

PROVINCE OF QUEBEC**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2004-08-24**

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, 2004-08-24 at 19:30 hours, at which were present:

Edward Turchyniak, Chairman; Nancy Rupnik, Vice-Chair; Natalie Auclair, Steve Bletas, Nick Milas, and Grace Nesi, Commissioners; Sandra Rouleau, Parent Commissioner; and Giordano Rosa-del-Vecchio, Director General.

Also present were: Robert Vallerand, Deputy Director General; François Badin, Director of Human Resources; Daniel Hogue, Director of Material Resources; Effie Maniatis, Director of Educational Services; Denis Marcoux, Director of Information Technology; Mireille Ménard, Centre Director Adult Education; Livia Nassivera, Director of Financial Resources; George Paquette, Director of School Organization & Transportation; and Carolyn Curiale, Tony De Lauri, and Steve Kmec, Commissioners; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: William Pollock, Commissioners, and Linda Iaconetti, Parent Commissioner.

The Chairman called the meeting to order at 19:36 hours.

The Chairman welcomed Denis Marcoux, Director of Information Technology, to the table.

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed:

9.0 MATERIAL RESOURCES:

9.3 *Disposal of Equipment*RES

040824-CA-0035

Steve Bletas MOVED THAT the agenda be accepted as amended in document #SWLSB-2004/08/24-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:**040824-CA-0036**

Natalie Auclair MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2004-07-13, having been received by all members prior to this meeting, be approved as written.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:

YEA: Natalie Auclair, Steve Bletas, Grace Nesi, Nancy Rupnik, Edward Turchyniak

ABST: Nick Milas

3.0 BUSINESS ARISING:

There was no business arising.

4.0 DIRECTOR GENERAL'S REPORT:

The Director General welcomed everyone back and advised that a workshop had been held with the Principals on August 17 and 18 to begin the new school year.

He advised that he along with the Vice-Chair of the Council of Commissioners and the Deputy Director General had attended a Quebec English School Boards Association (QESBA) Media workshop in Aylmer, Québec on 2004-08-23 and that it provided some interesting approaches to dealing with the media.

In response to a question from Nancy Rupnik, the Director General noted that the administration will advise Commissioners of any workshop that may be of interest to them.

Steve Bletas advised the Executive Committee that the Quebec English School Boards Association (QESBA) would be holding its annual fall workshop on 2004-10-02 in Sherbrooke, Québec and that he looked forward to having good representation from the Sir Wilfrid Laurier School Board.

5.0 CORPORATE AFFAIRS:

5.1 Deputy Director General's Report:

There was no report.

5.2 Report of Centre Director – Adult & Vocational Education:

The Centre Director advised the Executive Committee that the next meeting of the Adult Education Committee would be held on 2004-08-31 at 19:30 hours.

5.3 Modification to Deed of Establishment - Repentigny:

The Deputy Director General advised the Executive Committee that when the deeds of establishment were originally approved on 2004-06-23 the building number for the new school in Repentigny had not yet been received. The building number has now been provided to the board and it is necessary to modify the deed of establishment for the school to reflect this new number.

WHEREAS the building number for the new school in Repentigny was not available when policy #2004-CA-02: Deeds of Establishment & Three Year Plan for the Allocation and Destination of Immovables was adopted on 2004-06-23;

_____ MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the modification of the deed of establishment for the new school in Repentigny by adding building number 885-047. AND THAT this modification be included in policy #2004-CA-04: Deeds of Establishment & Three Year Plan for the Allocation and Destination of Immovables.

5.4 Fall Focus Session – Hotel & Meal Arrangements:

The Deputy Director General commented on the information that had been sent to the Commissioners concerning the Fall Focus Session noting that if anyone had any special dietary requirements to please advise either Tina Pansieri or Jocelyne Thompson-Ness.

5.5 Strategic Plan:

The Chairman extended congratulations to the Administration for the comprehensive presentation of the Strategic Plan.

The Director General presented the Strategic Plan noting that once it is approved in principle it will be sent for a sixty day consultation. The result of the consultation will be a living document that will be the basis for future discussions at all levels of the Sir Wilfrid Laurier School Board.

He went on to present a poster created by Line Desgroseilliers, Communications Officer, which will incorporate the four main strategies of the plan and be posted in each of the Sir Wilfrid Laurier School Board schools and centres.

WHEREAS the section 209.1 of the Education Act (R.S.Q., Chapter I-13.3) requires a school board to establish a strategic plan covering a period of several years;

WHEREAS the strategic goals were accepted by the Council of Commissioners in June 2003;

WHEREAS the plan was drawn up using input from diverse stakeholders;

_____ MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve in principle the "Sir Wilfrid Laurier School Board Strategic Plan".

AND THAT the "Sir Wilfrid Laurier School Board Strategic Plan" be sent out for general consultation.

5.6 QESBA School Election Consultation:

The Executive Committee entered into a brief discussion on this consultation and it was suggested that the document be brought to the Council of Commissioners for discussion with the proposal that a sub-committee be established to review the document and make recommendations.

5.7 Paperless Meetings:

The Director of Information Technology advised the Executive Committee that a new presentation of the paperless meeting format was being reviewed and would be implemented for the next meeting. The format will make navigation easier and access to the information will be more efficient.

5.8 Proposal to MEQ for Mobile Computer Lab:

The Director General advised the Executive Committee that he and the Deputy Director General will be meeting with Robert Bisillon, sous-ministre adjoint Ministère de l'Éducation, on 2004-09-03 to review the details and funding of the Mobile Computer Lab project.

6.0 HUMAN RESOURCES:

6.1 Director's Report:

The Director of Human Resources advised the Executive Committee that during the summer months the recruitment and hiring of teachers for the 2004-2005 school year was completed and that only some part-time teachers need to be hired. The recruitment of science teachers remains a problem for Laurentian Regional and Western Laval High Schools.

He continued noting that the board received approximately 500 claims under Bill 111 from retired teachers and that the board would be sending this file to the Ministère de l'Éducation for payment approval then the cheques will be prepared and sent.

6.2 Teacher Resignation – Pinewood Elementary School:

The Director of Human Resources provided background information on the issue of teacher problem at Pinewood Elementary School noting that the issue has been resolved as the teacher has resigned.

6.3 *Resignation:*

040824-HR-0037

Edward Turchyniak MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of resignation effective 2004-07-30 received from **Léo Leblanc**, Teacher at Pinewood Elementary School, and extend best wishes to him.

Carried unanimously

7.0 EDUCATIONAL SERVICES:

7.1 *Director's Report:*

The Director of Educational Services advised the Executive Committee that the 2004 Summer School had gone well and that a final report would be made in September.

She continued noting that the department is hosting an elementary mathematics workshop on 2004-08-27 and that preparations are being made for the board-wide pedagogical day and a workshop for secondary teachers.

In response to a question from Steve Bletas, the Director of Educational Services advised that the Nelson Mathematics Program is a new program to the board and that at this time there is no indication as to what type of results it is achieving. She also indicated that it could take a few years for the program to take root but that it may be possible to review the results of the exams given in June 2005 by the schools currently using the program to see if the mathematics scores have improved at the elementary level.

The Executive Committee entered into discussion on the Nelson Mathematics Program.

In response to another question from Steve Bletas concerning a recent article in The Gazette about the high graduation rate at the Riverside School Board, the Director General noted that the fact that a student graduates from high school does not necessarily mean that he/she gets into CEGEP.

He went on to acknowledge that the Sir Wilfrid Laurier School Board needs to improve its student graduation rate and that Educational Services is working with the high schools on this matter.

The Director of Educational Services advised that the department and the Education Committee are reviewing the graduation rates of the other school boards in the Laval-Laurentides-Lanaudière region as well as the level of socio-economic problems, which do have an affect on student success. She also noted that part of the Strategic Plan is to increase the graduation rate in various areas.

In response to a final question from Steve Bletas, the Director of Educational Services advised that the success rate in vocational education is above the provincial indicators.

8.0 USE OF SCHOOLS / TRANSPORTATION

8.1 *Director's Report:*

The Director of School Organization & Transportation advised the Executive Committee that the transportation information has been mailed out and that the department is currently receiving up to 300 telephone calls a day concerning transportation. The department has brought in two part-time employees to assist with the handling of these calls and the entire department is working into the evenings to ensure that all calls are returned. Other issues being addressed are out-of-zone requests and the space restrictions at Genesis Elementary School.

In response to a question from Edward Turchyniak, the Director of School Organization & Transportation advised that number of complaints currently being received are close to what was received in 2003 and that the majority of the problems will be resolved.

8.2 Update on Enrollment:

The Director of School Organization & Transportation distributed the latest enrollment figures noting that several more registrations were received over the summer months which puts the Sir Wilfrid Laurier School Board enrollment for the 2004-2005 school year at 14 408 as of 2004-08-23. The board has increased its enrollment by 410 students over the 2003-2004 school year which is the equivalent of one school.

In response to a question from Nancy Rupnik, the Director of School Organization & Transportation noted that there are students who walk to school but many parents of walkers request annually to have their child(ren) on a bus as they feel that it is safer. He agreed that walking groups would be a good idea but that they would have to be arranged by the parents.

8.3 Sale of Transportation Contracts:

The Director of School Organization & Transportation advised the Executive Committee that Transport Ecolebec Inc. is selling off their berline contracts to two of the board's existing contractors. Transport Ecolebec has agreed to assist the new contractors in the transitional period.

040824-TS-0038

WHEREAS Transport Ecolebec Inc. has sold its contracts for routes #932 and 933 to J.J. Campeau Inc.;

Nancy Rupnik MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board, in accordance with clause 8 of the transportation contract with Transport Ecolebec Inc., approve the transfer of the contracts for routes #932 and 933 to J.J. Campeau Inc., effective 2004-08-25.

Carried unanimously

040824-TS-0039

WHEREAS Transport Ecolebec Inc. has sold its contracts for routes #901 through 925, 930, 931, 934, and 995 to 6240143 Canada Inc.;

Nancy Rupnik MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board, in accordance with clause 8 of the transportation contract with Transport Ecolebec Inc., approve the transfer of the contracts for routes #901 thru 925, 930, 931, 934, and 995 to 6240143 Canada Inc., effective 2004-08-25

Carried unanimously

In response to a question from Robert Dixon, the Director of School Organization & Transportation stated that the bus driver is to provide a special needs student with whatever assistance he/she requires to get on and off the bus.

9.0 MATERIAL RESOURCES:

9.1 Director's Report:

The Director of Material Resources circulated recent pictures of the renovation/construction project at Joliette High School and of the new school in Repentigny noting that Joliette High School is 99% completed with touch-ups and the completion of the Secretary's area remaining. In Repentigny the paving, landscaping and fencing need to be completed and it is expected that this work will be finished before the start of the school year.

He went on to note that the summer projects have gone well and will be completed for the start of the school year.

He advised the Executive Committee of the passing of Yvan Allen, Supervisor of Buildings & Equipment, on 2004-08-18.

In response to a question from Steve Bletas, the Director General advised that the official opening of Joliette High School and the new school in Repentigny are in the process of being planned and the dates for the opening ceremonies are to be determined.

9.2 Update on Projects:

This item was discussed under item 9.1.

9.3 Engagement of Contractor – Repair of Air Conditioning at LCHS:

The Director of Material Resources provided background information on the air conditioning unit at Laval Catholic High School.

040824-MR-0040

WHEREAS the air conditioning unit located at Laval Catholic High School is in need of repair;

WHEREAS tenders were opened on 2004-07-15 for the repair of the air conditioning unit at Laval Catholic High School;

WHEREAS the Material Resources Committee and the Directorate recommends that the contract be awarded to the lowest conformable bidder;

Grace Nesi MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board award the repair of the air conditioning unit at Laval Catholic High School to **Névé Réfrigération Inc.** for the total amount of 26 301,62\$, taxes included.

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 project.

Carried unanimously

9.4 Disposal of Equipment:

040824-MR-0041

WHEREAS the equipment listed in document #SWLSB-2004/08/24-MR-001 located at Arundel Elementary School is considered obsolete for use by the school;

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

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

Nick Milas 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 Arundel Elementary School.

FURTHER THAT the school disposes of the said equipment and that any funds gained there from be credited to Arundel Elementary School.

Carried unanimously

040824-MR-0042

WHEREAS the equipment listed in document #SWLSB-2004/08/24-MR-002 located at Grenville Elementary School is considered obsolete for use by the school;

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

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

Nick Milas 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 Grenville Elementary School.

FURTHER THAT the school disposes of the said equipment and that any funds gained there from be credited to Grenville Elementary School.

Carried unanimously

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

The Director of Financial Resources advised that the phone calls concerning the elevated taxes in Laval have decreased and that there were not many messages on the voice mail upon the return from vacation.

She went on to advise that preparations are being made for the 2003-2004 audit and that the board has had a positive result in its collection of taxes for 2004-2005.

11.0 PARENTS' COMMITTEE:**11.1 Parent Commissioners Report:**

There was no report.

12.0 INFORMATION TECHNOLOGY:**12.1 Director's Report:**

The Director of Information Technology advised the Executive Committee that the laptops necessary for the mobile computer lab have been ordered and delivered, that the wireless network system in the schools with mobile labs is in the process of being established and that it is expected that these labs will be up and running by the end of September. Educational Services is assisting in the planning of teacher training for the mobile computer labs.

He advised that there is some delay with the Fibre Optic Network connection for Repentigny, therefore, a temporary telephone and internet system have been installed.

He went on to announce that a letter has been received from the Ministère de l'Éducation indicating that under the Villages branchés program the Sir Wilfrid Laurier School Board will be receiving funding towards the Fibre Optic Network project with the Commission scolaire de la Rivière-du-Nord.

In closing, he noted that the portals project is also being worked on jointly with Educational Services in order to ensure that the schools have proper training.

In response to a question from Steve Bletas, the Director of Information Technology advised that Joliette Elementary School, Joliette High School, Rawdon Elementary & Middle School and the new school in Repentigny are not yet linked to a fibre optic network and that no confirmation of funding under Villages branchés has been received.

The Deputy Director General advised that the Fibre Optic Network for the new school in Repentigny is admissible under Villages branchés as it was submitted within the deadline set out by the Ministère de l'Éducation but that it takes time for all of the requests to be reviewed.

13.0 CORRESPONDENCE:

There was no correspondence.

14.0 QUESTION PERIOD:

There were no questions.

15.0 ADJOURNMENT OF MEETING:

Steve Bletas MOVED adjournment of the meeting.

Carried unanimously

TIME: 21:10 hours

NEXT MEETING ⇒ REGULAR ⇒ 2004-09-14