

PROVINCE OF QUEBEC**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2005-06-21**

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, 2005-06-21 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, 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 Robert Dixon, Carolyn Curiale, Albina Pace, Commissioners; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Tom Mouhteros, Parent Commissioner.

The Chairman called the meeting to order at 19:34 hours.

1.0 ACCEPTANCE OF AGENDA:

The following additions and changes to the agenda were proposed:

5.0 CORPORATE AFFAIRS:

- 5.15 *Before & After School Supervision Programs*.....INFO
5.16 *Prix Anne-Greenup*.....INFO

6.0 HUMAN RESOURCES:

- 6.14 *Creation of Positions – Administrative Support Staff*.....INFO

7.0 FINANCIAL RESOURCES:

- 7.7 *Policy #1999-FR-01: Travel Policy*.....INFO

9.0 MATERIAL RESOURCES:

- 9.8 *Playground Equipment*.....INFO

050621-CA-0247

William Pollock MOVED THAT the agenda be accepted as amended in document #SWLSB-2005/06/21-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:**050621-CA-0248**

Steve Bletas MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2005-05-17, having been received by all members prior to this meeting, be approved as written.

Carried unanimously

3.0 BUSINESS ARISING:

3.1 Amendment to Policy #1999-ED-01: School Daycare Services:

The Director of School Organization advised the Executive Committee that the consultation on the amendment to the school daycare policy has concluded and that two responses had been received. The School Organization Committee reviewed the responses to the consultation and recommended that one change be made.

_____ MOVED THAT, on the recommendation of the School Organization Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendment to policy #1999-ED-01: School Day Care Services.

3.2 2005-2006 Administration Organizational Chart:

The Deputy Director General informed the Executive Committee that the Sir Wilfrid Laurier Administrators Association (SWLAA) and the Association des cadres scolaires du Québec (ACSQ) had been consulted on the 2005-2006 Administration Organizational Chart and that only the ACSQ had responded.

WHEREAS the Directorate has reviewed the Administrative Organizational Chart of the Sir Wilfrid Laurier School Board for the 2005-2006 school year;

WHEREAS the Sir Wilfrid Laurier Administrators Association and the ACSQ - Sir Wilfrid Laurier Chapter have been consulted;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners approve the Administrative Organizational Chart as presented in document #SWLSB-2005/06/22-HR-001.

3.3 Update on Kanesatake Schools:

The Director General notified the Executive Committee that the Department of Indian Affairs had worked out an agreement with Kanesatake to keep its high school open.

In response to a question from Edward Turchyniak, the Director General advised that the job of the new position of Director of Community Development is being established.

In response to a question from Steve Bletas, the Director General indicated that the job description of the Director of Community Development would be available at the meeting of the Council of Commissioners.

3.4 Update on Provincial Negotiations:

The Director General informed the Executive Committee that the provincial negotiations have been suspended until further notice as the unions brought the issue pay equity to the table and would not sign the agreement negotiated without pay equity. This development is very serious as this could mean some upheaval during the 2005-2006 school year or until an agreement is reached. The various parties involved in the negotiations are working hard to get everyone back to the negotiating table.

Steve Bletas read a communiqué from the Quebec English School Boards Association (QESBA) concerning the halt to the negotiations and advised that he had spoken with the president of the QESBA and strongly suggested that he speak with Premier Jean Charest personally concerning this serious set back in the provincial negotiations.

4.0 DIRECTOR GENERAL'S REPORT:

There was no report.

5.0 CORPORATE AFFAIRS:**5.1 Deputy Director General's Report:**

The Deputy Director General commented on his monthly report noting the ongoing development of an Emergency Preparedness Awareness Program with Multi-Risques for in-school Administrators.

He went on to note that he had attended a meeting with the Director of Youth Protection to review the respective roles of Youth Protection, school boards, CLSCs and the Ministère de la Justice and to discuss the need to better coordinate the multi-sectorial protocol with respect to "signalements" against employees in cases of the abuse of young persons. The Director of Youth Protection has offered to speak with the Principals concerning how the multi-sectorial protocol functions.

He also advised that the Ville de Blainville has indicated that it does not wish to be a part of a parc-école project at Pierre Elliott Trudeau Elementary School as it is not prepared to purchase land that is privately owned. The options open to the school board are to contact the owner of the property adjacent to the school and find out what the asking price is for the land or to inquire if the owner would be prepared to make a donation of the land needed for the parc-école.

5.2 Report of Centre Director – Adult & Vocational Education:

The Centre Director commented on her monthly report noting the recent graduation ceremonies of the Lachute Adult & Vocational Education Centre and the adoption of the 2005-2006 centre budget by the Governing Board.

5.3 Report of Adult & Vocational Education Sub-Committee:

The report of the last meeting of the Adult & Vocational Education Sub-Committee noted that the following was discussed: space requirements for the Adult Education Centre, the new centre on the north shore and the effectiveness of the Groupe FormaClé.

5.4 Report of Communications & Public Relations Sub-Committee:

There was no report.

5.5 Report on Focus Follow-Up Sessions:

The Chairman drew the Executive Committee's attention to the evaluations of the second set of follow-up workshops on the 2004 Fall Focus Session noting that in his opinion these workshops have been very beneficial.

5.6 Report on Risk Management Workshop:

William Pollock noted that the Risk Management Workshop was very interesting and provided some ideas for guest speakers for future focus sessions.

5.7 Annual Evaluation of Director General & Deputy Director General:

WHEREAS the Treasury Board announced on March 10, 1999 its decision to lift, as of 1998-99, the moratorium on the payment of lump sum bonuses to recompense the performance of management staff in the public and parapublic sectors in effect since 1992;

WHEREAS the Minister of Education, by order-in-council dated August 12, 1999, amended the regulation respecting the conditions of employment of management staff of school boards with respect to the payment of lump sum performance bonuses to directors general and assistant directors general;

WHEREAS the regulation respecting the conditions of employment of management staff of school boards was further modified by order-in-council dated January 9, 2002;

WHEREAS the Council of Commissioners adopted policy #2000-HR-03: Annual Evaluation of the Director General;

WHEREAS the procedures outlined in the policy have been followed;

5.7.1 _____ *MOVED THAT, on the recommendation of the Chairman and the Executive Committee, the Council of Commissioners grant the Director General a performance bonus for 2004-2005 in accordance with the regulation to amend the regulation respecting the conditions of employment of management staff of school boards in an amount equal to _____% of his salary on June 30, 2005.*

WHEREAS the Treasury Board announced on March 10, 1999 its decision to lift, as of 1998-99, the moratorium on the payment of lump sum bonuses to recompense the performance of management staff in the public and parapublic sectors in effect since 1992;

WHEREAS the Minister of Education, by order-in-council dated August 12, 1999, amended the regulation respecting the conditions of employment of management staff of school boards with respect to the payment of lump sum performance bonuses to directors general and assistant directors general;

WHEREAS the regulation respecting the conditions of employment of management staff of school boards was further modified by order-in-council dated January 9, 2002;

WHEREAS the Director General is the immediate superior of the Deputy Director General;

WHEREAS the Council of Commissioners adopted policy #2000-HR-03: Annual Evaluation of the Director General;

WHEREAS the procedures outlined in the policy have been followed;

5.7.2 _____ *MOVED THAT, on the recommendation of the Director General and the Executive Committee, the Council of Commissioners grant the Deputy Director General a performance bonus for 2004-2005 in accordance with the regulation to amend the regulation respecting the conditions of employment of management staff of school boards in an amount equal to _____% of his salary on June 30, 2005.*

5.8 2005-2006 Standing Committees:

In his capacity as Chairman of the Council of Commissioners, Steve Bletas advised that the participation of Commissioners on the various standing committees of the school board needs to be revisited in order to obtain a better balance of Commissioners on each committee.

The Executive Committee entered into a lengthy discussion and it was agreed that a Commissioner should chair only one committee and that the stipend for chairing a committee be tied to the attendance of the chair at the committee meetings.

In response to a request from Edward Turchyniak, the Director of Financial Resources indicated that statistics mileage could be prepared for each Commissioner.

Nick Milas left the meeting.

TIME: 20:28 hours

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the continuation of all standing, statutory and sub committees for the period 2005-07-01 to 2006-06-30:

- Adult Education Sub-Committee
- Advisory Committee on Special Education
- Advisory Committee on Transportation
- Appeals Review Committee
- Arundel Nature Centre Sub-Committee
- Communications & Public Relations Sub-Committee
- Educational Services Committee
- Ethics Review Committee
- Financial Resources Committee
- Human Resources Committee
- Information Technology Committee
- Material Resources Committee
- School Organization Committee

5.9 Ethics Review Committee:

WHEREAS the Provisional Council of the Sir Wilfrid Laurier School Board adopted a Code of Ethics and Professional Conduct for Commissioners (by-law 3-1997) on January 20, 1998 in accordance with section 175.1 of the Education Act (R.S.Q.c.I-13.3);

WHEREAS in keeping with said by-law 3-1997, the Council of Commissioners must each year set up a Review Committee comprised of two (2) Commissioners, the Director General (co-ordinator), and one (1) substitute Commissioner to act as replacement in case of absence;

_____ MOVED THAT the Council of Commissioners of Sir Wilfrid Laurier School Board name _____ (currently Peter MacLaurin) and _____ (currently William Pollock) to the Ethics Review Committee for the 2005-2006 school year; AND THAT _____ (currently Carolyn Curiale) be named as Alternate to the Ethics Review Committee for the 2005-2006 school year.

5.10 Appeals Review Committee:

5.10.1 _____ MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board reaffirms resolution #990120-CA-0176 establishing an Appeals Review Committee.

5.10.2 _____ MOVED THAT the following Commissioners be named to the Appeals Review Committee for the 2005-2006 school year:

_____	_____
_____	_____
_____	_____

5.11 Advisory Committee on Transportation:

_____ MOVED THAT the Council of Commissioners of Sir Wilfrid Laurier School Board name _____ (currently Georges Benoit) and _____ (currently Robert Dixon) to the Advisory Committee on Transportation for the 2005-2006 school year; AND THAT _____ and _____ (currently Natalie Auclair and David McKinley) be named as Alternates to the Advisory Committee on Transportation for the 2005-2006 school year.

Nick Milas left the meeting.

TIME: 20:31 hours

5.12 Date, Time & Place of Council Meetings for 2005-2006:

5.12.1 _____ *MOVED THAT the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that the Council meeting for the month of December be set for 2005-12-14, in accordance with by-law #BL2000-CA-05: Date, Time and Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board.*

5.12.2 _____ *MOVED THAT regular meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board be held at 19:30 hours in the Boardroom of the Administration Centre located at 235 Montée Lesage, Rosemère, Québec on the following dates for the 2005-2006 school year:*

2005-08-24	2006-01-25
2005-09-28	2006-02-22
2005-10-26	2006-03-22
2005-11-23	2006-04-26
2005-12-14	2006-05-24
	2006-06-21 ♣
	2006-06-28

(♣ If required)

5.13 Protocol of Agreement with Ville de Laval:

The Deputy Director General advised the Executive Committee that the playing field at 3200 boul. Souvenir is in terrible condition.

He went on to note that with the rejuvenation of football at Laval Junior and Laval Liberty High Schools for the 2005-2006 school year and the use of the field by the Ville de Laval inter-city football league, it is a safety issue that needs to be addressed.

He advised that professionals have assessed the playing field and have stated that the entire field needs to be rebuilt. The Ville de Laval is currently involved in a project to replace six of its grass playing fields with artificial turf and have inquired if the school board would be interested in a cost sharing project for the playing field at 3200 boul. Souvenir. If the school board were to embark on this type of project on its own the cost would be 700 000\$ but a shared cost agreement with the Ville de Laval would reduce the cost by 50 000\$ and be split between the two parties. The junior and senior schools would also be asked to contribute to the project but to what extent has yet to be determined.

The Executive Committee entered into discussion.

In response to a question from Nancy Rupnik, the Deputy Director General indicated that the school board should continue negotiating with the Ville de Laval and recommend an agreement similar to that of the bus ramp at John F. Kennedy Elementary School, whereby the Ville will look after the entire project and bill the school board for its portion of the project.

In response to a question from the Chairman, the Deputy Director General noted that the school board has a protocol of agreement with the Ville de Laval whereby the Ville uses the fields and facilities and in exchange it maintains the field(s).

In response to a concern expressed by Robert Dixon, the Director General agreed that it is a very costly project but that in order to proceed with the negotiations with the Ville de Laval the Council of Commissioners needs to endorse the negotiation process. He also reminded everyone that the field is used daily, weather permitting, by the school and the community.

In response to a request from the Chairman, the Director General indicated that as negotiations progress it will be easier to provide a summary of costs and how the school board will finance its portion of the project should the negotiations proceed to the point of an agreement.

In response to a question from the Director of Material Resources, the Deputy Director General indicated that the Ville de Laval is planning this project for summer 2006 now due to the fact there are many levels in the approval process at the municipal level. The Ville de Laval has requested an agreement in principle based on the information that it can provide at this time with no monetary obligation or an obligation to sign the final protocol. This project is similar to the replacement of the floors at 2323 boul. Daniel Johnson and the Fibre Optic Network Project.

On a "point of order", Steve Bletas asked that a show of hands be called on whether or not to support the continuation of negotiations with the Ville de Laval for the installation of artificial turf at 3200 boul. Souvenir.

The Executive Committee supported the continuation of negotiations.

Carolyn Curiale entered the meeting.

TIME: 21:01 hours

WHEREAS the Sir Wilfrid Laurier School Board has reorganized its secondary schools in Laval to create Laval Liberty High School and Laval Junior High School as of July 1, 2005;

WHEREAS both of these schools are planning a Sports Study Program with a football and soccer program at both the senior and junior high school levels;

WHEREAS the playing field situated behind the building at 3200 Souvenir Boulevard is in a state of disrepair and requires improvement;

WHEREAS there exists a protocol between Ville de Laval and Sir Wilfrid Laurier School Board permitting the use of this facility for the practice of the Laval Municipal Football Programs as well as the Laval Municipal Soccer Programs;

WHEREAS both parties have met and are in agreement that repairs must be undertaken for this facility;

WHEREAS given the sports held on this playing field and the extent of its use, the installation of a synthetic playing surface would be a sustainable solution for all parties;

WHEREAS the installation of such a surface would enable a number of teams including those of the school and the Ville to use the facility as well as the practice additional sports;

WHEREAS such a surface would permit the use of the facilities seven months per year;

WHEREAS the governing boards of both Laval Liberty High School and Laval Junior High School are in support of such a project;

WHEREAS this project has been submitted to the Material Resources Committee for consideration;

_____ MOVED THAT, on the recommendation of the Directorate, Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board negotiate a protocol with the Ville de Laval for the construction of a synthetic soccer/football playing surface at an approximate cost of \$650,000;

AND THAT this protocol commit all parties to a cost sharing agreement;

AND THAT the Sir Wilfrid Laurier School Board would expect Liberty High School and Laval Junior High School to reimburse their respective contributions over the duration of the protocol;

AND THAT, in recognition of the Ville de Laval's participation, the Sir Wilfrid Laurier School Board agree to a 15-year entente for the use of the playing surface at 3200 Souvenir Boulevard for the Laval sports activities;

AND 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 protocol.

5.14 Proposed Policy on Risk Management:

The Deputy Director General advised that the Education Committee has referred this proposed policy on Risk Management to the Executive Committee for review.

Carolyn Curiale noted that the proposed policy is almost 60 pages in length and suggested that a committee be formed to review and reduce the size of the document.

The Chairman asked for volunteers noting that an invitation will be extended to members of the Council to join this review committee. Carolyn Curiale and William Pollock volunteered to sit on the review committee.

5.15 Before & After School Supervision Programs:

The Director of School Organization presented a procedure for before and after school supervision programs that has been developed in order to cover the private after school program at Hillcrest Academy.

The Executive Committee entered into discussion.

Steve Bletas and Nick Milas left the meeting.

TIME: 21:16 hours

The Chairman called for a five minute recess.

TIME: 21:18 hours

The meeting resumed.

TIME: 21:23 hours

5.16 Prix Anne-Greenup:

The Deputy Director General advised the Executive Committee that two teachers at Rosemere High School, Freda Lewkowicz and Andrea Weinstein, have been awarded the 2005 Prix Anne-Greenup for work against racism and all forms of discrimination. The school board will recognize these exceptional teachers in the fall as neither will be able to attend the 2005-06-22 Council of Commissioners meeting due to previous commitments.

In response to a request from the Chairman, the Deputy Director General indicated that a letter would be sent to the teachers after the meeting of the Council of Commissioners.

6.0 HUMAN RESOURCES:

6.1 Director's Report:

The Director of Human Resources commented on his monthly report noting the completion of the teacher assignment process for 2005-2006, the interviews for the vacant Principal and Vice-Principal positions, the retirement dinner, and the annual assignment meeting for maintenance support staff.

He went on to advise the Executive Committee of the accident suffered by one of the retirees at the retirement dinner on 2005-06-15 at Le Parc in Laval and that the school board has sent a lawyers letter to the owner of the venue stating that the school board is not responsible for the incident as it is the responsibility of the owner(s) of the venue to ensure that the facilities are safe and secure.

6.2 Engagement of Full-Time Teacher:**050621-HR-0249**

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 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
Uren, Kelly	2004-08-25	Rawdon Middle School

Carried unanimously

6.3 Engagement – Part-Time Teacher:**050621-HR-0250**

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
Price, Tracy	2004-08-26	Laurentia Elementary School

Carried unanimously

6.4 Engagements – Part-Time Replacement Teachers:**050621-HR-0251**

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 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
Kassar, Nancy	2005-04-25	Crestview Elementary School
Arquilla, Tania	2004-08-25	Genesis Elementary School
Dagenais, Sophie	2005-04-11	Hillcrest Academy
Arquilla, Tania	2004-11-22	Laurentian Elementary School
Couturier, Julie	2005-01-31	McCaig Elementary School
Clément, Claire	2004-11-15	Mountainview Elementary School
Kaye, Pauline	2005-04-11	Pierre Elliott Trudeau Elementary School
Morin, Marie-Michèle	2005-03-29	Rawdon Elementary & Middle School
Caron, Marcelle	2005-04-25	Ste-Agathe Academy
Fazio, Lisa	2005-04-04	Terry Fox Elementary School
Bardell, Andrew	2004-08-25	Rosemere High School
Bardell, Andrew	2005-04-11	Rosemere High School
McClure, Isabelle	2004-08-25	Lake of Two Mountains High School
Rooney, John	2004-10-25	Laurentian Regional High School
White, Kim	2004-08-25	Laurentian Regional High School

Carried unanimously

6.5 Engagement–Part-Time Replacement Teacher – Chapter 11 Adult Education:**050621-HR-0252**

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 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
Dorion, Renée	2004-08-25	Adult Education – Chomedey Center

Carried unanimously

6.6 Engagement–Part-Time Replacement Teacher – Chapter 13 Vocational Education:**050621-HR-0253**

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 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
Morris, Donna	2004-09-07	Adult Education – Chomedey Center

Carried unanimously

6.7 Resignations:**050621-HR-0254**

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 **Tina Korb**, Teacher at Rawdon Middle School and extend best wishes to her.

Carried unanimously

050621-HR-0255

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 2005-05-19 received from **Lisa Bédard**, Guidance Counsellor at Western Laval High School and extend best wishes to her.

Carried unanimously

050621-HR-0256

Nick Milas MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board accept the notice of resignation effective 2005-06-20 received from **Daniel Gajewski**, Teacher at Western Laval High School and extend best wishes to him.

Carried unanimously

6.8 *Engagement of Professionals:*

050621-HR-0257

William Pollock MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Genevieve Légaré** as a full-time measurement and evaluation Pedagogical Consultant, in accordance with Article 5-3.02 of la Fédération des professionnelles et professionnels de l'Éducation du Québec (FPPE), effective 2005-07-01.

Carried unanimously

050621-HR-0258

William Pollock MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Sylvia Patella** as a full-time Pedagogical Consultant in Special Education, in accordance with Article 5-3.02 of la Fédération des professionnelles et professionnels de l'Éducation du Québec (FPPE), effective 2005-07-01.

Carried unanimously

050621-HR-0259

William Pollock MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the engagement of **Joan Wasserman** as a part-time (50%) Pedagogical Consultant in English Language Arts & Secondary Social Sciences, in accordance with Article 5-3.02 of la Fédération des professionnelles et professionnels de l'Éducation du Québec (FPPE), effective 2005-07-01.

Carried unanimously

6.9 *Reclassifications:*

The Director of Human Resources reviewed the positions to be reclassified as of 2005-07-01.

050621-HR-0260

WHEREAS a study of the current position of the Assistant Supervisor of Transportation indicated that the workload is that of a full-time Supervisor;

Steve Bletas MOVED THAT, on the recommendation of the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the re-classification of **Andrew Robinson**, Assistant Supervisor of Transportation, and assign him to the position of Supervisor of Transportation, effective 2005-07-01.

Carried unanimously

WHEREAS a study of the current position of the Coordinator of Financial Resources indicated that the workload is that of an Assistant Director;

6.9.2 _____ MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the re-classification of **Donna Abel**, Coordinator of Financial Resources, and assign her to the position of Assistant Director of Financial Resources, effective 2005-07-01.

WHEREAS a study of the current position of the Coordinator of Complementary Services indicated that the workload is that of an Assistant Director;

6.9.3 _____ MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the re-classification of **Anna Ciccotosto**, Coordinator of Complementary Services, and assign her to the position of Assistant Director of Educational Services (Complementary Services), effective 2005-07-01.

WHEREAS a study of the current position of the Coordinator of Educational Services indicated that the workload is that of an Assistant Director;

6.9.4 _____ MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the re-classification of **Heather Halman**, Coordinator of Educational Services and assign her to the position of Assistant Director of Educational Services, effective 2005-07-01.

WHEREAS a study of the current position of the Coordinator of Material Resources indicated that the workload is that of an Assistant Director;

6.9.5 _____ MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the re-classification of **Fernand Lessard**, Coordinator of Material Resources, and assign him to the position of Assistant Director of Material Resources, effective 2005-07-01.

6.10 Loan of Service – Chapter 11 Adult Education:

050621-HR-0261

Natalie Auclair MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board authorize, with her consent, the loan of service request from the Ministère de l'Éducation, du Loisir et du Sport for **Johanne Duranceau**, teacher, Chapter 11 – Adult Education for the 2005-2006 school year.

Carried unanimously

6.11 Leave of Absence:

_____ MOVED THAT, on the recommendation of the Director General, the Council of Commissioners approve the request for a leave of absence without pay received from **Mark Massarelli**, Principal at Jules Verne Elementary School, for the 2005-2006 school year; and in accordance with section 6.5 of policy #2000-HR-01: Regulating the Working Conditions of Management Staff represented by the Sir Wilfrid Laurier Administrators Association.

6.12 Engagement of Principal:

The Director of Human Resources noted that eleven candidates will be interviewed for the vacant positions of principal and vice-principal and that recommendations will be brought to the 2005-06-22 meeting of the Council of Commissioners.

WHEREAS an in-school Administrator post was left vacant upon the request for a leave of absence;

WHEREAS the Selection Committees have met, interviewed and made recommendations for the available position;

_____ MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners approve the promotion/engagement of the following, in accordance with the Regulation Respecting the Conditions of Employment of Management Staff of School Boards and policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators Association, effective 2005-07-01:

ELEMENTARY	PRINCIPAL
JULES VERNE	

6.13 Engagement of Vice-Principal:

WHEREAS several Vice Principal posts was left vacant upon the annual assignment and transfer of in-school and centre Administrators;

WHEREAS the Selection Committees have met, interviewed and made recommendations for the available position;

_____ MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners approve the promotion/engagement of the following, in accordance with the Regulation Respecting the Conditions of Employment of Management Staff of School Boards and policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators Association, effective 2005-07-01:

SECONDARY	Vice-PRINCIPAL
LAKE OF TWO MOUNTAINS	
LAURENTIAN REGIONAL	
ROSEMERE	

6.14 Creation of Positions – Administrative Support Staff:

The Director of Human Resources reviewed the proposed creation of administrative support staff positions noting that these are contingent on the approval of the 2005-2006 budget.

WHEREAS the Administrative Support Staff local union has been consulted on the effects of the modified requirements of its schools and offices;

_____ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board create the following positions, effective on 2005-07-01:

POSITION	HRS/WK	LOCATION
Administrative Technician (60%)	21	Administration Centre
Transportation Technician	15	Administration Centre
Data Processing Technician- Principle Class	35	Administration Centre
Data Processing Technician	35	Administration Centre
Executive Secretary	35	Administration Centre
Student Supervisor	17.5	Joliette HS
Student Supervisor	35	Laval Junior HS
Library Technician	35	Laval Junior HS
Laboratory Technician	15	Laval Junior HS
School Secretary	35	Laval Junior HS
Laboratory Technician	8.75	Lake of Two Mountains HS
Secretary	35	Lake of Two Mountains HS
Laboratory Technician	20	Mother Teresa Junior HS
School Organization Technician	17.5	Mother Teresa HS
Laboratory Technician	5	Laurentian Regional HS
Student Supervisor	25	Laurentian Regional HS
School Secretary	35	Laurentian Regional HS
School Organization Technician	17.5	Laurier Senior HS
Student Supervisor	25	Laurier Senior HS

7.0 FINANCIAL RESOURCES:

7.1 Director's Report:

The Director of Financial Resources commented on her monthly report noting the conclusion of the consultation on the 2005-2006 budget parameters, meetings with the various departments and committees to determine their respective needs for 2005-2006, the preparation of the final version of the 2005-2006 budget, school budgets, and the preparation for the 2004-2005 audit.

7.2 Refunds of Taxes:**050621-FR-0262**

Nancy Rupnik 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 4,729.93\$.

Municipality/Roll #	Name	Amount Refunded	Reason for Refund
065005-7947-16-5865-2	DIFULVIO LUCIANO, MEDIATI GIUSEPPINA	434.38\$	DOUBLE PAYMENT BY MORTGAGE CO.
076065-2079-90-0286	PATRICK DAULT	31.28\$	OVERPAYMENT – FRANCO 2005-06
075005-5667-56-2903	STEPAHNE DENIS	285.25\$	DOUBLE PAYMENT
073010-9999-99-9999	C.S. DES LAURENTDIES	3,974.77\$	WRONGLY PAID TO US
073020-9999-99-9999	C.S. DES LAURENTIDES	4.25\$	WRONGLY PAID TO US
	TOTAL	4,729.93\$	

Carried unanimously

7.3 Approval of Disbursements:**050621-FR-0263**

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 2005-04-29 to 2005-05-31 as follows:

OPERATING CHEQUES	#126868 to 127840	4,845,586.22\$
SCHOOL CHEQUES	#49016 to 49101	37,626.99\$
LESS: Cancelled cheques for prior months		(32,041.02)\$
PLUS: Deductions at Source and Payroll	MAY 2005	5,500,093.29\$
FOR A TOTAL OF:		10,351,265.48\$

Carried unanimously

7.4 2005-2006 Budget:

The Director of Financial Resources presented the 2005-2006 budget highlighting the various changes. She also noted that the final version of the budget parameters were received from the Ministère de l'Éducation, du Loisir et du Sport (MELS) during the week of 2005-06-13 and that the changes in the parameters will be reflected in the revised budget.

WHEREAS in accordance with the Education Act (R.S.Q., Chapter I-13.1), the Sir Wilfrid Laurier School Board must adopt and submit to the Ministère de l'Éducation, du Loisir et du Sport (MELS) its operating, investment and debt service budget for the 2005-2006 school year;

WHEREAS the 2005-2006 Ministère de l'Éducation, du Loisir et du Sport (MELS) budget parameters were received on 2005-04-22 for consultation which ended on 2005-05-13;

WHEREAS the Directorate has made a preliminary review of the Ministère de l'Éducation, du Loisir et du Sport (MELS) budget parameters and prepared an opinion to the Ministère de l'Éducation, du Loisir et du Sport (MELS);

WHEREAS any surplus from the preceding year is included as a revenue in its budget;

WHEREAS the standardized assessment included in the real estate tax base which was used to prepare the budget is established in the amount of 4 456 695 500\$ in conformity with the law and the 2005-2006 budgetary rules;

WHEREAS the budget establishes the tax rate for the 2005-2006 school year at 0,35\$ per 100\$ of assessment;

WHEREAS this rate respects the limits permitted by law;

 MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners adopt the operating, investment and debt service budget for the 2005-2006 school year;

AND THAT it be submitted to the Ministère de l'Éducation, du Loisir et du Sport (MELS) for approval;

AND THAT the tax rate be established at 0,35\$ per 100\$ of assessment.

7.5 2005-2006 Employee Computer Purchase Program:

The Director of Financial Resources advised the Executive Committee that 33 employees had participated in this program during the 2004-2005 school year and that the Financial Resources Committee supports the continuation of the program for 2005-2006.

WHEREAS the Directorate and the Financial Resources Committee recommend that a Computer Purchase Program for Full-Time Employees be renewed for the 2005-2006 school year;

WHEREAS the Sir Wilfrid Laurier School Board will advance to any employee a designated sum upon the signing of a contract for repayment, as per document #SWLSB-2005/06/22-FR-001;

WHEREAS the employee agrees to reimburse the Sir Wilfrid Laurier School Board the advance sum plus interest calculated at 5% on the declining balance;

 MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners approve the renewal of the Computer Purchase Program for Full-Time Employees as per the conditions set out in document #SWLSB-2005/06/22-FR-001.

7.6 Seizure of Property:

The Director of Financial Resources presented the list of properties to be seized noting that all methods of recovery have been tried and that the bailiff has advised that there is property that can be seized to cover these outstanding school taxes. The amounts to be seized include charges and interest.

In response to a question from Nancy Rupnik, the Director of Financial Resources noted that the board has never had to seize property as the parties pay the outstanding amounts upon the receipt of the notice of seizure.

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

Municipal Roll #	Name & Address	Property Address	Amount
065005-8343-45-14408	ANDREADAKIS, George Chrisovalantis 5005 A Notre Dame Bou Chomedey, Laval, QC H7W 1V6	5003 5005 A Notre Dame Bou Laval	1 327,08\$

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, including all applicable interest, is 1 327,08\$;

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

7.6.1 _____ *MOVED THAT, on the recommendation of 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 plus all applicable interest for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
077050-4782-09-03160	GROVES Doris Louise Dickson 101 Log Village Morin Heights, QC J0V 1H0	101 Log Village Morin-Heights	573,39\$

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, including all applicable interest, is 573,39\$;

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

7.6.2 _____ *MOVED THAT, on the recommendation of 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 plus all applicable interest for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
065005-8444-49-13150	HARIPRASAD Yvonne 1165 Marquis Rue Chomedey, Laval, QC H7W 1E9	1165 Marquis Rue Laval	507,41\$

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, including all applicable interest, is 507,41\$;

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

7.6.3 _____ *MOVED THAT, on the recommendation of 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 plus all applicable interest for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
073020-8356-08-48310	MENTONE Frank NARDONE Linda D 613, Rue Bordeaux Rosemere, QC J7A 4K9	613 Bordeaux Rue Rosemère	4 005,72\$

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, including all applicable interest, is 4 005,72\$;

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

7.6.4 _____ MOVED THAT, on the recommendation of 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 plus all applicable interest for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
078032-3800-27-95790	WEST Christopher 438 Chemin Lac Manitou Ste Agathe des Monts J8C 2Z7	438 Lac Manitou Sud Sainte-Agathe-des- Monts	754,90\$

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, including all applicable interest, is 754,90\$;

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

7.6.5 _____ MOVED THAT, on the recommendation of 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 plus all applicable interest for the following property:

Municipal Roll #	Name & Address	Property Address	Amount
078032-3800-36-68490	WEST Christopher 438 Chemin Lac Manitou Ste Agathe des Monts J8C 2Z7	465 Lac Manitou Sud Sainte-Agathe-des-Monts	159,80\$

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, including all applicable interest, is 159,80\$;

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

7.6.6 _____ MOVED THAT, on the recommendation of 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.

7.7 Policy #1999-FR-01: Travel Policy:

The Director of Financial Resources advised the Executive Committee that the Financial Resources Committee is recommending that a sub-committee be formed to review policy #1999-FR-01: Travel and Representation Expenses Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board, as it has not been updated since it was established.

The Financial Resources Committee recommended that the sub-committee be made up of the Chairmen and Vice-Chairs of the Council of Commissioners and Executive Committee.

The Chairman indicated that this sub-committee would also be open to any other Commissioner who may wish to be a part of the policy review. The sub-committee will meet in late August.

The Director of Financial Resources continued noting that Financial Resources has obtained policies from other school boards and outside sources for information purposes but that it is hard to compare them as each is vastly different.

Steve Bletas suggested that the Director of Financial Resources obtain a copy of the Quebec English School Boards Association (QESBA) travel policy.

The Chairman requested a comparison chart of similarities between the current policy and those that were obtained from other school boards and outside sources.

8.0 SCHOOL ORGANIZATION**8.1 Director's Report:**

The Director of School Organization commented on his report noting that the annual Ministère de l'Éducation, du Loisir et du Sport (MELS) audit of the student files has been completed and that there was only one administrative error so there will be no financial penalty to the school board.

He continued noting that the planning of transportation for the 2005-2006 school year has begun and that the bi-annual review of the status of bus drivers licenses to ensure that they have not been suspended or revoked is currently being conducted.

8.2 Update on 2005-2006 Enrollment:

The Director of School Organization provided an update on enrollment noting that the Sir Wilfrid Laurier School Board currently has 14 552 students registered for the 2005-2006 school year.

In response to a question from Steve Bletas, the Director of School Organization advised that the registration problems at Genesis Elementary School have been resolved as 14 families have agreed to send their children to St-Paul Elementary School for the 2005-2006 school year.

8.3 2005-2006 School Hours:

The Director of School Organization presented the 2005-2006 school hours noting that they are the same as 2004-2005 with the exception of Hillcrest Academy and Souvenir Elementary School which have been slightly modified and the addition of Laval Junior High School.

He went on to note that savings in transportation will be apparent over the next few years as a direct result of the rezoning of elementary schools in Laval implemented two years ago.

 MOVED THAT, on the recommendation of the School Organization Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the school hours for 2005-2006 as indicated below.

2005/2006 SCHOOL YEAR HOURS

SCHOOL	CLASS BEGINS	CLASS ENDS
151 - ARUNDEL	8:11	14:17
152 - CRESTVIEW	9:21	15:30
153 - GRENVILLE	8:43	14:45
154 - HILLCREST	9:25	15:35
155 - PINWOOD	8:00 'A' 7:50 'B'	14:12 'A' 14:02 'B'
156 - JFK	7:50	14:09
157 - JOLIETTE	9:15	15:27
158 - LAURENTIA	9:06	15:06
159 - LAURENTIAN	8:45	15:01
161 - McCAIG	9:00	15:22
162 - MORIN HEIGHTS	8:55	14:55
163 - MOUNTAINVIEW	9:00	15:13
164 - OLP	8:15	14:21
165 - RAWDON	8:10	14:20
166 - SOUVENIR	8:15	14:30
168 - ST-JUDE	9:12	15:29
169 - ST-PAUL	9:12	15:37
170 - GENESIS	9:20	15:31
171 - STE-ADELE	8:40	14:46
172 - STE-AGATHE ACAD	9:25	15:55
173 - TERRY FOX	8:00	14:00 K (14:10)
174 - TWIN OAKS	9:12	15:30
177 - P.E. TRUDEAU	9:27	15:27
178 - JULES-VERNE	9:17	15:30

179 - FRANKLIN HILL	9:15	15:22
180 - RAWDON MIDDLE	8:05	14:20
181 - JOLIETTE H.S.	9:04	15:44
182 - LAVAL JR H.S.	7:45	14:08
183 - LTMHS	7:52	14:10
184 - LRHS	8:50	15:20
185 - LAURIER SR H.S.	8:33	15:06
186 - PHOENIX	8:30	15:20
187 - ROSEMERIE H.S.	7:44	14:12
188 - MOTHER TERESA JR H.S.	7:40	14:02
189 - STE-AGATHE H.S.	9:20	15:55
190 - LAVAL LIBERTY H.S.	8:30	15:10

9.0 MATERIAL RESOURCES:

9.1 Director's Report:

The Director of Material Resources presented his monthly report noting the engagement of professionals for the Ste-Agathe Academy enlargement project, the 2005-2006 capital projects, and the offer to purchase land on boul. Souvenir.

He continued noting that meetings have been held with representatives of Holy Cross Armenian Apostolic Church and the Commission scolaire de Laval concerning the church's offer to purchase land owned by the Sir Wilfrid Laurier School Board on boul. Souvenir in Laval. The Commission scolaire de Laval has infrastructure that runs under the land that the church wishes to purchase. A proposal will be made to sell the land to the church with a clause that obliges it to sell a piece of land to Commission scolaire de Laval for access purposes.

He went on to indicate that the Material Resources Committee has reviewed the offer of 240 000\$ or 4,38\$ sq/ft received from Holy Cross Armenian Apostolic Church and has advised the church that the school board will not consider an offer under the price set by the professional evaluator. The Material Resources Committee is recommending that the school board make a counter offer of 275 000\$ or 5,02\$ sq/ft based on the professional evaluation.

The Executive Committee entered into discussion.

In response to a question from Nick Milas, the Chairman agreed that the Executive Committee had originally recommended that the school board not sell the land but upon reflection the issue was reintroduced and meetings with the Commission scolaire de Laval and the church convened.

The Deputy Director General noted that the approval of Council will be required to sell the three lots concerned as one is evaluated at over 50 000\$ and the other is evaluated at over 100 000\$. The lot evaluated at over 100 000\$ will also require the authorization of the Ministère de l'Éducation, du Loisir et du Sport (MELS) before it can be sold. The disposition of the funds received from the lot evaluated at 138 000\$ will also have to be determined prior to requesting authorization from the MELS.

In response to a question from the Chairman, the Director of Material Resources advised that the purchaser will cover all costs related to the sale of the land, i.e. professional evaluation costs, legal and notarial fees.

The Executive Committee entered into a discussion on the disposition of the funds received from the sale of the lot evaluated at 138 000\$.

Several Commissioners expressed their concern over the sale of this land at this time noting that it might be possible to sell it for a better price in the future.

In response to a question from William Pollock, the Director of Material Resources noted that the combined lots are 5 000 m² which is not large enough to construct a school.

The Director General indicated that in the final sale agreement it must be specified that the purchaser cannot "flip" the land for further profit.

At the conclusion of the discussions on the sale of land to Holy Cross Armenian Apostolic Church and the school board's land bank, the Chairman noted that the Executive Committee has researched and discussed this sale thoroughly and recommends that the issue be moved to the Council of Commissioners for further discussion.

9.2 Engagement of Architect – Ste-Agathe Academy:

As a member of the Selection Committee for the selection of professionals for the Ste-Agathe Academy enlargement project, Steve Bletas expressed his concern over the method in which invitational tenders are completed as it has become apparent that the same firms are continuously invited to bid on projects and no new firms are considered. He recommended that the invitational tender and selection process be reviewed and recommendations made to the Material Resources Committee.

The Director of Material Resources noted that in the case of the consulting engineers required for a project, there are not many firms that can provide all the types of engineers required for this sort of project.

The Executive Committee entered into discussion and it was noted that the current process for the selection of professionals had been followed and that the firms invited to tender received the invitation on the merit of previous work completed for the school board.

Linda Iaconetti left the meeting.

TIME: 22:25 hours

Linda Iaconetti returned to the meeting.

TIME: 22:26 hours

The Director General stated that if the engagement of professionals is not approved by the Council of Commissioners the project for Ste-Agathe Academy will be in peril and the school is in desperate need of space.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the enlargement of Ste-Agathe Academy;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has authorized the enlargement of Ste-Agathe Academy;

WHEREAS invitational tenders were called for architect services as per Ministère de l'Éducation, du Loisir et du Sport (MELS) regulation;

WHEREAS a selection committee has studied and evaluated all architectural tenders received and prepared a recommendation;

*_____ MOVED THAT, on the recommendation of the Selection Committee, Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of **Bergeron-Thouin**, Architect, to prepare the architectural specifications, drawings, tendering documentation and provide supervision for the enlargement of Ste-Agathe Academy.*

AND THAT the cost of these services be paid in accordance with the Ministère de l'Éducation, du Loisir et du Sport (MELS) remuneration scale for professionals.

9.3 Engagement of Engineers – Ste-Agathe Academy:

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the enlargement of Ste-Agathe Academy;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has authorized the enlargement of Ste-Agathe Academy;

WHEREAS invitational tenders were called for consulting engineer services as per Ministère de l'Éducation, du Loisir et du Sport (MELS) regulation;

WHEREAS a selection committee has studied and evaluated all engineering tenders received and prepared a recommendation;

*_____ MOVED THAT, on the recommendation of the Selection Committee, Material Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of **Leroux, Beaudoin, Hurens & Ass.**, consulting engineers, to prepare the technical engineering specifications, drawings, and tendering documentation for the enlargement tendering documentation and provide supervision for the enlargement of Ste-Agathe Academy.*

AND THAT the cost of these services be paid in accordance with the Ministère de l'Éducation, du Loisir et du Sport (MELS) remuneration scale for professionals.

TIME 22:30 hours

050621-CA-0264

Nancy Rupnik MOVED THAT the meeting be extended until the completion of the agenda.

Carried unanimously

9.4 2005-2006 Capital Projects:

WHEREAS the Sir Wilfrid Laurier School Board wishes to satisfy priority needs in its schools;

WHEREAS the schools have expressed their needs;

WHEREAS the Directorate has reviewed the requests and classified these requests in order of board-wide priorities;

WHEREAS the Material Resources Committee supports these capital priorities

_____ 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 approved the 2005-2006 capital priorities for its schools and centres for a total amount of 981 000\$, as per Document #SWLSB-2005/06/22-MR-001.

9.5 Engagement of Contractor – Souvenir Roof Project:

The Director of Material Resources reviewed the tender for the Souvenir Elementary School roofing project noting that this contractor has not been engaged for any previous project.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the replacement of the roof at Souvenir Elementary School as part of its capital projects for the 2005-2006 school year;

WHEREAS the public tenders were opened on 2005-05-16;

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 roof at Souvenir Elementary School to **L.K. Industries Inc.** for a total cost of 259 900\$, taxes included.*

9.6 *Engagement of Contractor – Replacement of Staircase Doors at JHS:*

The Director of Material Resources advised the Executive Committee that the school board had received a letter from the Joliette fire department advising that upon inspection the fire doors at Joliette High School no longer meet code and needed to be replaced. The tender for the project was called in December 2004 but funding was not available in the capital projects budget and the Joliette fire department gave the school board an extension. Constructions Larco Inc. won the tender in December 2004 and has agreed to complete the project at the price it bid at that time.

050621-MR-0265

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake the replacement of several staircase doors at Joliette High School as part of its capital projects for the 2005-2006 school year;

WHEREAS public tenders were received and opened on 2004-12-02;

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

Natalie Auclair MOVED THAT, on the recommendation of the Material Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board award the contract for the replacement of staircase doors and hardware at Joliette High School to **Constructions Larco Inc.** for the total amount of 32 207\$, taxes included.

Carried unanimously

In response to a question from Steve Bletas, the Director of Material Resources advised that the roofing project for Arundel Elementary School is in the planning stages.

9.7 *Purchase Order – Twin Oaks:*

The Director of Material Resources advised that this purchase order is for playground equipment which is being purchased from the Twin Oaks Elementary School surplus.

050621-MR-0266

WHEREAS Twin Oaks Elementary School wishes to purchase equipment for outdoor recreation;

WHEREAS the Principal of Twin Oaks Elementary School has authorized the purchase of the outdoor recreation equipment, using the school budget;

Nick Milas MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the purchase, to the lowest conformable bidder, of the recreation equipment for Twin Oaks Elementary School from **Équipements récréatifs Jambette**, in the amount of 26 670,18\$, all taxes included.

Carried unanimously

9.8 *Play Ground Equipment:*

In response to a question from Linda Iaconetti, the Deputy Director General advised that when playground equipment is installed at a school it becomes the property of the school board, therefore, the school board insurance is applied if the equipment is damaged.

10.0 PARENTS' COMMITTEE:**10.1 Parent Commissioners Report:**

Linda Iaconetti advised the Executive Committee that at its last meeting the Parents Committee adopted a resolution supporting the Advisory Committee on Special Education in its quest for parent volunteers to sit on the committee as it has become apparent that the existence of the committee is not well known. All schools will be asked to announce at their respective general assembly the need for parents with special needs children to sit on the committee.

11.0 INFORMATION TECHNOLOGY:**11.1 Director's Report:**

The Director of Information Technology commented on his monthly report noting that the implementation of mobile computer labs for 2004-2005 has been completed for the seven schools targeted under the original project and that two other schools have also been outfitted with mobile computer labs. The school board is still awaiting a response on funding for this project from the Ministère de l'Éducation, du Loisir et du Sport (MELS).

He went on to note the work of the Information Technology Committee over the past month, computer training for Commissioners, a meeting with Concordia University to discuss a research project on the benefits of the use of handheld computers in schools, the review of policy #2000-IT-01: Acceptable Use of Information and Communication Technology Resources, and the Strategic Plan and its relation to the infrastructure needs of the school board.

11.2 Purchase of Computers – Adult Education:**050621-IT-0267**

WHEREAS the Adult & Vocational Education Centre in Chomedey requires 44 new computers and 72 screens 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 for 2005-2006;

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

WHEREAS the new computers will replace older Pentium MMX and Pentium 2 computers no longer compatible with the Office 2003 software that is part of the curriculum;

WHEREAS the extra screens will serve to replace 10 year old screens that have become unreliable;

Grace Nesi MOVED THAT, on the recommendation of the Information Technology Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the purchase of 44 desktop computers and 72 screens from Hypertechnologie CIARA Inc. at a cost of 37 939,85\$, all taxes included.

Carried unanimously

11.3 Fibre Optic Management Committee:

The Director of Information Technology advised the Executive Committee that the fibre optic project with Commission scolaire des Samares is nearing completion and that a committee is being established to manage the Fibre Optic Network. The Commission scolaire des Samares has asked that the Sir Wilfrid Laurier School Board name a representative to this management committee.

WHEREAS the School Board has entered into a partnership with la Commission Scolaire des Samares for the construction of a fibre optics network;

WHEREAS the construction of this network is coming to a close in July 2005;

WHEREAS a management protocol, the **CONVENTION DE COPROPRIÉTÉ ET DE GÉRANCE D'UN RÉSEAU DE FIBRES OPTIQUES**, has been signed by all the partners in that network, including the Sir Wilfrid Laurier School Board;

WHEREAS a management committee is being formed to make decisions related to the operations, maintenance and evolution of that network;

WHEREAS the Commission Scolaire des Samares, the manager of that network, has asked every partner to nominate a representative at the management committee;

Steve Bletas MOVED that on the recommendation of the IT Standing Committee, the Executive Committee of the Sir Wilfrid Laurier School Board name Denis Marcoux as its representative on the Management committee of the fibre optics network in partnership with la Commission Scolaire des Samares.

Carried unanimously

11.4 Lease of Computers – School Administrators:

The Director of Information Technology advised the Executive Committee that he is recommending that this resolution be tabled to the 2005-07-12 meeting of the Executive Committee as negotiations have not been concluded on the wording of the lease agreement with the leasing company selected.

In response to a question from Nick Milas, the Director of Information Technology indicated that the warranty of a laptop is three years. He also noted that once the warranty has expired the cost of repairing a laptop can be quite expensive.

WHEREAS the Sir Wilfrid Laurier School Board, through the implementation of mobile labs, has put emphasis on schools to use portable computers in their pedagogy;

WHEREAS the school board requires school administrators to be facilitators and leaders in the implementation of technology in pedagogy, therefore, making it necessary for them to use computers to complete a number of tasks.

WHEREAS the Directorate has recommended that all school administrators be supplied with a portable computer starting in 2005-2006 budget year;

WHEREAS the financing for the lease of these portable computers is part of the 2005-2006 budget approved by Council;

WHEREAS SPM Micro (Stéphane Lortie Informatique Inc.) has been engaged as the qualified portable computer supplier for the Sir Wilfrid Laurier School Board;

WHEREAS a 3-year lease program is advantageous for portable computers for school administrators;

WHEREAS three capital lease providers submitted offers and the best lease offer was received from Macquarie Capital Group;

_____ MOVED THAT, on the recommendation of the Information Technology Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 3-year lease of 45 laptops from the Macquarie Capital Group at a cost of _____\$, all taxes included.

AND THAT the 45 portable computers to be leased be supplied by SPM Micro (Stéphane Lortie Informatique INC.) as the qualified portable computer supplier of the Sir Wilfrid Laurier School Board.

AND THAT SPM Micro (Stéphane Lortie Informatique INC.) directly invoice Mcquaire Capital Group for the portable computers to be leased.

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 lease.

12.0 EDUCATIONAL SERVICES:

12.1 Director's Report:

The Director of Educational Services commented on her report noting that June is a busy month and that the department is preparing the fall training schedule.

She went on drawing the Executive Committee's attention to the results of the Québec Entrepreneurship Contest and the Student Entrepreneurship Grants 2005 noting that during the 2004-2005 school year 53 projects were submitted of which only four were from elementary schools. The deadline for the submission of projects for the 2005-2006 school year will be in March 2006. Project submissions can be entered as early as October 2005 and elementary schools will be encouraged to participate.

12.2 School Field Trip:

050621-ED-0269

WHEREAS Ste-Agathe Academy has proposed a three field trip to the Adirondack Mountains, New York from September 7 - 9, 2005, as per Document #SWLSB-2005/06/21-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;

Natalie Auclair MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the request of Ste-Agathe Academy for a field trip to the Adirondack Mountains, New York from September 7 – 9, 2005.

Carried unanimously

In response to a concern expressed by Steve Bletas, the Director General noted that the schools are aware that any deposits made towards out of the country field trips during the 2005-2006 school year could be lost due to potential problems resulting from the negotiations on a new teachers' collective agreement with the provincial government.

13.0 CORRESPONDENCE:

Steve Bletas advised the Executive Committee that he, as Chairman of the Sir Wilfrid Laurier School Board, has received correspondence from two English school boards asking for the support of the Sir Wilfrid Laurier School Board on a motion to have the composition of the Quebec English School Boards Association (QESBA) Executive Committee changed from six to nine members. At this time it is not necessary for the school board to take a position on this request.

The Chairman pointed out additional correspondence such as the Prix Ghislaine Coutu-Vaillancourt received by Guy Marchand, Pedagogical Consultant; a summer field trip for the football teams at Laval Junior and Laval Liberty High Schools, a report from the Enhanced Learning Strategy Workshop, and the report of the Quebec English School Boards Association (QESBA).

Carolyn Curiale advised those Commissioners present that at the next meeting of the Council of Commissioners a list of the various standing committees of the QESBA will be passed around and that anyone wishing to be on any of the committees are more than welcome to sign up.

14.0 QUESTION PERIOD:

There were no questions.

15.0 ADJOURNMENT OF MEETING:

Nancy Rupnik MOVED adjournment of the meeting.

Carried unanimously

TIME: 22:49 hours

NEXT MEETING ⇒ REGULAR ⇒ 2005-07-12

Robert Vallerand, Secretary General

Edward Turchyniak, Chairman