

PROVINCE OF QUEBEC

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2003-09-09

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, 2003-09-09 at 19:30 hours, at which were present:

Pierre Garofano, Chairman; Linda Gagnon, Vice-Chairperson, Steve Bletas, Carolyn Curiale, Peter MacLaurin, James McDougall, and Edward Turchyniak, Commissioners; Linda Iaconetti and Mike Possian, Parent Commissioners; and Giordano Rosa-del-Vecchio, Director General.

Also present were: Robert Vallerand, Deputy Director General; Daniel Hogue, Director of Material Resources, Effie Maniatis, Director of Educational Services; Mireille Ménard, Centre Director Adult Education; Jean-Guy Messier, Director of Information Technology; Livia Nassivera, Director of Financial Resources; Fernand Lessard, Coordinator of Material Resources; and William Pollock, Commissioner.

The Chairman called the meeting to order at 20:00 hours.

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed:

5.0 CORPORATE AFFAIRS:

- 5.7 *Human Rights Request*INFO
5.8 *Response to Newspaper Article*INFO

6.0 HUMAN RESOURCES:

- 6.5 *Modification to Resolution*RES
6.6 *Engagement of Part-Time Replacement Teachers 2002-2003*RES

10.0 USE OF SCHOOLS:

- 10.2 *Establishment of Zone for Repentigny*INFO

12.0 EDUCATIONAL SERVICES:

- 12.2 *School Trips*INFO

030909-CA-0051

Linda Iaconetti MOVED THAT the agenda be accepted as amended in document #SWLSB-2003/09/09-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

030909-CA-0053

Edward Turchyniak MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2003-08-19 be tabled to the 2003-10-14 meeting.

Carried unanimously

3.0 BUSINESS ARISING:

3.1 *Modification to Resolution – Collection of Day Care Fees:*

The Director General reviewed some of the documentation pertaining to a previous legal case involving the issue of day care noting that the premise of the judgement was based on “private day care / garderie privée.

3.1.1 _____ *MOVED THAT resolution #030618-CA-0184 on page 0887 of the minutes of the June 18, 2003 Council meeting be amended by replacing the words “day care services” by “before and after school projects”.*

3.1.2 _____ *MOVED THAT, on the recommendation of the Director General, the Executive Committee of the Sir Wilfrid Laurier School Board modify resolution #030618-CA-0184, adopted by the Council of Commissioners at its regular meeting held on 2003-06-18, by replacing the words “operating costs and administration costs” with the word “costs”.*

3.2 *ACE Revenues:*

The Deputy Director General reviewed the ACE revenues indicating that the profits made through its various projects are re-directed back into the program.

He went on to advise that the ACE personnel understand that the advance for the purchase of equipment for the identification card project will be reimbursed to the school board.

3.3 *Cost of Retirement Dinner:*

The Deputy Director General advised that the costs for the recent retirement dinner had been reviewed and that the cost of the event for 95 participants was approximately 8 000\$.

4.0 DIRECTOR GENERAL’S REPORT:

The Director General advised the Executive Committee that the “Welcome Back Barbeque” had been a success as it was better organized, although the number participants was less than last year.

He went on to note that the opening of school had gone well in all sectors with just a few minor transportation problems.

He continued noting that the Principals workshop in Montfort had gone well and the issues of school success plans and the board’s strategic plan were discussed, as well as a collaborative problem identification and solution task.

The Director General advised those present that with the upcoming elections the need for standing committee meetings should be explored and that the Chair of the respective committee along with the Director of the service should review the needs of the committee and, if necessary, call a meeting.

5.0 CORPORATE AFFAIRS:

5.1 *Deputy Director General’s Report:*

The Deputy Director General commented on his monthly report noting a recent meeting with Natalie Auclair, Commissioner, and the members of the Holy Rosary Parish. The intent of the meeting was to explore purchasing the land and building of the parish located next to Holy Rosary Elementary School as it could be used for a school yard, an off-loading ramp and, subsequent to approval from the Ministère de l’Éducation, the expansion of the school.

He went on to note that the Ville de Rosemère was planning a dedication ceremony for a new park that has been constructed on the land purchased from the Sir Wilfrid Laurier School Board. He also suggested that the Principal, staff and students of McCaig Elementary School participate in the ceremony as the park is located near the school.

He continued advising the Executive Committee of a meeting with the Ville de Laval, the Conseil régional de développement de Laval (CRDL), the Commission scolaire de Laval and the Sir Wilfrid Laurier School Board on the School Environment Improvement Project, in which the board is involved.

5.2 Report of Centre Director – Adult & Vocational Education:

The Centre Director of Adult Education presented her monthly report commenting on general education in the English and French sectors, vocational education, popular education, and Emploi-Québec.

5.3 2004 QESBA / AAESQ Spring Conference:

The Deputy Director General advised the Executive Committee that the planning for the conference is going well and that there will be a Steering Committee meeting on 2003-09-23 at which time committee reports will be presented.

5.4 QESBA Policy Forum:

The Deputy Director General reminded those present of the Quebec English School Boards Association (QESBA) Policy Forum Workshop to be held on 2003-10-04 and the need to submit a registration form to Jocelyne Thompson-Ness if they wish to attend.

5.5 Sale of Alcohol:

030909-CA-0054

Carolyn Curiale MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board authorize the sale of alcoholic beverages at the Centennial Celebrations at Ste-Agathe Academy of as part of the lease arrangements for 2003-10-03 and 2003-10-04. AND THAT the lease only be valid upon receipt of a copy of the issued permit required to conform to provincial law.

Carried unanimously

5.6 Transfer of Land - Repentigny:

The Director General commented on the transfer of land from the Ville de Repentigny to the Sir Wilfrid Laurier School Board.

030909-CA-0052

WHEREAS the Ministry of Education has granted authorization to build an English elementary school in Repentigny;

WHEREAS the Ville de Repentigny has agreed to cede a parcel of land in the area known as Valmont-sur-Parc located in the Ville de Repentigny;

WHEREAS the Sir Wilfrid Laurier School Board wishes to commence construction of this elementary school as early as possible in order to ensure the availability of the school for the start of the 2004-2005 school year;

Peter MacLaurin MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board hereby request the Ville de Repentigny to cede the

required lots for an area approximating 300 000 square feet in order to commence construction of the new elementary school in Repentigny.

**Carried unanimously
0881**

5.7 Human Rights Request:

The Director General advised the Executive Committee that the board had received a complaint concerning social status under the Charter of Human Rights. He noted that Québec Charter prohibits any discrimination based on social status.

The Executive Committee entered into discussion and a copy of the resolution of the Governing Board that made the complaint was requested.

5.8 Response to Newspaper Article:

The Deputy Director General drew the Executive Committee's attention to a newspaper article from The Chomedey News.

6.0 HUMAN RESOURCES:

6.1 Director's Report:

The Director of Human Resources presented his monthly report noting the staffing of schools, the Administration Guide for school secretaries, the Human Resources information pamphlet and the by-law delegating certain powers to the Director General.

6.2 Engagements – Full-Time Teachers:

Tabled to the 2003-09-24 meeting of the Council of Commissioners.

6.3 Engagements – Part-Time Teachers:

Tabled to the 2003-09-24 meeting of the Council of Commissioners.

6.4 Engagements – Part-Time Replacement Teachers:

Tabled to the 2003-09-24 meeting of the Council of Commissioners.

6.5 Modification to Resolution:

030909-HR-0053

James McDougall MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board modify resolution #030513-HR-0425, engagement of part-time replacement teachers, by removing the name of Christos Breyannis.

Carried unanimously

6.6 Engagement of Part-Time Replacement Teachers 2002-2003:

030909-HR-0054

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 the following part-time replacement teachers for the 2002-2003 School Year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

0882

Name	Effective Date	School
Denhez, Johanne	2003-03-17	St-Paul Elementary School
Kennedy, Wayne	2003-02-17	Sacred Heart Middle School
Lipstein, Liz	2003-03-31	Hillcrest Academy

Carried unanimously

7.0 PARENTS' COMMITTEE:

7.1 Parent Commissioners Report:

There was no report.

8.0 INFORMATION TECHNOLOGY:

8.1 Director's Report:

The Director of Information Technology commented on his monthly report noting the assistance being given to school elections in the area of updating the electoral list and facilitating the installation of the electoral list computer program, the progress of the Rawdon Laptop Project, the revision of the Laurentian Regional High School computer network to improve security, and the upgrade of the Lake of Two Mountains High School computer laboratory.

9.0 TRANSPORTATION:

There was no report.

10.0 USE OF SCHOOLS:

10.1 Update on 2003-2004 Student Enrolment:

The Director General reviewed the latest enrolment figures noting that there were about fifty less students present on opening day than anticipated but that twenty additional students are expected to enrol. The teacher allocation will not be affected.

10.2 Establishment of Zone for Repentigny:

The Director General reviewed the procedure for establishing an attendance zone and indicated that a proposal on the zone will be submitted to the Council after the school elections.

11.0 MATERIAL RESOURCES:

11.1 Director's Report:

There was no report.

11.2 Update on Building Projects:

The Director General advised the Executive Committee that an offer had been received to purchase a parcel of land on the property of Ste-Agathe Academy but that a more detailed offer is needed.

The Executive Committee requested a report on the status of the offer from the Ville de Deux-Montagnes to purchase land.

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12.0 EDUCATIONAL SERVICES:

12.1 Director's Report:

The Director of Educational Services commented on her monthly report noting Math Focus workshops, the ESD Administrators Committee formed to examine departmental issues that could better help the schools meet goals, and the Rawdon Laptop Project.

She went on to comment on the summer school noting the registration was slightly less than 2002 for the courses offered but that the number of students rewriting examinations had increased. The results in the examinations given varied when compared to the 2002 summer school results. Several recommendations were made for the 2004 summer school.

12.2 School Trips:

The Deputy Director General advised that several requests have been received for school trips and that they were currently being reviewed by the Educational Services Committee.

13.0 FINANCIAL RESOURCES:

13.1 Director's Report:

The Director of Financial Resources commented on her monthly report noting the collection of taxes for 2003-2004, the preliminary work on the financial statements and the start of the annual audit.

13.2 Update on Financial Turnaround Plan:

The Director of Financial Resources advised the Executive Committee that the Financial Turnaround Plan is progressing well.

13.3 Approval of Accounts Payable:

030909-FR-0055

Edward Turchyniak MOVED THAT on the recommendation of the Financial Resources Committee, the Executive Committee the Sir Wilfrid Laurier School Board approve the cash disbursements listed in the List of Cheques dated August 1st to August 27, 2003 as follows:

OPERATING CHEQUES	#109858 to 110208	1,460,352.65 \$
SCHOOL CHEQUES	#47849 to 47854	665.77 \$
PLUS: Cancelled cheques for prior months	#018013, 109665, 109810	1,038.17 \$
PLUS: Deductions at Source	August 2003	1,123,867.59 \$
FOR A TOTAL OF:		2,585,924.18 \$

Carried unanimously

13.4 Seizure of Property:

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
072020-6940-27-2027	Moussa Chehade 280 Place Rene Pointe Calumet, Que. J0N 1G5	371 de la Chapelle Boul. Pointe Calumet	165,12\$

0884

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 165,12\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.1 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
065005-8553-34-67404	Academie Lavalloise a/s Zakaid David C 5290 Des Laurentides Bou Auteuil, Laval, QC H7K 2J8	5290 -5290A Des Laurentides Bou Laval	241,08\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 241,08\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.2 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
065005-8450-31-637050010-004	Sylv Innove Inc Denis Gervais 4054 Le Corbusier Boul #101 Ste-Rose, Laval, QC H7L 5R2	4054 Le Corbusier Bou Laval	182,60\$

0885

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 182,60\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.3 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
065005-8543-01-92907	Kontogiannis Christina 4412 de la Meuse Pl Chomedey, Laval, QC H7W 4Y4	4412 de la Meuse Pl Laval	1 141,54\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 1 141,54\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.4 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
	Panagopoulos Panagiotis		

065005-8043-90-42807	Lekkas Stavroula 811 Borel Rue Ste-Dorothee, Laval, QC H7X 2V5	8114 Borel Rue Laval	2 584,80\$
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WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

0886

WHEREAS the total amount of outstanding school taxes is 2 584,80\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.5 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
065005-8251-14-6395	Beauregard Bernard Neut 97-98 6610 Des Perruches Ave Ste-Rose, Laval, QC H7L 4V8	00198 Cure Labelle Bou Laval	482,72\$

WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 482,72\$;

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.6 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

WHEREAS the Sir Wilfrid Laurier School Board has exhausted all regular procedures for collecting the school taxes for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
064008-8560-71-4676	Pinard Michel Faulkner Ginette 550 rue Bois de Boulogne	550 – 552 Bois-de-Boulogne	899,71\$

	Terrebonne, Que J6Y 1N6	Terrebonne	
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WHEREAS Saulnier Robillard Lortie, Huissiers de Justice, have indicated that they cannot proceed with the recovery of these taxes unless specifically authorized by the Council of Commissioners of the Sir Wilfrid Laurier School Board;

WHEREAS the total amount of outstanding school taxes is 899,71\$;

0887

WHEREAS the next step is to commence proceedings for the seizure of moveable property for the non-payment of these school taxes;

13.4.7 _____ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissions of the Sir Wilfrid Laurier School Board mandate the Director General, in accordance with sections 325 to 330 of the Education Act (R.S.Q., Chapter I-13.3), to proceed with the seizure of the moveable property belonging to the taxpayer.

AND THAT the property owner assumes all legal costs related to this seizure.

AND FURTHER THAT the Chairman, and in his absence or with his knowledge the Vice-Chairman, as well as the Director General, and in his absence or with his knowledge the Deputy Director General, be authorized to sign all documentation concerning this seizure.

14.0 CORRESPONDENCE:

The Chairman drew the Executive Committee's attention to the correspondence contained in the package.

15.0 QUESTION PERIOD:

There were no questions.

16.0 ADJOURNMENT OF MEETING:

Mike Possian MOVED adjournment of the meeting.

Carried unanimously

TIME: 23:30 hours

NEXT MEETING ⇨ REGULAR ⇨ 2003-10-14

Robert Vallerand, Secretary General

Pierre Garofano, Chairman