

## EASTERN TOWNSHIPS SCHOOL BOARD

### COUNCIL OF COMMISSIONERS

TUESDAY, JUNE 28, 2022 – 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*

COMMISSIONERS		PARENT COMMISSIONERS	
Gordon Barnett	Z	Marc Mercure	Z
Claire Beaubien	Z	Helene Turgeon	Z
Shawn Jersey	Z	Daniel Zigby, <b>Vice-Chair</b>	Z
Richard Gagnon	Z	Eliza McKnight	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	A	Director General and Director of Continuing Education – Michel Soucy	P
Alice McCrory	A	Director of Human Resources – Jeffrey Pauw	Z
Jonathan Murray	Z	Director of Financial Services – Sophie Leduc	Z
Michael Murray, <b>Chair</b>	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

**1. CALL THE MEETING TO ORDER**

The Chairman called the meeting to order at 7:01 p.m.

**2. QUORUM AND ADOPTION OF THE AGENDA**

**QUORUM WAS ESTABLISHED AND IT WAS MOVED BY** Commissioner M. E. Kirby to adopt the Agenda of June 28, 2022 as modified with the following addition/correction:

7.6 Appointment of Personnel Management Consultant – **TABLED**.

Addition:

9.3.2.6 North Hatley Elementary School – K4 (Room 2).

Carried unanimously

**3. APPROVAL OF THE MINUTES OF THE MEETING OF MAY 24, 2022**

**Resolution No. ETSB 22-06-81**

**Approval of the Minutes of the Meeting of the Council of Commissioners held on May 24, 2022**

**WHEREAS** a copy of the Minutes of the meeting of May 24, 2022 has been given to each Commissioner at least 6 hours before the opening of the meeting, the Secretary General is excused from reading the Minutes.

**IT WAS MOVED BY** Commissioner G. Barnett to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on May 24, 2022 as modified:

**9.7 Transportation Advisory Committee** – should have read **the Director of Transportation, E. Campbell presented the following resolution** and not The Chair of the Transportation Advisory Committee, G. Holliday.

Carried unanimously

**4. QUESTION PERIOD**

A. Brasseur: What are the graduation rates for students with an IEP? I have asked this question back in January, but have not yet been answered.

K. Mackey: We do not yet have this data yet, but we will get back to you.

E. Lettner: I will get this data for you before the end of the public meeting. In January, we referred you to the annual report, which had this information.

## 5. RECOGNITION OF EXCELLENCE

Chairman M. Murray invited the following Commissioners to present the June 28, 2022 Recognition of Excellence:

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

RRHS' Kitchen Brigades served up the perfect bite!



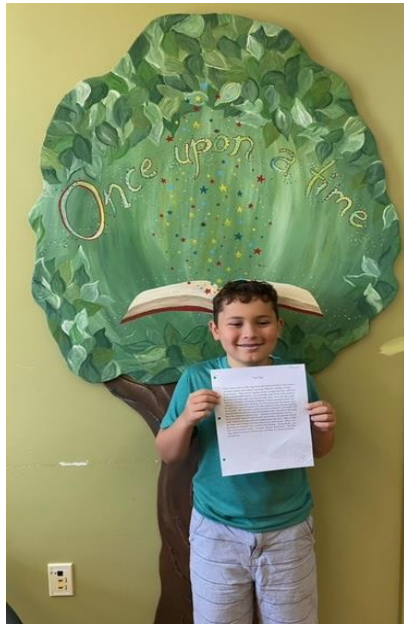
**Commissioner G. Holliday & Commissioner M. Mercure:** These beaming smiles belong to the Green Team girls of Richmond Regional's Kitchen Brigades squad who brought home the top prize in the cooking competition hosted by the infamous *Ricardo*. The finals were held in Montreal at the *Institut de tourisme et d'hôtellerie de Québec* where they competed against teams from Montreal, Quebec City, Gatineau and Winnipeg in an intense one-hour race to whip up something wonderfully tasty to woo the judges. Equipped

with mystery ingredients and cutting edge focus, the girls produced a mouth-watering dish of pan-roasted duck topped with brie cheese, pecans and a savoury blueberry sauce! The perfect bite was had and the competition won! These national champions will go on to compete in *Le Choc des Brigades* and have also won the opportunity to learn from the executive chef of the Montreal Canadiens, cook for the players and attend the Red & White game this fall - WOW!! Congratulations to Savannah Mace, Felicia Fredette, Trinity Raymond, Jane Bissonnette (as seen in photo from Left to Right along with Ricardo) and a huge thank you to LEARN Quebec that has funded this program at Richmond Regional since it launched in 2018.

### Waterloo Elementary's Kindergarten Class lit up the Big Screen!



**Commissioner M. Murray:** The kids of Ms. Barr's kindergarten class shone in this year's original movie *Adventures of Fairy Tales* presented at the *Maison de la Culture de Waterloo*! This production was a mix of 5 classic fairy tales woven together into a fabulous story that entertained and educated all at the same time. The children developed confidence, team work, reading and speaking skills to list just some of the hands-on learning that took place. Congratulations to Ms. Barr who handled the filming, costumes, editing and over all production. Staff members pitched in to help with voiceovers, create posters and even older students practiced lines with the kindergarteners. What a beautiful time capsule for all to cherish of Waterloo Elementary School.



## Bright Lights Story Writing Contest

**Commissioner J. Murray:** The annual *Brome Bright Lights* story writing contest is always a much awaited competition that draws wonderful stories from around the Eastern Townships to surface from the imaginations of our youth. Hosted by the Brome Lake Books store, students from grades 1 through 6 are welcome to submit an original story with two winners selected at each level. From the winning entries a grand prize winning story is selected, and this year the prize went out to Heroes' Memorial student, Shawn Cere. This grade 3 student took home the coveted honour along with \$250 for his tale entitled, "The Egg." Congratulations to Shawn and all the other students whos stories amused and entertained the judges!



Brome Bright Lights

## The Boy's Club at Farnham Elementary



**Commissioner J. Humenuik:** This year Farnham Elementary started up an official *Boy's Club* to engage the students and offer them new experiences. The *Boy's Club* made up of grade 5 and 6 kids met once a week, rolled up their sleeves and jumped into a variety of activities designed to break down gender stereotypes and teach them new skills they may not have a chance to explore otherwise. Activities have included pizza making at a local restaurant, sewing and even how to change a tire.

The group is led by parent volunteer Nicholas Robert and supported by teachers Ms. Piette and Ms. Pinsonneault. *The Boy's Club* offers a special place for gathering, sharing and learning a variety of life skills all the while having loads of fun! The Farnham Elementary club looks forward to more adventures next year. BRAVO to the *Boy's Club*!

Local newspaper *L'Avenir et des Rivières* covered the story and met with the students at the Point S Garage in Farnham for the lesson on tire changing...read the article [HERE!](#)

## The Faces of Perseverance at the Campus Brome-Missisquoi's Graduation



**Commissioner M. Murray:** Campus Brome-Missisquoi (CBM) held its annual graduation ceremony on the 9<sup>th</sup> of June, 2022. All gathered in person for the first time in two years to celebrate this fabulous accomplishment. The graduation gala was followed by lunch at the centre with invited guests, namely commissioners, staff, teachers and family members. Numerous bursaries and awards were handed out along with graduation certificates. It was a wonderful celebration at the CBM adult education centre located in Cowansville. Congratulations to these students who truly persevered, and of whom we are very proud!

### 6. BUSINESS ARISING

There was no business arising.

### 7. NEW BUSINESS

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

#### 7.1 Resolution No. ETSB 22-06-82 Approval of the Schools/Centres Budgets – 2022-2023

**WHEREAS** Section 276 of the *Education Act* states that every school board is responsible for approving the budgets of their schools, vocational training centres and adult education centre;

**WHEREAS** it is necessary to ratify the budgets attached;

**WHEREAS** the governing boards of all schools and centres have adopted their Schools/Centres budgets for 2022-2023;

**WHEREAS** the Schools/Centres budgets for 2022-2023 have been presented and analyzed at the June 21, 2022 Audit Advisory Committee meeting;

**WHEREAS** the Audit Committee recommends the ratification of the Schools/Centres budgets for 2022-2023;

**IT WAS MOVED BY** Commissioner J. Humenuik that the Council of Commissioners ratify the budget of each School/Centre for 2022-2023.

Carried unanimously

## **7.2 Resolution No. ETSB 22-06-83**

### **Adoption of the Eastern Townships School Board Budget – 2022-2023**

**WHEREAS** in accordance with the *Education Act* (chapter I-13.3), the Eastern Townships School Board must adopt and transmit the operating budget, the investment and the debt service to the Minister of Education for the school year 2022-2023;

**WHEREAS** this budget provides for a balanced budget;

**WHEREAS** the school tax proceeds in the amount of \$4,834,744 was determined taking into consideration:

- an adjusted standardized assessment of taxable real property of \$25,000 or less in the amount of \$17,114,593
- a number of 16,560 taxable properties over \$25,000, and:
- The assessment rate of 0.1024 per \$100 set by the Minister for the 2022-2023 school tax.

**IT IS PROPOSED BY** Commissioner D. Zigby that the operating budget, the investment and the debt service providing revenues of \$110,957,867 and expenditures \$110,957,867 be approved and forwarded to the Minister of Education.

Carried unanimously

## **7.3 Resolution No. ETSB 22-06-84**

### **Interest Rate on Overdue Taxes and Other Overdue Receivables**

**WHEREAS** Section 316 of the *Education Act* requires that school boards establish an interest rate on overdue school taxes;

**WHEREAS** school boards should also establish the interest rate for other overdue receivables;

**WHEREAS** the interest rate per annum will be clearly identified on the tax bills and other invoices;

**WHEREAS** according to Section 42 of the *Act to establish a single school tax rate* adopted in April 2019, the Minister must mention the applicable interest rate in the *Gazette Officielle*;

**WHEREAS** the 2022-2023 interest rate of 5% was published in the *Gazette Officielle* on June 15<sup>th</sup> 2022;

**IT WAS MOVED BY** Commissioner H. Turgeon that the Eastern Townships School Board adopts the prescribed rate on overdue tax accounts and other overdue receivables as per the rates published annually in the *Gazette Officielle*.

Carried unanimously

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

**7.4 Resolution No. ETSB 22-06-85**

**Sunnyside Elementary School – Appointment of Principal 60% / 40% Teaching**

**WHEREAS** the position of Principal of the Sunnyside Elementary School became vacant with the retirement of Mr. James Lemaitre;

**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 Ms. Amy Gallant to the Council of Commissioners;

**WHEREAS** a Commissioner's Sub-Committee was formed to meet with the candidate in view to share their appreciation to the Executive of the Council of Commissioners;

**WHEREAS** Ms. Amy Gallant 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 C. Beaubien that the Council of Commissioners appoint Ms. Amy Gallant, Principal 60% of Sunnyside Elementary School / 40% teaching effective August 15, 2022.

Carried unanimously

**7.5 Resolution No. ETSB 22-06-86**

**Assistant Director of Educational Services**

**WHEREAS** the position of Assistant Director of Educational Services became vacant with the appointment of Mr. Frederic Noirfalise as Principal at Knowlton Academy;



**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 M. Mercure that the Council of Commissioners appoint Ms. Nicole Carrière, Assistant Director of Educational Services, effective July 1<sup>st</sup> 2022.

Carried unanimously

**7.6 Resolution No. ETSB 22-06-XX**  
**Appointment of Personnel Management Consultant**

**WHEREAS** the position of Personnel Management Consultant was created for the 2022-2023 school year;

**WHEREAS** this new position within the Human Resources Department entails the performance of the duties pertaining to the recruitment, staffing and retention of new employees and assist the HR management team in regards to performance appraisals, accompaniment and induction;

**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 \_\_\_\_\_ that the Council of Commissioners appoint \_\_\_\_\_, Personnel Management Consultant, effective July 1<sup>st</sup> 2022.

**TABLED**

The Chair, M. Murray presented the following resolution:

**7.7 Resolution No. ETSB 22-06-87**  
**QESBA Membership Fees – 2022-2023**

**WHEREAS** the QESBA per student membership fee has not been increased since 2004, eighteen years ago;

**WHEREAS** member boards receive an annual increase from the Ministry of Education;

**WHEREAS** had these membership fees been increased simply to keep pace with inflation during this eighteen-year period, they would have been \$11.92 today;

**WHEREAS** the current per student QESBA membership fee is limiting the ability of the Association to fulfill its mission and mandate.

**IT WAS MOVED BY** Commissioner J. Humenuik that the Council of Commissioners approves the \$11.00 per student QESBA membership fee for the 2022-2023 QESBA financial which begins on July 1<sup>st</sup>; **IT WAS FURTHER MOVED** that the Council of Commissioners authorizes the disbursement of the QESBA 2022-2023 membership fees on the following dates:

- 75% of the fees payable by July 1<sup>st</sup> 2022
- 25% of the fees payable by February 1<sup>st</sup> 2023

Carried unanimously

**8. REPORTS**

**8.1 Director General's report**

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

This past month has been a very busy time in our schools and centres.

Finally, after almost 2 years, our students can hold in person graduations and award ceremonies, and celebrate the end of the school year with class trips and events.

We have students who have been with us since kindergarten and only now, in Grade 2, they will have their first school outing.

One important thing we have seen over the last 2 years is that our students, staff and parents, have demonstrated their resilience when faced with all kinds of situations and challenges.

Although there have been many changes and adjustments that had to be made in how we offer educational services, our staff found ways to adapt, all the while keeping their focus on the best way to ensure the safety, security and well-being of our students.

These new skills that we have all developed will most certainly be useful, and something that keeps us one step ahead in the future, as we move forward and deal with the new normal.

There are so many great moments to share that took place each day in our schools and centres, but I wanted to bring a few to your attention:

- 2022 marked ETSB's first new school building since the 1968-69 school year. A new school was built in Drummondville with a budget of close to 20 million. ETSB B&G team along with our partners delivered a state-of-the-art school to the Drummondville Elementary School community in 12 months.
- Built originally in 1969, Alexander Galt Regional High School is now a fully accessible school. For the first time its auditorium is now accessible to all.
- The goal of the Eastern Townships Adult General Education, now called ETAGE, is to serve the entire English community where and how they need to be served. ETAGE is now providing adult learning throughout our territory, including in-person services in Sherbrooke, Cowansville, Stanstead, Richmond and Waterloo, as well as other virtual or distance education opportunities.
- The calendar for the 2022-2023 school year was approved and this year, we have a fall reading week built into the calendar. These fall pedagogical days will be used as a time for students to catch up and recharge, and for staff to plan and meet for professional development opportunities.
- From the latest stats available, we were able to see our graduation and certification rate increase to 76.6% in 2020-2021. Although there is still a lot of work ahead of us, we need to be encouraged by the constant improvement since the past 6 years. By focusing on our 4 pillars, we were able to achieve the main objective of our Commitment to Success Plan, and we are looking forward to work on the ETSB new success plan, with a renewed Mission and Vision to guide our way.

All of this would have not been possible without the hard work and dedication of our students and staff.

I want to thank our students for persevering through what has been some exceptional years. They have shown us their resilience and ability to face the challenges in front of them. To our graduates, congratulations on a job well done and all the best for the future.

To our remarkable ETSB personnel, I want to recognize your hard work and dedication. Thank you for putting students first, for supporting them and fostering their success. I also want to personally thank my fellow Directors for their leadership this past year and our Commissioners for their continued support.

Last but not least, to our parents, thank you for your cooperation, understanding, support, and above all else the trust you have put in all of us here at the ETSB.

In closing the 2021-2022 school year will be remembered for more than just the pandemic. We have a lot to celebrate and be proud of.

I wish you all a relaxing summer break and hope you can take the time to reconnect with friends and your loved ones.

Take care & see you in August!

*Michel Soucy, DG*

## **8.2 Chair's report**

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

Exams are finished and graduation ceremonies completed. Schools have said emotional goodbyes to students, wishing them a wonderful summer and teachers are using this week to tidy up and begin planning for August when they will be back. As we turn the page on another school year, we breathe a sigh of relief that we made it. Students and educators alike look forward to a long summer break that, in only a few weeks, will seem to have been alarmingly brief. Our attention is already refocusing on next year with the adoption of our budget and appointment of new principals and personnel. Schools and departments have their staff assignments and the final few positions left to fill are posted on our website. Meanwhile, we can catch our breath and enjoy a brief respite to reflect on our successes and failures, hopefully learning from the latter. All of us are now and forever learners.

The evaluation subcommittee wishes to report a highly positive assessment of our leadership team. Initiatives begun in previous years are producing positive results, on both administrative and pedagogical levels. Fresh ideas are being implemented and will undoubtedly be integrated into the renewal of our strategic plan scheduled for the upcoming academic year. We experienced a strong sense of progress with a positive attitude toward change that fosters innovation. Our senior managers are performing above expectation and merit our wholehearted endorsement and approval.

With that said, I will wish you all time over the summer to forget real or imagined wrongs, heal mentally and physically, and enjoy the beauties of our region.

**Happy summer!**

## **9. ADVISORY COMMITTEES' REPORTS**

### **9.1 Executive Committee**

The Chair of the Executive Committee, Commissioner M. Murray mentioned that the topics discussed at tonight's Executive meeting are part of tonight's Council meeting agenda.

### **9.2 Governance and Ethics Committee**

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

#### **9.2.1 Resolution No. ETSB 22-06-88** **Delegation of Powers to the Director General**

**WHEREAS** all Management positions will not be assigned by June 28, 2022;

**WHEREAS** the last Council of Commissioners meeting for the 2021-2022 school year will be held on June 28, 2022;

**WHEREAS** some administrative positions will need to be appointed before the next Council of Commissioners' meeting held in August so that they may prepare for the start of the new school year;

**WHEREAS** the appointment of administrators is usually done by the Council of Commissioners;

**IT WAS MOVED BY** Commissioner R. Gagnon to delegate the power of appointing administrators in conformity with the administrative structure for 2022-2023 to the Director General as to facilitate the start-up for the 2022-2023 school year effective June 29, 2022 until August 23, 2022.

Carried unanimously

The Chair of the Governance and Ethics Committee, Commissioner R. Gagnon presented the following resolution:

**9.2.2 Resolution No. ETSB 22-06-89**  
**Confirmation of the Schools and Centres Administrative Structure – 2022-2023**

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

**WHEREAS** following the evaluation of each position, no changes were done;

**WHEREAS** the Commissioners have reviewed the proposed Administrative Structure for the Schools and Centres, during the Commissioners Executive meeting on May 24, 2022 and at the Governance & Ethics Advisory Committee Meeting on May 31, 2022;

**WHEREAS** the Eastern Townships Association of Administrators (ETAA) has been duly consulted on the 2022-2023 structure;

**WHEREAS** this administrative structure is to take effect on July 1<sup>st</sup> 2022, unless otherwise specified;

**IT WAS MOVED BY** Commissioner R. Gagnon that the Council of Commissioners approve the Schools and Centres Administrative Structure for the 2022-2023 school year, effective July 1<sup>st</sup> 2022.

Carried unanimously

The Chair of the Governance and Ethics Committee, Commissioner R. Gagnon mentioned the topics discussed at the May 31, 2022 meeting:

- Organograms discussion;
- Committee – APPEL Candidates;
- Advisory Committee Calendar;
- Delegation of Powers to the Director General;
- Massey-Vanier High School – Secondary 3 French Immersion;
- Parent Survey Results.

The next meeting is scheduled on July 5, 2022.

### **9.3 Audit Advisory Committee**

The Chair of the Audit Advisory Committee, Commissioner J. Humenuik mentioned that the June 21, 2022 notes are in the KIT.

#### **9.3.1 Finance:**

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

##### **9.3.1.1 Resolution No. ETSB 22-06-90** **Knowlton Academy – Signing Officers**

**WHEREAS** the *Bank of Montreal* requires the names of representatives authorized to sign banking documents on behalf of the ETSB for Knowlton Academy;

**WHEREAS** new assignments have changed the representatives authorized to sign in this school;

**WHEREAS** only those individuals listed below are authorized to sign;

**IT WAS MOVED BY** Commissioner R. Gagnon that the following individuals be authorized to sign banking documents on behalf of the school; **IT WAS FURTHER MOVED** that any previous authorizations are rendered null and void by this resolution.

Knowlton Academy      Frédéric Noirfalise  
                                 Anne-Marie Cyr  
                                 Charlotte Coles

Carried unanimously

#### **9.3.2 Material Resources:**

##### **9.3.2.1 Resolution No. ETSB 22-06-91** **Asbestos-Danville-Shipton (A.D.S.) Elementary School – Replacement of the improvement site (Drop-off area and rear sidewalk)**

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$697,239 for the project stated above, under the program *MDB - Maintien des bâtiments 2019-2020 Mesure: 50621*;

**WHEREAS** the *MEQ* demands our bus fleet to be electric;

**WHEREAS** A.D.S. Elementary School requires (6) charging stations to be installed;

**WHEREAS** electrification grants are being requested and will be put inside the program *MDB - Maintien des bâtiments 2021-2022 Mesure: 50621*;

**WHEREAS** after reviewing the plans, the assigned professional firm *St-Georges Structure & Civil* has estimated \$856,025 for the improvement site;

**WHEREAS** after reviewing the plans, the assigned electrical engineer firm *IME* has estimated \$428,752 for the electrification;

**WHEREAS** due to the constraints within the timeline to implement the project stated above, this resolution must be presented on a budgetary basis in the amount of \$1,284,777;

**WHEREAS** the contract will be granted as soon as the results of the call for tenders will be known;

**WHEREAS** the contract will be granted in respects of authorization by the *MEQ* 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 T. Pezzi-Bilodeau 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 22-06-92**  
**Sunnyside Elementary School – Elevator**

**WHEREAS** the Eastern Townships School Board (*ETSB*) approved a budget of \$200,000 for the project stated above, under the program *RHA – Amélioration de l'Accessibilité des Immeubles*, *Mesure: 30850*;

**WHEREAS** it was moved by resolution #*ETSB 21-05-101*, on May 26, 2021, that a company known today as *Construction Encore Ltée*, be awarded a contract in the amount of \$237,102, 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 \$43,606 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 \$280,708;

**WHEREAS** all additional funds required to complete the project will be taken from *RHA – Amélioration de l'Accessibilité des Immeubles, 20-21 program*;

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

**9.3.2.3 Resolution No. ETSB 22-06-93**  
**St. Francis Elementary School – K4 (Room 2)**

**WHEREAS** the Eastern Townships School Board (ETSB) approved a budget \$85,000 for the project stated above, under the program *RTB - Réfection et transformation des bâtiments 2021-2022*;

**WHEREAS** St. Francis Elementary School would like to transform local 004-A, which used to be a changing room with showers, into a classroom for the 4-year-old kindergarten students in the school;

**WHEREAS** to do so, many renovations will need to be done like the demolition of the shower pits, the addition of electrical outlets, new lighting, etc.;

**WHEREAS** four (4) companies were invited to bid on the project;

**WHEREAS** one (1) bid was received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the lowest bid in the amount of \$62,907 (excluding taxes), was received from the company *Comco Entrepreneurs Inc.*;

**WHEREAS** the company *Comco Entrepreneurs Inc.* was the lowest bidder in conformity to do the work for the amount of \$73,987, including taxes and professional fees;

**IT WAS MOVED BY** Commissioner H. Turgeon 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

**9.3.2.4 Resolution No. ETSB 22-06-94**  
**Centre d'acquisitions gouvernementales (CAG) mandate – Sports material and equipment**

**WHEREAS** the *Centre d'acquisitions gouvernementales (CAG)* has been created on September 1<sup>st</sup> 2020;

**WHEREAS** the *CAG* has for mission to acquire quality goods and services, at the right time, at the right price to the benefit of public organizations;



**WHEREAS** public organizations will have to acquire from the CAG exclusively unless an exception is accepted from them;

**WHEREAS** the CAG has started a new call for tender for the acquisition of sports material and equipment;

**WHEREAS** the ETSB finds it advantageous to benefit from this mandate;

**IT WAS MOVED BY** Commissioner M. Mercure to proceed in joining the CAG for the mandate 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 22-06-95**

**Centre d'acquisitions gouvernementales (CAG) mandate – Standard and upgradable class furniture**

**WHEREAS** the *Centre d'acquisitions gouvernementales (CAG)* has been created on September 1<sup>st</sup> 2020;

**WHEREAS** the CAG has for mission to acquire quality goods and services, at the right time, at the right price to the benefit of public organizations;

**WHEREAS** public organizations will have to acquire from the CAG exclusively unless an exception is accepted from them;

**WHEREAS** the CAG has started a new call for tender for the acquisition of standard and upgradable class furniture;

**WHEREAS** the ETSB finds it advantageous to benefit from this mandate;

**IT WAS MOVED BY** Commissioner D. Zigby to proceed in joining the CAG for the mandate 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

**9.3.2.6 Resolution No. ETSB 22-06-96**

**North Hatley Elementary School – K4 (Room 2)**

**WHEREAS** the Eastern Townships School Board (ETSB) approved a budget of \$78,000 for the project stated above, under the program *RTB - Réfection et transformation des bâtiments 2021-2022*;

**WHEREAS** North Hatley Elementary School would need to transform a local into a classroom for the 4-year-old kindergarten students in the school;

**WHEREAS** to do so, many renovations will need to be done like new wall finishes, new sinks, a new floor adapted for the use of the room, the addition of electrical outlets, etc.;

**WHEREAS** five (5) companies were invited to bid on the project;

**WHEREAS** one (1) bid was received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the lowest bid in the amount of \$63,500 (excluding taxes), was received from the company *Comco Entrepreneurs Inc.*;

**WHEREAS** the company *Comco Entrepreneurs Inc.* is the lowest bidder in conformity to do the work for the amount of \$73,008 including taxes and professional fees;

**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

The date of the next Audit Advisory meeting is **to be determined**.

#### **9.4 Educational Advisory Committee**

The Chair of the Educational Advisory Committee, M.E. Kirby mentioned the topics discussed at the June 7, 2022 meeting:

- Technology Integration to Enhance Student Learning;
- Consultant Support to Schools – AMI Project – FES’s PLC Journey;
- Reports and Recommendations to the Council;
- Student Advisory Committee meeting will be shared at the ESAC meeting as a standard item.

The Director of Instructional Technology and Pedagogical Services, E. Lettner presented the following resolutions:

##### **9.4.1 Resolution No. ETSB 22-06-97** **Multimedia Equipment for schools**

**WHEREAS** multimedia equipment (Interactive screens) 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 the acquisition of multimedia equipment with the allocated budget for youth sector be done centrally;

**WHEREAS** the Eastern Townships School Board (ETSB) is part of a call for tender with the *Centre d'acquisitions gouvernementales (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 T. Pezzi-Bilodeau to authorize the Director General or the Director of Instructional Technology and Pedagogical Services to sign any documentation related to the acquisition of equipment and related items (Cables, Carts, etc.), up to an amount of \$100,000.00 for 2022-2023 effective immediately.

Carried unanimously

#### **9.4.2 Resolution No. ETSB 22-06-98 Renewal of Laptops**

**WHEREAS** the Eastern Townships School Board's (ETSB's) remaining fleet of outdated Macbook Pros (Mid2012), mainly used by teachers, need to be replaced;

**WHEREAS** ETSB will publish a notice of intent to purchase devices through a contract of mutual agreement ("*gré à gré*") with Apple Canada via the *Système électronique d'appel d'offres du gouvernement du Québec (SEAO)*, according to the ministry requirements and regulations;

**WHEREAS** the ETSB considers that the public interest is best served by a notice of intent process, given the object of the contract concerned;

**WHEREAS** the contract will be granted in accordance with the budget and the *ETSB's purchase policy* and government requirements (laws, policies, rules, etc.);

**WHEREAS** a provisional account of \$120,000 was set aside for the purpose of replacement staff devices for the 2022-2023 school year, based on *Mesures: 50761 and 50767 (Digital Action Plan)*;

**IT WAS MOVED BY** Commissioner M. E. Kirby to authorize the Director General or the Director of Instructional Technology and Pedagogical Services to sign any documentation related to the acquisition of equipment and related items (Dongles, cables, adapters, etc.), up to an amount of \$120,000 effective immediately.

Carried unanimously

The Director of Human Resources, J. Pauw presented the following resolution:

#### **9.4.3 Resolution No. ETSB 22-06-99 Engagement of Megan Webster for Phase 2 of the Coaching/Mentoring Program**

**WHEREAS** the Eastern Township School Board (ETSB) has completed its first year of a new mentoring program as a means of establishing a system of teacher learning;

**WHEREAS** the ETSB engaged a consultant, Megan Webster, PhD, who specializes in how to improve PD for teachers, to build capacity in nine Instructional Coaches that were selected for this purpose;

**WHEREAS** the ETSB wishes to pursue to build capacity in the nine Instructional Coaches in September 2022;

**WHEREAS** the coaches will work with 20 novice teachers during the year with the goal to improve instructional quality in the classroom;

**WHEREAS** the Ministry of Education has dedicated funds for this purpose through *Mesures*: 15151 and 15153;

**WHEREAS** Megan Webster will also work jointly with the Human Resources and Pedagogical Services teams in order to build the ETSB's internal capacity to run its own preparation program for the ETSB Master Instructional Coaches;

**WHEREAS** the cost of Megan Webster's services amounts to \$50,026 + applicable taxes for 29 days of professional development for Master Teacher Coaches, Pedagogical Services Consultants and Principals;

**IT WAS MOVED BY** Commissioner J. Murray to authorize the Director General or the Director of Human Resources to sign any documentation related to engagement of Megan Webster to support the ETSB for the 2022-2023 year.

Carried unanimously

The date of the next ESAC meeting is **to be determined**.

#### **9.5 Communications Advisory Committee**

The Chair of the Communications Advisory Committee, M. Mercure mentioned that the date of the next meeting is **to be determined**.

#### **9.6 Human Resources Advisory Committee**

The Chair of the Human Resources Advisory Committee, C. Beaubien mentioned that the date of the next meeting is **to be determined**.

#### **9.7 Transportation Advisory Committee**

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday mentioned that the date of the next meeting is **to be determined**.

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

The Special Education Advisory Committee Parent Commissioner, E. McKnight mentioned the topics discussed at the June 8, 2022 meeting:

- Recommendations to the Director General;
- Report from the Central Parents' Committee (CPC) Representative – K. Dymond;
- Planning for 2022-2023 SEAC meetings;
- Information from the D.G. Representative – presented by E. Gaudet.

The date of the next SEAC meeting is **to be determined**.

## 10. PARENTS' COMMITTEE

The Commissioner representing parents, D. Zigby, mentioned the topics discussed at the April 6, as well as the May 25, 2022 meetings:

### April 6, 2022:

- Communication document on Google Drive;
- Bilingualism Survey;
- Chromebook usage;
- Parent Commissioners meeting – March 22, 2022.

### May 25, 2022:

- Education Highlights and Year-End Wrap-Up – presented by the Director General, M. Soucy;
- Communication Drive File.

The date of the next Parents' Committee meeting is **to be determined**.

## 11. STUDENT ADVISORY COMMITTEE

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

The Student Advisory Committee met the Commissioners on June 20, 2022. These are the topics addressed:

- French classes;
- Reasons to join the Student Advisory Committee;
- What could be changed regarding the education system;
- How COVID-19 affected learning;
- What can be done throughout the School Board to improve the environment.

The next Student Advisory Committee meeting is scheduled on **(to be determined)**.

## 12. QESBA

It was mentioned that business continues as usual and that the pace is being maintained.

### 13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner T. Pezzi-Bilodeau: Ms. Pezzi-Bilodeau recently attended two graduation ceremonies. She mentions that the kids were pleased events were well organized by the staff; it was very interesting to see the variety of opportunities for our graduates: lots of bursaries and scholarships were given out!

Commissioner G. Barnett:

#### Lennoxville Vocational Training Centre (LVTC)

The Trade Challenge (*Défi des recrues*) will occur at LVTC this fall, which comes from Challenge Quebec (involves 224 S1 students); the idea is to promote the trades. The trade department heads for every trade invent the 12-minute challenges for each group of two eight-member teams: What? How to evaluate? How to determine the winner? The schools involved in Estrie are Alexander Galt Regional High School (AGRHS), *Le Phare*, Richmond Regional High School (RRHS) and *24-juin*. All four Estrie Boards are involved. This is the first time that this has occurred in Sherbrooke and also the first time Anglophone schools are involved. An example of a challenge is the *PAB (Préposé aux bénéficiaires)* secteur required the students to shave a balloon, the winner being the fastest.

The non-traditional studies (feminine) project targeted high school students to explore non-traditional trades. They had three RRHS girls for the 3-day exploration of a day and a half in machining and the same time in welding.

There will be new ATE (*Alternance Travail Étude*) groups in machining starting in July: Welding in August and a new AP-RPA (care assistance private seniors residence) cohort in collaboration with SAE (*Service aux entreprises*).

The LPN (Licensed Practical Nurse) accelerated started with 11 students in January and with 10 in March. They train 7 hours a day in class and 8 hours a day in training.

LVTC has obtained a new RPA (Elderly private residence) health option in the Starting a Business program. This is a Quebec first.

LVTC can add RAC students to the IHCA (Institutional and Home Care Assistance), secretarial, health sector and accounting.

In the 24U welding program, there are 20 students, 3 of which have already completed their high school requirements and have transferred to welding full time. Students often finish young and take a second trade. This program requires students to work hard since they are pursuing two programs simultaneously. There are already

14 students in the 24U welding for the fall and 23 students for all fall 24U programs.

The LVTC health sector is collaborating with the Galt Biology program.

### **Lennoxville Elementary School Governing Board**

The Mural project is underway with fundraising activities and the actual construction is also underway. The theme of the \$70K project is Tree of Knowledge.

Due to the difficulty of getting members, the composition will be reduced from 7-7 to 5-5.

In regards to the Code of Conduct, the peanut restriction will be removed. Parental drop-off and pick up are restricted to the fenced area of the Academy, adequate outside dress is required for the winter Santé Globale program. As of May 24, the enrolment was 319 with two Pre-K classes. The Garden project is up and running with multiple class participation. Daycare has 48 regular students and 17 sporadic for a total of 65. Consumable fees vary from \$125 to \$169, depending on the level.

### **Eastern Townships Adult General Education (ETAGE) Governing Board**

There was a brief discussion by Maude Danis-Coulombe about the ETSB on the Road. The objective is to reach out to vulnerable adults and students. There are 4 aspects:

1. Families and Adults who want to return to school, including dropouts and students with learning difficulties.
2. Adults with low literacy levels. ETAGE has contacted 15 local groups.
3. Families to Literacy – 49 families, 76 children and 99 adults.
4. Adults returning to school – 39 adults, 18 came back and 10 persevered.

In other news, ETAGE is to develop a new first time educational project since the fusion with elements from each centre and respecting the traditions and different goals of each centre.

Job Links will now cover the Western sector with a proposed two new positions. *Emploi Québec* has given the same budget for next year since most boards could not fill their quotas.

The calendar has 227 school days with flexibility; 3 floating pedagogical days in addition to the fixed ones. No March Break but summer school.

ETAGE is also investing in the CLC's to target adults for services.

Commissioner C. Beaubien:

### **Central Students Advisory Committee**

Last week, we had a chance to hear out from the Central Students Advisory Committee, which was a very interesting group to listen to and if you have a chance, go to the BLINK newsletter, sent by Ms. Holly Bailey, Communications Consultant, two weeks ago. In this edition, three members were talking about graduation. There are also other topics to listen to and videos to look at. Thank-you Holly, for posting the last edition for this year. It was very well done on a professional level.

### **Community Learning Centre (CLC) Memphrémagog (Sunnyside Elementary and Princess Elizabeth Elementary)**

In partnership with *Centre l'Élan*, a mental health workshop series was custom designed for Sunnyside's grade 5-6 students. Below are a few CLC activities that took place with the precious help from CLC Coordinator, Julie Corriveau:

- A calendar was created from playdough;
- Soup program: Grades 1 & 2 cooked a soup and a side dish to be eaten with their class;
- Sunnyside Garden: the garden's mission is to engage and educate students and the community members in growing, harvesting, preparing and sharing healthy food, gardening techniques and recipes. This year, the garden rented four parcels to community members.
- Literacy in action;
- Shine;
- *Les Ateliers 5 épices*;
- *Bulle et Baluchon*;
- Music on the Brain;
- Phelps-Teen Gym;
- Art in the garden.

Commissioner M. E. Kirby:

Ms. Kirby attended the graduation ceremonies at AGRHS and at Pope Elementary; she loved the bagpipes that were bringing the graduates in. She also attended ball games at RRHS.

Commissioner G. Holliday:

Mr. Holliday attended the 25 years of CLC celebrations at RRHS He mentioned that it was very well prepared by the CLC Coordinator, Siu-Min Jim.



**14. UPCOMING EVENTS**

None.

**15. CORRESPONDENCE**

None.

**16. QUESTION PERIOD**

M. Seline

ATA President:

Mr. Frédéric Noirfalise has been replaced by Ms. Nicole Carrière. When do you anticipate to replace Ms. Carrière at Sherbrooke Elementary School (SES)?

M. Murray

ETSB Chair:

We will follow the due process: postings, applications received, interviews, etc. We would like to do this as quickly as possible in order to have someone in place for the school entry.

M. Seline

ATA President:

Why did the Board choose to hire a new Sunnyside Elementary Principal from outside the ETSB? What are Ms. Amy Gallant's credentials?

M. Murray

ETSB Chair:

ETSB has plenty of excellent candidates and the Board tries to appoint the candidate best suited from a background point of view and a good fit to the culture of the school and the community.

K. Mackey

Assistant Director General:

Ms. Amy Gallant is a Bishop's graduate and is amply qualified with teaching and administrative experiences, coming most recently from the Cree School Board as a response to Intervention Consultant. Ms. Gallant brings with her 14 years of experience in education, of which four are in school administration. She is no stranger to the Eastern Townships and has a Bachelor of Education from Bishop's University, a Masters in education from St. Francis Xavier and taught at Sherbrooke Elementary School early in her career. She is also well versed in the ETSB's pillars and PLC approach and a strong believer that all students can learn at high levels.

M. Seline

ATA President:

Regarding the Personnel Management Consultant position added at the Human Resources Department, why has this particular position been created?

M. Soucy

Director General:

We anticipate that more and more with the shortage of staff, that will have what we need to invest and dedicate some time in recruitment. We want to invest in our most valuable asset, which is personnel. It is a proactive move.

M. Seline

ATA President:

ETSB will not have the same calendar as Centre de services Val-des-Cerfs. How will this affect the ETSB budget? Does this mean it will affect renovations in schools, repainting classrooms or staff? Will it cut into student services or other infrastructure envelopes?

M. Murray

ETSB Chair:

No, this does not affect structural management. The extra budget will come out of the transportation budget and if it is a deficit, it will come out of discretionary funds.

A. Brasseur

POPE Parent:

Have the twelve recommendations from the Special Education Advisory Committee (SEAC) been published?

M. Murray

ETSB Chair:

They have not yet been published because they are recommendations to the Director General. They are currently subject to discussion.

A. Brasseur

POPE Parent:

I brought up important questions in the camera session. Are any of my suggestions being implemented?

M. Murray

ETSB Chair:

It is presumptuous to think that only your recommendations in changes would be implemented.

A. Brasseur

POPE Parent:

Do you plan to hire a consultant for Handicapped Student Attendants (HSA's)?

M. Murray

ETSB Chair:

We have a trainer for HSA's.

J. Pauw

HR Director:

We have a Special Education Consultant (Kymberley Morin) who works closely with teachers and support staff.

A. Brasseur

POPE Parent:

What are the drop-out rates for IEP students? Can they drop out at any grade or can parents pull them out?

M. Murray

ETSB Chair:

The graduation rates are from the 7-year cohort and are publicly available in the ETSB's Annual Report.

E. Lettner

Pedagogical Director:

62.1% graduation rate for IEP students compared to 76.6% for regular school population. Kudos to our high schools who are working with adult centres to promote options and pathways. Based on the 7-year cohort, percentages include Graduation and Certification numbers. It is absolutely the same requirements for all students.

M. McCully

The Record, journalist:

Can the Board provide an update on the transportation service and an update for possible challenges for the next year?

M. Murray

ETSB Chair:

It is in the lap of the Gods at this time.

M. McCully

The Record, journalist:

Are there plans for the Farnham Elementary expansion?

M. Murray

ETSB Chair:

We adopted resolutions and purchased the adjacent property of the church next to the school. There was a budget approved for building a linking section and rehabilitation of the building.

M. McCully

The Record, journalist:

Has QESBA increased the membership fees for ETSB?

M. Murray

ETSB Chair:

Yes.

D. Proulx

WES parent:

The Principal told us that we must schedule a Governing Board meeting before September 15, 2022. Is this still the case?

M. Murray

ETSB Chair:

Yes.

D. Proulx

WES parent:

Will the new bill regarding the Student Ombudsman apply to English school boards?

M. Murray

ETSB Chair:

Yes, it will.

D. Proulx

WES parent:

Does the School Board encourage using sage to 'cast out evil spirits and raise up energy' with a student during an intervention?

M. Murray

ETSB Chair:

The Board supports any approach that serves the purpose of calming a child having a meltdown without requiring any restraint or violence. I applaud the Principal for her innovative thinking in regards to finding a way to calm a distressed student.

D. Proulx

WES parent:

Are we using contingency measures with children at the ETSB?

M. Murray

ETSB Chair:

Yes, we are.

D. Proulx

WES parent:

So it's OK to cast out evil spirits like this without consulting the parents?

M. Murray

ETSB Chair:

I'm not OK with it, but saying it was the right response at the time in that particular situation. I hope the parents were impressed as well that a personalized solution was found for their child.

D. Proulx

WES parent:

Was the parent aware that sage was used with their child? Does it respect the parent's personal belief?

M. Murray

ETSB Chair:

Yes, they are. It was a response to the situation and there was no time to contact the parent at that moment and the child was calmed. It is not about spiritualism, as you are referring to. I commend the Principal.

## **17. GOVERNANCE AND COMMUNICATION**

None.

## **18. ADJOURNMENT**

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:41 p.m.

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Éric Campbell  
Secretary General

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Michael Murray  
Chairman

EC/gm  
06.28.2022