

## EASTERN TOWNSHIPS SCHOOL BOARD

### COUNCIL OF COMMISSIONERS

MONDAY, NOVEMBER 9, 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	Daniel Zigby	Z
Richard Gagnon	Z		
Gary Holliday	Z	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik	Z	Secretary General – Éric Campbell	P
Mary-Ellen Kirby	Z	Assistant Director General – Kandy Mackey	Z
Frank MacGregor	Z	Director General and Director of Continuing Education – Michel Soucy	P
Alice McCrory	Z	Director of Human Resources – Jeffrey Pauw	Z
Jonathan Murray	Z	Director of Financial Services – Sophie Leduc	Z
Michael Murray	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	Z

ZOOM: Z

**OBSERVERS**

Sharon Priest, Communications Consultant

**PUBLIC**

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

Matthew McCully, The Record

Linda Brasseur

**1. CALL THE MEETING TO ORDER**

The Chairman called the meeting to order at 7:02 p.m.

**2. QUORUM**

**QUORUM WAS ESTABLISHED AND IT WAS MOVED BY** Commissioner R. Gagnon to adopt the Agenda of November 9, 2020, as deposited.

Carried unanimously

**3. COMPLIANCE WITH THE PROCEDURE FOR CALLING THE COUNCIL OF COMMISSIONERS SPECIAL MEETING**

The Chairman ascertained with the Secretary General that the procedure for calling the meeting complied with Article 165 of the Education Act.

All the commissioners present have received the convocation within the prescribed delays.

**4. NEW BUSINESS**

The secretary general, É. Campbell presented the following:

4.1 **Oath of Office for Commissioner’s Representing Parents**

OATH OF OFFICE

PROVINCE OF QUEBEC

EASTERN TOWNSHIPS SCHOOL BOARD (ETSB)

I, \_\_\_\_\_  
First name Last name

Domiciled at \_\_\_\_\_  
Domiciliary address

having been appointed as Commissioner representing parents of the Eastern Townships School Board  
\_\_\_\_ for elementary schools  
\_\_\_\_ for high schools  
\_\_\_\_ at large  
\_\_\_\_ for the handicapped students or students with social maladjustments or  
learning disabilities committee (SEAC)

make oath that I will faithfully discharge the duties of my office according to the best of my judgment and ability.

**SIGNATURES**

\_\_\_\_\_  
Signature of the elected person

Sworn before me, the undersigned, this 9<sup>th</sup> day of November 2020 at Magog, Quebec.

\_\_\_\_\_  
Éric Campbell, Secretary General

The three commissioners representing parents, D. Zigby, M. Mercure and H. Turgeon have been sworn in. Their form will be sent back to the secretary general to be signed.

*Lisa Huot was to be the fourth commissioner, but this position has become vacant as of this morning:*

*“It is with regret that I must inform you of my resignation as SEAC commissioner as of today, November 9, 2020, for personal reasons.”*

#### 4.2 Council of Commissioners – Vice-chair election (section 155.1)

155.1. The council of commissioners shall appoint, from among its members, the vice-chair of the school board.

The term of office of the vice-chair, unless removed by a vote of not less than two-thirds of the members of the council of commissioners who are entitled to vote, expires at the same time as the vice-chair's term as commissioner.

<u>Commissioner C. Beaubien</u>	nominates	<u>Commissioner J. Humenuik</u>
<u>Commissioner M. Mercure</u>	nominates	<u>Commissioner D. Zigby</u>

**IT WAS MOVED BY** Commissioner R. Gagnon that nominations cease.

- D. Zigby accepted;
- J. Humenuik declined.

Daniel Zigby is declared elected vice-chair of the Eastern Townships School Board.

Carried unanimously

---

#### 4.3 Advisory committees

##### 4.3.1 Resolution No. ETSB 20-11-24 Committees' Structure

**WHEREAS** section 193.1 of the *Education Act* (EA) requires that the Council of Commissioners must establish the following committees:

- ✓ a Governance and Ethics Committee;
- ✓ an Audit Committee; and
- ✓ a Human Resources Committee.

**WHEREAS** section 185 of the *Education Act* requires that every school board shall establish an Advisory Committee on services for handicapped students and students with social maladjustments or learning disabilities;

**WHEREAS** section 188 of the *Education Act* requires that every school board which provides student transportation shall establish an Advisory Committee on Transportation. The composition, operation and functions of which shall meet the norms established by government regulation;

**WHEREAS** section 193.1 of the *Education Act* stipulates that the Council of Commissioners may establish other committees to assist it in the exercise of its functions or the examination of specific matters;

**WHEREAS** following discussions, the Eastern Townships School Board wants some additional committees, such as Communications and Educational Services;

**WHEREAS** each of these committees will have to elect a Chairperson;

**WHEREAS** the Chairperson of the school board is already part of the Executive Committee (EA section 179);

**WHEREAS** at least one Commissioner representing parents must be part of the Executive Committee (EA section 179);

**WHEREAS** if no Commissioners representing parents have been elected as a Chair of an Advisory Committee, a Commissioner representing parents must be elected by their peers to be part of the Executive Committee;

**WHEREAS** the term of Office of Members on the Executive Committee be one (1) year (EA section 179);

**IT WAS MOVED BY** Commissioner T. Pezzi-Bilodeau that the Executive Committee will be established with the elected Advisory Committee Chairs including the Chairperson of the School Board and at least one Commissioner representing parents.

Carried unanimously

#### **4.3.2 Resolution No. ETSB 20-11-25** **Adoption of Election Process**

**IT WAS MOVED BY** Commissioner G. Holliday that the following procedure for the election of a member as Vice-Chairman and members of the Executive Committee.

A President of Elections and two scrutineers shall be chosen by members of the Council of Commissioners.

If more than the required number of candidates is nominated, an election shall be held by secret ballot.

Nominations: Nominees can nominate themselves or be nominated by someone else.

Adoption of a proposal to end the nominations.

The President of Elections verifies with each nominee in reverse order of the nomination if they accept to run as a candidate.

If there is more than one candidate, an election shall be held by secret ballot.

The candidate with the most votes will be declared elected.

Immediately following the reading of the results, the ballots shall be destroyed.

Carried unanimously

**4.3.3 Resolution No. ETSB 20-11-26**  
**Appointment of the President of Elections and of two scrutineers**

**IT WAS MOVED BY** Commissioner M. Mercure that E. Campbell be appointed as President of Elections and that M. Soucy and S. Hamel be appointed as scrutineers.

Carried unanimously

**4.3.4 Establishment and Composition of the Executive Committee and the Advisory Committees**

As stated in the resolution No. ETSB 20-11-24, the Executive Committee will be composed of the Chairs of all Advisory Committees plus the Chair of the Council of Commissioners.

**4.3.5 Term of Office Members**

As stated in the resolution No. ETSB 20-11-24, the term of Office of Members on the Executive Committee is one (1) year.

**4.3.6 Election of the Chairs to the Advisory committees**

The President of Elections called for nominations for Chair of the Governance and Ethics Committee.

<u>Commissioner M. Mercure</u>	nominated	<u>Commissioner R. Gagnon</u>
<u>Commissioner F. MacGregor</u>	nominated	<u>Commissioner G. Barnett</u>

**IT WAS MOVED BY** Commissioner M. E. Kirby that nominations cease.

- G. Barnett declined;
- R. Gagnon accepted.

Richard Gagnon is declared elected Chair of the Governance and Ethics Committee.

Carried unanimously

---

The President of Elections called for nominations for Chair of the Audit Committee.

Commissioner R. Gagnon nominated Commissioner J. Humenuik

**IT WAS MOVED BY** Commissioner M. Mercure that nominations cease.

- J. Humenuik accepted.

Joy Humenuik is declared elected Chair of the Audit Committee.

Carried unanimously

---

The President of Elections called for nominations for Chair of the Educational Advisory Committee.

Commissioner A. McCrory nominated Commissioner M. E. Kirby

**IT WAS MOVED BY** Commissioner M. Mercure that nominations cease.

- M. E. Kirby accepted.

Mary-Ellen Kirby is declared elected Chair of the Educational Advisory Committee.

Carried unanimously

---

The President of Elections called for nominations for Chair of the Communications Advisory Committee.

Commissioner M. E. Kirby nominated Commissioner D. Zigby  
Commissioner D. Zigby nominated Commissioner M. Mercure

**IT WAS MOVED BY** Commissioner R. Gagnon that nominations cease.

- M. Mercure accepted.
- D. Zigby declined.

Marc Mercure is declared elected Chair of the Communications Advisory Committee.

Carried unanimously

---

The President of Elections called for nominations for Chair of the Human Resources Advisory Committee.

<u>Commissioner H. Turgeon</u>	nominated	<u>Commissioner D. Zigby</u>
<u>Commissioner A. McCrory</u>	nominated	<u>Commissioner C. Beaubien</u>

**IT WAS MOVED BY** Commissioner M. Mercure that nominations cease.

- C. Beaubien accepted.
- D. Zigby declined.

Claire Beaubien is declared elected Chair of the Human Resources Advisory Committee.

Carried unanimously

---

The President of Elections called for nominations for Representatives of the Transportation Advisory Committee.

<u>Commissioner C. Beaubien</u>	nominated	<u>Commissioner H. Turgeon</u>
<u>Commissioner J. Humenuik</u>	nominated	<u>Commissioner G. Holliday</u>

**IT WAS MOVED BY** Commissioner M. Mercure that nominations cease.

- G. Holliday accepted.
- H. Turgeon accepted.

Gary Holliday is declared elected Chair of the Transportation Advisory Committee.

Carried unanimously

#### 4.3.7 Election of one Commissioner representing parents to the Executive Committee

As stated in the resolution No. ETSB 20-11-24, if no commissioners representing parents have been elected as a Chair of an Advisory Committee, a Commissioner representing parents must be elected by their peers to be part of the Executive Committee.

Since one parent were elected Chair of an Advisory Committee and another as Vice-Chair of the Executive, this was not necessary.



To summarize, the Executive Committee will be comprised of the following seven (7) Commissioners plus the Board Chairman:

Chair	Michael Murray
Vice-Chair	Daniel Zigby
Chair of the Governance and Ethics Committee	Richard Gagnon
Chair of the Audit Committee	Joy Humenuik
Chair of the Educational Services Committee	Mary-Ellen Kirby
Chair of the Human Resources Committee	Claire Beaubien
Chair of the Transportation Committee	Gary Holliday
Chair of the Communications Advisory Committee	Marc Mercure

#### 4.4 **Appeal committee (as per ETSB Policy P023-1)**

By virtue of section 11 of the *Education Act*, the Council establishes an Appeal Committee composed of five members and substitutes it appoints annually.

##### 4.4.1 **Establishment and Composition of the Appeal Committee**

As per the ETSB Policy P023-1, the establishment and composition of the Appeal Committee is the following:

- Three Commissioners elected or appointed pursuant to the *Act respecting school elections* (R.S.Q., c. E-2.3);
- One Commissioner representing Parents;
- One Administrator of the Board (school, centre or central office Administrator), not affiliated with the school/centre concerned.

##### 4.4.2 **Term of Office Members**

According to the *Education Act*, the Term of Office of Members on the Appeal Committee will be one (1) year.

##### 4.4.3 **Appointment of Members**

The President of Elections called for the nomination of Commissioners as members to the Appeal Committee.

<u>Commissioner D. Zigby</u>	nominated	<u>Commissioner G. Barnett</u>
<u>Commissioner C. Beaubien</u>	nominated	<u>Commissioner J. Murray</u>
<u>Commissioner M. Mercure</u>	nominated	<u>Commissioner H. Turgeon</u>
<u>Commissioner M. E. Kirby</u>	nominated	<u>Commissioner T. Pezzi-Bilodeau</u>

**IT WAS MOVED BY** Commissioner M. Mercure that nominations for members on the Appeal Committee cease.

- T. Pezzi-Bilodeau accepted.
- H. Turgeon accepted.
- J. Murray accepted.
- G. Barnett declined.

Jonathan Murray, Helene Turgeon and Tina Pezzi-Bilodeau are declared elected members of the Appeal Committee.

Carried unanimously

---

The President of Elections then called for nominations for a Commissioner representing the Parents on the Appeal Committee.

Commissioner M. Mercure nominated Commissioner D. Zigby

**IT WAS MOVED BY** Commissioner R. Gagnon that nominations for a Commissioner representing Parents on the Appeal Committee cease.

- D. Zigby accepted.

Daniel Zigby is declared elected Commissioner Representing the Parents on the Appeal Committee.

Carried unanimously

---

#### 4.4.4 Appointment of Alternate Members

The President of Elections then called for nominations for the two alternate commissioners members on the Appeal Committee.

<u>Commissioner G. Holliday</u>	nominated	<u>Commissioner G. Holliday</u>
<u>Commissioner J. Humenuik</u>	nominated	<u>Commissioner A. McCrory</u>
<u>Commissioner C. Beaubien</u>	nominated	<u>Commissioner F. MacGregor</u>

**IT WAS MOVED BY** Commisisoner R. Gagnon that nominations for two alternate commissioner members of the Appeal Committee cease.

- F. MacGregor declined.
- A. McCrory accepted.
- G. Holliday accepted.

Alice McCrory and Gary Holliday are declared elected as the two alternate members of the Appeal Committee.

Carried unanimously

The President of Elections then called for nominations for one Commissioner representing the parents as an alternate member on the Appeal Committee.

Commissioner D. Zigby nominated Commissioner M. Mercure

**IT WAS MOVED BY** Commissioner R. Gagnon that the nominations for a Commissioner representing the parents as an alternate member of the Appeal Committee cease.

➤ M. Mercure accepted.

Marc Mercure is declared elected Commissioner Representing Parents as an Alternate Member of the Appeal Committee.

Carried unanimously

To summarize, the members of the Appeal Committee are as follows:

<p><b>Commissioners:</b></p> <p>Jonathan Murray Helene Turgeon Tina Pezzi-Bilodeau</p>	<p><b>Commissioner representing parents:</b></p> <p>Daniel Zigby</p>
<p><b>Two Alternate Commissioners:</b></p> <p>Gary Holliday Alice McCrory</p>	<p><b>One Alternate Commissioner representing parents:</b></p> <p>Marc Mercure</p>

**4.5 Resolution No. ETSB 20-11-27**

**Release of the President of Elections and of the two scrutineers and Destruction of Ballots**

**IT WAS MOVED BY** Commisisoner R. Gagnon to release the President of Elections and the two scrutineers from their duties and to destroy the ballots.

Carried unanimously

The Director of Material Resources, É. Plante presented the following resolution:

**4.6 Buildings & Grounds**

**4.6.1 Resolution No. ETSB 20-11-28  
2020-2021 Investment project proposal**

**WHEREAS** with this measure the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* aims at financing work in order to maintain and/or renovate all of the School Board's buildings dedicated to educational and administrative purposes;

**WHEREAS** the Eastern Townships School Board has prepared a priority list of investment projects to be proposed to the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* for authorization according to the program *Maintien des bâtiments 2020-2021 (Mesure 50621)*, to the program *Résorption du déficit de maintien 2020-2021 (Mesure 50622)*;

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

**WHEREAS** the said list of the proposed priorities could be subject to adjustments following possible events;

**IT WAS MOVED** by Commissioner J. Humenuik that the Council of Commissioners approve the priority list of projects proposed under the program *Maintien des bâtiments 2020-2021 (Mesure 50621)*, the program *Résorption du déficit de maintien 2020-2021 (Mesure 50622)*.

Carried unanimously

The director general, M. Soucy presented the following resolution:

**4.6.2 Resolution No. ETSB 20-11-29  
Sutton Elementary School – Replacement of Bus Parking Lot Pavement and Storm Drainage System**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$416,329 for the project stated above, under the program *MDB - Maintien des bâtiments - Budget additionnel 2018-19 Mesure : 50625*;

**WHEREAS** it was moved by Resolution #E20-01-48, on January 28<sup>th</sup> 2020, that a company known today as *Excavation Désourdy* be awarded a contract in the amount of \$518,134, 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 \$77,686 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 \$595,820;

**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 R. Gagnon 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

**4.6.3 Resolution No. ETSB 20-11-30**  
**Sunnyside Elementary School – Replacement of Bus Parking Lot Pavement and Storm Drainage System**

**WHEREAS** the *ministère de l'Éducation et de l'Enseignement supérieur (MEES)* approved a budget of \$371,861 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-20 Mesure : 50621*;

**WHEREAS** it was moved by Resolution #E20-05-87, on May 26<sup>th</sup> 2020, that a company known today as *Les Entreprises Richard Brisson inc.* be awarded a contract in the amount of 399,778\$, 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 \$66,589 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 \$466,367;

**WHEREAS** all additional funds required to complete the project will be taken from *MDB - Maintien des bâtiments 2019-20* program;

**IT WAS MOVED BY** Commissioner C. Beaubien 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

**4.7 Resolution No. ETSB 20-11-31**  
**Modified 2020-2021 School Calendar**

**WHEREAS** the Eastern Townships School Board (ETSB) 2020-2021 Youth Sector School Calendar was adopted by Resolution number 20-03-74 at the Council of Commissioners on March 24, 2020;

**WHEREAS** on October 29, 2020, the Ministère *de l'éducation du Québec (MEQ)* announced the amendment of the Basic School Regulation from 180 to 177 school days;

**WHEREAS** this Basic School Regulation amendment adds planning and training days in the youth sector for specific training in teaching strategies in an online environment;

**WHEREAS** the *MEQ* instructions state "to assist parents in planning for these three (3) pedagogical days, schools must provide free daycare services to all the children regularly enrolled in them";

**WHEREAS** to modify the existing ETSB 2020-2021 School Calendar, the consultation process with the Central Parents' Committee, the Central Student Advisory Committee, the Eastern Townships Association of Administrators, the Management Committee, the Special Education Advisory Committee, the *Syndicat des Professionnels des Commissions scolaires de l'Estrie*, the Teacher Advisory Committee, and the Townships Regional Union of Support Staff was followed;

**IT WAS MOVED BY** Commissioner R. Gagnon that the Council of Commissioners approve the modified 2020-2021 Eastern Townships School Board Youth Sector School Calendar as follows:

1. Due to the exceptional times we are living, the ETSB will place (2) movable pedagogical days (snow days) on November 23<sup>rd</sup> and December 7<sup>th</sup> 2020, from January 25<sup>th</sup> and March 26<sup>th</sup> 2021;
2. To assist parents in adjusting for these two (2) pedagogical days, schools will consult their respective governing boards to decide on the offer of daycare services for all children regularly enrolled in them;
3. The three days of training in distance education skills mandated by the Minister be placed on January 25<sup>th</sup>, February 15<sup>th</sup> and March 26<sup>th</sup> 2021.

Commissioner D. Zigby mentioned that the Central Parents' Committee (CPC) had reserves for the content of this resolution, especially for parents who might not be able to take a day off in order to watch their children.

In favour: 12  
Opposed: 3  
Abstention: Ø

Carried on division

**5. QUESTION PERIOD**

M. Seline:

ATA President                      What will happen with traditional snow days?

M. Murray:

ETSB Chair                              The Eastern Townships School Board (ETSB) will continue to monitor the weather conditions and when it will be considered dangerous, the ETSB will not hesitate to close schools.

M. Seline:

ATA President                      With only one snow day left, which of those days will be recouped?

M. Murray:

ETSB Chair                              Basically, these days won't be recovered.

M. Seline:

ATA President                      Do the Governing Boards decide on Daycares opening on these pedagogical days?

M. Murray:

ETSB Chair                              Yes.

M. Seline:

ATA President                      Is the Council of Commissioners aware that negotiations are still going on?

M. Murray:

ETSB Chair                              Yes, we are.

M. Seline:

ATA President                      Are School Boards and Service Centres going to follow the same schedule as Council meetings (once per month)?

M. Murray:

ETSB Chair                              The Board of directors' meetings will be set up according to their own internal rules of procedure.

**6. ADJOURNMENT**

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:46 p.m.

---

Éric Campbell  
Secretary General

---

Michael Murray  
Chairman

EC/gm  
11.09.2020