

**PROVINCE OF QUEBEC**

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2006-04-18**

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, 2006-04-18 19:30 hours, at which were present:

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

Also present were: Robert Vallerand, Deputy Director General; François Badin, Director of Human Resources; Line Desgroseilliers, Director of Information Technology; Alain Guay, Director of Adult & Vocational Education; Daniel Hogue, Director of Material Resources; Effie Maniatis, Director of Educational Services; Livia Nassivera, Director of Financial Resources; George Paquette, Director of School Organization & Transportation; and Jocelyne Thompson-Ness, Administrative Assistant.

Absent: Linda Iaconetti, Parent Commissioner.

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

**1.0 ACCEPTANCE OF AGENDA:**

The following additions and changes to the agenda were proposed:

**3.0 BUSINESS ARISING:**

3.9 Update on Tel-jeunes.....INFO

**5.0 CORPORATE AFFAIRS:**

5.9 QESBA Consultation on "Universal Suffrage".....INFO

**9.0 EDUCATIONAL SERVICES:**

9.3 Proposed Policy #2006-ED-08: Risk Management for Outdoor education.....INFO

**060418-CA-0175**

Grace Nesi MOVED THAT the agenda be accepted as amended in document #SWLSB-2006/04/18-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 2006-03-21 the following corrections were required:

- Page 1417, item 5.5, 2<sup>nd</sup> paragraph, the word "a" is to be added after the word "approved".
- Page 1428, the date of the next meeting should read "2006-04-18" not "2006-04-26".

Natalie Auclair MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2006-03-21, having been received by all members prior to this meeting, be approved as corrected.

**Carried unanimously**

### **3.0 BUSINESS ARISING:**

#### **3.1 Report of Secretary General Selection Committee:**

Steve Bletas, Chairman of the Council of Commissioners of the Sir Wilfrid Laurier School Board, advised the Executive Committee that three candidates were interviewed for the position of Secretary General and that the Selection Committee was unanimous in its recommendation. He noted that all of the candidates had a legal background.

*WHEREAS the position of Deputy Director General/Secretary General has been split, effective 2006-07-01;*

*WHEREAS the Council of Commissioners formed a Selection Committee and conducted interviews on Tuesday, 2006-04-11;*

*WHEREAS the members of the Selection Committee were unanimous in its recommendation for the position of Secretary General;*

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint/engage \_\_\_\_\_ to the position of Secretary General, effective 2006-07-01.*

#### **3.2 Report of Assistant Director of Educational Services Selection Committee:**

The Director General designate advised the Executive Committee that four candidates had been interviewed for the position of Assistant Director of Educational Services and that the Selection Committee was unanimous in its recommendation.

*WHEREAS the current Assistant Director of Educational Services has been named as Director of Educational Services of the Sir Wilfrid Laurier School Board, effective 2006-07-01;*

*WHEREAS the position of Assistant Director of Educational Services will become vacant as of 2006-07-01;*

*WHEREAS the Council of Commissioners formed a Selection Committee and conducted interviews on Tuesday, 2006-04-11;*

*WHEREAS the members of the Selection Committee were unanimous in its recommendation for the position of Assistant Director of Educational Services;*

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Selection Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint/engage \_\_\_\_\_ to the position of Assistant Director of Educational Services, effective 2006-07-01.*

#### **3.3 Sale of Land - Ste-Agathe Academy:**

The Deputy Director General advised that Joseph Morselli has been advised of the school board's counter offer and that there has been no response at this time.

#### **3.4 Sale of Land - Roland-Durand:**

The Deputy Director General noted that Construction N. Roy Inc. has been advised of the school board's counter offer on the land on Roland-Durand and that the owner has informed the school board that the evaluation is too high and that they are withdrawing their offer to purchase.

He went on to note that he has met with the Director General of the Ville de Rosemère concerning the property on Roland-Durand and the school board's request for a derogation on the 75 foot minimum of frontage required for each lot. A detailed letter on why the school board wishes to derogate has been sent to the Director General and she has advised that she will review it with the Mayor of the Ville de Rosemère. If approved that land on Roland -Durand can be sub-divided into three buildable lots.

### **3.5 QESBA Regional Focus Groups:**

Steve Bletas advised the Executive Committee that the first Regional Focus Session was held today at Laurentian Regional High School and that it had gone very well.

He went on to note that minutes will be taken at each of the six sessions and a final report will be prepared on the data collected.

### **3.6 Overcrowding at Hillcrest Academy:**

The Director General advised the Executive Committee that the enrollment figures for Hillcrest Academy have been reviewed and at this time there are 91 students registered for kindergarten at the school with the expectation of continued growth.

He went on to note that there is no space available at Crestview Elementary School to house an additional kindergarten class due to its special programs but Souvenir Elementary School does have space available for the 35 students that would need to be moved from Hillcrest Academy for the 2006-2007 school year, subject to parental agreement. At this time it is not necessary to involve the parents as the enrollment numbers are not yet stable.

The area around Hillcrest Academy is attracting families that wish to send their children to English school and if the trend continues re-zoning for this school may need to be considered for the 2007-2008 school year.

In response to a question from Nick Milas, the Director General advised that the enrollment numbers should stabilize within the next few weeks and that, if necessary, a viable solution will be sought.

### **3.7 Clarification of Unforeseen Circumstances:**

In response to a question asked by Walter Fogel at the 2006-03-22 meeting of the Council of Commissioners, the Director General advised the Executive Committee that it not necessary for the Council to approve a resolution cancelling the two pedagogical days provided on the 2005-2006 school calendar for unforeseen circumstances, as the manner in which the provision for these days is written on the calendar indicates that these days are available only "if necessary".

### **3.8 Clean School Project - Hillcrest Academy:**

The Director of Material Resources advised that the Material Resources Committee has looked at the clean school project submitted by Hillcrest Academy and is concerned about this request because it appears that some of the problems described in the project have not been reported to the school board. A meeting with the maintenance staff of the school will be held in order to determine where improvements could be made.

### **3.9 Update on Tel-jeunes:**

The Deputy Director General provided background information on the Tel-jeunes project and advised that funding is being sought through the Québec-Canada accord for minority language services as well as other sources. A meeting will be arranged with Noël Burke, Associate Deputy Minister for English Community Services, and Tel-jeunes to review the project.

He went on to note that a breakdown of the costs for the integration of English services into Tel-jeunes is approximately 100 000\$.

In response to a question from Steve Bletas, the Deputy Director General indicated that at this time the potential cost to the Sir Wilfrid Laurier School Board is unknown as avenues for funding provincially and federally are being investigated. Updates will be presented when information is available.

#### **4.0 DIRECTOR GENERAL'S REPORT:**

The Director General advised that he would give his report throughout the meeting.

#### **5.0 CORPORATE AFFAIRS:**

##### **5.1 Deputy Director General's Report:**

The Deputy Director General advised the Executive Committee that a meeting has been held with the Ville de Laval concerning the installation of a synthetic playing field at Laval Liberty High School and the Ville extended its thanks to the school board for agreeing to push the project ahead for completion this summer.

The question of which partner involved in the project would act as underwriter of the project and it was agreed that the Sir Wilfrid Laurier School Board would underwrite the project and invoice the Ville de Laval for its portion.

David McKinley, Chairman of the Material Resources Committee, advised that several options for having the synthetic playing field installed in the quickest possible manner so that it will be ready for the middle of August 2006 are being examined and that the tender for professionals has been called.

The Chairman turned the chair over to the Vice-Chairman and left the meeting.

**TIME: 20:01 hours**

The tenders for this project will be opened on 2006-04-21 and examined by a Selection Committee for a recommendation.

The Chairman returned to the meeting.

**TIME: 20:04 hours**

In response to a question from Natalie Auclair, the Deputy Director General noted that the cost of the installation of a synthetic playing field will be in the neighbourhood of 600 000\$ and that this amount will be included in the 2006-2007 budget.

##### **5.2 Report of Director of Adult & Vocational Education:**

The Director of Adult & Vocational Education commented on his monthly report noting the advertising of the Hotel Reception program, Emploi-Québec programs, Adult Learners Week, and the upcoming training for the migration from COBA to GRICS.

He also noted that the centre is working on its public image and that a new logo has been proposed and will be presented for approval at the 2006-04-26 meeting of the Council of Commissioners.

##### **5.3 Report of Communications & Public Relations Sub-Committee:**

There was no report.

##### **5.4 Report of Arundel Nature Centre Management Sub-Committee:**

There was no report.

### **5.5 SWL Foundation Presentation of Multimedia Projectors:**

The Chairman advised that the event was well attended and that the schools were very appreciative of the new multimedia projector. The next project for the Sir Wilfrid Laurier Foundation is to raise enough funds to have an interactive white board in each school. The next Foundation event is a lobster fest to be held at the beginning of June.

He extended appreciation to the Information Officer and her Administrative Technician for all of their work on the presentation of the projectors.

In response to a question from Robert Dixon, the Chairman noted that it is the intention of the Foundation to host two fundraising events per school year one in the spring and one in the fall/winter.

### **5.6 CRE Laval - Regional Youth Entente:**

The Deputy Director General advised that he, the Chairman of the Council of Commissioners, and the Director of Community Development had met with representatives of the Conférence régionale des élus de Laval (CRE - Laval) and that the purpose of the meeting was that the CRE-Laval is looking to form a partnership with the Sir Wilfrid Laurier School Board and the Commission scolaire de Laval to recognize community service that is undertaken by students in Laval.

The students would be given a notebook in which to keep track of their community service and after so many hours they would be recognized by the Ville de Laval at a ceremony with the Mayor.

He went on to note that the school board is very anxious to participate in this partnership and have agreed to the drafting of a protocol. This type of partnership is very beneficial to the school board as it highlights our presence in the Laval-Laurentides-Lanaudière regions.

*WHEREAS the Chairman of the Sir Wilfrid Laurier School Board has met with representative of the Conférence régionale des élus de Laval (CRE - Laval) concerning the "Regional Youth Entente" for community volunteer work:*

*WHEREAS it has been determined that this "Regional Youth Entente" will be beneficial to the students of the Sir Wilfrid Laurier School Board in heightening their community action awareness;*

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Directorate and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board advise the Conférence régionale des élus de Laval (CRE - Laval) of its intent to be a full participant in the "Regional Youth Entente", effective immediately.*

### **5.7 2006 NSBA T + L2 Conference:**

*WHEREAS policy #2005-CA-11: Professional Development for Commissioners of the Sir Wilfrid Laurier School Board requires approval of the Council of Commissioners for Commissioner attendance at conferences;*

*WHEREAS this policy sets a ceiling of three delegates from the Council of Commissioners to any one conference;*

*WHEREAS one Commissioner has submitted a request to attend the 2006 National School Boards Association (NSBA) T & L<sup>2</sup> (Technology, Leadership, Learning) Conference being held from 2006-11-08 to 2006-11-10 in Dallas, Texas;*

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the attendance of **David McKinley** at the 2006 NSBA T & L<sup>2</sup> (Technology, Leadership, Learning) Conference in Dallas, Texas from 2006-11-08 to 2006-11-10.*

*AND THAT registration, travel, accommodations and miscellaneous expenses not exceed 3 000,00\$ Canadian.*

### **5.8 Professional Use of Computers:**

Steve Bletas, in his capacity of Chairman of the Sir Wilfrid Laurier School Board, advised the members of the Executive Committee that he would like to see everyone at the Council table handle themselves more professionally when using their laptops, as it has become apparent that many are screening/sending e-mails, playing cards, and accessing the internet. He noted that if these types of activities do not stop the Council of Commissioners will have to revert to paper.

### **5.9 QESBA Consultation on "Universal Suffrage":**

Steve Bletas provided some background information but will speak to the issue further at the 2006-04-26 meeting of the Council.

The Executive Committee entered into discussion and asked for more information on the issue.

*WHEREAS the Quebec English School Boards Association (QESBA) represents 162 elected school Commissioners and 18 Parent Commissioners;*

*WHEREAS the Quebec English School Boards Association (QESBA) elects a President every 2 years to act on behalf of and act as the official spokesperson for a total of 180 Commissioners;*

*WHEREAS the Quebec English School Boards Association (QESBA) elects a Vice-President annually to represent 180 Commissioners and to act as spokesperson in the absence of the President;*

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board recommend to the Quebec English School Boards Association (QESBA) Constitution Committee that each represented Commissioner (180) be given the right to vote in any Quebec English School Boards Association (QESBA) Presidential or Vice-Presidential election.*

*AND THAT a vote by mail be allowable under the supervision of the Quebec English School Boards Association (QESBA) Constitution and Resolution Committee pending the approval on the rules and procedures from the Quebec English School Boards Association (QESBA) Board of Directors.*

## **6.0 HUMAN RESOURCES:**

### **6.1 Director's Report:**

The Director of Human Resources commented on his monthly report noting the staffing of senior positions, the completion of the school staffing allocations, the declaration of excess process, the re-assignment process, and the implementation of the Local Agreement for Genesis and Notre Dame Elementary Schools.

He further noted that those teachers that are declared excess at Genesis Elementary School will be re-assigned to École Notre-Dame.

### **6.2 Engagements - Part-Time Replacement Teachers:**

#### **060418-HR-0177**

Tom Mouhteros 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 2005-2006 school year, in accordance with Clause 5-1.01 of the Quebec Provincial Association of Teachers' Collective Agreement.

Name	Effective Date	School
Tomecz, Pamela	2006-03-06	Crestview Elementary School
Leuzzi, Michele	2006-03-06	Hillcrest Academy
Crowston, Jocelyn	2006-03-20	John F. Kennedy Elementary School
Young, Valerie	2006-02-02	John F. Kennedy Elementary School
Monaco, Laura	2006-02-22	Jules Verne Elementary School
Hicks-Cardinal, Brenda	2006-03-21	St-Paul Annex
Quinn, Jacqueline	2006-03-09	Twin Oaks Elementary School
Chioda, Marco	2006-03-20	Laurier Senior High School

**Carried unanimously**

### 6.3 *Retirements:*

#### **060418-HR-0178**

RD moved all of them 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 2006-06-30 received from **Yvette Bélisle**, Teacher at Our Lady of Peace School and extend best wishes to her.

**Carried unanimously**

#### **060418-HR-0179**

Robert Dixon 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 2006-06-30 received from **Keith Wilcox**, Teacher at Phoenix Alternative School and extend best wishes to him.

**Carried unanimously**

#### **060418-HR-0180**

Robert Dixon 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 2006-06-30 received from **Donald Barrett**, Teacher at Souvenir Elementary School and extend best wishes to him.

**Carried unanimously**

#### **060418-HR-0181**

Robert Dixon 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 2006-06-30 received from **Elisabeth Klein**, Teacher at Terry Fox Elementary School and extend best wishes to her.

**Carried unanimously**

#### **060418-HR-0182**

Robert Dixon 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 2006-06-30 received from **Donna Long-MacDowell**, Teacher at Terry Fox Elementary School and extend best wishes to her.

**Carried unanimously**

**060418-HR-0183**

Robert Dixon 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 2006-06-30 received from **Rosa Desposati Ricci**, Teacher at Terry Fox Elementary School and extend best wishes to her.

**Carried unanimously**

**060418-HR-0184**

Robert Dixon 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 2006-06-30 received from **Robert K. Nish**, Teacher at Laurentian Regional High School and extend best wishes to him.

**Carried unanimously**

**060418-HR-0185**

Robert Dixon 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 2006-06-30 received from **Diane Kyrtatas**, Teacher at Laval Junior High School and extend best wishes to her

**Carried unanimously**

**060418-HR-0186**

Robert Dixon 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 2006-06-30 received from **Steve Maty**, Teacher at Laval Liberty High School and extend best wishes to him.

**Carried unanimously**

**060418-HR-0187**

Robert Dixon 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 2006-06-30 received from **Kerry McKeown**, Teacher at Laval Liberty High School and extend best wishes to him.

**Carried unanimously**

**060418-HR-0188**

Robert Dixon 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 2006-06-30 received from **Elisabeth Bodain**, Teacher at Rosemere High School and extend best wishes to her.

**Carried unanimously**

**060418-HR-0189**

Robert Dixon 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 2006-06-30 received from **Joel Silver**, Teacher at Rosemere High School and extend best wishes to him.

**Carried unanimously**

**060418-HR-0190**

Robert Dixon 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 2006-06-30 received from **Hugh J. Wiggins**, Teacher at Pinewood Elementary School and extend best wishes to him.

**Carried unanimously**

**060418-HR-0191**

Robert Dixon 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 2006-06-30 received from **Jocelyne Gagnon Lagacé**, Teacher at Adult Education and extend best wishes to her.

**Carried unanimously**

**060418-HR-0192**

Robert Dixon 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 2006-06-30 received from **Dennis L. Devey**, Teacher at Laurentian Regional High School extend best wishes to him.

**Carried unanimously**

**6.4 Policy #2006-HR-06: Harassment:**

The Director of Human Resources advised that following the approval in principle of this policy, a lot of information was received through the consultation process that needed to be carefully examined and vetted through legal counsel to ensure that the policy is comprehensive and effective.

                     *MOVED THAT, on the recommendation of the Human Resources Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve policy #2006-HR-06: Harassment.*

**6.5 Modification to Resolution:**

The Chairman commented on the modification to the retirement resolution for the Deputy Director General noting that the date of retirement has been extended in order to allow for a smooth transition of dossiers to the new Assistant Director General and the Secretary General.

**060418-HR-0193**

WHEREAS the Deputy Director General has advised the Sir Wilfrid Laurier School Board of his intent to retire, effective 2006-06-28;

WHEREAS the regulation concerning the retirement of senior management staff will not be modified for school year 2006-2007;

WHEREAS the Sir Wilfrid Laurier School Board wishes to ensure an effective transition for the incoming Assistant Director General and the Secretary General;

Steve Bletas MOVED THAT, on the recommendation of the Director General, the Executive Committee of the Sir Wilfrid Laurier School Board approve a modification to resolution #060118-HR-0126 by changing the date of retirement to 2006-09-13.

**Carried unanimously**

## 6.6 **Engagement of Assistant Centre Director - Adult & Vocational Education:**

The Director General informed the Executive Committee that the needs of the Adult Education sector are growing and in order to continue the stabilization of the service it is now necessary to appoint a permanent Assistant Centre Director. The recommended candidate is currently replacing the Assistant Centre Director, who is on sick leave, so another person will be assigned to that position for the duration of the sick leave.

*WHEREAS the Assistant Centre Director of Adult & Vocational Education has been on an extended leave;*

*WHEREAS there is a need for a second Assistant Centre Director of Adult & Vocational Education;*

6.6.1 \_\_\_\_\_ *MOVED THAT, upon the recommendation of the Director General and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage **Elaine Brunette** as a Assistant Centre Director of Adult & Vocational Education as per the conditions of Employment of the Management Staff of School Boards and as per the terms of the individual's contract, effective 2006-07-01.*

*WHEREAS the Assistant Centre Director of Adult & Vocational Education has been on an extended leave;*

*WHEREAS the person currently replacing the Assistant Centre Director of Adult & Vocational Education has been appointed to the newly created position of Assistant Centre Director of Adult & Vocational Education;*

6.6.2 \_\_\_\_\_ *MOVED THAT, upon the recommendation of the Director General and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board promote temporarily \_\_\_\_\_ as interim Assistant Centre Director of Adult & Vocational Education in accordance with Article 5-5.00 of the Quebec Provincial Association of Teachers Collective Agreement, his/her individual contract and the conditions of Employment of the Management Staff of School Boards and as per the terms of the individual's contract, effective 2006-07-01.*

Tom Mouhteros left the meeting.

**TIME: 20:48 hours**

## 6.7 **Engagement of Vice-Principals:**

The Director General advised the Executive Committee that the assignment and transfer process is close to completion and that he has met with all of the Principals and Vice-Principals to discuss their respective career plans.

He went on to note that all of those being assigned or transferred have been advised as well as the Sir Wilfrid Laurier Administrators Association (SWLAA).

Tom Mouhteros returned to the meeting.

**TIME: 20:50 hours**

The Director General advised that six candidates have been retained from the Vice-Principal simulation for the positions available and it appears that all of the candidates will be required.

*WHEREAS several in-school Administrator posts will be 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 positions;*

6.7.1 \_\_\_\_\_ *MOVED THAT, on recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board promote temporarily \_\_\_\_\_ to the position of interim Vice-Principal, effective 2006-07-01, in accordance with Article 5-5.00 of the Quebec Provincial Association of Teachers Collective Agreement and his/her individual contract; AND THAT he/she be assigned to \_\_\_\_\_ **School.***

WHEREAS several in-school Administrator posts were will be 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 positions;

6.7.2 \_\_\_\_\_ MOVED THAT, on recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board promote temporarily \_\_\_\_\_ to the position of Vice-Principal, effective 2006-07-01, in accordance with Article 5-5.00 of the Quebec Provincial Association of Teachers Collective Agreement and his/her individual contract; AND THAT he/she be assigned to \_\_\_\_\_ **School.**

WHEREAS several in-school Administrator posts were will be 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 positions;

6.7.3 \_\_\_\_\_ MOVED THAT, on recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_ to the position of Vice-Principal, effective 2006-07-01, in accordance with the Politique administrative et salariale and policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators Association, AND THAT he/she be assigned to \_\_\_\_\_ **School.**

WHEREAS several in-school Administrator posts were will be 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 positions;

6.7.4 \_\_\_\_\_ MOVED THAT, on recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_ to the position of Vice-Principal, effective 2006-07-01, in accordance with the Politique administrative et salariale and policy #2000-HR-01: Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators Association, AND THAT he/she be assigned to \_\_\_\_\_ **School.**

WHEREAS several in-school Administrator posts were will be 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 positions;

6.7.5 \_\_\_\_\_ MOVED THAT, on recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board promote temporarily \_\_\_\_\_ to the position of interim Vice-Principal, effective 2006-07-01, in accordance with Article 5-5.00 of the Quebec Provincial Association of Teachers Collective Agreement and his/her individual contract; AND THAT he/she be assigned to \_\_\_\_\_ **School.**

## **6.8 Assignment & Transfer of School Administrators:**

This was discussed under item 6.7.

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 2006-2007 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 2006-07-01:

The document will be distributed on 2006-04-26

### 6.9 Engagement of Human Resources Consultant:

The Director of Human Resources advised that five candidates were interviewed and that the Selection Committee was unanimous in its recommendation.

#### 060418-HR-0194

WHEREAS the 2005-2006 Administrative Organizational Chart created the position of Human Resources Consultant;

Nancy Rupnik MOVED THAT, on the recommendation of the Selection Committee and the Human Resources Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the appointment/engagement of **Suzanne Desilets** as a Personnel Management Consultant, effective 2006-04-24.

**Carried unanimously**

## 7.0 FINANCIAL RESOURCES:

### 7.1 Director's Report:

The Director of Financial Resources commented on her monthly report noting the Ministère de l'Éducation, du Loisir et du Sport (MELS) consultation on the budget parameters and the fact that the government wishes to "claw back" monies received through taxation which translates into 500 000\$ from the Sir Wilfrid Laurier School Board for the 2005-2006 school year. It is estimated that over the next two years the MELS will "claw back" approximately 15 000 000\$ from the Laval-Laurentides-Lanaudière regions.

The Executive Committee entered into discussion.

The Director General advised that it might be prudent to have a resolution concerning this as it is effecting the current budget, as well, it should also stress the need for the MELS to discuss the surplus situation with the school boards before imposing a "claw back".

Natalie Auclair left the meeting.

**TIME: 20:58 hours**

The Director of Financial Resources also commented on the 2006-2007 school parameters, the additional EHDA allocations, banking services and the revision of the Goods & Services Policy.

### 7.2 Refunds of Taxes:

#### 060418-FR-0195

Nick Milas MOVED THAT, on the recommendation of the Director General, the Executive Committee of the Sir Wilfrid Laurier School Board approve the following refunds of taxes totalling 6 242,60\$.

Municipality/File #	Name	Amount Refunded	Reason for Refund
00003273	VEZINA TERRY	522.24	PAID SWLSB INSTEAD OF MUN. TAX
00023204	BOLAND HELEN	153.60	DEMOLITION/DECREASE IN EVALUATION
00019687	DUBE ROSAIRE	297.75	REFUND FRANCO 2005/2006
00006025	KELLEY DEBRA	1,532.91	PAID IN ERROR ACCOUNT AT \$0.00

00035452	DEGRUYTER NANCY	2,943.49	PAID SCHOOL TAXES INSTEAD OF MUNICIPAL.
00027005	SMITH MARLYN	291.00	OVER-PAYMENT
00027032	SMITH MARLYN	173.66	OVER-PAYMENT
00018447	LABRECQUE PATRICK	327.95	2004/05 OLD OWNER PAID IN ERROR
	<b>TOTAL</b>	<b>6 242.60\$</b>	

Carried unanimously

**7.3 Approval of Disbursements:****060418-FR-0196**

Nick Milas MOVED THAT on the recommendation of the Director General, the Executive Committee the Sir Wilfrid Laurier School Board approve the disbursements listed in the List of Cheques dated 2006-03-02 to 2006-03-30 as follows:

<b>OPERATING CHEQUES</b>	#1341740 to 135713	4,036,300.31
<b>SCHOOL CHEQUES</b>	#49565 to 49611	25,145.99
<b>LESS:</b> Cancelled cheques for prior months	#133446,133972, 134360, 134746, 134763, 135040, 135147, 135176	(10,506.09)
<b>PLUS:</b> Deductions at Source and Payroll	MARCH 2006	5,898.164.45
<b>FOR A TOTAL OF:</b>		<b>10 271 241,66\$</b>

Carried unanimously

Natalie Auclair returned to the meeting.

**TIME: 21:02 hours****7.4 Engagement of Auditors:**

The Director of Financial Resources provided background information on the auditors noting that this firm had conducted a good audit for the 2004-2005 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 **24 730\$, taxes included** to conduct auditing services for the **2005-2006** school year.

**7.5 2006-2007 MELS Budget Parameters:**

The Director of Financial Resources commented on the 2006-2007 Ministère de l'Éducation, du Loisir et du Sport (MELS) budget parameters noting that there are many positive things included, especially in the area of special education. The exception in these parameters is the "claw backs" on taxation.

**7.6 2006-2007 Rate of Interest on Unpaid Taxes:**

The Chairman noted that the Financial Resources Committee has recommended the rate of interest on unpaid taxes be maintained for the 2006-2007 school year.

\_\_\_\_\_ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, and in accordance with Article 316 of the Education Act, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve that the rate of interest on unpaid taxes be set at **15% per annum** for the school year 2006-2007.

**7.7 Write Off of Unpaid Taxes & Taxes in a Credit Position:**

The Director of Financial Resources advised the Executive Committee that the tax department has exhausted all efforts in the attempt to obtain payment and that the Financial Resources Committee is recommending that these taxes be written off. She also noted that there are some accounts that are in a credit position that also need to be written off.

*WHEREAS an analysis has been conducted on the tax accounts of the Sir Wilfrid Laurier School Board;*

*WHEREAS certain tax accounts have been deemed as prescribed;*

*WHEREAS it has been recommended by the Financial Resources Committee and the Executive Committee that the taxes be written off;*

*WHEREAS the amount of the taxes to be written off totals 3 308,46\$;*

*WHEREAS the accumulated interest and service charges on these tax accounts totals 3 498,00\$*

*7.7.1 \_\_\_\_\_ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the write off of the accounts for a total of 6 806,46\$.*

*WHEREAS an analysis has been conducted on the tax accounts of the Sir Wilfrid Laurier School Board;*

*WHEREAS it has been recommended by the Financial Resources Committee and the Executive Committee that tax accounts between -2,00\$ and 2,00\$ are to be written off;*

*WHEREAS the amount of the taxes and interest to be written off totals 1 718,67\$, representing 3367 tax accounts;*

*7.7.2 \_\_\_\_\_ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the write off of the accounts for a total of 1 718,67\$.*

*WHEREAS an analysis has been conducted on the tax accounts of the Sir Wilfrid Laurier School Board;*

*WHEREAS it has been recommended by the Financial Resources Committee and the Executive Committee that tax accounts that are in a credit position are to be written off;*

*WHEREAS these tax accounts in a credit position date back to prior to the 2003-2004 school year;*

*WHEREAS the amount of the taxes in a credit position to be written off totals 16 939,47\$, representing 484 tax accounts;*

*7.7.3 \_\_\_\_\_ MOVED THAT, on the recommendation of the Financial Resources Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the write off of the accounts for a total of 16 939,47\$.*

## **7.8 School Board Credit Cards:**

The Director of Financial Resources asked the Executive Committee how it wishes to proceed with the assignment of credit cards for the new senior administration.

The Executive Committee entered into discussion and recommended the status quo for the number of cards and their limits. The issue will be revisited, as required.

In response to a question from Steve Bletas concerning the music program at Mother Teresa Junior High School, the Director General noted that to date the school has not paid its portion of this project nor has it signed the contract.

He suggested that the Executive Committee mandate the Director of Financial Resources to advise the Principal that the Executive Committee is inquiring about the unsigned contract for this partnership project. The partnership agreement was for a three year period and the school currently owes 5 000\$ for the 2004-2005 school year and 10 000\$ for 2005-2006.

The Executive Committee entered into discussion and the Director of Financial Resources was mandated to request that the contract be signed and payment made no later than 2006-05-30.

## **8.0 SCHOOL ORGANIZATION**

### **8.1 Director's Report:**

The Director of School Organization commented on his monthly report noting the preparation of the department budget for 2006-2007, preparation of transportation routes for 2006-2007, follow-up on eligibility requests, and the Daycare Coordinator retreat in conjunction with English Montreal, Lester B. Pearson, and Riverside School Boards.

### **8.2 Update on 2005-2006 Enrollment:**

The Director of School Organization reviewed the current enrollment figures noting that there has been a slight increase since his report last month. The enrollment figures at Laval and Mother Teresa Junior High Schools appear to be balancing out.

In response to a question from Tom Mouhteros, the Director of School Organization advised that there are 55 new students from outside the Sir Wilfrid Laurier School Board and that 51 of them will be attending Laval Junior High School.

In response to a question from the Chairman, the Director of Material Resources advised that he will be meeting with the Principal of Rosemere High School on 2006-04-19 to discuss space issues at the school.

### **8.3 Purchase Order - Gasoline:**

In response to a question from the Vice-Chairman, the Director of School Organization advised that this is an open purchase order for gasoline for the 2005-2006 school year.

## **060418-TS-0197**

WHEREAS the Sir Wilfrid Laurier School Board has an open purchase order with Ultramar Canada Inc. for gasoline for its vehicles T-21 to T-29;

WHEREAS the constant rise in the price of gasoline has caused the general open purchase order to exceed 25 000\$;

Grace Nesi MOVED THAT, on the recommendation of the Directorate, the Executive Committee of the Sir Wilfrid Laurier School Board approve the open purchase order with Ultramar Canada Inc. for an amount of 28 756,25\$, all taxes included, for the 2005-2006 school year.

**Carried unanimously**

## **9.0 EDUCATIONAL SERVICES:**

### **9.1 Director's Report:**

The Director of Educational Services commented on her monthly report noting the Evaluation Workshop & Reading Conference, Guidance Oriented Approach to Learning (GOAL) activities, and the 2006 edition of the Bell Montréal Regional Science & Technology Fair at which the Sir Wilfrid Laurier School Board won 16 medals.

## 9.2 *School Field Trips:*

### 060418-ED-0198

WHEREAS Lake of Two Mountains High School has proposed a five-day field trip to James Bay from 2006-05-11 to 2006-05-15, as per Document #SWLSB-2006/04/18-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 Educational Services Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the request of Lake of Two Mountains High School for a field trip to James Bay from 2006-05-11 to 2006-05-15.

**Carried unanimously**

### 060418-ED-0199

WHEREAS Mother Teresa Junior High School has proposed a three-day field trip to Toronto, Ontario from 2006-05-17 to 2006-05-19, as per Document #SWLSB-2006/04/18-ED-002;

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;

Tom Mouhteros MOVED THAT, on the recommendation of the Educational Services Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the request of Mother Teresa Junior High School for a field trip to Toronto, Ontario from 2006-05-17 to 2006-05-19.

**Carried unanimously**

### 060418-ED-0200

WHEREAS Ste-Agathe Academy proposed a three-day field trip to the Adirondack Mountains, New York from 2006-05-17 to 2006-05-19, as per Document #SWLSB-2006/04/18-ED-003;

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;

Robert Dixon MOVED THAT, on the recommendation of the Educational Services Committee, 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 2006-05-17 to 2006-05-19.

**Carried unanimously**

## 9.3 *Proposed Policy #2006-ED-08: Risk Management for Outdoor Education:*

The Director of Educational Services advised that the proposed policy has been reviewed by Carolyn Curiale and William Pollock and that it will be presented at the next Management Committee meeting for feedback. It is anticipated that the final version of this policy probably be presented at the 2006-09-27 meeting of the Council of Commissioners.

The Chairman called for a 5 minute recess.

**TIME: 21:23 hours**

The meeting resumed.

**TIME: 21:31 hours**

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

The Director of Material Resources presented his monthly report noting the completion of the elevator project at Mountainview Elementary School, the work of the professionals on the Ste-Agathe Academy enlargement/renovation project, the Arundel Nature Centre construction project, and the review of tenders by various selection committees.

**10.2 Engagement of Contractor – Arundel Nature Centre Project:**

The Director of Material Resources advised that the lowest conformable bidder for this project was 191 000,00\$ which exceeded the budget for this project. The lowest conformable bidder was willing to negotiate and the renegotiated tender is for 163 768,00\$ which is within the project budget.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to construct cabins for additional accommodations at the Arundel Nature Centre;*

*WHEREAS the tenders were received and opened on 2006-03-23;*

*WHEREAS the Material Resources Committee has studied and evaluated all the tenders received;*

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

*WHEREAS the Director of Material Resources has negotiated with the lowest conformable bidder for some changes to the project in order to decrease the cost so that it conforms with the approved budget;*

                     *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 retain the services of **Construction Marc.Com** to construct the cabins at the Arundel Nature Centre, at a cost of 163 768,00\$, taxes included.*

**10.3 Engagement of Contractor - Arundel Nature Centre Garage:**

The Director of Material Resources advised that this was an invitational tender and that the budget for this project is 50 000,00\$.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to construct a new garage at the Arundel Nature Centre;*

*WHEREAS the tenders were received and opened on 2006-04-21;*

*WHEREAS the Material Resources department has studied and evaluated all the tenders received;*

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

                     *MOVED THAT, on the recommendation of the Selection Committee, the Material Resources Committee and the Executive Committee; the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of                      to construct the new garage at the Arundel Nature Centre at a cost of                      \$, taxes included.*

#### **10.4 Engagement of Professionals - Synthetic Playing Field Project:**

The Director of Material Resources apologized to the Executive Committee and the Council of Commissioners for tendering on this project without authorization but in order to expedite the project action had to be quickly taken in order to ensure that the project begins and ends in accordance with the critical path.

*WHEREAS the Sir Wilfrid Laurier School Board resolved to replace the playing field at 3200, boul. Souvenir O. as it is unfit for use by the students of Laval Junior and Laval Liberty High Schools;*

*WHEREAS the Ville de Laval has undertaken a project to replace several playing fields within the city with a synthetic surface;*

*WHEREAS the Sir Wilfrid Laurier School Board has entered into an agreement with the Ville de Laval to replace the playing field at 3200, boul. Souvenir O. with a synthetic surface;*

*WHEREAS the 2005-2006 school year is coming to an end and in order to realize the project for August 2006 the Sir Wilfrid Laurier School Board called for invitational tenders for the services of a consulting engineer;*

*WHEREAS the tenders were received and opened on 2006-04-21;*

*WHEREAS a sub-committee of the Material Resources Committee has studied and evaluated all the tenders received, as per the mandate given to it by the Material Resources Committee;*

*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 retain the services of \_\_\_\_\_ as consulting engineer to prepare the plans, drawings and tender specifications for the synthetic playing field project at 3200 boul. Souvenir O. at a cost of \_\_\_\_\_ \$, taxes included.*

#### **10.5 Pre-Qualification Process for Energy Project:**

The Director of Material Resources advised that the public tender for this project closes on 2006-04-20 and that a selection committee has been established to review the tenders received.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to make its schools and centres more energy efficient;*

*WHEREAS the Council of Commissioners has approved in principle an Energy Project to ensure that all of its buildings are energy efficient;*

*WHEREAS it is necessary for the school board to retain three applicants to complete a feasibility study on the energy needs of various buildings of the Sir Wilfrid Laurier School Board;*

*WHEREAS the invitational tenders were received and opened on 2006-04-20;*

*WHEREAS a sub-committee of the Material Resources Committee has studied and evaluated all the tenders received, as per the mandate given to it by the Material Resources Committee;*

*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 retain the services of the following three firms to perform a feasibility study on the energy needs of various buildings of the Sir Wilfrid Laurier School Board:*

Name of Firm

AND THAT the results of the three feasibility studies be examined in detail by the Material Resources Committee;

AND THAT the feasibility study retained be submitted to the Ministère de l'Éducation, du Loisir et du Sport (MELS) for final approval.

#### **10.6 Call to Tender - Professionals for General Projects:**

The Director of Material Resources apologized to the Executive Committee and the Council of Commissioners for tendering on this request for professional services without authorization but in his quest to seek out new professionals the process needed to be expedited.

He advised that Executive Committee that the Ministère de l'Éducation, du Loisir et du Sport (MELS) has authorized the Souvenir Elementary School window project.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake a window project at Souvenir Elementary School, a roofing project at 3200 boul. Souvenir O., and a renovation project at the new Adult & Vocational Education Centre;

WHEREAS the Ministère de l'Éducation regulations require that the architect and consulting engineer be selected by a call for public tenders within the budget range of the project;

WHEREAS the Material Resources Committee and the Executive Committee recommend that public tenders be called for the services of an architect and a consulting engineer;

\_\_\_\_\_ 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 call for public tenders for the services of an architect and a consulting engineer to prepare the drawings, plans and tender specifications for the following projects:

- |   |   |                    |
|---|---|--------------------|
| • Souvenir E.S.   | ▶ | Window Project     |
| • 3200 boul. Souvenir O.  | ▶ | Roofing Project    |
| • New Adult & Vocational Education Centre (École St-Christophe) | ▶ | Renovation Project |

#### **10.7 Call to Tender - Generator for Administration Centre:**

The Director of Material Resources advised that the specifications for this project are nearing completion and once approved by the Material Resources Committee a tender will be called. The budget for this project is currently 60 000,00\$ but it may require adjustment as a larger generator is being considered due to the growth of the Administration Centre.

WHEREAS the Sir Wilfrid Laurier School Board has resolved to purchase a generator for its Administration Centre in order to ensure that it is accessible to all of its stakeholders during unforeseen circumstances;

WHEREAS the Material Resources Committee and the Executive Committee recommend that public tenders be called for a generator supplier;

\_\_\_\_\_ 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 call for public tenders for a generator supplier.

**10.8 Call to Tender - Professionals for 2323 boul. Daniel-Johnson General Repair Project:**

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake four general repair projects at 2323 boul. Daniel-Johnson: curtain walls, windows, lighting and air conditioning and ventilation;*

*WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has adopted Measure 50690 to assist school boards with the repair and maintenance of its buildings;*

*WHEREAS the Ministère de l'Éducation regulations require that the architect and consulting engineer be selected by a call for public tenders within the budget range of the project;*

*WHEREAS the Material Resources Committee and the Executive Committee recommend that public tenders be called for the services of an architect and a consulting engineer;*

*\_\_\_\_\_ 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 call for public tenders for the services of an architect and a consulting engineer to prepare the drawings, plans and tender specifications for the following four general repair projects at 2323 boul. Daniel-Johnson:*

*Curtain Walls  
Windows  
Lighting  
Air Conditioning & Ventilation*

**10.9 Engagement of Professional - Souvenir E.S. Window Project:**

The Director of Material Resources advised that the tender has been opened and examined by the Selection Committee and that it is unanimous in its recommendation.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to replace the windows at Souvenir Elementary School;*

*WHEREAS a public tender was called for the services of an architect;*

*WHEREAS the tenders were received and opened on 2006-04-13;*

*WHEREAS a Selection Committee has studied and evaluated all the tenders received;*

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

*\_\_\_\_\_ MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee; the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of \_\_\_\_\_ as the architect to prepare the plans and drawings for the Souvenir Elementary School Window Project, at a cost estimated at 390 000\$, all taxes included*

**10.10 Engagement of Professionals - New Adult & Vocational Education Centre:**

The Director of Material Resources advised that the tenders have been opened and examined by the Selection Committee and that it is unanimous in its recommendations.

*WHEREAS the Commission scolaire de Laval has agreed to transfer École St-Christophe to the Sir Wilfrid Laurier School Board in order for it to establish a new Adult & Vocational Education Centre;*

*WHEREAS the Sir Wilfrid Laurier School Board has received authorization to renovate the École St-Christophe to accommodate a new Adult & Vocational Education Centre in Laval;*

*WHEREAS public tenders were called for the services of an architect;*

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

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

10.10.1 \_\_\_\_\_ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_, architect, to prepare the drawings, specifications and tendering documentation for the renovations of École St-Christophe to accommodate a new Adult & Vocational Education Centre, at a cost estimated at \_\_\_\_\_\$.*

*WHEREAS the Commission scolaire de Laval has agreed to transfer École St-Christophe to the Sir Wilfrid Laurier School Board in order for it to establish a new Adult & Vocational Education Centre;*

*WHEREAS the Sir Wilfrid Laurier School Board has received authorization to renovate the École St-Christophe to accommodate a new Adult & Vocational Education Centre in Laval;*

*WHEREAS public tenders were called for the services of a consulting engineer;*

*WHEREAS a Selection Committee has studied and evaluated all tenders for the services of a consulting engineer received and prepared a recommendation;*

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

10.10.2 \_\_\_\_\_ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_, consulting engineer, to prepare the drawings, specifications and tendering documentation for the renovations of École St-Christophe to accommodate a new Adult & Vocational Education Centre, at a cost estimated at \_\_\_\_\_\$.*

### **10.11 Engagement of Professionals - 3200 boul. Souvenir O. Roofing Project:**

The Director of Material Resources advised that the tender has been opened and examined by the Selection Committee and that it is unanimous in its recommendation.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to replace the roof at 3200, boul. Souvenir O.;*

*WHEREAS a public tender was called for the services of an architect;*

*WHEREAS the tenders were received and opened on 2006-04-13;*

*WHEREAS a Selection Committee has studied and evaluated all the tenders received;*

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

\_\_\_\_\_ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee; the Council of Commissioners of the Sir Wilfrid Laurier School Board retain the services of \_\_\_\_\_ as the architect to prepare the plans and drawings for the 3200, boul. Souvenir O. Roofing Project, at a cost estimated at \_\_\_\_\_\$.*

**10.12 Engagement of Professionals - 2323 boul. Daniel-Johnson General Repair Projects:**

The Director of Material Resources advised that the tenders on this project close this week and that a Selection Committee will be convened to examine the tenders and make a recommendation.

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake four general repair projects at 2323 boul. Daniel-Johnson: curtain walls, windows, lighting and air conditioning and ventilation;*

*WHEREAS public tenders were called for the services of an architect;*

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

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

10.12.1 \_\_\_\_\_ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_, architect, to prepare the drawings, specifications and tendering documentation for the four general repair projects at 2323 boul. Daniel-Johnson: curtain walls, windows, lighting and air conditioning and ventilation, at a cost estimated at \_\_\_\_\_ \$.*

*WHEREAS the Sir Wilfrid Laurier School Board has resolved to undertake four general repair projects at 2323 boul. Daniel-Johnson: curtain walls, windows, lighting and air conditioning and ventilation;*

*WHEREAS public tenders were called for the services of a consulting engineer;*

*WHEREAS a selection committee has studied and evaluated all tenders for the services of a consulting engineer received and prepared a recommendation;*

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

10.12.2 \_\_\_\_\_ *MOVED THAT, on the recommendation of the Selection Committee and the Executive Committee, the Council of Commissioners of the Sir Wilfrid Laurier School Board engage \_\_\_\_\_, consulting engineer, to prepare the drawings, specifications and tendering documentation for the four general repair projects at 2323 boul. Daniel-Johnson: curtain walls, windows, lighting and air conditioning and ventilation, at a cost estimated at \_\_\_\_\_ \$.*

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

In response to a request from Tom Mouhteros, on behalf of the Parents Committee, Natalie Auclair advised that an invitation should be sent to François Ghali, President of the Sir Wilfrid Laurier Foundation, asking him to present an overview of the Foundation to the committee with a specific date and time.

Mr. Mouhteros advised that at its last meeting the Parents Committee discussed special needs, computers, Governing Board training, and possible committee goals for the 2006-2007 school year.

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

The Director of Information Technology commented on her monthly report noting the iPod-iBook project, the preparation of mobile computer labs for delivery to schools, the set up and purchase of new servers, the implementation of GRICS program for Adult Education and her attendance at several conferences.

She went on to advise the Executive Committee that the department is working with Telus to complete a study of the wireless coverage in six schools as these schools are experiencing problems with the system due to the design/construction of the school buildings.

In response to a question from the Chairman, the Director of Information Technology advised that the representatives from Telus spent four hours walking through Rosemere High School with a special computer that tracks the waves emitted and that a preliminary report shows that there will be some places in the school where access points can never be installed. The layout of the access points for a wireless system must be accurate as too many access points can disable the system.

**13.0 CORRESPONDENCE:**

The Chairman drew the Executive Committee's attention to the correspondence contained in the meeting package noting specifically the meeting of the Strategic Plan Focus Group to be held on 2006-05-23.

In response to a comment from Nick Milas on a recent article concerning the division of school boards, the Director General noted that the Quebec English School Boards Association (QESBA) is aware of the articles and that it is a "hot" political issue.

The Vice-Chairman advised that within the last year a request was made to have the meeting packages of the Standing Committees streamlined so that their set up was similar, but to date he has not seen this occur.

The Deputy Director General noted that this would be looked into.

**14.0 QUESTION PERIOD:**

There were no questions.

**15.0 ADJOURNMENT OF MEETING:**

Tom Mouhteros MOVED adjournment of the meeting.

**Carried unanimously**

**TIME: 22:06 hours**

**NEXT MEETING ⇨ REGULAR ⇨ 2006-05-16**

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**Robert Vallerand, Secretary General**

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**Edward Turchyniak, Chairman**