

PROVINCE OF QUEBEC

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2001-12-11

An Executive Committee meeting of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemere, QC on Tuesday, 2001-12-11 at 19:30 hours, at which were present:

Pierre Garofano, Chairman; Linda Gagnon, Vice-Chairperson; Steve Bletas, Glen Haines, Peter Haldimand, James McDougall, and Edward Turchyniak, Commissioners; Ghislaine Tanner, Parent Commissioner; and Dominic Martini, Director General.

Also present were: Robert Vallerand, Deputy Director General; François Badin, Director of Human Resources; Jean-Guy Messier, Director of Information Technology; Raymond Thivierge, Director of Material Resources; and William Pollock, Commissioner.

Absent: Linda Iaconetti, Parent Commissioner.

The Chairman called the meeting to order at 19:30 hours.

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed:

5.0 CORPORATE AFFAIRS:

5.2 Commissioners Workshop Follow-Up.....INFO

8.0 TRANSPORTATION:

8.1 Bus IdlingINFO

011211-CA-0179

Peter Haldimand MOVED THAT the agenda be accepted as amended in document #SWLSB-2001/12/11-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

011211-CA-0180

Glen Haines MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2001-11-13, having been received by all members prior to this meeting, be approved as written.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:

**YEA: Steve Bletas, Linda Gagnon, Pierre Garofano, Peter Haldimand,
James McDougall, Edward Turchyniak**

ABST: Glen Haines

3.0 BUSINESS ARISING:

There was no business to be concluded.

4.0 DIRECTOR GENERAL'S REPORT:

The Director General provided the Executive Committee with an update on the board's request for a new school in the Mascouche area.

He further reported that the condition of the pre-fabs at Holy Rosary Elementary School are currently being evaluated due to reports of water infiltration by a professional from the Armand Frappier Institute.

The Director General advised the Executive Committee that the Dion eligibility case at Riverside School Board had been settled in favour of the Dion family because the Appeals Committee that was established to review decisions regarding eligibility of students to attend an English school determined that since French Immersion is a program available only in an English school, the child had legally been enrolled in an English school.

He went on to note that the Sir Wilfrid Laurier School Board had received 71 000\$ from the Social Solidarity Fund to supplement the nutritional needs of high school students at Rawdon Middle School and Western Laval High School.

The Chairman turned the chair over to the Vice-Chair and left the meeting. **TIME: 19:50 hours**

The Chairman returned to the table and resumed the chair. **TIME: 19:55 hours**

The Director General noted that the bailiffs have been successful in collecting a good number of overdue tax accounts.

5.0 CORPORATE AFFAIRS:

5.1 *Director's Report:*

The Deputy Director General commented on his report noting the province wide consultation on the Secondary Curriculum Reform, the modifications that have been made to the Sir Wilfrid Laurier School Board web site, a meeting with CPNCA, concerns with the school success of male vs. female students, and additional funding received from the Ministère de l'Éducation for pedagogical services.

5.2 *Commissioners Workshop Follow-Up:*

The Deputy Director General distributed and commented on the final draft report of the Commissioners Workshop held in November noting that the next step is to develop a plan of action for key issues to be retained.

6.0 HUMAN RESOURCES:

6.1 *Director's Report:*

The Director of Human Resources commented on his monthly report noting the commencement of negotiations with the Support Staff, a meeting with CPNCA to prepare for the next round of negotiations for the provincial teachers contract, a hearing before the Labour Commissioner concerning the request from the FTQ to recognize private day care employees at Hillcrest Academy, Souvenir and Twin Oaks Elementary Schools as employees of the board, the approval of the final text of the local arrangements between the board and the Laurier Teachers Union, and a brochure for the board Employee Assistance Program.

In response to a question concerning the usefulness of the Employee Assistance Program, the Director of Human Resources advised that a number of the employees or an immediate family member used the service each year.

6.2 *Leaves of Absence – Extension to Maternity:*

011211-HR-0181

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant **Barbara Lanthier**, school secretary at Ste-Agathe Elementary School, an extension to her maternity leave of absence effective from 2002-05-06 until 2002-06-30 as per Clause 5-4.30 of the FTQ Local 57 Collective Agreement covering the Support Staff.

Carried unanimously

011211-HR-0182

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant **Sandra Dumais**, Secretary at Crestview Elementary School, an extension to her maternity leave of absence effective from 2001-08-20 until 2002-01-11 as per Clause 5-4.30 of the FTQ Local 57 Collective Agreement covering the Support Staff.

Carried unanimously

011211-HR-0183

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant **Annick Rouiller**, teacher at Lake of Two Mountains High School, an extension to her maternity leave of absence (parental leave) effective from 2002-01-19 until 2002-06-30 as per Clause 5-13.27c) of the Quebec Provincial Association of Teachers' Collective Agreement.

Carried unanimously

011211-HR-0184

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant **Josiane Latreille**, teacher at McCaig Elementary School, an extension to her maternity leave of absence effective from 2002-03-18 until 2002-06-30 as per Clause 5-13.27c) of the Quebec Provincial Association of Teachers' Collective Agreement.

Carried unanimously

011211-HR-0185

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant **Athanasia S. Nicolopoulos**, teacher at St-Paul Elementary School, an extension to her maternity leave of absence effective from 2001-06-04 until 2002-02-01 as per Clause 5-13.27bi) of the Quebec Provincial Association of Teachers' Collective Agreement.

Carried unanimously

6.3 *Modification to Resolution – Part-Time Engagements:*

011211-HR-0186

Linda Gagnon MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board modify resolution #011009-HR-0126 for the following part-time teachers' effective date for the 2001-2002 School Year.

Name	Effective Date	School
------	----------------	--------

Lukshinski, Ilana	2001-08-24	Joliette Elementary School
Perreault, Luce	2001-08-27	St-Jude Elementary School
Perreault, Vicky	2001-08-27	Joliette High School
Artiss, Germaine	2001-09-17	Rosemere High School
Armstrong, Doran	2001-08-24	Western Laval High School
Brues, Heinz	2001-08-24	Western Laval High School
Cowley, Geoffrey	2001-08-24	Western Laval High School
Panoutsopoulos, Angela	2001-08-24	Western Laval High School

Carried unanimously

6.4 Modification to Resolution – Part-Time Replacement:

011211-HR-0187

Steve Bletas MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board modify resolution #011009-HR-0127 for the following part-time replacement teachers' effective date for the 2001-2002 School Year.

Name	Effective Date	School
Leduc, Stéphane	2001-08-24	McCaig Elementary School
Houle, Claudine	2001-08-24	Ste-Agathe Academy

Carried unanimously

011211-HR-0188

Steve Bletas MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board modify resolution #011009-HR-0127 to **remove** the following part-time replacement teacher for the 2001-2002 School Year.

Name	Effective Date	School
Rainville, Manon	2001-08-24	Joliette High School

Carried unanimously

6.5 Engagement – Full-Time:

011211-HR-0189

James McDougall MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following full-time teachers for the 2001-2002 School Year, contingent upon approval of the Provincial Relocation Bureau and per their individual contract.

Name	Effective Date	School
Normand, Mélanie	2001-11-07	Arundel Elementary School
Deskin, Barbra	2001-11-16	Mountainview High School

Carried unanimously

6.6 Engagements – Part-Time:

011211-HR-0190

Edward Turchyniak MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following part-time teachers for the 2001-2002 School Year.

Name	Effective Date	School
Di Domenico, John	2001-11-05	Laval Catholic High School
Léger, Evelyne	2001-08-24	Phoenix Alternative

Carried unanimously

6.7 Engagements – Part-Time Replacement:

011211-HR-0191

Glen Haines MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of the following part-time replacement teachers for the 2001-2002 School Year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Beaudet, Marcel	2001-10-22	Mountainview High School
Zechmeister, Sandra	2001-09-17	John F. Kennedy Elementary School
Lapierre, Christian	2001-11-22	Our Lady of Peace Elementary School
Beauchamp, Christiane	2001-08-24	Joliette High School
Hegazy, Maha	2001-11-05	Laurentian Regional High School

Carried unanimously

6.8 Supplementary Positions:

011211-HR-0192

Peter Haldimand MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant the following teacher the assignment of **Computer Resource Teacher** at his respective school.

Name	Effective Date	School
Swaminadhan, Gautama	2001-2002	Joliette Elementary School
Warf, Malcolm	2001-2002	Laurentian Regional High School

Carried unanimously

011211-HR-0193

Ghislaine Tanner MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board grant the following teachers the assignment of **Subject Animator** at their respective school.

Name	Effective Date	School
Baron, Marie	2001-2002	Ste-Agathe Academy
Corbeil, Catherine	2001-2002	Ste-Agathe Academy

Carried unanimously

6.9 Engagements:

011211-HR-0194

Linda Gagnon MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **George Brown**, as a Caretaker (25 hrs) at Ste-Adèle Elementary School, effective 2001-11-12.

Carried unanimously

011211-HR-0195

Steve Bletas MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Claire Préfontaine**, Office Agent Class II (35 hrs) at Laval Catholic High School, effective 2001-10-22.

Carried unanimously

6.10 Retirement:

011211-HR-0196

James McDougall MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accepts the notice of retirement effective 2002-02-02 received from **Jack Brown**, teacher at Western Laval High School and extend best wishes to him.

Carried unanimously

6.11 Resignation:

011211-HR-0197

Edward Turchyniak MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accepts the notice of resignation effective 2001-10-08 received from **Diane Renaud**, Office Agent Class II at Terry Fox Elementary School and extend best wishes to her.

Carried unanimously

6.12 Re-Assignment of school Organization Services:

_____ MOVED THAT, on the recommendation of the Human Resources Committee and the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board accept to create a full-time regular position of Coordinator of School Organization and Transportation effective 2002-01-01, and that **George Paquette** be assigned to that position, effective 2002-01-01.

6.13 Abolition of Position:

_____ MOVED THAT, on the recommendation of the Human Resources Committee and the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board abolish the position of Transportation Services Manager, effective 2002-01-01.

6.14 Appointment of Director of Financial Resources:

The Director General advised the Executive Committee of the candidates interviewed and the recommendation of the Selection Committee.

WHEREAS the position of Director of Financial Resources has become vacant;

WHEREAS this position is governed by the "Conditions of Employment of Management Staff of School Boards";

WHEREAS this position has been posted and a selection committee was convened, as per the "Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Section Association des cadres scolaires du Québec";

_____ MOVED THAT, on the recommendation of the Selection Committee, that the Council of Commissioners of the Sir Wilfrid Laurier School Board engage _____ for the position of Director of Financial Resources, effective _____ in accordance with the Politique administrative et salariale and the Management Policy of the Board.

7.0 INFORMATION TECHNOLOGY:**7.1 Director's Report:**

The Director of Information Technology presented his monthly report commenting on the work being completed in the schools and centres. He went on to provide an update on the board programming systems noting in particular the installation of the Deep Freeze program at Terry Fox Elementary School and Rosemere High School.

8.0 TRANSPORTATION:**8.1 Buses Idling:**

The Deputy Director General advised that the Supervisor of Transportation has contacted contractors and asked that the drivers keep the idling to the maximum of 5 minutes in order to keep the windows clear and the bus warm for students.

9.0 USE OF SCHOOLS:**9.1 Souvenir Kindergarten at Hillcrest Academy:**

The Director General provide the Executive Committee with the necessary background information concerning the housing of the Souvenir Elementary School Kindergarten students at Hillcrest Academy for the 2002-2003 school year.

The Executive Committee entered into discussion.

WHEREAS after extensive consultation the Sir Wilfrid Laurier School Board adopted resolution # 010124-TS-0108 which stipulates that the Kindergarten students to be enrolled at Souvenir Elementary School be accommodated at Hillcrest Academy for 2001-2002 and that to avoid future overcrowding, Hillcrest Academy be authorized to establish a maximum of three kindergarten classes, effective 2001-2002;

WHEREAS the Sir Wilfrid Laurier School Board adopted resolution # 010627-CA-0229 reaffirming resolution # 010124-TS-0108

WHEREAS during the consultation parents were informed that the arrangement stipulated in resolution # 010121-TS-0108 may also be required for 2002-2003;

WHEREAS there is a continued need for space for the Souvenir Elementary School Kindergarten for 2002-2003 because its enrollment in 2001-2002 (705) remains similar to its enrollment in 2000-2001 (713);

WHEREAS the Hillcrest Academy Governing Board is prepared to house the Souvenir Elementary School kindergarten students for the 2002-2003 school year, if required by the school board;

WHEREAS the Souvenir Elementary School Governing Board has requested that all its students be accommodated within its school and that prefabs be added if required;

WHEREAS the Parents Committee has been consulted on and supports the housing of Souvenir Elementary School kindergarten students at Hillcrest Academy;

_____ MOVED THAT, on the recommendation of the Committee on the Use of Schools and Other Facilities, the Council of Commissioners reaffirm resolutions #010124-TS-0108 and #010627-CA-0229 and approve their extension to include the 2002-2003 school year.

10.0 MATERIAL RESOURCES:**10.1 Director's Report:**

The Director of Material Resources commented on his report noting that both Jules Verne and Pierre Elliott Trudeau Elementary Schools are 95% completed and that moving day for both schools is scheduled for 2001-12-21 and that the schools will be ready to receive students on 2002-01-09 as planned.

10.2 Membership on CARLLL:

The Director of Material Resources provided background information on the purchasing group.

In response to a question, the Deputy Director General advised that Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) publishes an annual report and that a copy will be obtained and distributed to the Council of Commissioners.

WHEREAS the cost of supplies for the school board increases annually;

WHEREAS it would be in the best interest of the school board to obtain the best prices possible for goods;

WHEREAS the Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) can obtain preferable prices for many goods;

WHEREAS the annual membership fee for the Comité d'achats regroupés Laval-Laurentides-Lanaudière is 330\$;

_____ MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board mandate the Comité d'achats regroupés Laval-Laurentides-Lanaudière (CARLLL) to purchase designated goods on behalf of the Sir Wilfrid Laurier School Board; AND authorize the payment of the 330\$ membership fee.

AND THAT the Purchasing Manager be named as the representative of the Sir Wilfrid Laurier School Board to the Comité d'achats regroupés Laval-Laurentides-Lanaudière.

10.3 Park Project at Mountainview E.S.:

The Deputy Director General provided the Executive Committee with an update on the park project.

WHEREAS the Ville de Deux-Montagnes has proposed to the Sir Wilfrid Laurier School Board a project whereby the Ville de Deux-Montagnes would construct a playground on the land adjacent to Mountainview Elementary School;

WHEREAS Mountainview Elementary School would have the right of use to this park and facilities on school days;

WHEREAS the Ville de Deux-Montagnes will maintain the park equipment and grounds;

WHEREAS the Ville de Deux-Montagnes will install security lights to ensure that the park, parking lot and the school are visible;

WHEREAS the Ville de Deux-Montagnes will construct a paved parking lot and ensure that these facilities are adequately fenced;

WHEREAS the existing protocol on reciprocal services between the Sir Wilfrid Laurier School Board and the Ville de Deux-Montagnes will be maintained;

WHEREAS the Ville de Deux-Montagnes has provided an outline of an eventual protocol for the use of the land adjacent to Mountainview Elementary School;

WHEREAS this project would be financed entirely by the Ville de Deux-Montagnes;

WHEREAS the Governing Board of Mountainview Elementary School unanimously supports the project

_____ MOVED THAT, on the recommendation of the Material Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the Ville de Deux-Montagnes to construct a playground on the vacant lot adjacent to Mountainview Elementary School subject to final acceptance of the project plans.

AND THAT the use of the vacant lot adjacent to Mountainview Elementary School be subject to the outline of the proposed protocol submitted to the Sir Wilfrid Laurier School Board and contained in document #SWLSB-2001/12/12-MR-001;

10.4 Lease – Holy Rosary Elementary School Annex:

The Director of Material Resources provided back ground information on the Holy Rosary Annex noting that the Sir Wilfrid Laurier School Board must give the owner six months notice of its intention to renew the lease.

011211-MR-0198

WHEREAS the population of Holy Rosary Elementary School is expected to grow for the 2002-2003 school year;

WHEREAS Holy Rosary Elementary School will again require additional space over and above the main building;

WHEREAS the Holy Rosary Annex provides 6 770 square feet of the required space, or five classrooms;

WHEREAS the Material Resources Committee and the Directorate recommend that a new lease of the Holy Rosary Annex be signed for the 2002-2003 school year;

Linda Gagnon MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board lease the Holy Rosary Annex with Les Immeubles Robwood at a cost of 89 090\$ plus taxes or 13,16\$ per square foot, for 6770 square feet, for the period 2002-07-01 to 2003-06-30.

AND THAT the Chairman, or in his absence the Vice-Chairman, and the Director General, or in his absence the Deputy Director General, be authorized to sign all legal documents concerning this lease.

Carried unanimously

10.5 Disposal of Equipment :

011211-MR-0199

WHEREAS the Beaumark refrigerator located at Joliette Elementary School, is considered obsolete for use as it can no longer be repaired;

WHEREAS, upon the evaluation of the Material Resources department, the Directorate has determined that this equipment cannot be used by any other school or department;

0576

WHEREAS it is necessary to write off said equipment from the school's inventory;

Glen Haines MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board declare the equipment described of being of no value, AND THAT it be deleted from the inventory of Joliette Elementary School.

Carried unanimously

11.0 EDUCATIONAL SERVICES:

11.1 Director's Report:

There was no report.

11.2 Enrollment Criteria 2002-2003:

The Director General reviewed the proposed changes to the enrollment criteria for 2002-2003 noting that it had received the support of the Parents Committee.

WHEREAS section 239 of the Education Act states "Each year, every school board shall enroll students in its schools in keeping with the choice of each student's parents or the choice of the student, if of full age. However, if the number of applications for enrollment in a school exceeds the capacity of the school, enrollment shall be effected according to the criteria established by the school board after consultation with the parents' committee";

WHEREAS section 239 of the Education Act states "Enrollment criteria must give priority to students coming under the jurisdiction of the school board and, as far as possible, to students whose place of residence is nearest to the school premises. They must be adopted, put into force and sent to each governing board at least 15 days before the beginning of the student enrollment period";

WHEREAS section 239 of the Education Act states "The conditions or criteria for participation in a special project may not serve as criteria for enrollment in a school; nor may they operate to exclude a student from the school of the student's choice if the student has a right to enroll in that school pursuant to the criteria referred to in the first paragraph";

WHEREAS the section 193 (6) of the Education Act (R.S.Q., chapter I-13.3) requires that the Parents' Committee be consulted annually on the criteria for the enrollment of students in schools, which exceed the capacity of the school;

WHEREAS the Parents' Committee has been consulted on the criteria for enrollment;

_____ MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the establishment of the following criteria for enrollment of students in its schools, subject to the availability of space, for the 2002 - 2003 school year:

1.0 The schools under the jurisdiction of the Sir Wilfrid Laurier School Board will accept requests for admission for students who have attained the age of admission as defined by

the Education Act (at least 5 years of age as of September 30, 2002) or who have obtained an exemption from the age requirement;

0577

2.0 Students must have obtained a certificate of eligibility for English language education prior to their first day of school.

3.0 Enrollment to a school will be based on the criteria established in the following priority order:

3.1 Students who reside **within** the school **attendance zone** as established by the school board;

3.2 Subject to availability of space, on a first come first served basis, students who are currently attending that school who reside outside the established school **attendance zone** and whose parents/guardians agree to provide transportation;

3.3 Subject to availability of space, on a first come first served basis, siblings of students who are currently attending that school who reside outside the established school **attendance zone** and whose parents/guardians agree to provide transportation;

→ 3.4 Subject to availability of space, on a first come first served basis, students who reside outside the established school attendance zone and where the requested service is not available in their zoned school. The parents/guardians agree to provide transportation;

→ 3.5 Subject to availability of space, on a first come first served basis, students who reside outside the established school attendance zone and where the requested service is available in their zoned school. The parents/guardians agree to provide transportation;

3.6 Subject to availability of space, on a first come first served basis, students who are under the jurisdiction of another school board but are subject to an agreement between that school board and the Sir Wilfrid Laurier School Board and whose parents/guardians agree to provide transportation;

4.0 Transportation to a school will be **provided in accordance with the Sir Wilfrid Laurier School Board Transportation Policy** only to students who reside **within the school attendance zone** established by the school board. Parents will assume the cost and responsibility of transportation for students residing outside the **school attendance zone**.

5.0 In schools where alternative programs have been approved for 2002 - 2003, students will be required to meet the admission requirements where they exist.

6.0 To enable the School Board to provide an appropriate placement, admission requests for special needs students **requiring** specialized services or programs must be made in writing, before May 31, 2002. **This request, indicating the special needs of the student, must be submitted to Special Education Services for validation.** Should the school board be unable to provide services for a student, the school board will ensure that educational services are made available through an agreement with another school board or institution. Requests for admission to specialized services or programs received after May 31, 2002 will be considered by the school board and accepted pending the availability of space.

12.1 Director's Report:

There was no report.

0578

12.2 Refunds of Taxes:

011211-FR-0200

Edward Turchyniak MOVED THAT the following refunds of taxes totalling 6,443.32\$ be approved:

Municipality/Roll #	Name	Amount Refunded	Reason for Refund
065005-8442-66-8010-8	VINCI B TONY	468.57	DOUBLE PAYMENT
065005-7848-00-0485-8	GUBBE LAURA	70.32	EVALUATION REDUCED
065005-9355-58-6960-6	FRAT BLANCHE	45.52	DOUBLE PAYMENT
065005-8051-85-0205-1	LING TECH INC.	999.32	OVER PAYMENT
074005-5844-25-6930	NADEAU YVES	952.29	DOUBLE BILLING/DOUBL PMT.
074005-4955-00-9045	PELLETIER PASCALE	100.00	OVER PAYMENT
062037-8293-86-9565	LIEBSHARD BERTA	113.89	OVER PAYMENT
073015-7360-64-4145	DESROSIER RICHARD	58.16	OVER PAYMENT
062037-8601-44-9978	VILIM FRANK J.	58.06	OVER PAYMENT
064015-9267-75-5033	DUNN ANDREW T.	241.97	OVER PAYMENT
073015-7358-86-96800003	DESCHENES PIERRE	639.64	DOUBLE PAYMENT
076065-2182-87-4834	WASHER CHARLES	484.93	DOUBLE PAYMENT
078047-3509-43-9044	CASTIEL JONATHAN	276.50	FRANCOPHONE
077050-4385-74-8350	GEORGE MORAWSKI	139.50	OVER PAYMENT
077015-6500-49-2095003	BINDRA WINONA	83.34	OVER PAYMENT
078028-4497-49-8485	SUBBARAMANN A.	130.98	DECREASE EVAL.
078028-4301-22-1702	WOLOFSKY HOWARD	1,435.08	DOUBLE PAYMENT
078015-4711-55-8146	MICHAEL TOCK	145.25	DECREASE EVALUATION
TOTAL		6,443.32	

Carried unanimously

12.3 Approval of Accounts Payable:

011211-FR-0201

Edward Turchyniak MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board approve the cash disbursements listed in the List of Cheques dated 2001-10-31 to 2001-12-03 as follows:

OPERATING CHEQUES	56333 TO 57439	3 582 369.57
SCHOOL CHEQUES	46784 TO 46832	24 580.53
LESS: Cancelled cheques for prior months	46792,46794,46795,46796, 46804,52256,53431,53578, 59351,53952	12 298.83
PLUS: Internet On-line payments		1 579 524.51
TOTAL:		5 174 175.78

Carried unanimously

12.4 Long Term Loan:

011211-FR-0202

WHEREAS as per By-law " 2000-CA-01", the Council of Commissioners has delegated to the Executive Committee of the Sir Wilfrid Laurier School Board the power to contract long-term loans AND

THAT notice of this resolution was published in Courrier Laval on 2000-07-06 in conformity with the provisions of the Education Act (R.S.Q., Chapter I-13.3);

WHEREAS the School Board received from the Ministre de l'Éducation the authorization to contract a loan of 5 242 000 \$ on 2001-10-05;

0579

Edward Turchyniak MOVED

- 1) THAT a loan up to an amount of 5 242 000\$ be contracted;
- 2) THAT the proceeds of this loan be used for the following purposes:
 - a) financing of capital expenditures subsidized in conformity with Nouvelles technologies de l'information et des communications (NTIC) rules, as indicated in the authorization to borrow received from the Ministre de l'Éducation, dated 2001-10-05, as annexed 2 296 000\$
 - b) financing of capital expenditures subsidized in conformity with the annual budgetary rules, as indicated in the authorization to borrow received from the Ministre de l'Éducation, dated 2001-10-05, as annexed 2 818 100\$
 - c) payment of expenses related to this loan 127 900\$
- TOTAL:** **5 242 000\$**
- 3) THAT for this purpose, the Sir Wilfrid Laurier School Board contract this loan according to one of the two following methods:
 - A) By giving the Ministre des Finances the mandate to represent the School Board and to act on its behalf and in its name by:
 - a) contracting this loan by means of one or several bond issues;
 - b) negotiating the conditions of the loan;
 - c) appointing a trust company to act as a trustee for the bondholders, a legal adviser and a printer;
 - d) negotiating the cost for retaining the services of the trust company, the legal adviser and the printer thus appointed; or
 - B) By contracting this loan from Financement-Québec.
- 4) THAT the Ministre de l'Éducation be requested to determine the conditions of the loan and to grant a subsidy on behalf of the government, from the funds voted annually for this purpose by the Parliament, in order to provide for the payment of the principal and interest of the said loan;
- 5) THAT, insofar as the loan is contracted through a bond issue, the School Board secure the loan through the transfer from its estate to a trust estate of the debt corresponding to the subsidy granted by the Ministre de l'Éducation, said trust estate being established with a trust company for the benefit of bondholders;
- 6) THAT, insofar as the loan is contracted through Financement-Québec, the School Board secure the loan through a property mortgage without dispossession to the benefit of Financement-Québec and with respect to the above mentioned subsidy;

- 7) THAT any of the Chairman, the Director General, the Assistant Director General, the Secretary General or the Director of the Financial Resources of the School Board, provided that two of them act jointly, be and they are hereby authorized to sign, on behalf of the School Board, any contract or document related to the loan, to agree to all clauses and

0580

guarantees not substantially incompatible with these provisions, to receive the net proceeds of the loan or, if need be, to consent that such proceeds be received by the trustee and to give good and valid discharge, to take any action and to sign any document necessary or useful to give full effect to these provisions;

- 8) THAT, if need be, one or another of these same persons be authorized to deliver the certificates to the trust company for certification, signature of all necessary documents and final delivery to the buyers;
- 9) THAT, if need be, the signatures of two of these five persons be printed, engraved or lithographed on the certificates and the interest coupons;
- 10) THAT, insofar as the loan is contracted through a bond issue, the School Board agree to respect the rates negotiated by the Ministre des Finances du Québec, and to pay from the proceeds of the loan the professional fees of the trustees, the fees and costs of the legal adviser, and the printing expenses of the printer for work executed to complete the loan until the delivery of the certificates;
- 11) THAT, insofar as the loan is contracted through a bond issue, the annual fees be paid annually to the trust company by the School Board, in accordance with the rates negotiated by the Ministère des finances du Québec with trust companies, from the revenue of its operating fund.
- 12) THAT the School Board authorize the Director General to make all payments of principal, interest and premiums, if need be, required for the certificates and make all payments of professional fees, if need be, and other fees and expenses to be incurred by the School Board for the purpose of this loan;
- 13) THAT the present resolution replaces all resolutions previously adopted for the same purposes.

Carried unanimously

In response to a question, the Director General agreed to provide an update of the outstanding student fees for 2001-2002.

13.0 PARENTS' COMMITTEE:

13.1 Parent Commissioners Report:

Ghislaine Tanner commented on a recent meeting of the Parents Committee noting that the committee is planning a weekend retreat. She also noted that the following issues were either decided upon or discussed: the 2002-2003 enrollment criteria, the proposed policy on the issuance of tax receipts, outstanding student fees, delegation of members to the Calendar Committee, and the changes in the organization of the current year's meetings.

The Executive Committee entered into discussion.

14.0 CORRESPONDENCE:

There was no correspondence.

0581

15.0 QUESTION PERIOD:

William Pollock commented on the initiatives being taken to name trails at the Arundel Natural Science Centre after persons who have contributed a great deal to the centre over the years.

The Executive Committee entered into discussion and it was agreed that these initiatives for trail naming would be forwarded to the Council of Commissioners at the appropriate time.

16.0 ADJOURNMENT OF MEETING:

Steve Bletas MOVED adjournment of the meeting.

Carried unanimously

TIME: 22:15 hours

NEXT MEETING ⇒ REGULAR ⇒ 2002-01-14

Robert Vallerand, Secretary General

Pierre Garofano, Chairman