

COUNCIL OF COMMISSIONERS

Minutes of the proceedings of a **regular** session of the Council of Commissioners for Riverside School Board held at the Administration Centre, 299 Sir-Wilfrid-Laurier Blvd., St. Lambert, Québec on February 16, 2010.

The Secretary General established that quorum was met and Chairman Moira Bell, called the meeting to order at 7:34 p.m.

COMMISSIONERS PRESENT:

M. Bell	H. Dumont	L. Llewelyn Cuffling
F. Blais	D. Gareau	N. Nichols
P. Booth Morrison	M. Gour	S. Rasmussen
K. Cameron	D. Guerriero	G. Sastre
A. Capobianco Skipworth	D. Horrocks	D. Smith
M. Cloutier	D. Lamoureux	PARENTS– D. Copeman
P. D'Avignon	M. L'Heureux	

Absent: M. L'Heureux, P. Chouinard

Also present

Stephen Lessard, Director General
 Pierre Farmer, Assistant Director General
 Denise Paulson, Secretary General
 Germain Brière, Director of Financial Resources
 Michel La Rue, Director of Human Resources
 Maria Nasso-Maselli, Director of Elementary Schools

Presence noted

S. Le Sueur, M. Gagnon, C. Trotéchaud, N. Saada, W. Argue

ADOPTION OF THE AGENDA:

IT IS MOVED by Commissioner Dumont, and seconded by Commissioner Nichols, that the agenda be adopted and that a copy be appended to the Minutes of this meeting.

UNANIMOUS

PUBLIC QUESTIONS :

Michel Gagnon, President of the RTU, stated that provincial level negotiations had begun and that the government planned to reduce the funding for special needs in the amount of \$90 million. Mr. Gagnon asked whether Council was aware of the impact this would have on staffing. Mr. La Rue, Director of Human Resources, replied that although he is not directly involved with negotiations, he had heard that this might be a possibility.

ADOPTION OF THE MINUTES OF THE MEETING HELD ON JANUARY 19, 2010

IT IS MOVED by Commissioner Copeman, and seconded by Commissioner Capobianco Skipworth, that the Minutes of the meeting held on January 19, 2010 be adopted.

UNANIMOUS

BUSINESS ARISING FROM THE MINUTES

- None

CHAIRMAN AND DIRECTOR GENERAL

Chair's report – M. Bell

- The January 20th Open House at Good Shepherd School was well attended.
- Commissioners Copeman, Gareau, Horrocks, Sastre, Smith, Rasmussen and Gail Somerville met with representatives from REACH on February 3.
- Spring Conference Steering Committee met on February 10th. Commissioner-volunteers are still needed to help at conference time.
- Attended the Terry Fox open house on February 10th.

Director General's report – S. Lessard

Launch of New Website and Promotional Video

The board's new website and promotional video were launched last week.

Employee Appreciation Week

The week of February 8th was Employee Appreciation Week at Riverside. An e-mail was sent to all employees thanking them for their hard work and dedication. The board office staff was treated to a 15-minute chair massage, a "teamwork" key chain as well as breakfast in the board room on Friday morning. Administrators were given a Riverside USB key at the MAC meeting on Wednesday and each school staffroom was delivered a bag of goodies to share on Friday morning. These bags included tea, cookies, fruit cups, cheese snacks and chocolate (of course 72%). These bags of goodies also contained a message of thanks from the Chairman of the Board as well as the Director General. These gestures were much appreciated by all.

Expulsions and Reinstatements

Since the last Board meeting, there have been two expulsions - one Secondary 4 student from Chambly Academy for drug possession and one Secondary 3 student from Heritage for possession of a weapon. As well, one student was reinstated to the adult program at The Alternate School.

The GOAL Post

Riverside ArtsSmarts projects at St. Mary's and Heritage are highlighted in this issue.

Haiti Disaster Relief

Many of our schools participated in fundraising activities for disaster victims in Haiti. Hats off to St. Lambert Elementary staff and students for raising close to \$5,000 for the Red Cross in only 3 days! Also, Heritage organized the collection of food items that once delivered to the West Island, filled half of a 53-foot trailer truck. Eight Riverside schools took part in this food drive which served as a kick-off for other organizations and companies to do the same.

Centraide

Thanks to Riverside staff's generous support, we received a certificate of "Special Mention" for having raised \$5,674.64 in this year's campaign.

Art Contest

This year's contest has been launched and the theme is school pride. Last year's winners are now gracing our walls. First prize – Magalie Desmarais-Michaud, Sec. V, St. Johns High; second prize – Noah Jung, Gr. 6, St. Lambert Elementary; third prize – Zenab Khan, Sec. IV, St. Johns High (also a student in the Student Advisory).

Community Learning Centres

I visited the Mountainview Community Learning Centre on February 2nd. Christie Huff, Virginia Armeni, Coordinators, as well as Bob Matthey, took some time out of their busy schedules to familiarize me with the many activities that are taking place at the St. Lambert and

Mountainview CLCs. They also took the opportunity to express some of the challenges that we face as a Board in making our CLCs more visible in the English community.

Death of a St. Lambert Parent

On a somber note, on February 5th I attended the visitation of Mr. Kim Kurtz, the father of 2 students who attend St. Lambert Elementary. I would like to thank the Complementary Services staff who went above and beyond the call of duty in providing services to the family and to other students in the school. Mr. Di Ioia took the time to send a letter of thanks to me on behalf of the staff.

Open House at Terry Fox

On the evening of February 10th I attended an Open House at Terry Fox School and was truly impressed by the number of parents, teachers and students participating in the evening. Terry Fox is making an effort to draw students with certificates of eligibility from the French sector of the St. Hubert area.

Focus Groups

Two focus groups were held in February: the Administrative Leadership candidates as well as the professionals from Educational Services. Once all employee groups have been met, I will provide Council with a full report on the feedback.

Parents' Committee: D. Copeman

- Germen Brière attended the meeting held on February 17, 2010
- Reviewed scalding incident
- Discussion of students' group projects

REPORTS (non-voting items only)

Executive - L. Cuffling:

The Executive Committee met on February 2

- The Communications Policy was reviewed and recommended to Council and a resolution to adopt it is before Council this evening
- The Policy on the Use of Technology was reviewed and recommended to Council and a resolution is before Council
- The Policy on Student Democracy was reviewed and recommended to Council.
- Draft Policy on the Allocation of Resources was presented by Mme. Briere and was recommended and is before Council this evening
- Parameters of the Commissioner-sponsored Award of Merit for students was discussed and recommendations were given to Council
- Two requests for Professional Development for Commissioners were reviewed and approved
- The next meeting of the Executive is April 6 at 7 p.m.

Transportation Advisory – L. Cuffling:

- No meeting

Communication – M. Cloutier:

- Meeting held on January 26
- Discussed Communications Policy
- Received update on video production – thanks to staff
- Annual Report needs to be presented
- Discussed feasibility of paperless meetings
- Funding for the 'Go Publique' campaign will come to us from QESBA

- Parent from St. Lawrence school tried to get interview set up with Global TV
- Next meeting: February 23 at 5:30 p.m.

Education – D. Smith:

- Alison Ingram attended meeting held on January 25
- Reviewed: uniform exam results, Fraser report, ACCESS Olympic celebration
- ACCESS is looking for hospital internships
- Elementary school teams receiving PD on evaluation
- The proposed school calendar was reviewed
- Goal 1 of the MESA was presented
- Suggested that each goal be presented to the committee
- Relocation of Transitions under discussion.
- Important to promote ACCESS in secondary schools
- Next meeting: Monday, February 22

Finance and Audit – L. Cuffling:

Meeting was held on January 26th. The following items were reviewed:

- The result of the public tender for the External Auditor
- The draft Policy of Allocation of Resources
- The first draft of the annual budgetary rules. There will be future development on this that will be used in the 2010-2011 Initial Budget
- Next meeting : February 23rd at 5 p.m.

Governance and Ethics – F. Blais

- Meeting held on February 2
- Looking at candidates for Student Ombudsman
- Proposal for set up of structure presented

Human Resources – H. Dumont:

- Meeting held on February 2
- Received recommendations from selection committee for Director of Secondary Schools, Director of Elementary Schools and Internal Auditor
- Commissioner Copeman presented on the 2010-11 school calendar
- EAP information provided; substantial increase noted
- Vaccination campaign successful
- Looking at improving reception for retirees and long-service employees.
- Next meeting: February 23

Material Resources and Safe Schools – K. Cameron

- Meeting held on February 9
- Reviewed draft Use of Technology Policy
- United Church wants to build on Mountainview School land; negotiations currently going on
- Summer projects are underway
- Committee supported clarification of school procedures concerning hot liquids
- Material Resources coordinator position reviewed

QESBA – P. D'Avignon:

- Meeting held January 22
- QESBA met with a special working group to examine details re possible twinning with municipal elections.
- Meeting February 18 re programming for the March PD

- Advisory Committee on political issues was formed
- Labour negotiations are ongoing
- QESBA has a new website
- There are growing concerns about fiber optics price hikes.
- There are possible changes to the Basic School Regulations.
- There are major changes for new librarians' roles and functions will be taught at the university level.
- D. Horrocks will provide more info re CSBA staffing
- Next meeting: March 26, 27 at the PD session.

NEW BUSINESS

Resolution: B328-20100216

ADOPTION OF THE POLICY ON THE USE OF TECHNOLOGY

WHEREAS the Draft Policy on the Use of Technology was the subject of consultation from December 16, 2009 to February 2, 2010;

IT IS MOVED by Commissioner Dumont, seconded by Commissioner Cameron that the Policy on the Use of Technology be adopted.

UNANIMOUS

Resolution: B329-20100216

ADOPTION OF THE POLICY INTRODUCING STUDENTS TO DEMOCRACY

WHEREAS the Draft Policy Introducing Students to Democracy was the subject of consultation from April 21, 2009 to June 2, 2009;

IT IS MOVED by Commissioner Cameron, seconded by Commissioner Smith, that the Policy Introducing Students to Democracy be adopted.

UNANIMOUS

Resolution: B330-20100216

ADOPTION OF BY-LAW 14: EXAMINATION OF COMPLAINTS

WHEREAS Draft By-Law 14: Examination of Complaints, was the subject of consultation from November 18, 2009 to January 12, 2010;

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Blais, that By-Law 14: Examination of Complaints, be adopted.

UNANIMOUS

Resolution: B331-20100216

ESTABLISHMENT OF THE POSITION OF STUDENT OMBUDSMAN AND THE HIRING OF A PART-TIME ASSISTANT

WHEREAS Article 220.2 of the Education Act requires that School Boards appoint a Student Ombudsman;

WHEREAS By-Law 14: Examination of Complaints, describes the mandate of the Student Ombudsman;

WHEREAS the process of coordinating complaints requires time commitments not available to any current staff position;

WHEREAS the MELS has allocated a special monetary envelope to fund the Office of the Ombudsman,

IT IS MOVED by Commissioner Blais, and seconded by Commissioner Capobianco Skipworth, that the Council of Commissioners hereby establish the positions of Student Ombudsman to Riverside School Board, and part-time assistant to the Ombudsman, wherein the combined funding of said positions does not exceed the maximum budgetary envelope as established by the MELS.

1 ABSTENTION
CARRIED

Resolution: B332-20100216

ADOPTION OF THE COMMUNICATION POLICY

WHEREAS the Draft Communication Policy was the subject of consultation from June 17, 2009 to October 30, 2009;

IT IS MOVED by Commissioner Cloutier, seconded by Commissioner Rasmussen that the Communication Policy be adopted.

UNANIMOUS

Resolution E87-20100216

ADOPTION OF THE CRITERIA FOR THE COMMISSIONER AWARD OF MERIT

WHEREAS, Resolution B298-20090915 determined that a Commissioner Award of Merit would be established;

WHEREAS, Council has determined that an amount of \$50 per elementary school and \$200 per secondary school would be assigned to the Commissioner Award of Merit;

WHEREAS Council has determined that the award would be presented by a commissioner, to students whose achievements fall under the category of humanitarianism;

IT IS MOVED by Commissioner Nichols seconded by Commissioner Dumont that an amount not to exceed \$3,000 be reserved annually from the budget of the Council of Commissioners.

1 ABSTENTION
CARRIED

Resolution F93-20100216

DEPOSIT FOR CONSULTATION OF THE DRAFT POLICY ON THE ALLOCATION OF RESOURCES

It is moved by Commissioner Cuffling seconded by Commissioner D'Avignon that the attached draft Policy on the Allocation of Resources be received for consultation, which will run from February 17, 2010 to April 6, 2010.

UNANIMOUS

Resolution HR221-20100216

DEPOSIT FOR CONSULTATION OF THE DRAFT 2010-2011 SCHOOL CALENDAR

IT IS MOVED by Commissioner Gareau, seconded by Commissioner Copeman, that the attached draft 2010-2011 school calendar be received for consultation, which will run from February 17, 2010 to April 6, 2010.

UNANIMOUS

Resolution HR222-20100216

APPOINTMENT OF AN INTERNAL AUDITOR

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner D'Avignon that Mr. **GAD PEREZ** be appointed to the position of Internal Auditor for a period of two years, effective February 17, 2010.

UNANIMOUS

Resolution HR223-20100216

APPOINTMENT OF A DIRECTOR OF ELEMENTARY SCHOOLS

IT IS MOVED by Commissioner Dumont seconded by Commissioner Smith, that Mrs. **MARY WILLIAMS** be appointed to the position of Director of Elementary Schools, effective July 1, 2010.

2 OPPOSED (Commissioners Lamoureux and Sastre)

1 ABSTENTION

CARRIED

Resolution HR224-20100216

APPOINTMENT OF A DIRECTOR OF SECONDARY SCHOOLS

IT IS MOVED by Commissioner D'Avignon, seconded by Commissioner Dumont, that Mrs. **LYSE GENDRON BRODEUR** be appointed to the position of Director of Secondary Schools, effective March 8, 2010.

UNANIMOUS

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner Dumont that Council move into committee at 8:50 p.m.

IT IS MOVED by Commissioner Copeman, seconded by Commissioner D'Avignon that Council come out of committee at 9:05 p.m.

Resolution HR225-20100216

APPOINTMENT OF AN INTERIM PRINCIPAL

IT IS MOVED by Commissioner Cloutier, seconded by Commissioner Capobianco Skipworth, that Mr. **TIM MAHONEY** be appointed to the position of Interim Principal at St. Johns High School from March 8 to June 30, 2010.

UNANIMOUS

Resolution HR226-20100216

APPOINTMENT OF AN INTERIM VICE-PRINCIPAL

IT IS MOVED by Commissioner Cuffling, seconded by Commissioner D'Avignon, that Mr. **BRADLEY MORLEY** be appointed to the position of Interim Vice-Principal at St. Johns High School from March 8 to June 30, 2010.

UNANIMOUS

Resolution MR172-20100216

AWARDING OF A CONTRACT FOR THE PARTIAL ROOF REPLACEMENT AT ST. LAWRENCE SCHOOL PHASE II (ST. RAYMOND PAVILION) IN CANDIAC :

WHEREAS Riverside School Board has requested, through Resolution MR165-20090616, monies to proceed with the partial roof replacement at St. Lawrence School (St. Raymond Pavilion) in Candiac;

WHEREAS MÉLS has allocated monies to proceed with the partial roof replacement at St. Lawrence School (St. Raymond Pavilion) in Candiac within its "*Maintien du bâtiment*" measure;

WHEREAS a public call for tenders was received on February 9, 2010 and the results are as follows:

Les Entreprises Cloutier & Gagnon (1988) Ltée	\$156,644.53
Poulin & Bureau	\$162,914.00
Les toitures Trois étoiles	\$167,280.75
Gagné et Roy	\$187,855.61
Couverture Victo 2000 inc.	\$197,531.25
Les Toitures Vick & Associés Inc.	\$198,693.86
Toiture Léon	\$222,476.63
Les entreprises Chatel	\$236,698.88
Toiture Couture	\$254,775.00

WHEREAS, further to the analysis performed by the professional firm Architecture Labbé et Associés, the lowest bidder in conformity has been recommended;

WHEREAS this resolution was reviewed and is supported by the Material Resources and Safe Schools Committee :

IT IS MOVED by Commissioner Cameron, and seconded by Commissioner Sastre, that Riverside School Board accept the recommendation of the professional firm, Architecture Labbé et Associés, to award the contract for the partial roof replacement at St. Lawrence School (St. Raymond Pavilion) in Candiac to the lowest bidder in conformity, Les Entreprises Cloutier et Gagnon (1988) Ltée, for the amount of \$156,644.53, including taxes, and that the Director General be authorized to sign the contract to that effect.

UNANIMOUS

OTHER BUSINESS

Correspondence - As listed in Appendix "A" to these Minutes. Copies available to the public.

PUBLIC QUESTIONS : PUBLIC QUESTIONS : None

ROUND OF APPLAUSE

- Commissioner Nichols attended the open house at Terry Fox and Good Shepherd schools
- Commissioner Cloutier congratulates the Secretary General on the launch of the new website as well as the video publicizing the registration period.
- Commissioner Smith was very pleased with information presented at the PACE parents' meeting.
- Commissioner Gour suggested schools should be come aware of options made available by Club Richelieu.
- Commissioner Dumont attended the open house at Terry Fox. She was pleased by the efforts of those who got the gift bags to the schools for staff appreciation week.

CLOSING:

IT IS MOVED by Commissioner Blais and seconded by Commissioner Sastre at 9:15 p.m. that

the meeting be closed.

Moira Bell, Chairman

Denise Paulson, Secretary General



CORRESPONDENCE - RIVERSIDE SCHOOL BOARD

10.02.16

<i>FROM</i>	<i>TYPE</i>	<i>SUBJECT</i>
Michelle Courchese, Yves Bolduc	Letter to the Chairman	Félicitations campagne Congratulations H1N1 vaccination campaign
Mario Chamberland, Loisir et Sport Montérégie	Letter to the Chairman	Invitation to a meeting
Michelle Courchesne, MELS	Letter to the Chairman	<i>Résorption du déficit d'entretien</i> Measure



Members are hereby convened to a regular meeting on
Tuesday, February 16, 2010 at 7:30 p.m. at the Administration Centre
299 Sir-Wilfrid-Laurier Blvd., St. Lambert, Québec.

AGENDA – REGULAR MEETING

1. Call to Order and Quorum
2. Adoption of the Agenda (a 10 minute break will be called during the meeting)
3. Questions from the Public – 30 minutes
4. Approval of Minutes
 - 4.1 Adoption of the Minutes of January 19, 2010
 - 4.2 Business arising from the Minutes of January 19, 2010
5. Reports
 - 5.1 Chairman's Report
 - 5.2 Director General's Report
 - 5.3 Parents' Committee Report
6. Committee Reports
 - 6.1 Executive
 - 6.2 Transportation
 - 6.3 Communication
 - 6.4 Education
 - 6.5 Finance and Audit
 - 6.6 Governance and Ethics
 - 6.7 Human Resources
 - 6.8 Material Resources and Safe Schools
 - 6.9 Q.E.S.B.A.
7. New Business
 - 7.1 Board Administration
 - 7.1.1 Adoption of the Policy on the Use of Technology
 - 7.1.2 Adoption of the Policy Introducing Students to Democracy
 - 7.1.3 Adoption of By-Law 14: Examination of Complaints
 - 7.1.4 Establishment of the Position of Ombudsman
 - 7.1.5 Adoption of the Communication Policy
 - 7.2 Education
 - 7.2.1 Adoption of Criteria for Commissioner Award of Merit
 - 7.3 Financial Resources
 - 7.3.1 Deposit for Consultation of the Policy on the Allocation of Resources
 - 7.4 Human Resources
 - 7.4.1 Deposit for Consultation of 2010-2011 School Calendar
 - 7.4.2 Appointment of an Internal Auditor
 - 7.4.3 Appointment of a Director of Elementary Schools
 - 7.4.4 Appointment of a Director of Secondary Schools
 - 7.4.5 Appointment of an Administrator
 - 7.4.6 Appointment of an Administrator
 - 7.5 Material Resources
 - 7.5.1 Partial Roof Replacement – Phase 2 – St. Lawrence School: St. Raymond Pavilion
8. Correspondence
9. Other Business
10. Questions from the Public – 20 minutes
11. Round of Applause (limit of 2 minutes/member)
12. Closing

Given at St. Lambert, Québec, on February 12, 2010

Denise Paulson, Secretary General