

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, MARCH 25, 2025 – 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	Pam Gougeon	A
Claire Beaubien	Z	Sarah Langlois	Z
Sandra Finlay	Z	Eliza McKnight	A
Richard Gosselin	Z	Jody Murray	Z
Gary Holliday	Z	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik	A	Secretary General – Shawn Champigny	P
Shawn Jersey	Z	Director General – Kandy Mackey	P
Mary-Ellen Kirby	Z	Assistant Director General & Director of Financial Services – Sophie Leduc	A
Jonathan Murray	Z	Director of Human Resources – Caroline Dufresne	Z
Michael Murray, Chair	Z	Director of Instructional Technology and Pedagogical Services – Eva Lettner	Z
Megan Seline	A	Director of Complementary Services – Emmanuelle Gaudet	Z
Helene Turgeon	P	Director of Material Resources – Éric Plante	Z

ZOOM (Z) – MEMBERS PRESENT (P) – MEMBERS ABSENT (A)

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 March 25, 2025 as deposited, with the following additions:

7.2 Appointment of Director of Instructional Technology and Pedagogical Services;

7.3 Appointment of a Returning Officer – School By-Elections.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 25, 2025

Resolution No. ETSB 25-03-45

Approval of the Minutes of the Meeting of the Council of Commissioners held on February 25, 2025

WHEREAS a copy of the Minutes of the meeting of February 25, 2025 has been given to each Commissioner at least 6 hours before the opening of the meeting, the Secretary General is excused from reading the Minutes.

IT WAS MOVED BY Commissioner G. Barnett to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on February 25, 2025 as deposited.

Carried unanimously

4. QUESTION PERIOD

M. Roberts

ATA Representative:

School Survey Violence is not adequate. ETSB denied working together. We disagree that it covers everything. What action plan became of last year's school survey?

M. Murray

Chair:

It is best left to be discussed in more definition and at greater length with the unions and administrators.

P. Maingot

ATA Representative:

My question is on special needs students: we have exceptional teachers in our schools, but meeting three times a year is not enough. We should meet at least five times a year. Would Commissioners agree with this?

M. Murray

Chair:

I'm not quite sure what the implications are for organizational capacities. I suggest you see regular interactions with administrators in order to determine

the cost and benefits of additional meetings. I suggest to speak directly to administrators who are in charge with that dossier.

M. Roberts

ATA Representative:

Lines get blurred between employees and administrators. It would be important that the beginning of the school year, the roles of employee groups are defined every year. Can we have an elaborate plan in regards to tasks?

M. Murray

Chair:

Thank you for your question. We will look into this.

P. Maingot

ATA Representative:

My question pertains to job postings. Teachers have multiple positions to fill. Theory and practice don't always align. Is it possible to get more enlightenment.

M. Murray



Chair:

Once again, I refer you to the administrators at this level.

5. RECOGNITION OF EXCELLENCE

Chairman M. Murray invited the following Commissioners to present the March 25, 2025 Recognition of Excellence:

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

	
<p>Commissioner Jody Murray: In collaboration with CBM and MVHS's Team, the Communications Service developed material to promote the Program and the Student-Parent Info-Session held on March 18th 2025.</p> <ul style="list-style-type: none"> • Video interview with 3 students from the 2-4-U Program; • Digital banners and posts published on ETSB, CBM and MVHS's Websites and on Facebook's accounts. • The program, CBM Centre and MVHS obtained great visibility. 	

2-4-U

PROGRAM

PARENT-STUDENT INFO SESSION

TUESDAY MARCH 18th
6:00 to 7:00 PM

Campus de Brome-Missisquoi

BROME-MISSISQUIO

CONCOMITANCE

High School & Vocational Studies

MASSEY-VANIER
HIGH SCHOOL

Cowansville, QC

BILINGUAL
ENVIRONMENT!

COMMISSION DES
Eastern Townships
Services Régionaux

INTERNATIONAL STUDENT PROGRAM

LOOKING FOR HOMESTAYS FAMILIES

Commissioner M. E. Kirby: In collaboration with the International Student Program Assistant Director and the Homestay Coordinator, the Communications Service developed material to get families' participation in hosting International Students for this Fall and next Winter.

- Print promotional material was created (posters, postcards);
- Website banners and Facebook posts were published on ETSB's platforms and a Facebook Advertising Campaign was launched;
- The ISP obtained great visibility and families' request of info are coming in.

HOST AN INTERNATIONAL STUDENT TODAY!



Brazil

China

Germany

Spain

India

BRING CULTURES TOGETHER IN YOUR HOME!

Mexico & +

Commissioner S. Langlois: Shelby St-Hilaire – A dedicated athlete from the Eastern Townships, Shelby has been skiing for more than 20 years, and his hard work paid off with a Super-G Special Olympics silver medal! Beyond the slopes, he's also a passionate chef who dreams of challenging Gordon Ramsay one day. 🍳 From Knowlton Academy to Campus Brome-Missisquoi, Shelby has always chased his goals with determination. His journey proves that with hard work, anything is possible!



6. BUSINESS ARISING

There was no business arising.

7. NEW BUSINESS

The Director General, K. Mackey presented the following resolutions:

7.1 Resolution No. ETSB 25-03-46

Appointment of Director of Instructional Technology and Pedagogical Services

WHEREAS the position of Director of Instructional Technology and Pedagogical Services will become vacant with the retirement of Ms. Eva Lettner as of August 30, 2025;

WHEREAS the selection process was conducted in accordance with the Eastern Townships School Board's established procedures;

WHEREAS the candidate selected retains the qualifications and experience that respond to the criteria designated by the General Directorate;

WHEREAS the General Directorate unanimously recommends this person to the Council of Commissioners;

IT WAS MOVED BY Commissioner C. Beaubien that the Council of Commissioners appoint E. Gaudet, Director of Instructional Technology and Pedagogical Services effective July 1st 2025.

Carried unanimously

7.2 Resolution No. ETSB 25-03-47**Request for authorization for vocational training program – General Building Maintenance 5711**

WHEREAS the Eastern Townships School Board (ETSB) aims to diversify its vocational training services to the English-speaking community on its territory;

WHEREAS the ETSB wishes to enhance its offer of vocational training programs with the addition of General Building Maintenance (5711);

WHEREAS according to “*Service Québec*”, the professional outlook for this type of job is favourable and a regional opinion will have to be issued for each program of study requested;

WHEREAS this program could be offered by the ETSB in partnership with other English school boards on a temporary or permanent basis;

WHEREAS the ETSB must respect the process established by the *ministère de l'Éducation du Québec* (MEQ);

WHEREAS the ETSB must apply for new programs and the application has been approved by the Provincial Organization of Continuing Education Directors, English (PROCEDE) and the English Language Vocational Educators Council (ELVEC) committee;

WHEREAS the ETSB must request authorization from the MEQ to offer these programs in its vocational training centres;

IT WAS MOVED BY Commissioner M. E. Kirby that the Eastern Townships School Board officially send a request to the MEQ for authorization to add General Building Maintenance (5711) to its vocational training program offer.

Carried unanimously

The Secretary General, S. Champigny presented the following resolution:

7.3 Resolution No. ETSB 25-03-48**Appointment of a Returning Officer – School By-Elections**

WHEREAS school by-elections need to be held on no later than July 20th 2025, for Ward 3, following the resigning Commissioner Megan Seline on March 20th 2025;

WHEREAS section 22 of the *Act Respecting School Elections* stipulates that the Director General or the School Board is the Returning Officer Ex Officio, power delegated by the Director General of the Quebec elections;

WHEREAS the Director General will delegate this responsibility;

WHEREAS the General Directorate of the Eastern Townships School Board recommends Mr. Shawn Champigny as the Returning Officer;

IT WAS MOVED BY Commissioner H. Turgeon to appoint Mr. Shawn Champigny to the position of Returning Officer for the upcoming school by-elections.

Carried unanimously

8. REPORTS

8.1 Director General's report

The Director General, K. Mackey had nothing new to report.

8.2 Chair's report

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

9. ADVISORY COMMITTEES' REPORTS

9.1 Executive Committee

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

9.2 Governance and Ethics Committee

The Chair of the Governance and Ethics Committee, Commissioner G. Barnett mentioned that the date of the next meeting is scheduled for April 15, 2025.

9.3 Audit Advisory Committee

In the absence of the Chair of the Audit Advisory Committee, Commissioner J. Humenuik, the Director of Material Resources, E. Plante presented the following resolutions:

9.3.1 Finance:

None.

9.3.2 Material Resources:

9.3.2.1 Resolution No. ETSB 25-03-49

New Horizons – Basement classrooms reorganization

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$310,000 for the project stated above, under the program *MDB – Maintien des bâtiments 2023-2024 Mesure: 50621*;

WHEREAS seven (7) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS five (5) bids were received by the Eastern Townships School Board (ETSB) by the date and time specified;

WHEREAS the lowest bid in the amount of \$226,203 (excluding taxes), was received from the company *Desrochers Bernard inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Caraballo Architecture inc.* has recommended the company *Desrochers Bernard inc.* the lowest bidder in conformity, to do the work for the amount of \$332,007 including taxes and professional fees;

WHEREAS all additional funds required to complete the project, will be taken from *MDB – Maintien des bâtiments 2023-2024 Mesure: 50621*;

IT WAS MOVED BY Commissioner Jody Murray to proceed with the work for the project stated above;

IT WAS FURTHER MOVED that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.2 Resolution No. ETSB 25-03-50

Sherbrooke Elementary School – South staircase up to code and administrative sector

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$1,022,617 for the project stated above, under the program *MDB – Maintien des bâtiments 2021-2022 Mesure: 50621*;

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$600,000 for the project stated above, under the program *RDE – Résorption du déficit 2022-2023 Mesure: 50622*;

WHEREAS a company known today as *Grondin Marois inc.* was awarded a contract in the amount of \$946,451.63 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 \$189,809 (20%) 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 \$1,136,261;

IT WAS MOVED BY Commissioner H. Turgeon 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 25-03-51

Princess Elizabeth Elementary School – Kitchen Renovation

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$441,585 for the project stated above, under the program *RDE – Résorption du déficit 2021-2022 Mesure: 50622*;

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$400,000 for the project stated above, under the program *MDB – Maintien des bâtiments 2023-2024 Mesure: 50621*;

WHEREAS three (3) companies retrieved the project specifications after a public invitation to bid on the project;

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

WHEREAS the lowest bid in the amount of \$343,345 (excluding taxes), was received from the company *Construction Sylvatech Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *ADSP Architecture + Design* has recommended the company *Construction Sylvatech Inc.*, the lowest bidder in conformity, to do the work for the amount of \$566,410 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 25-03-52

Playground Improvement Annual Projects – 3 Years

WHEREAS the *ministère de l'Éducation (MEQ)* approves budgets for playground improvement projects yearly under the program *EMB – Embellissement des Cours d'Écoles - Mesure: 50530*;

WHEREAS the Eastern Townships School Board (ETSB) aims to benefit to the maximum from the *MEQ*'s measure 50530 being very generous;

WHEREAS for every playground improvement project, the school raises a minimum of \$10,000 from the community;

WHEREAS for every playground improvement project, the ETSB will pledge \$10,000;

WHEREAS the *MEQ* will contribute 90% of the overall project up to \$100,000 per school playground improvement project;

WHEREAS the ETSB will use the monies from its global envelope of the *RTB – Réfection et transformation des Bâtiments* program to assume its share of the project;

WHEREAS this resolution gives the right to the ETSB to request a grant under that measure for any of ETSB's schools and to accomplish the work for the years 2024-2025, 2025-2026 and 2026-2027;

IT WAS MOVED BY Commissioner M. E. Kirby 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 Committee is scheduled for May 20, 2025.

9.4 Educational Advisory Committee (ESAC)

The Chair of the Educational Advisory Committee, M.E. Kirby mentioned the topics discussed at the March 11, 2025 meeting:

- School survey results;
- K4 Presentation by G. Manseau and N. Carrière;
- Critical Thinking Initiative presented by M. McKenna and N. Humphrey;
- Adult sector report presented by M. Danis-Coulombe.

The Chair also mentioned that the date of the next ESAC meeting is scheduled for May 13, 2025.

9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, H. Turgeon mentioned that the date of the next meeting is scheduled for April 1st 2025.

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 scheduled for April 29, 2025.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner H. Turgeon mentioned the topics discussed at the March 18, 2025 meeting:

- Bus drivers' recruitment update is stable;
- Bus route cancellations (stats and functioning East and West sectors) is less than 1%;
- Allergies/Special conditions for students;
- Lion Electric update: the company has been bought, but we are unaware by whom.

The date of the next Transportation Advisory Committee meeting is to be scheduled in the next school year.

9.8 Special Education Advisory Committee (SEAC)

In the absence of the SEAC Chair and Parent Commissioner, E. McKnight, the Director of Complementary Services, E. Gaudet mentioned the following topics discussed at the February 12, 2025 meeting:

- A parent session will take place on April 9, 2025, which will be presented by Hannah Beach. The title of the session is Cellphones: What's Healthy, What's Not and What We Can Do To Support Our Kids. It is geared for parents of elementary and secondary school students. An invitation will be sent out to all ETSB parents by email on March 27, 2025. It will also be advertised the SEAC Facebook page.

The date of the next SEAC meeting is scheduled for May 21, 2025.

10. PARENTS' COMMITTEE

The Commissioner representing parents, S. Langlois mentioned the topics discussed at the March 12, 2025 meeting:

- ESAC priorities and overview presented by E. Gaudet and E. Lettner:
 - ✓ Monitoring the implementation of educational projects and action plans;
 - ✓ Research and implementation of evidence-based practices surrounding student engagement and collective efficacy.
- Parent participation brainstorm Governing Board promotion:
 - ✓ Short video clips shared on social media;
 - ✓ Effective way for parents to share their ideas with GB members. Make the meetings more interesting. Parents will realize they have a voice.
- Cell phone discussion – it was mutually agreed that cell phones have no place in class and should only be used as a safety measure. Students were taught how to use their phones responsibly. Policies should be more clearly defined;
- April, May and June meetings will be hybrid.

The date of the next Parents' Committee meeting is scheduled for April 2, 2025.

11. STUDENT ADVISORY COMMITTEE

In the absence of Commissioner J. Humenuik, representing the Student Advisory Committee, the Director of Instructional Technology, E. Lettner mentioned the following:

- Richmond Regional High School (RRHS):
 - ✓ Student's opinions and ideas were heard;
 - ✓ Sports and extracurricular activities were discussed;
 - ✓ Snacks in the vending machine now available;
 - ✓ Tour of the school;
 - ✓ AI was also discussed.

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

12. QESBA

Chair M. Murray mentioned the following updates:

- Spring Conference: there has been an overwhelming response resulting in shutting down registration due to the fact that there are no more hotel rooms available.
- Funding: the Legal Defense Fund campaign against Bill 40 and 21 is underway. We are also going to end up challenging Bill 86 and 96, which is impeding on our rights. Relaunching the fundraising will support ongoing costs to major campaigns in the Supreme Court of Canada. So far, we have managed to raise 600K, but spent close to 1.1M. The rest is QESBA reserved. We are asking for possible donors.
- New Professional Development training program: in collaboration with Alain Vachon, who is an excellent guide and presenter. He developed a certification program for Commissioners or trustees, which will take place as five Saturday workshops on different themes at no extra cost. Once the training is complete, the Commissioners receive an official title.
- *Office québécois de la langue française (OQLF)* annual survey: we believe this is an attempt at intimidation for our employees further pushing secularism. The Deputy Minister of Education has issued a deadline for April 4, 2025 to update our Code of Ethics, for all groups of employees, staff and volunteers, but after legal council, English school boards are exempt from the deadline. We need to look at this properly before going forward.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner G. Barnett:

Lennoxville Vocational Training Centre (LVTC) Governing Board

Educational Project: Although the Educational Project Committee had difficulty to find time to meet, some changes have been made which now goes back to consultation.

Calendar: Due to the delay in the finalization of the Youth Calendar because of Local Agreements, the LVTC Calendar has also been delayed.

Teacher's handbook: This has been updated with information on issues such as Institutional & Home Care Assistance Program (on hold) now replaced by SASS (Support for Assistive Services in Health and Social Services Institutions), Health & Nursing for LPNs, Welding and Assembly, a direct link to the travel expense form and other changes.

Planning: Because there were fewer students than expected, a review of personnel and contracts will be needed to develop the budget. This could affect six teachers, some put on hold, and may affect even any tenured or tenure-track people at 90%.

Contacts: Working with Townshippers, contact with MRCs and businesses has been made to promote LVTC services.

SVI: They are working more and more with the Adult Sector in programs such as SVI to promote the services of both groups and will be present at the *Salon Carrière* at Bishops.

Plumbing & Heating: This new venture generated a lot of interest resulting in numerous interviews.

Masters Challenge: LVTC organized some painting activity for the new employees to discover LVTC.

Alexander Galt Regional High School (AGRHS)

Spring Play: It Happened On Route 66 – GALT will present their Spring Production play on April 10th, 11th and 12th at 7:30 p.m. in the Auditorium. The play is a tribute to the golden age of diners. Sally, a celebrity-obsessed waitress, receives a stranger who turns out to be Lovely Lamour who fled her wedding to Johnny Jerome and wants to hide at the diner after her Ferrari broke down. The comedy features a bad-tempered cook, Sally's geeky boyfriend and worst auto mechanic, and even Elvis Presley before he became famous. Tickets can be purchased online at theprojectfactory.ca/galtdrama for \$9.

Commissioner C. Beaubien:

Ayer's Cliff Elementary School (ACES)

Tya McKelvey's report (SET at ACES) with her Oasis newsletter, which focuses on the power of quality family time and how to incorporate more of these meaningful moments into their children's daily lives. Excellent read!

14. UPCOMING EVENTS

None.

15. CORRESPONDENCE**15.1 Dr. Paul Kavanagh, Parodontist**

Chairman Michael Murray asked the Secretary General, S. Champigny to read letter he received from Dr. Paul Kavanagh, Parodontist thanking him for his support of their national educational program. The Royal Canadian Legion, the Dominion Command and the Minister of Veterans Affairs participation send a powerful message to students across Canada.

16. QUESTION PERIOD

No questions were asked.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner C. Beaubien at 8:01 p.m.

Shawn Champigny
Secretary General

Michael Murray
Chairman

SC/gm
03.25.2025