Commission scolaire Eastern Townships School Board

Moving ahead. Together. | Aller de l'avant. Ensemble.

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, NOVEMBER 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	Z
Claire Beaubien	Z	Sarah Langlois	Z
Sandra Finlay	Z	Eliza McKnight	Z
Richard Gagnon	Z	Jody Murray	Z
Richard Gosselin	A	**DIRECTORS' COMMITTEE (DC)**	
Gary Holliday	Z	Secretary General – Shawn Champigny	P
Joy Humenuik, Vice-chair	Z	Director General – Kandy Mackey	P
Shawn Jersey (departure 7:30)	Z	Assistant Director General & Director of Financial Services – Sophie Leduc	Z
Mary-Ellen Kirby	Z	Director of Human Resources – Caroline Dufresne	Z
Jonathan Murray (arrival 7:15)	Z	Director of Instructional Technology and Pedagogical Services – Emmanuelle Gaudet	Z
Michael Murray, Chair	Z	Director of Complementary Services – Catherine Canzani	Z
Helene Turgeon	Z	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 7:00 p.m.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner M. Murray to adopt the Agenda of November 25, 2025 as deposited, with the following additions/removals:

9.3.1.1 Raymond Chabot Grant Thornton Auditor Shawn Frost to present the audit report;
9.3.1.4 *Certificat d'attestation de fonctions et de signatures* to be inverted with the resolution **9.3.1.5** – *Commission scolaire Eastern Townships (CSET) – Cadre Marge de crédit du fonds de financement (MC)*;
9.3.1.6 addition of Drummondville Elementary School – Signing Officers resolution.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 28, 2025

Resolution No. ETSB 25-11-20
Approval of the Minutes of the Meeting of the Council of Commissioners held on October 28, 2025

WHEREAS a copy of the Minutes of the meeting of October 28, 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 Jody Murray to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on October 28, 2025 as modified:

Recognition of Excellence from October 28, 2025 Council of Commissioners meeting: Section Knowlton Academy walks for Truth and Reconciliation: correct Ferry to Fairy trail.

Carried unanimously

4. QUESTION PERIOD

T. Croteau
ATA President: In regard to the audited Financial Report. Most school boards put it on their website. Will the ETSB do this as well?

M. Murray
ETSB Chair: The question was redirected to the director of finance, Ms. Sophie Leduc who confirmed that the reports are available online in the annual reports of the school board.

Peter Maingot
ATA Representative: Public funding: is it possible to clarify the budget used to pay for the Chromebooks. Is it directly funded by ETSB or from a government grant?

M. Murray
ETSB Chair: An allocation was given for Chromebooks.

Peter Maingot
ATA Representative: What about local budgets?

M. Murray
ETSB Chair: Our budgets are divided and allocated according to needs.

T. Croteau
ATA President: What is the actual criteria to determine the snow days?

M. Murray
ETSB Chair: The decision is made centrally and not at a school level. The criteria relates primarily to safety. We take into account the safety of operating in adverse conditions, also taking into account the very diverse weather conditions of the totality of our territory. The snow day can be called for the safety for the south-eastern section of the territory, whereas the east section can be very different. It is never an easy call. We are always focused on safety. We have a provision for snow days each year in our calendar.

Peter Maingot
ATA Representative: In terms of budget, are funds being held back and if so, why?

M. Murray
ETSB Chair: We have had difficulty on the budget issues since the beginning of the school year. It is a very tight budget. We are doing our best to allocate the funds as quickly as possible. We do what we can with the information we have following the adoption of the budget from the last meeting. It was specified that no funds are held at the school board. Most of the budget is allocated for salaries. We need to be cautious with the current situation.

T. Croteau
ATA President: Bill 59: The ETSB is the only Board without a committee. Are Commissioners aware of this?

M. Murray
ETSB Chair: There is a different interpretation of applying or not. This has been debated in a previous meeting.

T. Croteau
ATA President: Bill 59 is not linked to the Code of Ethics. Nothing is in place and we are now at the end of November. The teachers are saying the acts of violence are up. Are the Commissioners aware of this?

M. Murray
ETSB Chair: The question was taken under advisement.

5. RECOGNITION OF EXCELLENCE

Chairman M. Murray invited the following Commissioners to present the November 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:

NORTH HATLEY ELEMENTARY SCHOOL – LEARNING ABOUT DEMOCRACY IN ACTION

Commissioner C. Beaubien: The Grade 6 class has been learning all about how local politics and voting systems work. On October 30, 2025, they were lucky to welcome the two local mayoral candidates and several councillors for a fun and informative Q&A session. It was a great turnout and an exciting way for students to learn about democracy in action! On October 31, 2025, the class will take part in a mock election, where they'll get to cast their votes for the candidate they feel should be the next mayor of North Hatley.

ACES – Mayor Electoral Simulation

Commissioner C. Beaubien: Around early November, students at Ayers Cliff Elementary School took part in a student election simulation. This hands-on activity gave students the experience of the electoral process and learned about the importance of local democracy. Students actively participated in every step, from casting their votes to reflecting on the democratic process, gaining a deeper understanding of civic engagement in a fun and meaningful way. We want to extend a heartfelt thank you to everyone involved in making this simulation possible. What an incredible experience for our students!

Honouring Remembrance Day Across ETSB

Commissioner M. E. Kirby: This month, during Remembrance Day, both elementary and high school students chose to honour this important day. Across the ETSB, students, staff and communities came together through ceremonies, reflections, artwork and local initiatives that highlighted our shared values of gratitude, respect and remembrance. Students delivering messages in both English and French reflected the spirit that makes our community unique and reminded us of the strength of our communities and the importance of remembering where we come from. Each activity helped our students understand the significance of service and sacrifice.

Thank you to all staff who organized, guided and supported these commemorations, and to the Canadian Armed Forces members who joined our schools to share their stories and service.

Lest we forget!

POPE MEMORIAL

SAWYERVILLE

PARKVIEW
E. BATES
H. WELLS
A. JERMY
C. NADEN
J. F. KING
H. COX
L.W. H. TARRANT
L.W. WHITEHEAD
W. E. SHEDRICK
K.D.C. HUSBAND
P.O. PERRIER
A. GOSSELIN
N. TURCOTTE
J. DOLPHIN
THEIR GLORY SHALL NEVER FADE
IN MEMORIAM
OUR BOYS
1914-18
NOS FILS
LEUR GLOIRE DEMEURERA
1939 — 19
N. S. BALL
R. G. H. R. BEAN
L. A. J. BEAUDOIN
W. H. L. BELLINGHAM
C. R. BUTTERS
R. E. M. CONNOR
W. S. DINGMAN
W. H. J. DROUIN
R. J. EENSOME
C. A. F. ANDERS
A. GENDRON
C. HOPPS

6. BUSINESS ARISING

There was no business arising.

7. NEW BUSINESS

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

7.1 Resolution No. ETSB 25-11-21
3-year plan of allocation and destination of immovables – 2026-2027 Deeds of Establishment

IT WAS MOVED BY Commissioner G. Holliday to approve the 3-year plan of allocation and destination of immovables and the 2026-2027 Deeds of Establishment.

Adopted unanimously

7.2 Resolution No. ETSB 25-11-22
Committees' Structure

WHEREAS section 193.1 of the *Education Act* (EA) requires that the Council of Commissioners must establish the following committees:

- ✓ a Governance and Ethics Committee;
- ✓ an Audit Committee; and
- ✓ a Human Resources Committee.

WHEREAS section 185 of the EA requires that every school board shall establish an Advisory Committee on services for handicapped students and students with social maladjustments or learning disabilities;

WHEREAS section 188 of the EA requires that every school board which provides student transportation shall establish an Advisory Committee on Transportation. The composition, operation and functions of which shall meet the norms established by government regulation;

WHEREAS section 193.1 of the EA stipulates that the Council of Commissioners may establish other committees to assist it in the exercise of its functions or the examination of specific matters;

WHEREAS following discussions, the Eastern Townships School Board wants some additional committees, such as Communications and Educational Services;

WHEREAS each of these committees will have to elect a Chairperson;

WHEREAS the Chairperson of the school board is already part of the Executive Committee (EA section 179);

WHEREAS at least one Commissioner representing parents must be part of the Executive Committee (EA section 179);

WHEREAS if no Commissioners representing parents have been elected as a Chair of an Advisory Committee, a Commissioner representing parents must be elected by their peers to be part of the Executive Committee (EA section 179);

WHEREAS the term of Office of Members of the Executive Committee was established to be two (2) years (EA section 179);

WHEREAS the communication and transportation advisory committees had the same chair for the 2024-2025 school year;

WHEREAS the chairs for the advisory committees were adjusted as follows on August 26, 2025:

Name of commissioner	Title
Michael Murray	Chair of the School Board
Joy Humenuik	Chair - Audit advisory committee
Jody Murray	Chair - Communications advisory committee
Mary Ellen Kirby	Chair - Educational Services advisory committee
Gordon Barnett	Chair - Governance and Ethics advisory committee
Claire Beaubien	Chair - Human Resources advisory committee
Helene Turgeon	Chair - Transportation advisory committee

IT WAS MOVED BY Commissioner P. Gougeon that the Executive Committee will be established with the elected Advisory Committee Chairs including the Chairperson of the school board and at least one Commissioner representing parents as above for the 2025-2026 school year as of August 26, 2025.

Adopted unanimously

8. REPORTS

8.1 Director General's report

The Director General, K. Mackey reported the following:

November has been an exceptionally busy and productive month across the ETSB. With the end of term, our school teams have completed report cards and engaged in important conversations with parents regarding each child's progress. This period is always an invaluable opportunity to strengthen the home–school partnership.

We have also been truly fortunate to welcome **Hannah Beach** in person this week. She is working with all staff and administrators across our schools and centres. The intent behind our board-reserved pedagogical days is to offer meaningful opportunities for professional growth, and her work aligns beautifully with our developmental approach - one of the four foundational pillars of our Commitment-to-Success Plan. We are also pleased to offer a parent session with Hannah Beach in early December.

Administrative Updates

On the financial front, we were pleased to report **balanced financial results for 2024–2025**, especially after what has been a turbulent year in terms of budgets.

Furthermore, the **Ombudsman Report** has recently been shared with school boards and *centres de services scolaire*, and you will receive that report presentation at our January Council meeting. A key takeaway is that, in most cases, the ETSB is able to work through concerns and complaints in a manner that leads to resolution and understanding. This reflects the professionalism, good faith and collaborative spirit of our teams.

Finally, our administration is now turning its attention to preparing the **2024–2025 Annual Report**, which will highlight both our areas of success and our areas of continued need. This report will be presented at the next Council meeting.

Looking Ahead

Despite education being in challenging times province-wide, our schools and centres continue to remain focused on what matters most - our students. As we head into December, a month filled with energy and anticipation, I want to thank our staff and parent volunteers for the many enriching experiences they help create for students during these final weeks before the holidays.

Although it may feel early to say so, you are the first group I will wish this to: I extend to all of you my warmest wishes for a wonderful holiday season.

Your Director General,

Kandy Mackey

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 presented the following resolution:

9.2.1 Resolution No. ETSB 25-11-23
Delegation of Authority to the Director General, Appointment of Administrators

WHEREAS there are vacant Management positions;

WHEREAS some administrative positions will need to be appointed before now and the next Council of Commissioners' meeting held on January 27, 2026;

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

IT WAS MOVED BY Commissioner G. Barnett to delegate to the Director General the authority to appoint administrators in accordance with the administrative structure for the 2025–2026 school year in order to ensure the continuity and effectiveness of operations, effective from November 26, 2025 to January 26, 2026.

Adopted unanimously

The Chair also mentioned the topics discussed at the November 18, 2025 meeting:

- Advisory Committee Reports (Audit, Communications, Educational Services & Human Resources);
- ETSB Governance – Meeting Etiquette;
- Delegation of Power – Administrative Appointments;
- Working Committee Mandate, By-Law/Policies update.

The date of the next meeting is scheduled for January 20, 2026.

9.3 Audit Advisory Committee

9.3.1 Finance

The ETSB Chair invited Shawn Frost, Auditor from Raymond Chabot Grant Thornton to present his report.

9.3.1.1 Auditor's Report

The Raymond Chabot Grant Thornton (RCGT) auditor, Shawn Frost presented the auditor's report for the financial statements for the year ending June 30, 2025. The Council of Commissioners received the deposited auditor's report:

- Similar to 2024 – there was a reserve due to liability.The capital assets are up to standards. We foresee those costs in books. No other issues were found. It was a clean audit review.
- Balance sheet – cash of 1.5M, a liability of 337M debts with receivables. Difference = retros. Accumulation of 293K over the years.
- No significant errors to report. 572K materiality. Salaries payable from previous years.
- Internal controls. IT DOFIN/AVANT GARDE are not the best practice standards for passwords. In the previous years, too many administrative roles in the accounting system.
- Audit report - $9,300 discrepancy.For the related party transactions, three (3) members did not fill it out in time, which could be an issue of timing.

- Student files – elementary and high schools as well as continuing education have six (6) files that do not compare, but there were no significant errors from student files.

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

9.3.1.2 Resolution No. ETSB 25-11-24
Financial Statements for the year ending June 30, 2025

WHEREAS section 286 of the Education Act requires that the financial activities of school boards be audited annually;

WHEREAS the Director General published a summary of the annual financial statements of the School Board in two local newspapers on November 5, 2025;

WHEREAS the external auditors have deposited their report to the School Board;

IT WAS MOVED BY Commissioner H. Turgeon that the financial statements for the year ending June 30, 2025 be received as presented.

Adopted unanimously

9.3.1.3 Resolution No. ETSB 25-11-25
Butler Elementary School – Signing Officers

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 ETSB schools and centres;

WHEREAS new personnel assignments have changed the names of the representatives of Butler Elementary School;

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 respective schools:

Butler Elementary School	Christopher Morgan
	Patricia Mosher
	Cheryl Spratt

Adopted unanimously

9.3.1.4 Resolution No. ETSB 25-11-26
Eastern Townships School Board (ETSB) – Financing Fund Credit Line Framework (LC)

WHEREAS pursuant to section 78 of the Financial Administration Act (CQLR, chapter A-6.001), the Eastern Townships School Board (the "Borrower") wishes to establish a borrowing program allowing it to borrow on a line of credit from the Minister of Finance, as the administrator of the Financing Fund, and to set the parameters and limits of this program;

WHEREAS provided that the necessary authorizations to borrow are obtained, this borrowing program will enable the Borrower to finance its investment projects, whether or not they are subsidized by the Government of Quebec, including projects under the responsibility of the *Société québécoise des infrastructures* (the "Projects");

WHEREAS that the amount of loans to be contracted under this borrowing program shall not exceed the amounts provided for in the authorizations granted from time to time, for each of the Projects, by the Minister of Education, in accordance with the Education Act (CQLR, chapter I-13.3) and the Financial Administration Act;

WHEREAS the Projects for which the Borrower receives a subsidy from the Government of Quebec are financed solely by the Minister of Finance, as the entity responsible for the Financing Fund;

WHEREAS the temporary financing of the Borrower's Projects, under the responsibility of the *Société québécoise des infrastructures* (SQI), is initiated by the latter and, at the request of the SQI, periodically transferred to the Minister of Finance, as the entity responsible for the Financing Fund, on behalf of the Borrower;

WHEREAS it is advisable, to this end, to authorize this borrowing arrangement and approve its parameters and limits;

WHEREAS in accordance with the first paragraph of section 83 of the Financial Administration Act, the Borrower wishes, under this borrowing program, that the power to borrow and to approve the terms and conditions of borrowing be exercised by at least two of its officers;

WHEREAS pursuant to the section paragraph of section 83 of that Act, notwithstanding the first paragraph, where a short-term loan or line of credit is to be obtained, the power may be exercised by an employee authorized by the agency, who may act alone;

WHEREAS any line of credit agreement entered into between the Borrower and the Minister of Finance, as the entity responsible for the Financing Fund, shall be renewed;

IT IS THEREFORE RESOLVED:

1. **THAT**, subject to the required authorizations from the Minister of Education, the Borrower be authorized to establish a borrowing program allowing it to borrow through a line of credit from the Minister of Finance, as the administrator of the Financing Fund;

2. **THAT** this loan program allows the Borrower to finance its investment projects, whether or not they are subsidized by the Government of Quebec, including projects under the responsibility of the *Société québécoise des infrastructures* (the "Projects"), according to the following parameters and limits:

   a) the interest rate payable on loans shall be established in accordance with the criteria determined by the government pursuant to Decree No. 637-2023 of March 29, 2023, as such decree may be amended or replaced from time to time;

   b) line-of-credit loans shall be made under the line-of-credit agreement entered into the Secretary of the Treasury, as the officer of the Financing Fund, in accordance with the terms and conditions set out therein or in a line-of-credit agreement to be entered into;

   c) the amount of loans made by line-of-credit, for each Project, shall at no time exceed the amounts provided for in the authorizations given from time to time by the Minister of Education.

3. **THAT** for the purposes of determining the amount of loans referred to in paragraph 2c), only the balance of outstanding and unrepaid loans contracted with the Minister of Finance, as the person responsible for the Financing Fund, for each of the Projects shall be taken into account;

4. **THAT** the Projects for which the Borrower receives a subsidy from the Government of Quebec are financed solely by the Minister of Finance, as the entity responsible for the Financing Fund;

5. **THAT** the temporary financing of the Borrower's Projects, under the responsibility of the *Société québécoise des infrastructures* (*SQI*), be periodically transferred, at the request of the latter, to the Minister of Finance, as the entity responsible for the Financing Fund, on behalf of the Borrower;

6. **THAT**, in accordance with the line of credit agreement, the Borrower is authorized, except for Projects under the responsibility of the SQI, to provide the Minister of Finance, as the entity responsible for the Financing Fund, with a transaction confirmation to record each loan or each repayment of capital or interest on the line of credit;

7. **THAT** the Director General, the Assistant Director General, or the Chair of the Borrower, provided that two of them act jointly, be authorized, for and on behalf of the Borrower, to sign under this borrowing program any credit line agreement, to consent to any addition or amendment to such agreement that is not substantially inconsistent with the provisions hereof, and to do all acts and all documents necessary or useful to give full effect to the credit line borrowings;

8. **THAT** in addition to the directors authorized in the preceding paragraph, the assistant director general, the analyst or the financial officer of the Borrower shall be authorized, for and on behalf of the Borrower, to sign under this borrowing program any transaction confirmation necessary to enter into a line-of-credit loan or make a repayment on such line-of-credit;

9. **THAT** this resolution replaces all resolutions previously adopted for the same purpose, without affecting the validity of loans entered into under their authority.

IT WAS MOVED BY Commissioner J. Humenuik to accept the resolution Financing Fund Credit Line Framework (LC).

Adopted unanimously

9.3.1.5 Resolution No. ETSB 25-11-27
Certificate of attestation of functions and signatures

Regarding the resolution adopted by the Eastern Townships School Board allowing it to borrow form the Minister of Finance, as the administrator of the Financing Fund.

The undersigned, Kandy Mackey, Director General of the Eastern Townships School Board, certifies that as of the date hereof, the persons listed below are employed by the Eastern Townships School Board in the positions indicated next to their names and that the signatures affixed, where applicable, are accurate representations of their signatures:

Name	Title	Email
Elizabeth D. Hamel	Analyst	hamele@etsb.qc.ca
Richard Benoît	Analyst	benoîtr@etsb.qc.ca
Carole Waite	Financial Officer	waitec@etsb.qc.ca
Sophie Leduc	Assistant director general and Director of Finances	leducs@etsb.qc.ca

November 25, 2025

Kandy Mackey
Director General

IT WAS MOVED BY Commissioner J. Humenuik to approve the Certificate of attestation of functions and signatures.

Adopted unanimously

9.3.1.6 Resolution No. ETSB 25-11-28
Drummondville Elementary School – Signing Officers

WHEREAS the *Caisse Desjardins de Drummondville* requires the names of representatives authorized to sign banking documents on behalf of the ETSB Drummondville Elementary School;

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 G. Holliday 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.

Drummondville Elementary School	Kathleen Harvey
	Lucie Mayrand
	Kathy Napier

Adopted unanimously

9.3.2 Material Resources:

The Director of Material Resources, E. Plante presented the following resolutions:

9.3.2.1 Resolution No. ETSB 25-11-29
Knowlton Academy – Masonry Wall Renvovation

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of $750,000 for the project stated above, under the program TMA – *Travaux de Maintien d'Actif 2024-2025 Mesure: 50627*;

WHEREAS eleven (11) companies retrieved the project specifications after a public invitation to bid on the project;

WHEREAS nine (9) bids were received by the Eastern Townships School Board (ETSB) by the date and time specified;

WHEREAS the project will improve durability and ensure a lasting solution;

WHEREAS the lowest bid in the amount of $606,673 (excluding taxes) was received from the company *M.C. Rainville Inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Mire Architecture Inc.* has recommended the company *M.C. Rainville Inc.* the lowest bidder in conformity, to do the work for the amount of $825,509 including taxes and professional fees;

WHEREAS a company known today as *M.C. Rainville Inc.* was awarded a contract in the amount of $825,509 including professional fees and taxes, for the project stated above;

WHEREAS all additional funds required to complete the project, will be taken from PAT – *Résorption du déficit de maintien de bâtiments patrimoinaux 2019-2020*;

IT WAS MOVED BY Commissioner R. Gagnon to proceed with the work for the project stated above;

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

Adopted unanimously

9.3.2.2 Resolution No. ETSB 25-11-30
Sawyerville Elementary School – Roofing Renovation

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of $500,000 for the project stated above, under the program *RDE – Résorption du déficit 2023-2024 Mesure: 50622*;

WHEREAS four (4) 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 $387,750 (excluding taxes) was received from the company *Gagné & Roy inc.*;

WHEREAS the project will address the integrity and add secured access to the roof;

WHEREAS after reviewing the bids, the assigned professional firm of *Archi Tech Design inc*. has recommended the company *Gagné & Roy inc.* the lowest bidder in conformity, to do the work for the amount of $491,749 including professional fees and taxes, for the project stated above;

WHEREAS a company known today as *Gagné & Roy inc.* was awarded a contract in the amount of $491,749 including professional fees and taxes, for the project stated above;

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.

Adopted unanimously

The date of the next Audit Advisory Committee is scheduled for January 6, 2026.

9.4 Educational Advisory Committee (ESAC)

The Chair of the Educational Advisory Committee, Commissioner M.E. Kirby presented the following resolution:

9.4.1 Resolution No. ETSB 25-11-31
Criteria for enrolment of students of the Eastern Townships School Board for the 2026-2027 School Year

WHEREAS the Eastern Townships School Board did not make modifications to its Criteria for the enrolment of students for the 2026-2027 school year;

WHEREAS the Central Parents Committee, Executive and the Management tables have been consulted on these criteria;

IT WAS MOVED BY Commissioner M. E. Kirby that the Eastern Townships School Board approve the criteria for enrolment of students in school of the Eastern Townships School Board for the 2026-2027 school year (section 239 of the *Education Act*).

Adopted unanimously

The Chair also mentioned the topics discussed at the November 4, 2025 meeting:

- ESAC Mandate;
- Criteria for enrolment;
- Continuing Education presentation.

The date of the next ESAC meeting is scheduled for January 6, 2026.

9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, Commissioner Jody Murray mentioned the topics discussed at the November 4, 2025 meeting:

- Governing Board training capsules;
- COBALT launched a new feature for bus delays and cancellations.

The date of the next CAC meeting for February 3, 2026.

9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, Commissioner C. Beaubien mentioned the topics discussed at the November 4, 2025 meeting:

- HRAC Mandate;
- School Calendar;
- Policy review extended to 2028.

The date of the next meeting is scheduled for January 6, 2026.

9.7 Transportation Advisory Committee

The Chair of the Transportation Advisory Committee, Commissioner H. Turgeon mentioned that they will be meeting with the *Centre de services scolaire Val-des-Cerfs* next week.

The date of the next TAC meeting is scheduled for January 6, 2026.

9.8 Special Education Advisory Committee (SEAC)

The SEAC Chair and Parent Commissioner, E. McKnight mentioned the topics discussed at the November 12, 2025 meeting:

- Teacher Presentation by Audrey Paquette;
- Parent information sessions presented by H. Beach;
- Students with a code presented by C. Canzani.

The date of the next SEAC meeting is scheduled for February 11, 2026.

10. PARENTS' COMMITTEE

The Vice-Chair of the Central Parents' Advisory Committee, Commissioner S. Langlois mentioned the topics discussed at the November 5, 2025 meeting:

- Criteria for enrolment presented by E. Gaudet;
- GB Training – helpful information capsules;
- AI and Bullying;
- Test alert on November 13, 2025;
- ISP Program needs more host families;
- Record number of attendees.

The date of the next Parents' Committee meeting is scheduled for December 4, 2025.

11. STUDENT ADVISORY COMMITTEE

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

- November 19, 2025 meeting with the High Schools:
  - ✓ School sharing with fundraising ideas and other activities;
  - ✓ QESBA requested to have three (3) students on the central committee. They were identified;
  - ✓ Next meeting is scheduled for December 5, 2025 at MVHS.
- November 20, 2025 meeting with Elementary Schools:
  - ✓ Eleven students from ADS, DES and St. Francis went to visit other schools;
  - ✓ The students showed great things going on in their respective schools;
  - ✓ Next meeting is scheduled for December 10, 2025.

12. QESBA

Bill 94:

QESBA is deeply concerned about some of the amendments and the process delay. We hope to consort with other institutions. We continue to take legal advice on the issue. They have developed a mapping tool in order to make school board visits. We are invited to make a request on a date that would be available in February

2026. The next QESBA meeting will be on December 5, 2025. The assistant deputy minister is on leave and a new interim (Nadine Peterson) has been appointed.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner J. Murray: Attended the MVHS open house and had an official tour: dance studio, science department, lunch activities, WOTP program. Had a great time. It was very informative.

Commissioner M. E. Kirby: Eaton Valley CLC: Many library visits and a veteran speaker program from the Sherbrooke Hussars. It was a very interesting lunch time project in the *Haut-Saint-Francois* schools with a number of partners and volunteers who are trained in cookery. A health link with the partners' contact information was given out. Hats off to our coordinator! She does an amazing job reaching out to students and the greater community.

Commissioner C. Beaubien:

North Hatley Cenotaph

Remembrance Day: each classroom read poems or recited texts. There are always people from the village attending this traditional ceremony.

Richmond Regional High School (RRHS) Open House

Some of their programs really cater to boys (and girls); woodworking, mechanics and metal work/welding. The parents' committee also participated in welcoming students with their parents with all kinds of goodies. In the next few weeks, there will be a visit at schools for Santa's Shop, a Christmas concert and other festivities.

14. CORRESPONDENCE

None.

15. QUESTION PERIOD

T. Croteau
ATA President: Are there tutoring funds in the budget this year?

M. Murray
ETSB Chair: Yes, but the amount may be lower than in the past years.

T. Croteau
ATA President: Communications for Governing Board trainings in capsules: there's a yearly rotation in GB members and these capsules will be very helpful.

M. Murray
ETSB Chair: Thank you. It is indeed a great idea. It is always helpful to learn the powers of a Governing Board.

T. Croteau
ATA President: Snow days: has there been any discussion at the Commissioners level for the different territories? Have there been any decisions to localize?

M. Murray
ETSB Chair: It is very complex to manage the busing and organizational differentiation with the small administrative staff that we have.

16. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner R. Gagnon at 8:33 p.m.

Shawn Champigny
Secretary General

Michael Murray
Chairman

SC/gm
11.25.2025