

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, MARCH 23, 2021 – 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	Helene Turgeon	Z
Daniel Brodie	A	Daniel Zigby, Vice-Chair	Z
Richard Gagnon	Z		
Gary Holliday	Z	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik	Z	Secretary General – Éric Campbell	Z
Mary-Ellen Kirby	Z	Assistant Director General – Kandy Mackey	Z
Frank MacGregor	Z	Director General and Director of Continuing Education – Michel Soucy	Z
Alice McCrory	Z	Director of Human Resources – Jeffrey Pauw	Z
Jonathan Murray	Z	Director of Financial Services – Sophie Leduc	Z
Michael Murray, Chair	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) – MEMBERS PRESENT (P) – MEMBERS ABSENT (A)

OBSERVERS

Sharon Priest, Communications Consultant

PUBLIC

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

Michael Boriero, The Record

Linda Brasseur, Waterloo Elementary School Secretary

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:06 p.m.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner M. Mercure to adopt the Agenda of March 23, 2021 as modified, with the following addition/correction:

7.1 SEAC Commissioner Resignation;

9.3.2.3 BOARD – Adult Education New Space.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 23, 2021

Resolution No. ETSB 21-03-71

Approval of the Minutes of the Meeting of the Council of Commissioners held on February 23, 2021

WHEREAS a copy of the Minutes of the meeting of February 23, 2021 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 February 23, 2021 as deposited.

Carried unanimously

4. QUESTION PERIOD

M. Seline: Can you provide a report on the air quality in the schools and centres?

E. Plante: All schools and centres have been tested as per the *Ministère de l'Éducation (MEQ)* request. Results will be available online next week.

5. RECOGNITION OF EXCELLENCE

Chairman M. Murray presented the March 23, 2021 Recognition of Excellence:

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

- Just before the March break, Sherbrooke Elementary School teachers Marc Ghilarducci and Geneviève Paquin came up with a novel idea on how to fundraise for a good cause. Students were asked to donate one dollar towards Partage St. François, a local homeless shelter. As we know, not all homeless individuals are able to find room at a shelter, and therefore must sleep outside, even when it is cold. To encourage the donations, and to show their support, the teachers volunteered to each spend a night sleeping outside. The hope was to raise about \$350 for the shelter, but as of the Thursday before the break, the School had raised just over \$1200. True to form, on the nights of February 26th Ms. Paquin and February 27th Mr. Ghilarducci each tucked into their backyards to spend the night sleeping outside. We want to recognize Sherbrooke Elementary students and staff for their generosity in supporting Partage St. François and especially Ms. Paquin and Mr. Ghilarducci for spearheading this initiative and sacrificing their warm bed for a good cause.

Congratulations to all.



6. BUSINESS ARISING

None.

7. NEW BUSINESS

The Secretary General, E. Campbell explained the following:

7.1 SEAC Commission Resignation

The SEAC Commissioner, Mr. Ryan Darwin resigned following the last Council of Commissioners' meeting. He sent his resignation to the Secretary General, who in turn informed the Chairperson. Since then, the Secretary General has already met with SEAC members in order to replace Mr. Darwin. As soon as a replacement will be found, the SEAC position on the Council will be filled.

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

7.2 Resolution No. ETSB 21-03-72 Lennoxville Vocational Training Centre – Purchase for new machining program – 5781

WHEREAS the Lennoxville Vocational Training Centre (LVTC) aims to keep its reputation to keep up with the new technologies and with the industries. Therefore, students are ready for the industries once they graduate;

WHEREAS the proposed purchase for machine tools and accessories for the dispensing of this new program have been identified as required by the *Ministère de l'Éducation du Québec (MEQ)*;

WHEREAS the 5781 program now includes automatic and conversational programming, which is the core of the "*programmation automatique*" of the *Attestation de Spécialisation Professionnelle (ASP)* program. The *ASP* is being phased out, as it is now integrated into the new *Diplôme d'Études Professionnelles (DEP)*;

WHEREAS the new Computer Numerical Control (CNC) machines would provide LVTC with the minimum amount of work stations needed to support a full group of students;

WHEREAS industry partners have commented on their desire to have students spend more time on the portable Coordinate Measuring Machine (CMM) technology;

WHEREAS LVTC has dedicated a budget of \$675,000 (excluding all taxes related);

WHEREAS the *Ministère de l'Éducation du Québec (MEQ)* will assume, 2/3 of the budget, for a total of \$450,000 under the *Mesure 50580 – Financement de l'équipement de la formation professionnelle menant à un diplôme délivré par le ministre* and ETSB will assume 1/3 of the costs (\$225,000) in conformity with the criterias and maximum amounts determined by the MEQ;

IT WAS MOVED BY Commissioner R. Gagnon to proceed, in conformity with the authorization by the *MEQ* and the ETSB's purchase policy and government requirements, for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that the Assistant Director General can also sign.

Carried unanimously

8. REPORTS

8.1 Director General's report

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

With the month of April right around the corner, not only is the warmer weather arriving but we are also coming into a very critical time of year for our students. We realize that this year has not been without its challenges, but our students have been resilient and we must continue to support and encourage them to stay on course.

Our students need to remain focused on their schoolwork and will need the support of their teachers, other staff members and parents to help see them through to the end.

To all our students, you have come so far this year, don't give up; you are in the home stretch. To our teachers, professionals, support staff and administrators you have done so much this year to support your students, don't give up on them or yourself.

With everyone working together, I am convinced we will all have a successful year.

Take care and be safe!

Michel Soucy, Director General

8.2 Chair's report

There was no report from the Chair this month.

9. ADVISORY COMMITTEES' REPORTS

9.1 Executive Committee

The Chair of the Executive Committee, M. Murray mentioned the topics discussed will be addressed at tonight's Council meeting.

9.2 Governance and Ethics Committee

The Chair of the Governance and Ethics Committee, Commissioner R. Gagnon mentioned the topics discussed at the March 16, 2021 meeting:

- Proposed resolution from ICT: Microsoft Licenses Acquisition;
- Proposed resolution for Lennoxville Vocational Training Centre – Machining Program Investment Project.

The next meeting is scheduled for April 20, 2021.

9.3 Audit Advisory Committee

The Chair of the Audit Advisory Committee, J. Humenuik mentioned that the topics discussed at the March 16, 2021 meeting are included in the Governance & Ethics notes.

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

9.3.1 Finance:

None.

9.3.2 Material Resources:

9.3.2.1 Resolution No. ETSB 21-03-73

Princess Elizabeth Elementary School – Corridor Renovations

WHEREAS the *Ministère de l'Éducation (MEQ)* approved a budget of \$232,413 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-2020 Mesure: 50621*;

WHEREAS two (2) 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 \$187,000 (excluding taxes), was received from the company *Construction Yves Lessard Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *François Parenteau Architecte* has recommended the company *Construction Yves Lessard Inc.* the lowest bidder in conformity, to do the work for the amount of \$235,504 including taxes and professional fees;

WHEREAS all additional funds required to complete the project will be taken from *MDB - Maintien des bâtiments 2019-2020 Mesure: 50621 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

9.3.2.2 Resolution No. ETSB 21-03-74**Heroes' Memorial Elementary School – Outside Doors and Marquise Renovation**

WHEREAS the *Ministère de l'Éducation (MEQ)* approved a budget of \$371,860 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-2020 Mesure: 50622*;

WHEREAS five (5) 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 \$355,535 (excluding taxes), was received from the company *Construction GCP Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Sophie Tétreault Architecte* has recommended the company *Construction GCP Inc.* the lowest bidder in conformity, to do the work for the amount of \$428,897 including taxes and professional fees;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2019-2020 Mesure: 50622 program*;

IT WAS MOVED BY Commissioner J. Murray 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

9.3.2.3 Resolution No. ETSB 21-03-75**BOARD – Adult Education New Space**

WHEREAS the Eastern Townships School Board (ETSB) experienced a demand for adult education in the area of Magog;

WHEREAS the space needed is between 3,500 and 4,000 square feet;

WHEREAS the space is available in the same building than the board office in Magog that used to be available for rental;

WHEREAS there is an increasing need for multiple programs like cooking;

WHEREAS an investment of \$950,000 is needed to have the area ready for the venue of few programs like cooking, sewing and others to be determined;

WHEREAS this budget needs to be requested from the *Ministère de l'Éducation du Québec (MEQ)* in the "Ajout d'Espace" measure;

IT WAS MOVED BY Commissioner J. Humenuik to proceed with the budget request 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

The next meeting is scheduled for April 20, 2021.

9.4 Educational Advisory Committee

The Chair of the Educational Advisory Committee, M.E. Kirby introduced the following resolution, which was presented by the Director of Instructional Technology and Pedagogical Services – Eva Lettner:

9.4.1 Resolution No. ETSB 21-03-76 Microsoft licenses acquisition

WHEREAS the Eastern Townships School Board (ETSB) has joined the Microsoft licenses purchasing group offered by the "*Centre d'acquisition gouvernemental*" (CAG);

WHEREAS licensing needs were assessed from a three-year perspective;

WHEREAS Microsoft licenses are required to operate the various services hosted on our servers;

WHEREAS Microsoft licenses are required for our users (Office 365, Teams, Exchange Online, etc.);

WHEREAS Microsoft licenses are required to implement new government-required security rules that target public organizations put in place by the "*Centre opérationnel en cyberdéfense*" (COCD);

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 to sign any documentation related to the acquisition of Microsoft licenses, up to an amount of \$115,000.00 (\$45,000 for 2020-2021, \$35,000 for 2021-2022 and \$35,000 for 2022-2023) effective immediately;

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 Instructional Technology and Pedagogical Services can also sign.

Carried unanimously

The Chair also mentioned that the next Educational Advisory Committee meeting is scheduled for March 30, 2021.

9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, M. Mercure mentioned the topics discussed at the March 16, 2021 meeting:

- Registration update – 2021-2022 (presented by E. Campbell);
- Communication Plan – Registration period (presented by S. Priest).

The next Communications Advisory Committee meeting is scheduled for May 11, 2021.

9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, C. Beaubieu presented the HR report and the Director of Human Resources, J. Pauw, presented the following resolution:

9.6.1 Resolution No. ETSB 21-03-77 Youth Sector Calendar – 2021-2022

WHEREAS in conformity with section 8-5.02 of the Local Agreement, the Eastern Townships School Board has consulted with the Appalachian Teachers' Association in the development of the 2021 – 2022 school calendar for the youth sector;

WHEREAS pursuant to section 193 (7) of the Education Act, the Parents' Committee has been consulted on March 10, 2021 on the proposed 2021 – 2022 youth sector school calendar;

IT WAS MOVED BY Commissioner C. Beaubien that the Eastern Townships School Board approve the proposed 2021 – 2022 school calendar for the youth sector.

Carried unanimously

The next Human Resources Advisory Committee meeting is scheduled for April 13, 2021.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday presented the following resolution:

9.7.1 Resolution No. ETSB 21-03-78 Bus Purchase – 2020-2021

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

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

WHEREAS the *Ministère de l'Éducation du Québec (MEQ)* has established parameters for the exchange of buses and has monies set aside for this purpose;

WHEREAS on January 15,2021, the *MEQ* authorized the Eastern Townships School Board to proceed with a call of tenders for the purchase of new vehicles in accordance with the terms of the management measure "School bus";

WHEREAS the Eastern Townships School Board requested bids for the purchase of school buses for the 2020-2021 school year;

WHEREAS bids were received from two (2) suppliers and opened on February 26, 2021;

WHEREAS the bids from all suppliers conformed to the requirements set out in the call for tenders;

WHEREAS the amount of the lowest bid was from *Autobus Thomas Inc.* in the amount of \$1,204,938.00, including taxes and trade in;

WHEREAS the *MEQ* must conduct an analysis of the bids received and will confirm their authorization of the allocated amount based on the methods of management of the additional and specific allowances and other activities for 2020-2021;

IT WAS MOVED BY Commissioner G. Holliday that the Eastern Townships School Board accepts the bid received from *Autobus Thomas Inc.* for ten (10) 70-passenger school buses conditional to the authorization from the *MEQ*; **IT WAS FURTHER MOVED** that the Director General or the Director of Transportation be authorized to sign all associated documentation.

Carried unanimously

The Chair, M. Murray queried if there was an impact on time and mileage with the examinations of the routes. The Chair of Transportation Advisory Committee, G. Holliday answered that there seems to be a positive change.

M. Murray asked if the full-time return of cycle 2 secondary students caused transportation issues. The Secretary General, E. Campbell answered that we were transporting the students beforehand with the sanitary measures and we are doing so again.

The next Transportation Advisory Committee meeting is scheduled for April 20, 2021.

9.8 Special Education Advisory Committee (SEAC)

The Director of Complementary Educational Services, E. Gaudet mentioned that they had an extraordinary meeting on March 17, 2021 for the election of a SEAC Commissioner, a SEAC Chair and a SEAC representative on the Central Parents' Committee (CPC).

The next meeting is scheduled on May 12, 2021.

10. PARENTS' COMMITTEE

The Commissioner representing parents, D. Zigby mentioned the topics discussed at the March 10, 2021 meeting:

- Presentation of the updated 2021-2022 youth sector calendar by J. Pauw, Director of Human Resources;
- Overview of the professional staff at ETSB, presented by E. Gaudet, Director of Complementary Services;
- DG update:
 - ✓ Connectivity issues for families in rural areas.
- Communication to the FCPQ to notify ETSB's move to the RCPAQ;
- SEAC Chair resignation.

The next Parents' Committee meeting is scheduled for April 7, 2021.

11. STUDENT ADVISORY COMMITTEE

Commissioner J. Humenuik, representing the Student Advisory Committee mentioned the following:

- New members from Adult Education and no one from *Formation Professionnelle (FP)* as of now;
- Last meeting's main theme: The Environment;
- Sanitary measures from student's perspective were discussed;
- A meeting with Commissioners is expected in May 2021.

The next Student Advisory Committee meeting is scheduled on April 1st 2021.

12. QESBA

- Professional development session on communications for Commissioners;
- Extended loan of service of the English Eastern Montreal School Board (EMSB) Executive Director;
- Bill 40 challenge date is set to be on April 14th 2021 – Everyone can attend virtually;
- Treasury Board has assumed full control of negotiations with unions in the education sector;
- No news from the government regarding prioritizing the Educational staff for vaccinations.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioners had no questions nor comments at this time.

14. UPCOMING EVENTS

None.

15. CORRESPONDENCE

None.

16. QUESTION PERIODM. Seline

ATA President:

What will the Eastern Townships School Board (ETSB) do in order to continue to prioritize vaccinations for the Educational staff?

M. Murray

ETSB President:

A discussion took place with the Director General and the local *Centre intégré universitaire de santé et de services sociaux de l'Estrie (CIUSSE)*.

M. Seline

ATA President:

Is the Council of Commissioners aware that the union approved a five-day strike?

M. Murray

ETSB President:

Yes, we learned it on the news.

M. Seline

ATA President:

Is the Council aware that a commando action is planned for this Friday? It is an impromptu event with teachers attending or demonstrating in front of two CAQ offices. One in Magog and one in Sherbrooke.

M. Murray

ETSB President:

I hope it is successful and the weather does not dampen their spirits.

M. Seline

ATA President:

Are the Centre calendars presented to the Human Resources Committee?

J. Pauw

HR Director:

The only calendar that has to be adopted by the Council is the youth sector. They develop their calendar off the adopted youth sector calendar to meet their unique needs.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner M. Mercure at 8:05 p.m.

Éric Campbell
Secretary General

Michael Murray
Chairman

EC/gm
03.23.2021