**9.6 Human Resources Advisory Committee**

The Chair of the Human Resources Advisory Committee, C. Beaubien, mentioned the following:

- Staffing Plan was adopted at the Executive Committee meeting;
- Absentio: new software for facilitating the management of absences;
- Mental Health: workshop was offered at the Management meeting.

These topics have been addressed. The next Human Resources meeting is to be determined.

**9.7 Transportation Advisory Committee**

The Chair of the Transportation Advisory Committee, Commissioner H. Turgeon, mentioned that no meeting took place and that the next Transportation Advisory Committee meeting is scheduled on November 17, 2020.

**9.8 Special Education Advisory Committee(SEAC)**

No meeting took place.

The next meeting is scheduled on October 14, 2020.

**10. Parents' Committee**

The Commissioner representing parents, D. Zigby, mentioned that no meeting took place and that the next Parents' Committee meeting is scheduled on October 14, 2020.

**11. Student Advisory Committee**

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned that no meeting took place and that the next Student Advisory Committee meeting is to be determined.

**12. QESBA**

QESBA is deeply engaged in the ongoing court challenge. Regarding the court judgment, the application of Bill 40 has been suspended until the case can be heard on its merits. The judgment was strongly worded that the Bill showed a concerning transfer of power that could jeopardize the ability of the minority English community's rights and the ability to govern its own educational institutions.

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

Commissioner J. Humenuik: It is important to spread the word out about this court challenge and that the English community understands the implications of Bill 40. The general

public seems to be unaware of what is going on. The message must get out there and Commissioners need to share the information and knowledge that they have.

Commissioner A. McCrory: The Principal at Waterloo Elementary School is in quarantine since her son was part of a group in which a student has been tested positive. She is waiting for more directives from the DSPu.

#### 14. UPCOMING EVENTS

None.

#### 15. CORRESPONDENCE

None.

#### 16. QUESTION PERIOD

M. McCully

The Record: Is the Website accurate about job postings?

J. Pauw

Director of HR: Yes, the Website is accurate. The 100% positions are replacements. The majority of job postings, except Drummondville Elementary School have been filled.

M. McCully

The Record: When I interviewed the Chairman on the first day of school, he said all the positions have been filled. What is the state of the staffing plan for ETSB?

J. Pauw

HR Director: As of now, we are searching for teachers for Drummondville Elementary School. The posting should be removed or revised.

M. Murray

Chairman: They can actually make more money than what supply teachers currently make and come back to work at the salary level they were at when they retired.

M. McCully

The Record: How is the bank of supply teachers?

J. Pauw

HR Director: We have hired just about everyone we could. We are working on rebuilding the bank.

M. Seline

ATA president: With regards to monies from the government, is there additional money to hire caretakers and cleaning staff?

M. Soucy

ETSB DG: There is no confirmation for additional money from the MEES this year, but we did have information last year that this could be covered.

M. Seline

ATA president: Teachers have been asked to cover lunch time supervision and they are suggesting that supervisors be hired to come in and supervise so teachers can have their lunch time. Is there any possibility for additional money to hire lunch time supervisors?

M. Soucy

ETSB DG: There is no confirmation for additional money from the MEES, but we are working with our schools.

M. Seline

ATA president: Did the Commissioners receive the email about their t-shirts?

M. Murray

Council president: We received the t-shirts you delivered and we will see to it that the Commissioners get their t-shirts. I wish you the best for the negotiations.

## 17. GOVERNANCE AND COMMUNICATION

None.

## 18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:11 p.m.

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Éric Campbell  
Secretary General

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Michael Murray  
Chairman