

PROVINCE OF QUEBEC

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2005-04-26

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, 2005-04-26 at 19:30 hours, at which were present:

Edward Turchyniak, Chairman; Nancy Rupnik, Vice-Chair; Natalie Auclair, Steve Bletas, Nick Milas, Grace Nesi, William Pollock, Commissioners; Linda Iaconetti and Tom Mouhteros, Parent Commissioners; 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; Carolyn Curiale and Robert Dixon, Commissioners; and Jocelyne Thompson-Ness, Administrative Assistant.

The Chairman called the meeting to order at 19:39 hours.

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed:

5.0 CORPORATE AFFAIRS:

5.11 Caucus MeetingINFO

6.0 HUMAN RESOURCES:

6.11 2005-2006 Organizational ChartINFO

6.12 Engagement of Foreman.....RES

050426-CA-0162

Nick Milas MOVED THAT the agenda be accepted as amended in document #SWLSB-2005/04/26-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

In a verbal notice Edward Turchyniak advised that in the minutes of the meeting held on 2005-03-15 the following corrections are required:

- Page 1175, item 3.1, paragraph 1, line 3; the word *acceptable* should be put in quotation marks.
 - Page 1186, paragraph 1, line 1, the words "*and the Executive Committee*" are to be added after the word "*Committee*".
- On the same page in item 12.3, paragraph 4, line 1, the words "*and the Executive Committee*" are to be added after the word "*Committee*".

050426-CA-0163

Grace Nesi MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2005-03-15, having been received by all members prior to this meeting, be approved as corrected.

Carried unanimously

3.0 BUSINESS ARISING:

3.1 *Computer Training for Commissioners:*

The Director of Information Technology advised the Executive Committee that he has received nine confirmations for the first session of the computer training for Commissioners taking place on 2005-04-30. Steve Edwards, from the Adult & Vocational Education Centre, will be teaching the course. Courses on Microsoft Excel and Power Point will take place in the fall.

The Deputy Director General reminded the Executive Committee that follow-up workshops to the 2004 Fall Focus Session will take place on May 18, 19 and 26, 2005; for those Commissioners that did not participate in the first workshop.

3.2 *2005-2006 Budget Process:*

The Director of Financial Resources advised the Executive Committee that the consultation period for the 2005-2006 Budget Building Process has expired and that responses were received from 12 schools and 2 associations. The budget parameters were received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) on 2005-04-15 and are currently being reviewed. A preliminary draft of the 2005-2006 budget will be prepared for the end of May with the final version ready for approval on 2005-06-22

3.3 *Promotional Expenses:*

The Deputy Director General, in response to a request from Walter Fogel at the 2005-03-23 meeting of the Council, presented a spreadsheet on the promotional items produced by the Sir Wilfrid Laurier School Board noting that this is a partial list as it does not include promotional items produced by the various departments. The production of these items has enabled the board to create a sense of pride among its employees, as well as promoting the school board publicly.

The Executive Committee entered into discussion.

4.0 DIRECTOR GENERAL'S REPORT:

The Director General commented on the recent one-day strike by the Laurier Teachers' Union on 2005-04-19 noting that everything was quite and that those non-teaching employees that reported to work were sent to work from home.

He went on to comment on the daycare situation at Hillcrest Academy noting that the Principal is lobbying for a Ministère de l'Éducation, du Loisir et du Sport (MELS) daycare and is providing the school community with the necessary information on the benefits of participating in a MELS daycare program. The private daycare that is currently in the school does not pay anything to the school to assist in defraying the administrative costs that are incurred by its presence in the building.

He further noted that the board would not authorize a private daycare in Hillcrest Academy without a contract for 2005-2006. The private daycare at Souvenir Elementary School now has a contract with the school which provides both the school and the board with a monthly fee and the school is now reimbursing the board for the administrative costs incurred by the private daycare over the past few years. Another meeting will be held with Hillcrest Academy in order to resolve the daycare issue.

The Executive Committee entered into discussion.

In response to a question from the Chairman, the Director General advised that a legal opinion has been obtained on the lease of space to private daycare and the school premises is the property of the school board; therefore, the school board has the right to oversee how it is used. The Governing Board must accept to lease the premises to a third party and the school board has fifteen days to accept or reject the lease agreement. The Governing Board cannot sign the lease agreement without the approval of the school board.

In response to several questions, the Director General noted that if there is no resolution to the daycare issue at Hillcrest Academy the school board will move forward and do what is necessary to ensure that protocol is followed. If the school agrees to a lease agreement with the private daycare or if the private daycare comes forth with an agreeable offer to repay what is owed or the school agrees to open a Ministère de l'Éducation, du Loisir et du Sport (MELS) daycare, the school board will seriously consider any of these offers.

5.0 CORPORATE AFFAIRS:

5.1 Deputy Director General's Report:

The Deputy Director General commented on his monthly report noting requests to use some schools as voting stations for the November 2005 municipal elections, the "Sustainable Developing Partnerships with Schools & Community - AVEC" project to improve school yards, and a measure within the Ministère de l'Éducation, du Loisir et du Sport (MELS) 2005-2006 Budget Parameters for school yard embellishment.

In response to a question from the Chairman, the Deputy Director General noted that the school board's contribution to the AVEC project has not yet been processed as the agreement has not yet been signed.

5.2 Report of Centre Director – Adult & Vocational Education:

The Centre Director for Adult & Vocational Education commented on her monthly report noting budget preparation for the service, Adult Learners Week activities in Chomedey and Lachute, and the acceptance of the application of Andra Armasu, a general education student at the Chomedey Centre, as a candidate for the ADIGECS Bursary.

5.3 Report of Adult & Vocational Education Sub-Committee:

There was no report.

5.4 Report of Communications & Public Relations Sub-Committee:

Natalie Auclair, Chair of the Communications & Public Relations Sub-Committee, advised the Executive Committee of the upcoming "Laurier Gala" on 2005-05-16 to honour those students who have done well academically and non-academically in school activities. Approximately 170 students and 25 teachers will be honoured.

She went on to note that a survey will be done on the Laurier Express to find out if the paper is meeting the target. A Focus Group will be struck to examine the results of this survey.

Other business discussed at the last meeting of the committee also included a transportation flyer that will be distributed to elementary school students in the August mailing of the transportation schedules and that the school tax flyer and the school board Web site will be modified to address the increase in municipal taxes in certain municipalities and how it affects the school taxes and their distribution.

Natalie Auclair left the meeting.

TIME: 20:29 hours

5.5 2005-2006 School Calendars:

The Director of Human Resources presented the 2005-2006 school calendars noting that the calendar for Rawdon Elementary & Middle School, Joliette Elementary School and Joliette High School is not included as part of the resolution as the school board is awaiting the approval of the calendar for Commission scolaire des Samares with whom the school board shares transportation for these schools.

He went on to note that earlier this year a recommendation was received from school boards in Montréal to align the public school spring break with that of the university students, but this will not be possible as the Commissions scolaire des Laurentides and des Samares did not accept this request, therefore, the Sir Wilfrid Laurier School Board will be on a different spring break than the Commission scolaire de Laval.

Natalie Auclair returned to the meeting.

TIME: 20:31 hours

WHEREAS the school calendar is the responsibility of the school board;

WHEREAS the Laurier Teachers Union and the Sir Wilfrid Laurier School Board were able to negotiate and agree on a draft proposal;

WHEREAS the Parents' Committee has been consulted on the proposed calendar for 2005-2006;

WHEREAS the Directorate has endorsed the proposed calendar for the presentation to the Council of Commissioners for approval;

_____ MOVED THAT, on the recommendation of the Director of Human Resources, the Directorate and the Executive Committee; the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 2005-2006 school calendars, as presented in the following documents:

- *Document #SWLSB-2005/04/27-ED-001 for all schools except Arundel Elementary School, Joliette Elementary School, Rawdon Elementary & Middle School, Joliette High School and Ste-Agathe Academy.*
- *Document #SWLSB-2005/04/27-ED-002 for Arundel Elementary School and Ste-Agathe Academy.*
- *Document #SWLSB-2005/04/27-ED-003 for Adult Education – General Education in Chomedey & Lachute Centres.*
- *Document #SWLSB-2005/04/27-ED-004 for Adult Education – Vocational Education in Chomedey & Lachute Centres.*

5.6 Policy #2004-ED-06: Special Education:

The Director of Educational Services commented on the recent focus group that was tasked to review the proposed policy #2004-ED-06: Policy Outlining the Organization of Services for Students with Handicaps, Social Maladjustments or Learning Difficulties, for a final time noting that the group agreed that the policy reflects what is required of it and recommends that it be approved.

The Executive Committee entered into discussion on the special education policy and the need to have statistics for progress at the elementary level for both regular and special education students.

In response to a question from the Chairman, the Director General noted that it would be difficult to present student progress in the area of specialized services as these students have their own Individual Education Plan (IEP).

Nick Milas left the meeting.

TIME: 20:43 hours

In response to an additional question from the Chairman, the Director General noted that there is no concrete data collection for the elementary level statistics but that it would be possible to obtain some information from the elementary report cards. He indicated that in order to extract data from the elementary report cards, Educational Services would need to know what areas the Commissioners want data on.

The Chairman indicated that progress statistics at the elementary level should be a topic of future discussion.

Nick Milas returned to the meeting.

TIME: 20:45 hours

_____ *MOVED THAT, on the recommendation of the Education Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2005-ED-06: Policy Outlining the Organization of Services for Students with Handicaps, Social Maladjustments or Learning Difficulties.*

5.7 Funding for School Success Plans:

The Deputy Director General advised that three years ago the former Ministre de l'Éducation, François Legault, established a three-year plan whereby the school boards received 20\$ per student towards school success plans. This original school success project has now been translated into the Strategic Plan and the previous funding formula no longer meets the needs for what is required of a Strategic Plan.

WHEREAS the measure pertaining to school success plans was not included in the 2003-2004 and 2004-2005 budget rules;

WHEREAS student success represents an important objective in the success plan of each school;

WHEREAS student success represents a major direction in the strategic plan of the Sir Wilfrid Laurier School Board;

WHEREAS school success plans are essential in order to successfully implement the Reform;

WHEREAS proper funding is crucial to creating the necessary conditions for all students to achieve educational success;

WHEREAS the Sir Wilfrid Laurier School Board wishes to make the Ministère de l'Éducation, du Loisir et du Sport aware of the numerous needs the schools must satisfy to ensure that all students achieve educational success;

WHEREAS the objective of the Strategic Plan of the Ministère de l'Éducation, du Loisir et du Sport is to promote success for the greatest possible number;

WHEREAS education is a priority in the Action Plan of the Gouvernement du Québec;

_____ *MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board request the Ministère de l'Éducation, du Loisir et du Sport to reinstate funding for school success plans.*

AND THAT copy of this resolution be sent to the Ministère de l'Éducation, du Loisir et du Sport, the Quebec English School Boards Association (QESBA) and to all the Members of the National Assembly within the Laval-Laurentides-Lanaudière territory.

5.8 Delegate to GRICS:

The Deputy Director General advised the Executive Committee that this is the annual request from GRICS for the school board to designate a delegate to its annual general meeting.

WHEREAS the Sir Wilfrid Laurier School Board is a member of the Société de gestion du réseau informatique des commissions scolaires (GRICS);

WHEREAS the membership agreement stipulates that the school board must name an official delegate to act on its behalf;

_____ *MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board name **Robert Vallerand**, Deputy Director General, as the official delegate of the Sir Wilfrid Laurier School Board to the Société de gestion du réseau informatique des commissions scolaires (GRICS) for the **2005 Annual General Meeting** and to exercise the powers inherent;*

AND THAT if the official delegate is absent or unable to act, **Denis Marcoux**, Director of Information Technology, be named as alternate delegate of the Sir Wilfrid Laurier School Board to the Société de gestion du réseau informatique des commissions scolaires (GRICS) for the 2005 Annual General Meeting.

AND THAT this resolution cancel and replace any other resolution naming an official delegate to the general assembly of the Société de gestion du réseau informatique des commissions scolaires (GRICS).

5.9 Entente with AVEC:

The Deputy Director General advised the Executive Committee that in order to participate in the "AVEC (Avenir-Viable-École-Communauté)" a protocol of agreement must be signed.

WHEREAS the Sir Wilfrid Laurier School Board is a partner in the "AVEC (Avenir-Viable-École-Communauté)" program

WHEREAS this partnership addresses the goals of the Sir Wilfrid Laurier School Board "Strategic Plan 2004-2007";

WHEREAS this project will be of direct benefit to the Sir Wilfrid Laurier School Board schools and students in Laval;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize the Chairman to sign the entente with AVEC (Avenir-Viable-École-Communauté).

5.10 Sale of Alcohol:

050426-CA-0164

Grace Nesi MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board authorize the sale of alcoholic beverages at the "Murder Mystery Dinner" fundraiser at Laurentian Elementary School as part of the lease arrangements for 2005-05-07. AND THAT the event only be valid upon receipt of a copy of the issued permit required to conform to provincial law.

Carried unanimously

050426-CA-0165

Grace Nesi MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board authorize the sale of alcoholic beverages at the Laurentian Elementary School Golf Tournament fundraiser as part of the lease arrangements for 2005-05-28. AND THAT the event only be valid upon receipt of a copy of the issued permit required to conform to provincial law.

Carried unanimously

5.11 Caucus Meeting:

Steve Bletas advised the Executive Committee that, in his capacity as Chairman of the Council of Commissioners, he will be calling a caucus meeting for 2005-05-12 to discuss the evaluation of the Director General.

6.0 HUMAN RESOURCES:

6.1 Director's Report:

The Director of Human Resources commented on his monthly report noting teacher assignment and excess for the 2005-2006 school year has been a major focus over the past month. Once the process has been completed those teachers who are excess will be invited to attend a meeting to choose a teaching position from the vacant posts in other schools.

6.2 Engagement - Full-Time Teacher:**050426-HR-0166**

Linda Iaconetti 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 teacher for the 2004-2005 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Nadeau, Brent	2004-11-29	Laurentian Regional High School

Carried unanimously**6.3 Engagement – Part-Time Teacher:****050426-HR-0167**

Nancy Rupnik 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 teacher for the 2004-2005 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Ginsberg-Ehrlick, Fran	2005-01-25	Western Laval High School

Carried unanimously**6.4 Engagements – Part-Time Replacement Teachers:****050426-HR-0168**

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 2004-2005 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Di Raddo , Mirella	2005-02-21	Franklin Hill Elementary School
Boutara, Ryan	2005-01-28	Hillcrest Academy
Conte, Cynthia	2005-01-31	Terry Fox Elementary School
Cohen, Gerald	2005-03-14	Lake of Two Mountains High School
Plante, Isabelle	2004-11-29	Laurentian Regional High School

Carried unanimously**6.5 Engagement – Guidance Counsellor:****050426-HR-0169**

Natalie Auclair MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Robert Vallée** as a regular full-time Guidance Counsellor (100 %) at Laurentian Regional High School, effective 2005-02-28, in accordance with Clause 5-2.02 of the Fédération des professionnelles et professionnels de l'éducation du Québec (FPPE) – CEQ Collective Agreement (P2).

Carried unanimously

6.6 Retirements:**050426-HR-0170**

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-09-30 received from **Willy Speeckaert**, Principal at Laval Catholic High School and extend best wishes to him.

Carried unanimously

050426-HR-0171

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Don Muir**, Principal at St-Jude Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0172

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-08-12 received from **William MacLeod**, Principal at Laurentia Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0173

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-08-30 received from **Johanne Vallerand**, Principal at Ste-Agathe Academy (Elementary & Secondary) and extend best wishes to her.

Carried unanimously

050426-HR-0174

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Jeanne D'Aoust-Bourdon**, Vice-Principal at Souvenir Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0175

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-08-09 received from **Anne Brohan**, Pedagogical Consultant and extend best wishes to her.

Carried unanimously

050426-HR-0176

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Richard Graham**, Teacher at Souvenir Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0177

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Mauryne Marx**, Teacher at Laurentian Regional High School and extend best wishes to her.

Carried unanimously

050426-HR-0178

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Robert Pomilio**, Teacher at Western Laval High School and extend best wishes to him.

Carried unanimously

050426-HR-0179

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Wasfeya Choucri**, Teacher at Sacred Heart Middle School and extend best wishes to her.

Carried unanimously

050426-HR-0180

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Sandra Wollow**, Teacher at Twin Oaks Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0181

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Garry Bardell**, Teacher at Twin Oaks Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0182

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Marilyn Colbran**, Teacher at Laval Catholic High School and extend best wishes to her.

Carried unanimously

050426-HR-0183

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Lise Devey**, Teacher at Our Lady of Peace School and extend best wishes to her.

Carried unanimously

050426-HR-0184

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-08-31 received from **Muriel Girard**, Psychologist at McCaig Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0185

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Catherine Gillissie Corbeil**, Teacher at Ste-Agathe Academy and extend best wishes to her.

Carried unanimously

050426-HR-0186

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Margaret Robertson Ward**, Teacher at Laurentia Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0187

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Mary Little**, Teacher at Arundel Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0188

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Maureen Barry Larsen**, Teacher at Laval Catholic High School and extend best wishes to her.

Carried unanimously

050426-HR-0189

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Elisabeth Knowlton**, Teacher at McCaig Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0190

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Richard Zawalykut**, Teacher at John F. Kennedy Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0191

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Catherine Paczos**, Teacher at Souvenir Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0192

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Christopher Morgan**, Teacher at Mountainview Elementary School and extends best wishes to him.

Carried unanimously

050426-HR-0193

William Pollock 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 2005-06-30 received from **Richard Esdale**, Teacher at McCaig Elementary School and extend best wishes to him.

Carried unanimously

050426-HR-0194

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Barbara Fowler**, Teacher at Pinewood Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0195

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Louise Stockwell**, Teacher at McCaig Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0196

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Jacqueline Callahan-Goyetche**, Teacher at McCaig Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0197

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Raymond Thivierge**, Director of Equipment Services and extend best wishes to him.

Carried unanimously

050426-HR-0198

William Pollock MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of retirement effective 2005-06-30 received from **Wendy Dineen**, Teacher at St-Jude Elementary School and extend best wishes to her

Carried unanimously

6.7 Resignations:

050426-HR-0199

Nick Milas 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 2005-06-30 received from **Anne Chauvin**, Teacher at John F. Kennedy Elementary School and extend best wishes to her.

Carried unanimously

050426-HR-0200

Nick Milas 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 2005-04-07 received from **Christian Lapierre**, Teacher at Laval Catholic High School and extend best wishes to him.

Carried unanimously

050426-HR-0201

Nick Milas 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 2005-04-08 received from **Richard Label**, Teacher at Western Laval High School and extend best wishes to him.

Carried unanimously

050426-HR-0202

Nick Milas 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 2005-06-30 received from **Anne-Marie Breault**, Vice-Principal at McCaig School and extend best wishes to her.

Carried unanimously

6.8 Assignment & Transfer of In-School Administrators:

The Director General presented the proposed assignment and transfer of the in-school Administrators noting that the posting for the vacant Principal positions will be placed on the corporate Web site the next day and will be published in The Gazette on 2005-04-30.

WHEREAS it is the responsibility of the Director General to recommend to the Council of Commissioners the assignment of the in-school and centre administrators prior to May 1 annually in accordance with the Management Policy adopted by the board;

WHEREAS principals and vice-principals have submitted their career plans for 2005-2006 to the Director General as requested;

WHEREAS these plans have been reviewed by the Director General and taken into consideration;

_____ MOVED THAT, on the recommendation of the Director General and the Executive Committee, the Council of Commissioners approve the assignment of the in-school and centre administrators, effective 2005-07-01:

Official assignments and transfers to be presented at 2005-04-27 meeting of the Council of Commissioners

6.9 Engagement of Summer School Principal:

The Deputy Director General advised the Executive Committee that he has met with Denis Lapierre and that Mr. Lapierre has agreed to accept the position of Principal for the 2005 summer school.

_____ MOVED THAT, on the recommendation of the Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Denis Lapierre** as Principal for the 2005 Summer School, effective 2005-07-04 to 2005-08-12. AND THAT he be paid in accordance with his personal contract. AND THAT the Deputy Director General be mandated to sign the contract.

6.10 Update on Provincial Negotiations:

The Director of Human Resources advised the Executive Committee that there has been no new developments in the provincial negotiations at this time. A update meeting will be held for the Directors of Human Resources on 2005-05-04.

Natalie Auclair left the meeting.

TIME: 21:22 hours

The Director General commented that the Directors General table has adopted a motion requesting a meeting with the presidents of the teachers' unions to discuss the issue of special education and are awaiting a response as to whether or not the union presidents will agree to meet.

6.11 Engagement of Foreman:

050426-HR-0203

Grace Nesi MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Claude Robitaille** as a Specialized Maintenance Foreman, effective 2005-05-02.

Carried unanimously

Steve Bletas left the meeting.

TIME: 21:30 hours

6.12 2005-2006 Organizational Chart:

The Director General presented the preliminary administrative organizational chart for 2005-2006 noting that it will be subject to a budgetary analysis.

Natalie Auclair returned to the meeting.

TIME: 21:40 hours

The Executive Committee entered into discussion and there was consensus that the preliminary administrative organizational chart be sent to the Council of Commissioners for approval in principle and subject to consultation with the Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association des cadres scolaires du Québec (ACSQ) – Section Sir Wilfrid Laurier.

The Director General left the meeting.

TIME: 21:43 hours

7.0 FINANCIAL RESOURCES:**7.1 Director's Report:**

The Director of Financial Resources advised the Executive Committee that the 2005-2006 budget process is underway, the discussions of the Finance Strategic Development Team which have been focusing on year-end procedures and the collection of school fees, and of the upcoming need to renew the board's banking services.

7.2 Refunds of Taxes:**050426-FR-0204**

Linda Iaconetti MOVED THAT on the recommendation of the Financial Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the following refunds of taxes totalling 3,190.87\$.

Municipality/Roll #	Name	Amount Refunded	Reason for Refund
077050-4685-40-5099	MICHAEL WOOD	437.63	*DB. PMT. SHERIFF SALE AND TAXPAYER
077050-4685-61-1810	MICHAEL WOOD	420.32	*DB. PMT. SHERIFF SALE AND TAXPAYER
077065-3587-16-4540	JACK HANNAN	74.08	*DB. PMT. SHERIFF SALE AND TAXPAYER
077050-4685-30-4377	MICHAEL WOOD	199.70	*DB. PMT. SHERIFF SALE AND TAXPAYER
065005-7941-79-7250-6	ALEX ONUSZKANYCZ	63.70	04-05 EVAL. REDUCTION ON PROPERTY
065005-7742-54-0385-2	ALEX ONUSZKANYCZ	36.05	04-05 EVAL. REDUCTION ON PROPERTY
073020-8053-47-2636	B. DEN HERTOOG NAN	433.09	DOUBLE PAYMENT
073005-7853-05-6248	POTAMITIS DIONYSIOS	85.05	OVERPAYMENT
076065-2183-80-7338	TULK PAMELA WESTON	61.45	OVERPAYMENT
078115-0516-06-0555	PEARSON ELIZABETH	455.00	DOUBLE PAYMENT OF TAXES
078115-0416-96-7070	PEARSON ELIZABETH	528.20	DOUBLE PAYMENT OF TAXES
0770565-4088-21-6705	CHICHINSKAS, JUOZAS	396.60	OVERPAYMENT-NOT HIS PROPERTY
	TOTAL	3 190,87\$	

Carried unanimously

7.3 Approval of Disbursements:**050426-FR-0205**

Nancy Rupnik MOVED THAT on the recommendation of the Financial Resources Committee, the Executive Committee the Sir Wilfrid Laurier School Board approve the disbursements listed in the List of Cheques dated 2005-02-28 to 2005-03-31 as follows:

OPERATING CHEQUES	#125216 TO #126127	3,807,900.02\$
STL: 50% Bus Pass Reimbursement		283,452.00\$
SCHOOL CHEQUES	#48937 TO 48967	6,379.51\$
LESS:		
Cancelled cheques for prior months	#124082,124372,124824,124939	(2,061413.50)\$
PLUS:		
Deductions at Source and Payroll	MARCH 2005	5,581,152.28\$
FOR A TOTAL OF:		7,617,470.31\$

Carried unanimously

7.4 Engagement of Auditors:

The Director of Financial Resources noted that this is an annual request to approve the engagement of the auditing firm that will conduct the audit for the previous school year.

*MOVED THAT, on the recommendation of the Selection Committee, the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage the firm of **Gagnon, Roy, Brunet & Associés** at a cost of **24 155\$, taxes included** to conduct auditing services for the **2004-2005** school year.*

The Director General returned to the meeting.

TIME: 22:46 hours

7.5 Kanesatake Payment:

The Director of Financial Resources advised the Executive Committee that a partial payment has been received from Price Waterhouse Coopers for the repayment of the monies owed on the services provided by the school board to Kanesatake. She also noted that the Ministère de l'Éducation, du Loisir et du Sport (MELS) has authorized an allocation for the balance of the monies owing by Kanesatake.

The Director General noted that there is a possibility that the high school in Kanesatake will be closed and this will have an impact on Lake of Two Mountains High School with respect to space, as this is the closet English school to the reserve. The school board has begun to investigate obtaining extra resources and support services from the Department of Indian and Northern Affairs to help assist in a smooth transfer for these students.

7.6 Update on Renewal of Banking Services:

The Director of Financial Resources noted that she has received a proposal for continued banking services with the school board's current bank and that it will be brought to the Financial Resources Committee for further discussion.

7.7 SEAC Budget:

The Director of Financial Resources presented a detailed breakdown of the special education budget.

The Executive Committee tabled this item to the 2005-05-17 meeting.

8.0 SCHOOL ORGANIZATION

8.1 Director's Report:

In the absence of the Director of School Organization, the Deputy Director General drew the Executive Committee's attention to the report contained in the meeting package.

Steve Bletas returned to the meeting.

TIME: 21: 49 hours

8.2 Update on 2005-2006 Enrollment:

The Director General indicated that the enrollment figures are beginning to increase and that the school board will be facing some challenges with regard to building capacity. Enrollment at the kindergarten level at Hillcrest Academy has increased enough to have four classes, therefore, it is most probable that one of these classes will have to be relocated to another school as the school is at capacity.

He went on to note that discussions continue concerning the lack of student places at Genesis Elementary School and that there is a possibility that a larger nearby school, which is being considered for closure by the Commission scolaire de Laval, may become available for rent/purchase within the next year.

In response to a request from Natalie Auclair, the Director General advised that he would speak with the Projects Coordinator for School Organization and request a report on daycare meetings and training.

Tom Mouhteros entered the meeting.

TIME 21:57 hours

The Director General noted that the usual out-of-zone requests have been received and that they have decreased significantly since the last school year. The request received will be addressed by the end of May.

Nick Milas left the meeting.

TIME: 22:01 hours

Nick Milas returned to the meeting.

TIME: 22:03 hours

9.0 MATERIAL RESOURCES:

9.1 Director's Report:

The Director of Material Resources commented on his monthly report noting the energy project, the 2005-2006 capital budget requests have been received from schools and the preparation of tenders for various projects.

In response to a question from Carolyn Curiale, the Director of Material Resources advised that the preparation of a procedures manual for Material Resources is underway and that four sections have been written. Upon completion and review it will be posted on the Web.

9.2 Engagement of Contractor – Window Project at Twin Oaks E.S.:

The Director General advised that the 2005-2006 budget provides a measure for projects such as the replacement of windows.

The Director of Material Resources noted that this project will be completed during the summer months.

He went on to note that by tendering in advance of the summer months, when construction work is slow, it is possible to obtain better pricing on projects.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the replacement of the front windows at Twin Oaks Elementary School;

WHEREAS the public tenders were opened on 2005-03-17;

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

_____ MOVED THAT, on the recommendation of the Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the contract for the replacement of the front windows at Twin Oaks Elementary School to Construction Cogestal for a total cost of 105 900\$, taxes included.

9.3 Rental of Space – Adult Education:

The Director of Material Resources reminded the Executive Committee that Lake of Two Mountains and Rosemere High Schools will be taking back the space in their respective schools that is currently being used by Adult & Vocational Education, therefore, making it necessary to find space to house these services in the general vicinity of both schools. Material Resources was tasked to look for space between the two schools and space has been located just off Autoroute 640 on boul. de la Grande-Allée in Boisbriand.

WHEREAS the Adult & Vocational Education currently utilizes space in Lake of Two Mountains and Rosemere High Schools;

WHEREAS both high schools require the space used by Adult & Vocational Education for the 2005-2006 school year;

WHEREAS the Adult & Vocational Education Sub-Committee has been advised of the need for space to house the services currently provided in Lake of Two Mountains and Rosemere High Schools;

WHEREAS the Adult & Vocational Education Sub-Committee recommended that the effectiveness of opening an Adult Education & Vocational Centre in the Boisbriand area be investigated;

WHEREAS Material Resources has looked into locations in the Boisbriand area;

WHEREAS the Material Resources Committee has reviewed the proposed locations and recommends that the Sir Wilfrid Laurier School Board enter into a five-year lease agreement, with a renewal option, with COMACT;

_____ MOVED THAT, on the recommendation of the Material Resources Committee, the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board enter into a five-year lease agreement, with a renewal option, with COMACT for the rental of space at 3675, boul. De la Grande-Allée, Boisbriand, QC, to establish an Adult & Vocational Education Centre.

AND THAT the lease amount of 54 061,75\$,all taxes included, for the 2005-2006 school year be approved.

9.4 Update on boul. Souvenir & Roland-Durand Land Sites:

The Deputy Director General advised the Executive Committee that the Holy Cross Armenian Apostolic Church has a new president and that he has contacted the school board to advise that the church is still very interested in the land on boul. Souvenir.

He went on to note that the school board needs to meet with the Commission scolaire de Laval and the Ville de Laval to discuss this property in further detail.

In response to a question from Steve Bleas, the Director of Material Resources advised that the use of space in the schools for storage purposes has been reviewed and it has been determined that the space currently used within the schools is not large enough, when combined, to warrant the school board leasing space and requesting financial assistance from the Ministère de l'Éducation, du Loisir et du Sport (MELS) for assistance with the payment of a lease.

The Executive Committee entered into discussion on the space requirements of the schools.

10.0 PARENTS' COMMITTEE:

10.1 Parent Commissioners Report:

There was no report.

11.0 INFORMATION TECHNOLOGY:

11.1 Director's Report:

The Director of Information Technology commented on his monthly report noting that 5 of the 7 original schools selected for the Mobile Computer Lab Project are now equipped and operational. The labs for the other schools selected are being prepared for distribution.

He noted that there has been no response to the school board's request for funding for this project from the Ministère de l'Éducation, du Loisir et du Sport (MELS).

He went on to comment on the Eastern Townships School Board's Enhanced Learning Strategy Conference, the Strategic Plan, the renegotiation of the long distance rate for the next three years, work on the Fibre Optic Network, and the need for an upgrade of the IP phone management software in order to handle the installation of IP phones in the schools that do not currently have this technology.

11.2 Purchase of Computers – Adult Education:

The Director of Information Technology commented on the purchase of computers for Adult & Vocational Education noting that the computers are to be used for the promotion of curriculum.

Linda Iaconetti left the meeting.

TIME: 22:16 hours

In response to a question from Steve Bletas, the Director of Information Technology noted that there are still approximately 20 schools that need to be prepared for wireless technology.

In response to a question from the Director General, the Director of Information Technology noted that not all schools will be prepared for wireless technology this current school year and that the work will continue into the 2005-2006 school year.

He further noted that a mobile lab is being completed every week.

Linda Iaconetti returned to the meeting.

TIME: 22:18 hours

The Chairman requested a summary of the work being done on the installation of the Mobile Computer Lab Project.

The Director General noted that a weekly completion of a mobile lab is a great achievement for Information Technology.

050426-IT-0206

WHEREAS the Adult & Vocational Education Centre in Chomedey requires 28 new computers to upgrade an existing lab in order to support its current curriculum;

WHEREAS the Centre Director of Adult & Vocational Education has authorized this purchase using the centre budget;

WHEREAS Hypertechnologie CIARA Inc. has been engaged as the qualified desktop computer supplier for the Sir Wilfrid Laurier School Board;

Nancy Rupnik MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the purchase of 28 desktop computers from Hypertechnologie CIARA Inc. at a cost of 26 345,33\$, all taxes included.

Carried unanimously

12.0 EDUCATIONAL SERVICES:**12.1 Director's Report:**

The Director of Educational Services presented her monthly report noting a visit to Chattanooga, Tennessee to observe "Understanding by Design" in action by the Coordinator of Educational Services, the Principal and two teachers from Morin Heights Elementary School.

She went on to note the Integrated Service Network (ISN – Youth) newsletter for the region of Laval.

She went on to note that Morin Heights Elementary School and Lake of Two Mountains High School have each received scholarships from IDC and that Lake of Two Mountains High School will be presented with its scholarship at the May meeting of the Education Committee.

12.2 School Field Trip – Ste-Agathe Academy:

In response to a question from Natalie Auclair, the Director General noted that although the following field trip has already taken place approving it after the fact indicates that the cultural event had the support of the board.

The Director of Educational Services noted that the Principals have all been reminded of the importance of submitting field trip proposals that require school board approval within a reasonable period of time prior to the activity. School field trips will be a topic of discussion during the 2005-2006 school year and a recommendation will be made to have all activities that have been approved at the beginning of the school year submitted to the school board for approval without delay.

050426-ED-0207

WHEREAS Ste-Agathe Academy has proposed a three-day field trip to New York City, New York from April 13 - 15, 2005, as per Document #SWLSB-2005/04/26-ED-001;

WHEREAS the school administration has followed the procedures in accordance with the current Sir Wilfrid Laurier School Board policy and has obtained the approval of the Governing Board;

Steve Bletas MOVED THAT, on the recommendation of the Education Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the request of Ste-Agathe Academy for a field trip to New York City, New York from April 13 - 15, 2005.

Carried unanimously

12.3 June 2004 Provincial Examination / Graduation Results:

The Director of Educational Services presented and reviewed the 2004 June provincial examination and graduation results noting that some of the Sir Wilfrid Laurier School Board schools have greatly improved in the rankings. There are some troubles in Mathematics and the Physical Sciences which will have to be addressed because under the reform these courses will be needed in order to graduate.

On a "point of order", Grace Nesi advised that it was now 22:30 hours.

050426-CA-0208

Grace Nesi MOVED THAT the meeting be extended until the completion of the agenda.

Carried unanimously

The Director of Educational Services continued noting that the graduation rates indicate that all English school boards are experiencing trouble in certain areas.

The Executive Committee entered into discussion.

In response to a question from the Chairman, the Director of Educational Services noted that the provincial 5-year cohort is 60% and that most of the English school boards are above this provincial average.

She went on to note that some small initiatives have taken place in the schools to increase the graduation rate. The Principals will be asked what initiatives are to be implemented during the 2005-2006 school year to improve student success as each school has a success plan and the high school plans should be addressing how to achieve graduation.

13.0 CORRESPONDENCE:

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

The Deputy Director General commented on a letter received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) concerning the school board's request for a new elementary school in Joliette noting that the Ministère has advised us that the enrollment at the Commission scolaire des Samares will be declining over the next few years and that space will become available from that school board.

He went on to advise that the Commission scolaire des Samares has been contacted about this issue and that the Director General of that board has advised, in writing, that there will be no space available for at least two years.

He further noted that the demographics received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) are inconsistent with those received from another service, therefore, the school board has written to MELS and included the other source of demographic information, as well as the response received from the Commission scolaire des Samares.

14.0 QUESTION PERIOD:

There were no questions

15.0 ADJOURNMENT OF MEETING:

Natalie Auclair MOVED adjournment of the meeting.

Carried unanimously

TIME: 22:49 hours

NEXT MEETING ⇒ REGULAR ⇒ 2005-05-17

Robert Vallerand, Secretary General

Edward Turchyniak, Chairman