

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, JANUARY 24, 2023 – 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	Richard Gosselin	Z
Claire Beaubien	A	Helene Turgeon	Z
Shawn Jersey	A	Daniel Zigby	A
Richard Gagnon	A	Eliza McKnight	Z
Gary Holliday	Z	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik, Vice-Chair	Z	Secretary General – Éric Campbell	P
Mary-Ellen Kirby	Z	Assistant Director General – Kandy Mackey	Z
Frank MacGregor	Z	Director General – Michel Soucy	P
Alice McCrory	A	Director of Human Resources – Caroline Dufresne	Z
Jonathan Murray	Z	Director of Financial Services – Sophie Leduc	A
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

1. CALL THE MEETING TO ORDER

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

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner H. Turgeon to adopt the Agenda of January 24, 2023 as deposited.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 22, 2022

Resolution No. ETSB 23-01-45

Approval of the Minutes of the Meeting of the Council of Commissioners held on November 22, 2022

WHEREAS a copy of the Minutes of the meeting of November 22, 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 J. Humenuik to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on November 22, 2022 with the following corrections:

7.6.3 Transportation Advisory Committee – It should have been written:

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

G. Holliday accepted.

H. Turgeon **accepted**.

G. Holliday is elected Chair of the Transportation Advisory Committee.

9.4.1 2023-2024 Criteria for enrolment resolution:

WHEREAS the Central Parents Committee, the Governance and Ethics **Committee** Advisory Committee and the Management table have been consulted on this criteria.

Carried unanimously

4. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF DECEMBER 13, 2022

Resolution No. ETSB 23-01-46

Approval of the Minutes of the special Meeting of the Council of Commissioners held on December 13, 2022

WHEREAS a copy of the Minutes of the special meeting of December 13, 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 J. Humenuik to excuse the Secretary General from reading the Minutes and to approve the Minutes of the special meeting held on December 13, 2022 as deposited.

Carried unanimously

5. QUESTION PERIOD

No question was asked at this point.

6. RECOGNITION OF EXCELLENCE

Chairman M. Murray invited the following commissioners to present the January 24, 2023 Recognition of Excellence:

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



St-Francis Students serve up some Warm Delights!

Commissioner G. Holliday: Just before the Christmas break, students of St-Francis Elementary School were busy working away like elves in Santa's workshop in support of their community. Miss Scoble's grade 3 class embarked on a fundraiser and decided to make good use of the left-over materials. They chose to make wonderful polar fleece scarves by hand to be distributed to people in need of the area. The St-Francis students seen here, namely Shane, Kiera and Lexie along with their teacher, delivered the scarves in person to *Solidarité Richmond*. The students were happy to think of all the recipients who would be a lot cozier over the winter months. Each scarf had a charm attached with a special message such as "Peace" or "You got

this!" Special thanks to the Richmond CLC for their help connecting the groups. What a thoughtful and timely gesture for the community – BRAVO to all!



Sherbrooke Elementary Students hit the Airwaves!

Commissioner F. MacGregor: With the official registration period for new students to the ETSB upon us, we were so happy to enlist the talent of two young students from Sherbrooke Elementary School to take part. As part of the radio campaign, grade 6 student Sarah Quirion and grade 5 student Tyler Young were up for the challenge. Along with their school principal Ms. Zahra, we headed off to the *Rouge FM* studios in Sherbrooke to record the radio ads. These ETSB ambassadors had a wonderful time touring the studios, recording booths and TV quarters after nailing their own time on the mic. Tune into *Rouge FM* and *Énergie Estrie/Drummondville* to hear them on the airwaves. Thank you, Sarah and Tyler, for being so brave and for representing the ETSB with such flair...all the while in French - Félicitations!



Butler Elementary Heads to the Rooftops!

Commissioner J. Humenuik: When we think of school spirit, creativity and teamwork, Butler Elementary comes to mind! Every year, the staff devise a unique and jolly way to take part in the school's Christmas Concert, and this year was a HIT! So, if you haven't had the chance to catch the video yet, sit back and get ready to smile! A special mention goes out to Ms. Blinn for her editing skills and contribution. We salute the school team for their collaborative efforts and fun-loving spirit!

<https://www.youtube.com/watch?v=MdyhjXAq-HE>

7. **BUSINESS ARISING**

There is no business arising.

8. **NEW BUSINESS**

The Director General, M. Soucy presented the following 2021-2022 annual report:

8.1 **Presentation of the 2021-2022 annual report highlights**

M. Soucy presented a summary of the annual report via screen sharing. A reminder was given to contextualize the figures and information through the lens of the pandemic given that it was the 2021-2022 year. The surpassing of the ETSB's targeted 7-year graduation and qualification rate was emphasized, as well as growing enrolment and the expansion of general adult education services (ETAGE) and accelerated vocational education programs for in-demand professions like nursing and long-term care. Significant projects of the year were noted, including the new school in Drummondville, the acquisition of a church property in Farnham and the launch of Phase 1 of the eco-energetic project.

The Director of Instructional Technology and Pedagogical Services, E. Lettner presented the Commitment to Success Plan 2018-2022 results (7-year graduation & qualification rate surpassed, now at 77.5%), as well as its orientations and pillars.

It was noted that the complete [2021-2022 annual report](#) would be available shortly following the meeting. Chairman M. Murray noted a few minor corrections to be made to some of the data.

Commissioner H. Turgeon moved to confirm receipt of the report, which was carried unanimously.

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

8.2 **Resolution No. ETSB 23-01-47**

Lennoxville Vocational Training Centre – Purchase of two Simulation Manikins for Prehospital and Nursing Care and the related equipment

WHEREAS the *Ministère de l'Éducation du Québec* (MEQ) offers support in the form of grants, to Centres who offer intensive trainings in the Health Sector - *Mesure 15198 Soutien à l'organisation de formations intensives dans des domaines jugés prioritaires*;

WHEREAS the Lennoxville Vocational Training Centre (LVTC) received a grant from the MEQ, in the amount of \$47,000 that is linked to the measure 15198 as well as another grant, in the amount of \$50,000 that is linked to the measure 15199 for the related equipment and the training of the teachers that will be supporting the students;

WHEREAS the simulation manikins for prehospital and nursing care are used to maintain and develop the student's skills in health care;

WHEREAS the *Cégep de Sherbrooke, l'Université de Sherbrooke, Centre de formation professionnelle 24-juin* and LVTC train their students in the health care program with these manikins;

WHEREAS these manikins can be purchased only through *Minogue Medical Inc.* in Montreal, Quebec;

WHEREAS the total amount to purchase these manikins and the related equipment adds up to \$68,660.77 (including taxes);

IT WAS MOVED BY Commissioner G. Barnett that the Council of Commissioners approve the purchase of two (2) simulation manikins and other related expenses for the prehospital and nursing care at the Lennoxville Vocational Training Centre with *Minogue Medical Inc.*

Carried unanimously

9. REPORTS

9.1 Director General's report

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

9.2 Chair's report

The Chair of the Council of Commissioners, M. Murray had nothing new to report.

10. ADVISORY COMMITTEES' REPORTS

10.1 Executive Committee

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

- Presentation about Nurturing Support Approach.

10.2 Governance and Ethics Committee

The Director General, M. Soucy mentioned that the date of the next meeting is scheduled for January 31, 2023.

10.3 Audit Advisory Committee

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

10.3.1 Finance:

10.3.1.1 Resolution No. ETSB 23-01-48 Board Office – Appointment of signing officers

WHEREAS school board elections have changed the names of representatives authorized to sign banking documents on behalf of the Eastern Townships School Board;

IT WAS MOVED BY Commissioner G. Holliday that, effective January 24, 2023, only the individuals listed below be authorized to sign, on behalf of the Eastern Townships School Board, all banking documents required by the National Bank of Canada; **IT WAS FURTHER MOVED** that the previous resolution appointing signing officers, be rendered null and void.

The Chair of the Council of Commissioners		Michael Murray
	or	
The Vice-Chair of the Council of Commissioners		Joy Humenuik
	and	
The Director General		Michel Soucy
	or	
The Director of Financial Services		Sophie Leduc

Carried unanimously

10.3.1.2 Resolution No. ETSB 23-01-49 Signing officers for Schools/Centres

WHEREAS the Eastern Townships School Board (ETSB) appointed the National Bank to provide banking services;

WHEREAS the accepted bid received from the National Bank also includes banking services for ETSB schools and centres;

WHEREAS the National Bank requires the names of representatives authorized to sign banking documents on behalf of the ETSB schools and centres;

WHEREAS new principal and secretary assignments have changed the names of the representatives at the Eastern Townships Adult General Education;

WHEREAS only those individuals listed below are authorized to sign for their respective school;

IT WAS MOVED BY Commissioner J. Humenuik that the following individuals be authorized to sign banking documents on behalf of their Centre:

Eastern Townships Adult General Education Steven Dunn
 Courtney Nichols

Carried unanimously

10.3.2 Material Resources:

None.

The date of the next Audit Advisory Committee is scheduled for February 14, 2023.

10.4 Educational Advisory Committee (ESAC)

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

ESAC met in November 2022, notably including a Central Student Advisory Committee (CSAC) update, which is now a standing item on ESAC agendas due to the importance of the student voice. In that meeting, the Director of Complementary Services, E. Gaudet had presented on the attachment-based developmental approach to great appreciation from commissioners for providing that insight.

N. Carrière, Assistant-Director of Pedagogical Services had presented on the coaching and mentoring program for teachers and the Director of Instructional Technology and Pedagogical Services, E. Lettner had revisited a proposed policy on the security of information.

The date of the next ESAC meeting is scheduled for February 7, 2023.

10.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, H. Turgeon mentioned the topics discussed at the December 13, 2022 meeting:

- Governing Board Workshops – Feedback;
- Open Houses – Update and Feedback;
- Data for eligibility requests for the 2022-2023 school year;
- Communication Plan – Registration.

The date of the next meeting is scheduled for March 21, 2023.

10.6 Human Resources Advisory Committee

The Vice-Chair, J. Humenuik mentioned the topics discussed at the December 1st 2022 HR meeting:

- Introduction of Annie Thériault – personnel management consultant;
- Priorities 2022-2023;
- COVID-19 Update;
- List of Personnel staffing to be added to minutes;
- Vacant positions;
- Mentoring for new teachers update.

The date of the next Human Resources Advisory Committee meeting is scheduled for April 11, 2023. By exception, the last HR meeting was both in person and via ZOOM as it was the last one with Mr. J. Pauw as Director of the HR department. Mr. Murray gave him a warm farewell.

10.7 Transportation Advisory Committee

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

10.7.1 Resolution No. ETSB 23-01-50 2022-2023 School Bus Bids – Phase I

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 for this purpose;

WHEREAS the Eastern Townships School Board has nine (9) buses which will meet these parameters by June 30th 2023, and therefore will need to be replaced;

IT WAS MOVED BY Commissioner G. Holliday that the Eastern Townships School Board makes a request to the *MEQ* to purchase nine (9) new Electric buses.

Carried unanimously

The date of the next Transportation Advisory Committee meeting is scheduled for March 15, 2023.

10.8 Special Education Advisory Committee (SEAC)

The SEAC Commissioner, E. McKnight mentioned that the date of the next meeting is scheduled for March 15, 2023.

11. PARENTS' COMMITTEE

The Commissioner representing parents, H. Turgeon reported the following:

She noted that she had recently met on ZOOM with relevant parties and discussed priorities of the Parents' Committee, including having received a presentation from the Transportation Department.

The date of the next meeting is scheduled for February 1st 2023.

12. STUDENT ADVISORY COMMITTEE

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

The Student Advisory Committee had met on January 12th with topics ranging from community-building involvement, *DEPs* (how and when to share them with students), the CJMQ radio shows and alternative programs. At the next meeting, there will be an eco-friendly speaker and an emphasis on sharing the special activities ongoing in their schools.

The date of the next Student Advisory Committee meeting is scheduled for February 9th 2023.

13. QESBA

Chairman M. Murray noted a request from QESBA to nominate a member to the Executive and a member to the Board of Directors. Commissioner J. Humenuik moved to maintain the current nominees, which was unanimously approved. Commissioner Frank MacGregor remains.

The Chairman noted the recurring question of progress on the appeal process to Bill 40, which is ongoing. Fundraising efforts continue for the legal costs. It was noted that other legal battles in Canada regarding the constitution and role of school boards are also ongoing and help to reinforce the QESBA position, roughly that education is too large of an issue to be reduced to a single point of authority. It was noted that the Quebec Minister of Education has met with QESBA.

There has been encouraging news outside Quebec; several provinces have abolished or proposed to abolish school boards and at least two provinces have withdrawn and reinstated elected boards. Those governments have understood that education is too complex and important to be managed from an ivory tower, that decentralizing decision-making is best.

14. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner T. Pezzi-Bilodeau:

A comment from the RRHS governing board in January, which was that everyone (staff, parents, students) greatly appreciate that activities are taking place in-person and unrestricted again, and that the school is once again "alive" and full of spirit. The Commissioner also noted her thanks to H. Bailey, Communications Consultant for the registration period advertising campaign (as the Commissioner herself had seen one of the advertisements on a billboard).

Commissioner G. Barnett:

Lennoxville Vocational Training Centre (LVTC)

The IHCA *PAB* (Institutional Homecare Assistance – *Préposé aux bénéficiaires*) has only 3 registrations at present and none for March 2023. A tactics committee has been formed in ET to examine what can be done. The CIUSSS and MEQ are considering removing this option. No one wants to work as a *PAB*. There are a lot of RAC (Recognition of Acquired Competencies) students for IHCA.

All accelerated groups are on stage.

There are currently 6 LPN (licensed practical nurse) groups which can work as such when finished in May 2023. The professional exam is in June 2023.

A *AEP CHSLD (Attestation d'études professionnelles – Centre d'hébergement de soins de longue durée)* was offered in Coaticook, Sherbrooke and Lac-Mégantic in French and locally in English, but LVTC had only 1 candidate. Coaticook had 7 students.

There will be a CWB paid *SAE (Services aux entreprises)* welding course of 14-16 weeks for women to get back into the workforce. This is not given through the regular program. It includes a stage and will touch base with business. The CWB qualification is not recognized in Quebec, but is worldwide.

The welding program is being replaced in 2024-2025 with an updated version requiring new documents and teacher training. There are a lot of students in 24U Galt, *ATE (Alternance Travail-Étude)* and regular. *ATE* is popular with companies.

Registrations are decreasing in secretary, accounting sales representative options. LVTC is coordinating with other English Boards to give courses online and in the evening. Online requires 15h/week. This approach works well for RAC students.

Registrations are going down everywhere. LVTC has 46 new students, mostly in the LPN program. Like 24-Juin, LVTC is working on many promotional avenues. Elementary and high school teachers are unaware of the vocational educational programs. CBM (Campus Brome-Missisquoi) brought in teachers to hear about their programs.

Eastern Townships General Adult Education (ETAGE)

Job Links has a 7-person team, which works in several sectors such as Job Support, Guidance Counselling and Academic Support. They have seven offices in the East and are currently looking at opening offices in the West. The service services students that are 16+ with some restrictions. The possibility of students participating in a sports league, perhaps soccer is being examined.

Although in-person meetings for the Governing Board are preferred, ETAGE will continue with hybrid meetings because of the distances.

ETAGE is studying the potential expansion of the Job Links program into the Western sector. Transportation in the Western sector is still problematic. However, ETAGE has a total budget of \$3.3 million based on several sources of revenue. Regarding Distance Education, the budget is decreasing because more and more of the other school boards that the ETSB served are now managing Distance Education themselves.

ETAGE will begin work on their Educational Project very soon.

There was concern regarding the Christmas holiday. Of course, ETAGE has its own calendar and for instance, does not stop classes for March Break.

Commissioner F. MacGregor:

A letter from the Sherbrooke Elementary School (SES) student council was received regarding the school calendar. A brief discussion ensued with the Chair and the ETSB administration, and it was noted that the consultation process must be followed and that channels are available for these sorts of concerns, which is what the Commissioner had already relayed to the party concerned.

Commissioner M. Murray:

Yes, work is being done on next year's calendar; unions are consulted. The process started last fall and has been presented to the parent committee and is also out for consultation. The process is still underway and all parts of the School Board have input in the consultation process. Anyone wishing to comment on it should direct questions through the proper channels.

Commissioner G. Holliday:

An inquiry as to whether anyone had insight into the low recruitment numbers for the *PAB* program was made, noting its high demand. There is concern in regards to where workers will come from to staff care facilities, classrooms should be full for these courses. There is very little interest in the student community to take this course. M. Soucy noted that the ETSB is working in close collaboration with the *CIUSSS* and others in the health sector to increase the attractiveness of these programs.

15. UPCOMING EVENTS

The Secretary General, E. Campbell reiterated that Bus Safety Week will take place in-person and that the registration period is ongoing, with thanks to H. Bailey.

16. CORRESPONDENCE

16.1 QESBA – Thank you letter (12.06.2022)

Chairman M. Murray presented a thank you letter from the Executive Director of QESBA acknowledging financial support for the legal challenge fund.

A commissioner noted that the donation was made from the Commissioners' stipends and did not result from funds that were otherwise destined for students or schools.

17. QUESTION PERIOD

M. Seline

ATA President:

As part of the Calendar Committee devising the proposed upcoming calendar, did Mr. Pauw jump the gun by presenting a version of the calendar to a parents' committee? To whom was it presented?

M. Murray

ETSB Chair:

The calendar had been presented as part of the consultation process, simply for feedback from the Parents' Committee.

M. Seline

ATA President:

Can I suggest that the Council look closely at the local agreement regarding the process and details of the calendar, particularly the joint nature of the responsibility between the ATA and the ETSB?

M. Murray

ETSB Chair:

No, I was unaware, but that is good news. The calendar is not an easy process to establish.

M. Seline

ATA President:

Many school boards are experiencing similar shortages of bus drivers (particularly substitute drivers). Is the Council of Commissioners aware of a school board where the Director General has become available as a bus driver replacement given that his work day starts later than those in school?

M. Murray

ETSB Chair:

I was unaware and to my knowledge, no other members of the Council were aware. While this is a commendable thing for whichever board is able to do so, the ETSB faces particular challenges with transportation due to the large nature of its territory which leads to difficulties in coordinating replacement drivers (ex.: a replacement driver living over an hour away from the location he or she is supposed to start their run early in the morning).

18. GOVERNANCE AND COMMUNICATION

None.

19. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner T. Pezzi-Bilodeau at 8:17 p.m.

The next Council of Commissioners meeting is scheduled for February 21, 2023.

Éric Campbell
Secretary General

Michael Murray
Chairman

EC/gm
01.24.2023