

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, SEPTEMBER 28, 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

COMMISSIONERS		PARENT COMMISSIONERS	
Gordon Barnett	Z	Marc Mercure	Z
Claire Beaubien	Z	Helene Turgeon	Z
Shawn Jersey	Z	Daniel Zigby, Vice-Chair	Z
Richard Gagnon	Z	Eliza McKnight	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

Holly Bailey, Communications Consultant

PUBLIC

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

Matthew McCully, The Record

M^e Christian Beaudry, Student Ombudsman

1. CALL THE MEETING TO ORDER

The Chairman called the meeting to order at 7:00 p.m.

Mr. Shawn Jersey is welcomed by the Chairman, Mr. M. Murray:

Mr. Shawn Jersey has been acclaimed as Commissioner for the September 26, 2021 school elections and he has been sworn in as Commissioner representing Ward 5 before the Returning Officer and the Secretary General on September 1st 2021.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner R. Gagnon to adopt the Agenda of September 28, 2021 as deposited.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF AUGUST 24, 2021

Resolution No. ETSB 21-09-07

Approval of the Minutes of the Meeting of the Council of Commissioners held on August 24, 2021

WHEREAS a copy of the Minutes of the meeting of August 24, 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 August 24, 2021 as modified:

Correction form August 24, 2021 Minutes: The following should have been written as follows:

9.8 The Parent Commissioner, E. McKnight **mentioned** that the date of the next meeting is scheduled for October 13, 2021.

Carried unanimously

4. QUESTION PERIOD

M. Seline: What is the Council of Commissioner's biggest concern at this time?

M. Murray: Educating over 5000 students.

5. RECOGNITION OF EXCELLENCE

Commissioner R. Gagnon presented the September 28, 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:

THE DEMERS-FRIZZLE PUMPTRACK



École de Sutton
Sutton School

An outstanding project at Sutton School was officially inaugurated on Friday Sept 10th 2021 – *The Demers-Frizzle Pumptrack!* The celebration was well attended by parents, community members and key partners who joined the students and staff as they publicly opened their new bike track. Music, ice cream, a demonstration by pro riders and media on hand added to the successful launch!

The pump track is a multi-leveled paved circuit located behind the school that is already well loved by students and staff. The track is used in phys. ed class, during the lunch hour and by the daycare, and even for morning jogs and workouts. Sutton students, school families & community members can all access the track and enjoy the circuit after school hours as well.

The community involvement was incredible with close to 40 volunteers who contributed 443 hours of service! Nathalie Frizzle (ETSB teacher @ MVHS) along with her husband Martin Demers and their son Arnaud Demers (former Sutton student) were main contributors to this project's realization, thus the naming of the track.

The cost of the pump track totalled \$40,000, of that \$25,000 was collected through community donations to cover the paving expenses. The Town of Sutton donated \$8,000 to the project and the rest of the funding came through grants. What an achievement for the community of Sutton! As far as we know, Sutton School is the only school in Quebec that can boast having a pump track on its grounds!

BRAVO to Sutton School and its partners and a HUGE thank you to all who supported this outdoor ed and wellness initiative.



6. **BUSINESS ARISING**

There was no business arising.

7. **NEW BUSINESS**

7.1 **Student Ombudsman Annual Report – School year 2020-2021**

M^e Christian Beaudry, Student Ombudsman, presented his 2020-2021 annual report:

During the above-mentioned period, I received sixteen complaints. In eleven 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 five complaints:

- One was resolved with the assistance of the Secretary General and the Director of Complementary Services. Two were resolved with the assistance of the Principal and Vice-principal of a High School.
- One was related to COVID-19 Sanitary Measures. 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 the level of services offered to a student with special needs. My investigation showed that an Individualized Educational Plan was in place, including support services and strategies in line with the strengths and needs of the student. The complaint was dismissed accordingly.

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, to the best of my knowledge, properly managed internally.

September 14th 2021



Christian Beaudry
Student Ombudsman

IT WAS MOVED BY Commissioner H. Turgeon to receive M^e Beaudry's annual report.

7.2 Resolution No. ETSB 21-09-08**Lennoxville Vocational Training Centre – Appointment of Administrative Services Supervisor 100%**

WHEREAS the position of Administrative Services Supervisor of the Lennoxville Vocational Training Centre (LVTC) became vacant with the nomination of Johanna Bisson as Centre Director;

WHEREAS this position is 100% administration for which it includes 80% centre management and 20% direct teacher support;

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 up to one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner M. Mercure that the Council of Commissioners appoint Mr. Shayne Mackey, Administrative Services Supervisor 100% (80% centre and 20% direct teacher support) of the Lennoxville Vocational Training Centre effective September 7, 2021.

Carried unanimously

7.3 Resolution No. ETSB 21-09-09**Lennoxville Vocational Training Centre – Appointment of Centre Director 100%**

WHEREAS the position of Centre Director 100% of the Lennoxville Vocational Training Centre (LVTC) became vacant with the nomination of Luc Rodrigue as Assistant Director of Pedagogical Services – Continuing Education;

WHEREAS the position has been advertised throughout the Eastern Townships School Board (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 up to one-year probationary period and performance appraisal process;

IT WAS MOVED BY Commissioner G. Barnett that the Council of Commissioners appoint Ms. Johanna Bisson, Centre Director 100% of the Lennoxville Vocational Training Centre effective September 7, 2021.

Carried unanimously

8. REPORTS

8.1 Director General's report

The Director General, M. Soucy had nothing new to report.

8.2 Chair's report

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

- School is going well;
- Still dealing with COVID-19 measures;
- A 15-page long staffing report was adopted at the Executive meeting – the report shows that there is a teacher for each class.

9. ADVISORY COMMITTEES' REPORTS

9.1 Executive Committee

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

- 2021-2022 Staffing Plan.

9.2 Governance and Ethics Committee

The Chair of the Governance and Ethics Committee, Commissioner R. Gagnon, mentioned the topics discussed at the August 31, 2021 meeting:

- Executive & Council + Advisory Committees – Venue and Timeline;
- Adult Education Sector Update;
- Update Sanitary Measures;
- Discussion – Bill 96;
- Back-to-School.

The date of the next Governance and Ethics meeting is scheduled for November 2, 2021.

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 21-09-10
Butler Elementary School – Cafeteria Roof Replacement

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 2020-2021 Mesure: 50621*;

WHEREAS four (4) 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 \$232,900 (excluding taxes), was received from the company *Lacasse et Fils Maîtres Couvreur Inc.*;

WHEREAS after reviewing the bids, the assigned *professional* firm of *Pierre Dignard Inc.* has recommended the company *Lacasse et Fils Maîtres Couvreur Inc.* lowest bidder in conformity;

WHEREAS the total amount for the contract including all *modification* orders, additional work, and professional fees (including taxes), adds up to \$281,919;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments 2020-2021 program*;

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 21-09-11
Alexander Galt Regional High School – Snow removal contract – 2021-2024

WHEREAS the Eastern Townships School Board (ETSB) approved a budget of \$165,564 for the project stated above;

WHEREAS four (4) companies retrieved the call for tender documents from SEAO;

WHEREAS three (3) bids were received by the ETSB by the date and time specified;

WHEREAS the lowest bid in the amount of \$165,564 (including taxes), was received from the company R.I.C Enterprise;

IT WAS MOVED BY Commissioner F. MacGregor that the company R.I.C Enterprise 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

9.3.2.3 Resolution No. ETSB 21-09-12

Eastern Townships School Board (ETSB) – Eco-Energetic Project – Phase A – Loan

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

WHEREAS the ETSB has for goal to reduce the carbon footprint of these 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, to update the system's programming and controls to maximize efficiency;

WHEREAS the ETSB did go on a call for candidature where one (1) candidature was received by the selection committee;

WHEREAS the selection committee did complete their evaluation and stated conformity the applicant with a score of 85.95%;

WHEREAS after reviewing the bid, the selection committee has recommended the company Ecosystem, highest score in conformity, to do the work;

WHEREAS the ETSB took notice of the proposal and agree upon systems proposed;

WHEREAS the ETSB will require a short-term loan to finance the economy (15 years) in advance;

IT WAS MOVED BY Commissioner J. Humenuik to let the ETSB proceed with the project stated above and open the pricing envelope; **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 date of the next Audit Advisory meeting is scheduled for October 12, 2021.

9.4 Educational Advisory Committee

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

- A detailed plan was presented about services offered by Emmanuelle Gaudet and Eva Lettner;
- COVID-19 update.

9.4.1 Resolution No. ETSB 21-09-13

Multimedia Equipment for Schools – 2021-2022

WHEREAS due to the constraints within the timeline to acquire equipment, this resolution must be presented on a budgetary basis in the amount of \$100,000;

WHEREAS multimedia equipment has been acquired over the years by schools with their own budgets, resulting in inequalities in the availability of equipment within the school board;

WHEREAS many of these equipment are at the end of their life and must be renewed;

WHEREAS the RAC committee voted that starting in 2021-2022, the allocated budget as well as the acquisition of multimedia equipment for youth sector would be done centrally;

WHEREAS ETSB is part of a call for tender with the *Centre d'Acquisition Gouvernemental* (CAG) according to the ministry requirements;

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 equipment and related items (Cables, Carts, etc.), up to an amount of \$100,000.00 for 2021-2022 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 date of the next ESAC meeting is scheduled for November 30, 2021.

9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, M. Mercure, mentioned the that the date of the next Communications Advisory Committee meeting is scheduled for October 19, 2021.

9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, C. Beaubien, mentioned the topics discussed at the September 14, 2021 meeting:

- Staffing Plan;
- Negotiations;
- Recap of missing staff;
- HR priorities:
 - DPR (Dispute Prevention Resolution) training.
- COVID-19 update – 3 new cases;
- Volunteers in schools;
- Beginning of school year overview.

The date of the next Human Resources Advisory Committee meeting is scheduled for October 5, 2021.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday, mentioned that the date of the next Transportation Advisory Committee meeting is scheduled for November 9, 2021.

9.8 Special Education Advisory Committee (SEAC)

The Special Education Advisory Committee Parent Commissioner, E. McKnight, mentioned that the date of the next SEAC meeting is scheduled for October 13, 2021.

10. PARENTS' COMMITTEE

The Commissioner representing parents, D. Zigby, mentioned that the date of the next Parents' Committee meeting is scheduled for October 13, 2021.

11. STUDENT ADVISORY COMMITTEE

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned that the date of the next Student Advisory Committee meeting is scheduled for October 14, 2021.

12. QESBA

- Satisfactory report was deposited from the jointly sponsored CSBA-QESBA conference, \$20,000 surplus;
- Next year, Saskatchewan will be hosting the conference;
- ETSB has joined the Bill 21 court case, the bill been paid with grants;
- The Bill 40 challenge is in the hands of the Superior Court Judge.
- A linguistic profile of each school at the English sector was provided to the members.
- Three new Chairs have been elected following the September 26, 2021 school elections:
 - ✓ CQSB – Steven Burke;
 - ✓ LBPSB – Judith Kelley

- ✓ SWLSB – Paolo Galati
- An annual general meeting will take place in November.
- Elections will be held in January.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner G. Barnett:

Lennoxville Vocational Training Centre (LVTC)

- The Centre is rearranging teacher's time distribution between teaching and complementary hours, such as breaks into complementary, which resulted in a saving of 100 hours per teacher with no salary impact.
- The new LVTC Director has worked 20 years in Vocational Education and was a pedagogical consultant for this Centre. She also teaches students at Université de Sherbrooke planning to become Vocational Educational teachers.
- It is a status quo regarding COVID-19 and online teaching is privileged.
- ATE is going well for machining, but more students are needed for welding, which Ms. Melanie Thompson is currently working on. In ATE, students work 40% of their time in industry and are paid.
- The Centre has trained four AEP-IHCA cohorts, which generated \$200K with \$20K in costs. Even with five students, money is made. A fifth CHSLD cohort is planned to start on September 20, 2021 with seven students.
- There are currently 163 students at the Centre and 66 since July 1st 2021. By discipline, there are 44 in Welding (15 new), ATE has 48 (15 new), Accounting has 19 (4 new), Maching has 16 (8 new), Secretary has 15 (2 new), Health Insurance and Nursing Care LPN has 48 (17 new).

14. UPCOMING EVENTS

None.

15. CORRESPONDENCE

None.

16. QUESTION PERIOD

M. Seline

ATA President:

Sutton Elementary School is benefitting from an interesting relationship between the Eastern Townships School Board (ETSB) and Centre de services scolaires Val-des-Cerfs (CSSVDC). It seems that this relationship is not the same as Campus Brome-Mississquoi (CBM). Is the Council aware of this?

M. Murray

ETSB Chair:

Yes. Issues remain unresolved.

M. Seline

ATA President:

Will relations change? How will they be addressed this year?

M. Murray

ETSB Chair:

Relations are definitely changing. We plan to do things differently.

M. Seline

ATA President:

Who is sitting at this table?

M. Murray

ETSB Chair:

Mr. Michel Soucy is the one assigned at this table.

M. Seline

ATA President:

What is the release date for the Dispute Prevention and Resolution (DPR) training for all employees?

J. Pauw

Director of HR:

October 20, 2021 for some administrators. Others will have training in early December 2021. We have not received the webinar yet, but its expected in the next couple of weeks.

M. McCully

The Record Journalist:

Is there an update available on Drummondville Elementary School construction? Has it been delayed or not?

E. Plante

Director of Material Resources:

There are no delays. We are happy with the proactivity of the constructor. We got all the needed material and equipment in time. We are impressed with how quickly it is coming along. The completion time is targeted for February 2022.

M. Seline

ATA President:

Could Lennoxville Vocational Training Centre (LVTC) not be a model for CBM since LVTC campus is going well? Is the ETSB sharing its model with CBM administration with regards to organizing services and promoting programs?

M. Murray

ETSB Chair:

YES, uniting Adult Ed services of Cowansville and Sherbrooke previously, "ETSB on the Road" program has made a good start in bringing the programs to the users in their communities – 2nd year doing so and showing promising results. Fundamental differences in the Centres, the complexity of operating in CBM is much greater, and with their population basin being smaller to pull from, this provides challenges to supporting program enrollment.

M. Seline

ATA President:

Is the School Board aware of how happy I am with the nomination of Mr. Luc Rodrigue as Assistant Director of Continuing Education who is also there to address Continuing Education issues?

M. Murray

ETSB Chair:

The position of Assistant Director of Continuing Education was created in order to oversee this sector and to facilitate the sharing of best practices. Are you happy, Megan that Luc is there?

M. Seline

ATA President:

Yes, I am.

M. Murray

ETSB Chair:

Now we know.

M. Seline

ATA President:

Is the Advisory Student Committee open to welcome students from the Vocational Educational Training Centre?

J. Humenuik

Commissioner:

An invitation was sent to all Centres.

M. Seline

ATA President:

How are Federal Entente funds being allocated or used this year?

M. Murray

ETSB Chair:

Federal money does not go directly to school boards. It is funnelled through the Ministry and they decide amounts and how the money can be used. We don't know yet how the money can be used this year.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner M. Mercure at 7:56 p.m.

Éric Campbell
Secretary General

Michael Murray
Chairman

EC/gm
09.28.2021