

PROVINCE OF QUEBEC

MINUTES OF THE REGULAR EXECUTIVE COMMITTEE MEETING OF THE SIR WILFRID LAURIER SCHOOL BOARD HELD ON 2013-12-09

A Regular meeting of the Executive Committee of the Sir Wilfrid Laurier School Board was held in the boardroom of the Administration Centre, 235 Montée Lesage, Rosemère, QC, on Monday, 2013-12-09.

Present Executive Members: Commissioner Edward Turchyniak, Chairman; Steve Mitchell, Vice-Chairman; Georges Benoit, Steve Bletas (via Skype), Mario Di Domenico, Robert Dixon (video conferencing), Nick Milas; and Parent Commissioners Roberto Bomba and Angela Martorana; and Stephanie Vucko, Director General.

Also present were: Eileen Kelly, Assistant Director General; Johanne Brabant, Secretary General; Robin Bennett, Director of Information Technology; France D'Aoust, Director of Financial Resources; Richard Greschner, Director of Human Resources; Commissioners Nazario Facchino, Guy Gagnon, Elio Lattanzio, Grace Nesi and William Pollock; and Jocelyne Thompson-Ness, Administrative Assistant.

The Chairman called the meeting to order.

TIME: 19:03 hours

1.0 ACCEPTANCE OF AGENDA:

EC-131209-CA-0038

Commissioner Mario Di Domenico MOVED THAT the agenda be approved as presented in document #SWLSB-2013/12/09-CA-001.

Carried unanimously

2.0 APPROVAL OF MINUTES:

EC-131209-CA-0039

Parent Commissioner Angela Martorana MOVED THAT the minutes of the EXECUTIVE COMMITTEE meeting of the Sir Wilfrid Laurier School Board held on 2013-11-18 having been received by all members prior to this meeting, be approved as presented.

THIS MOTION WAS CARRIED ON THE FOLLOWING DIVISION:	
Commissioners voting YEA:	Steve Bletas, Mario Di Domenico, Nick Milas, Steve Mitchell, Edward Turchyniak
Commissioners ABSTAINING:	Robert Dixon

3.0 DIRECTOR GENERAL'S REPORT:

3.1 *Director General's Report:*

The Director General presented her monthly report noting:

- the Sir Wilfrid Laurier School Board recently hosted the English Directors' General Table;
- concerns expressed at the English Directors' General Table about what is to be done with the claw back of the downloaded tax monies to taxpayers and it has been agreed that the member school boards should wait until more information is received from the Ministère de l'Éducation, du Loisir et du Sport (MELS);

- concerns have also been expressed on the continuing cutbacks with respect to staffing for the 2014-2015 school year as it must be completed by May 15. A proactive stance is being recommended;
- a significant amount of time has been spent on Bill 56, anti-violence and anti-bullying, during 2013-2014 as it is the first year that school boards will have to report its data. School boards are using different reporting methods. The Sir Wilfrid Laurier School Board will report this information, as required by law, in its annual report;
- work will continue on fine tuning the application of Bill 56 and the Secretary Generals' Table has advised on the difference between a complaint and an incident. It is felt that additional guidelines from the MELS would have been required for a 1st year implementation;
- the Sir Wilfrid Laurier School Board schools all have anti-bullying and anti-violence plans in place for Bill 56 and when this was shared at the English Directors General Table it became apparent that this school board has been proactive on this issue;
- each Governing Board of the Sir Wilfrid Laurier School Board are asked to provide a resolution indicating that a plan for the application of Bill 56 has been adopted. The school board provided a structure and the schools elaborated on it to reflect the needs of the school;
- after the "sexting" incident the school board reviewed its anti-violence & anti-bullying base plan and have broken incidents down into 19 categories; and
- some schools have a creed that is read on a daily basis, when the daily announcements are made, to remind students that bullying and violent behaviour will not be tolerated.

The Assistant Director General added that the schools have reported a decrease in bullying since the application of Bill 56 began and data on this is being collected for the report.

The Director General advised the Executive Committee that the school board has won a prize for its initiatives with Bill 56.

She noted that the next step in the Bill 56 process is to develop a forum for students to come forward anonymously. A pamphlet will have to be created and sent home annually with guidelines on how to handle bullying and violence. It is anticipated that once the Ministère de l'Éducation, du Loisir et du Sport (MELS) reviews the reports from the school boards, base guidelines will be developed. It is also hoped that Measure monies will be provided to school boards for the better implementation of services.

In response to several questions from the Executive Committee, the Director General noted:

- the school board is documenting and beginning to extract the necessary data to provide a detailed report for the MELS;
- the MELS has provided the school boards with four categories for which it requires data and the Sir Wilfrid Laurier School Board has created other categories for its own use. The goal of the law is not to punish but to educate students;
- the gathering and reporting of data by the schools is in the beginning stages and once everyone becomes familiar with the process reporting patterns will emerge and adjustments will be made where required;
- school boards cannot be compared at this time because the MELS has not provided any guidelines for this purpose. Violence and bullying are very delicate issues and all involved will need to be prudent when reporting and making comparisons;
- the MELS is requesting the data in percentage format not numerical; and

- the school board does not have a zero tolerance policy because zero tolerance does not teach it punishes. Schools within the Sir Wilfrid Laurier School Board should not be using such a policy as there is no school board policy on the matter.

Commissioner George Benoit entered the meeting.

TIME: 19:23 hours

In closing, the Director General advised the Executive Committee that she has implemented a new process for meetings with Administrators concerning their respective career plan whereby she will meet with each Administrator for 90 minutes. During the meeting the Administrator will be asked about their career aspirations and to account for the annual results of their school's MESA.

4.0 ASSISTANT DIRECTOR GENERAL'S REPORT:

4.1 Assistant Director General's Report:

The Assistant Director General commented on recent school visits, meetings with the Centre Directors of Adult Education & Vocational Training to review budgets and expenditures, follow-up on the concerns expressed by the Parents Committee on the school board's nutrition policy and cafeteria operation, attendance at the parents workshop "Parenting your Teen in the 21st Century", and an upcoming meeting of the Arundel Nature & Science Centre (ANSC) sub-committee.

In response to a question from Commissioner Nick Milas, the Assistant Director General noted that discussions have been held with Material Resources with respect to the cafeteria operations and the service will be reviewing the various contracts to see what can and cannot be done with respect to menus, food quality and price increases.

The Director General noted that there are some things that are governed by government standards that must be respected. The school board and/or school should be advised of price increases within a reasonable period of time. She will look into getting the nutritional values of the meals offered by school so that parents can be informed.

In response to comments from the Chairman concerning questions from parents to the Parents Committee, Parent Commissioner Roberto Bomba noted that by having questions submitted prior to its meeting is creating a structure and the Parents Committee has run very well to date without such a structure. If questions cannot be answered by the committee the school board has always been very accommodating and will provide the answers via e-mail or at the next Parents Committee meeting.

The Director General noted that the Chair of the Parents Committee contacts her office if there are questions. The Parents Committee is a great team, works well together and allows for good conversations.

5.0 BUSINESS ARISING:

5.1 Laval High Schools:

The Director General thanked the Commissioners who took the time to attend the recent meeting of the Laurier Senior High School Governing Board noting that while the evening was fruitful in some ways some of the evening's events were upsetting to the schools. The schools have resolved the concerns and a letter was sent from Laurier Senior High School to Laval Liberty High School.

6.0 DECISION ITEMS:

6.1 *Recommendations to Council*

6.1.1 *2013-2014 Revised Budget:*

The Director General advised the Executive Committee that the 2013-2014 revised budget was presented to the Corporate Committee on December 4, 2013 and reflects the financial situation as of November 30, 2013.

The Director of Financial Resources provided an overview of the revised budget noting that there are no serious concerns at this time on the school board's financial situation.

The Director General indicated that there are areas that have been flagged for tracking to ensure that the budget is maintained.

The Executive Committee entered into discussion.

EC-131209-FR-0040

Commissioner George Benoit MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the final version of the **2013-2014 Revised Budget** be submitted to the Council of Commissioners at its 2013-12-11 meeting.

Carried unanimously

6.2 *Information Technology*

6.2.1 *Purchase of Laptops:*

The Director General commented on the purchase of laptops noting that the school board is part of a buying group so the selection of suppliers is limited.

In response to several questions, the Director of Information Technology advised that all are new computers and have a guarantee of three-years.

EC-131209-IT-0041

WHEREAS the government has put in place a measure to provide laptops for teachers in the youth sector;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) has set an allocation and minimum number of laptops for each school board for 2013-2014;

WHEREAS the allocation to the Sir Wilfrid Laurier School Board for the 2013-2014 school year is 143 258.85\$;

WHEREAS the Ministère de l'Éducation, du Loisir et du Sport (MELS) requires that all school boards use the services of the CCSR (Centre Collégial de Services Regroupés) to proceed with the tendering process;

WHEREAS the tender process has been completed and published;

Commissioner Steve Mitchell MOVED THAT, on the recommendation of the Corporate Committee, the Executive Committee of the Sir Wilfrid Laurier School Board approve the purchase of 175 laptops from **MicroAge**, as per the tender specifications, at a total cost of 124 600,00\$ before taxes (143 258.85\$, all taxes included).

Carried unanimously

The Director of Information Technology informed the Executive Committee that a resolution for the purchase of Smartboards under the Ministère de l'Éducation, du Loisir et du Sport (MELS) allocation would be presented to the Council at its December 11, 2013 meeting.

The Executive Committee entered into discussion and in response to questions, the Director General noted that the MELS provides the allocation for the purchase of the Smartboards but it is the school boards that pay for the installation, the necessary rewiring in some schools, network cabling, etc.

EC-131209-IT-0042

Commissioner Steve Mitchell MOVED THAT the Executive Committee of the Sir Wilfrid Laurier School Board recommend that the purchase of 170 Smartboard kits be submitted to the Council of Commissioners at its 2013-12-11 meeting.

Carried unanimously

7.0 INFORMATION ITEMS

7.1 Parent Commissioners Report:

Parent Commissioner Roberto Bomba noted that at its last meeting the Parents Committee raised concerns over the nutrition policy, safety and security, how the educational programs will work for the Laval high schools if changes are made and will the students be consulted on them, will a new high school structure increase the school boards chances of receiving a third high school for Laval, and how will the school board handle the increased bullying that comes with larger high schools.

Commissioner Grace Nesi left the meeting.

TIME: 19:52 hours

The Director General thanked Parent Commissioner Bomba for bringing these concerns to the table noting that many of these will be addressed in the consultation package to be prepared once a decision is taken on which model will be consulted upon.

Parent Commissioner Angela Martorana expressed the appreciation of the Parents Committee to the Director of School Organization & Transportation for her presentation at its December 5, 2013 meeting as it reflected the fact that she has listened to the concerns of the community, which was well received by the parents present. She thanked everyone who has taken the time and effort on this issue, with a special mention to Jennifer Maccarone, Chair of the Parents Committee, who handled herself with aplomb in a very stressful situation.

Commissioner Grace Nesi returned to the meeting.

TIME: 19:55 hours

7.2 Draft Council Agenda:

The Chairman drew attention to the draft Council agenda contained in the meeting package noting that the purchase of Smartboards will be added for Wednesday evening's Council meeting.

7.3 Update on Legal Cases:

The Secretary General drew the Executive Committee's attention to the list of ongoing legal cases contained in the meeting package noting that at this time most are in a holding pattern.

In response to a question from Commissioner Steve Bletas, the Secretary General indicated that the legal process must be followed and, as we well know, some cases can take years to be concluded.

7.4 Parents Committee Response to Consultation on Enrolment Criteria:

The Director General advised the Executive Committee that the Parents Committee had unanimously supported the 2014-2015 enrolment criteria and that an extract of this resolution was in the meeting package.

8.0 DISCUSSION TOPIC:

8.1 Hillcrest Academy:

The Director General provided the Executive Committee with background information on an incident at Hillcrest Academy.

The Executive Committee entered into discussion.

Movement during the discussions:

Commissioner William Pollock left the meeting.

TIME: 20:23 hours

Commissioner William Pollock returned to the meeting.

TIME: 20:31 hours

The Chairman turned the chair over to the Vice-Chairman in order to participate in the discussion.

Commissioner Edward Turchyniak made his point on this topic then resumed the chair.

8.2 Commissioners Remuneration:

The Chairman noted that it was at his request that the topic of Commissioners remuneration be placed on the agenda for discussion as the distribution of the remuneration needs to be revisited given that there are no longer Executive Committee Delegates.

The Executive Committee entered into discussion and the following was noted:

- three scenarios were presented the last time remuneration was discussed and should be revisited to see how they could be adjusted;
- have this discussion in the New Year given the discussions and decisions to be entertained this month concerning the Laval high schools and the 2014-2015 enrolment criteria;
- the current remuneration was in effect until the end of November 2013 and can be adjusted accordingly once a new remuneration distribution plan is adopted;
- it was suggested that compensation for attendance at a committee meeting be reinstated;
- a new path can be established by having remuneration be more equally distributed among Commissioners;

The Director General advised the Executive Committee that the school board has not met its obligations to Bill 100 for 2012-2013 and this must be kept in mind when reviewing remuneration as the Council also has an obligation under this law.

- discussion is required and a plan for the distribution of the remuneration established before this can be vetted in the public domain; and
- it was recommended that the remuneration be added to the agenda of the special Council meeting scheduled for December 18, 2013, for further discussion.

9.0 QUESTION PERIOD:

There were no questions.

10.0 CORRESPONDENCE:**10.1 Legal Opinion:**

Commissioner Steve Mitchell indicated that the legal opinion informs the Executive Committee and the Council to be more proactive when it comes to the calling of a special meeting in order to meet the requirements under the law.

11.0 VARIA:

There was no varia.

12.0 ADJOURNMENT OF MEETING:

The meeting was adjourned to the call of the Chairman.

TIME: 21:15 hours

NEXT MEETING ⇒ REGULAR ⇒ 2014-01-20