



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, December 11, 2019 at 7:00 p.m. at the Board Office, 2046 chemin Saint-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland	Parent Commissioner
	Stephen Burke	Chairman
	Heather Clibbon	Commissioner (videoconference)
	Debbie Cornforth	Parent Commissioner
	Christian Falle	Parent Commissioner (videoconference)
	Debbie Ford-Caron	Commissioner (videoconference)
	Jason Kilganan	Parent Commissioner
	Cameron Lavallee	Commissioner (videoconference)
	Wyna Marois	Commissioner
	Esther Paradis	Commissioner
	Stephen Pigeon	Director General
	Jean Robert	Vice-Chairman (videoconference)
	Jo Rosenhek	Commissioner
	Jo-Ann Toulouse	Commissioner (videoconference)
	Aline Visser	Commissioner (telephone)

Absent:	Sara Downs	Commissioner
	Chantal Guay	Commissioner

In Attendance:	François Garon	Information Technology Technician
	Stéphane Lagacé	Director of Educational Services
	Yves Lambert	President, CQTA
	Nancy L'Heureux	Director of Human Resources
	Melanie Simard	Recording Secretary
	Sandra W. Griffin	Secretary General

19-12.01 **Call to Order**

The Chairman called the meeting to order at 7:06 p.m.

19-12.02 **Approval of the Agenda**

It was MOVED by A. Visser, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the agenda be approved as presented.

19-12.03 **Public Question Period**

There were no questions.

19-12.04 **Question Period for Students**

No students were present.

19-12.05 **Correspondence from Students**

No correspondence was received.

19-12.06 **Approval of the minutes of the regular meeting held on November 13, 2019**

It was MOVED by W. Marois, SECONDED by I. Béland and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, November 13, 2019 be accepted as circulated.

19-12.07 **Business Arising from the Minutes**

There was no business arising from the minutes.

19-12.08 **Report from the Chairman**

The Chairman had sent his report to the Commissioners prior to the meeting and addressed the following:

- Lunch with MNA – November 14th, 2019
- Meeting with Ms. Gertrude Bourdon – November 20th, 2019
- Agenda Meeting – November 25th, 2019
- LRAC Meeting – December 9th, 2019

19-12.09 **Director General's Report**

The Director General formally addressed the Council and provided a report on the following items:

- a) Update on Strategic Planning
- b) Christmas Hampers
- c) Update International Student Program
- d) WE R CQ
- e) Open Houses – Québec City High Schools
- f) Labour Relations Committees
 - i. Senior Staff of Service – Directors, Coordinators and Management Staff
 - ii. Senior Staff of Schools and Centre – Principals
 - iii. Teachers
 - iv. Professionals
 - v. Support Staff

It was noted that Ms. Nancy L'Heureux has been nominated as part-time Assistant Director General. The Council of Commissioners thanked Mr. Stéphane Lagacé for being interim Assistant Director General since July 2019.

New Businessa) Three-Year Plan for the Destination of Immovables and Deeds of Establishments (adoption)

WHEREAS section 211 of the Education Act stipulates that each school board shall establish a three-year plan for the allocation and destination of its immovables;

WHEREAS section 211 also stipulates that, in accordance with the plan, deeds of establishment are to be issued to each school and centre listed in the plan;

It was MOVED by D. Cornforth, SECONDED by W. Marois and unanimously RESOLVED; THAT pursuant to section 211 of the Education Act, the Central Québec School Board adopt the three-year plan and the deeds of establishment for its schools and centres for the, 2020-2021, 2021-2022 and 2022-2023 school years as in **Appendix 1** to the minutes.

b) Criteria for the Admission and Enrolment of Students 2020-2021 (adoption)

WHEREAS appropriate consultation on the draft Criteria for the admission and enrolment of students for the 2020-2021 school year has taken place;

WHEREAS section 239 of the Education Act stipulates that the criteria must be adopted, put into force, and sent to each governing board at least 15 days before the beginning of the student enrolment period;

WHEREAS the enrolment period for the 2020-2021 school year will be from February 3rd to February 21st, 2020;

It was MOVED by J. Rosenhek, SECONDED by E. Paradis and unanimously RESOLVED; THAT pursuant to sections 4, 213, and 239 of the Education Act, the Central Québec School Board adopt the Criteria for the admission and enrolment of students for the 2020-2021 school year as in **Appendix 2** to the minutes.

c) Group Consortium – Insurance Liability Portfolio

WHEREAS the liability insurance portfolio obtained through the consortium of school boards located in administrative regions 01, 02, 03, 04, 09, 11, 12 and 17 has proven to be financially advantageous;

WHEREAS it is the opinion of the school boards concerned that this group purchase of services should be maintained for the 2019-2020 school year;

WHEREAS the *Commission scolaire de Kamouraska-Rivière-du-Loup* has agreed to represent the consortium of school boards in its dealings with the consultant, Guy Turcot, in partnership with *Les consultants d'assurance Adelson & Associés inc.*;

New Business (continued)c) Group Consortium - Insurance Liability Portfolio (continued)

WHEREAS it is in the best interest of the Central Québec School Board to maintain membership in this purchasing consortium for liability insurance;

WHEREAS given the evolution of the insurance market in Quebec in recent years;

WHEREAS the recommendation of the group's advisor regarding the potential financial benefits of providing for the duration of a 5-year general insurance service contract, namely 1 firm year and 4 option years;

WHEREAS, over the past few years, municipalities have been granting Liability Insurance Service Contracts for a period of 5 years, i.e. 1 firm year and 4 option years and maintain the advantages of this formula;

WHEREAS section 42.0.2 of the Regulation respecting certain service contracts of public bodies provides for the possibility of renewal options for this type of service contract;

WHEREAS section 46 of the Regulation respecting certain service contracts of public bodies stipulates that the authorization of the chief executive officer of the public body is required for every contract of a repetitive nature whose expected term, including any renewal, is greater than 3 years;

It was MOVED by D. Ford-Caron, SECONDED by I. Béland and unanimously RESOLVED; THAT the Central Québec School Board participate in the consortium of school boards located in administrative regions 01, 02, 03, 04, 09, 11, 12 and 17 for the renewal of its liability insurance for the 2019-2020 school year; and

THAT the School Board mandate *Les consultants d'assurance Adelson & Associés inc.* to prepare a public call for tenders for the renewal of liability insurance for all the school boards that are part of the consortium; and

THAT the School Board mandate the *Commission scolaire de Kamouraska-Rivière-du-Loup* to carry out the public call for tenders according to that school board's current policies and procedures and accept joint responsibility in this regard; and

THAT the School Board commits to accept, after presentation of the firm *Les consultants d'assurance Adelson & Associés inc.* analysis reportis the result of this call for tenders for all school boards that participated in the consortium; and

THAT the Council of Commissioners, as head of the public organization, authorize the award of a 5-year contract, namely 1 firm year and 4 option years; and

New Business (continued)

c) Group Consortium - Insurance Liability Portfolio (continued)

THAT Sandra Griffin, Secretary General, be authorized to sign all documents pertaining to this resolution.

d) Corruption and Collusion Risk Management Policy (deposit)

The draft Corruption and Collusion Risk Management Policy was deposited for consultation purposes.

e) Choice of Date: Public Annual Meeting

It was MOVED by C. Lavallee, SECONDED by J.-A. Toulouse and AGREED unanimously to hold the annual public meeting to present the 2018-2019 Annual Report on February 19, 2020 at 8:00 p.m.

f) Selection of Bank of Professionals

WHEREAS the Central Québec School Board wishes to constitute lists of professionals; architects and engineers, for future building repairs and renovation projects for a period of three (3) years beginning with the 2019-2020 school year, with a possibility of an additional two (2) years;

WHEREAS other firms will be offered the opportunity on a yearly basis to be qualified in the bank of professionals;

WHEREAS work would be assigned to the firms on a rotating basis;

WHEREAS the call for tenders were deposited on the *Système électronique d'appel d'offres* (SEAO) on November 7, 2019 and tender envelopes were opened on December 3, 2019;

WHEREAS the Act respecting contracting by public bodies and the Regulation respecting certain service contracts of public bodies stipulate that for professional services, selection committees must be formed to analyze tenders for professional services;

WHEREAS the Selection Committee met on December 9, 2019 for the purpose of analyzing tenders for the services of architectural and engineering firms to be consigned to a list of professionals;

WHEREAS thirteen (13) architectural firms and nine (9) engineering firms were received and reviewed according to publicly established criteria and one (1) firm did not meet the criteria;

19-12.10**New Business (continued)**f) Selection of Bank of Professionals (continued)

It was MOVED by W. Marois, SECONDED by I. Béland and unanimously RESOLVED; THAT the Central Québec School Board's Council of Commissioners accept the recommendations of the Selection Committee and name the following firms as professionals for building repairs and renovation projects for a period of three (3) years beginning with the 2019-2020 school year, with a possibility of an additional two (2) years, it being understood that work will be assigned on a rotating basis:

Architects:

- ABCP architecture;
- ARDOISES architecture;
- Aupoint études, architectures, territoire inc.;
- BBC architectes;
- BGLA architecture + design urbain;
- BLH Architectes inc.;
- La Boîte à Idées Architecture / BrainBox Architecture Inc.;
- CCM2 architectes inc.;
- Cuatro Architecture S.E.N.C.R.L.;
- Gagnon, Letellier, Cyr, Ricard, Mathieu & Associés, architectes;
- Heroux et Beaudry architects inc.;
- Groupe Régis Côté Inc.;

Engineers:

- BPA | UNIGEC | BDCO;
- CIMA+ s.e.n.c.;
- Les Services EXP inc.;
- FNX-INNOV inc.;
- LGT inc.;
- Pageau Morel et associés inc.;
- SNC-Lavalin inc.;
- Stantec Experts-conseils ltée;
- WSP Canada Inc.

19-12.11**Committee Reports**a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on November 27, 2019. No report was made.

19-12.11 **Committee Reports (continued)**

c) Special Needs Advisory Committee

A meeting was held on December 9, 2019. J. Kilganan reported on the meeting.

d) Transport Advisory Committee

No meeting was held.

e) Audit Committee

No meeting was held.

f) Evaluation of the Director General

No meeting was held.

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

No meeting was held.

i) Resource Allocation Committee

A meeting was held on December 6, 2019. S. Pigeon reported on the meeting.

19-12.12 **Quebec English School Boards Association**

a) Report from the Board of Directors

The next meeting of the Board of Directors is to be held on December 13.

b) Report from Committees

The next meeting of the Executive Committee is to be held on December 12.

19-12.12 **Quebec English School Boards Association (continued)**

c) Group Accident Insurance

QESBA advised that the insurance policy will be renewed. No questions were asked.

19-12.13 **Next meeting**

The next regular meeting will be held on Wednesday, January 22, 2020.

19-12.14 **Question period**

a) Public

No questions were asked.

b) Commissioners

No questions were asked.

19-12.15 **In-camera session**

No in-camera session was held.

19-12.16 **Adjournment**

The meeting was ADJOURNED at 8:10 p.m. on a motion by A. Visser.

Sandra Wright Griffin
Secretary General

Stephen Burke
Chairman

Approved on February 19, 2020.



THREE-YEAR PLAN FOR THE ALLOCATION AND DESTINATION OF IMMOVABLES

2020-2021 / 2021-2022 / 2022-2023

(Adopted on December 11, 2019)

Building Premises	A.S. Johnson Memorial High School					
Deed of Establishment #:	I					
Address:	919, rue Mooney Ouest, Thetford Mines G6G 6H3					
Level of Instruction Provided:	Secondary: Cycles 1 & 2					
Capacity:	240					
Provisional estimated enrolment	2020-2021:	89	2021-2022	94	2022-2023	105
Building Premises	Bishop Mountain School					
Deed of Establishment #:	II					
Address:	2046, chemin St-Louis, Québec G1T 1P4					
Level of Instruction Provided:	Administrative offices					
Capacity:	n/a					
Provisional estimated enrolment	2020-2021:	-	2021-2022	-	2022-2023	-
Building Premises	Dollard des Ormeaux School					
Deed of Establishment #:	III					
Address:	18 rue Ladas, Shannon G3S 0B8					
Level of Instruction Provided:	Preschool: 5-year old, Primary: Cycles 1, 2 & 3, Secondary: Cycles 1 & 2					
Capacity:	Primary: 598 & Secondary: 240					
Provisional estimated enrolment	2020-2021:	P 520 S 122	2021-2022	P 519 S 129	2022-2023	P 494 S 151
Building Premises	Eastern Québec Learning Centre					
Deed of Establishment #:	IV (a) & IV (b)					
Address:	3005, rue William-Stuart, Québec G1W 1V4					
Level of Instruction Provided:	General Education: Adult (a) Vocational Education (b)					
Capacity:	--					
Provisional estimated enrolment	2020-2021:	-	2021-2022	-	2022-2023	-
Building Premises	James Chescappio Memorial Learning Centre					
Deed of Establishment #:	IV (c)					
Address:	104, Nabinacaboo Road, Kawawachikamach (Quebec), G0G 2Z0					
Level of Instruction Provided:	General Education - Adult (c)					
Capacity:	n/a					
Provisional estimated enrolment	2020-2021:	-	2021-2022	-	2022-2023	-
Building Premises	Everest Elementary School					
Deed of Establishment #:	V					
Address:	2280, Laverdière, Québec G1P 2T3					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	437					
Provisional estimated enrolment	2020-2021:	315	2021-2022	318	2022-2023	314
Building Premises	Holland Elementary School					
Deed of Establishment #:	VI					
Address:	940, avenue Ernest Gagnon, Québec G1S 3R2					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	368					
Provisional estimated enrolment	2020-2021:	267	2021-2022	262	2022-2023	247

Building Premises	Jimmy Sandy Memorial School					
Deed of Establishment #:	VII					
Address:	1014 Naskapi Road, P.O. Box 5152, Kawawachikamach G0G 2Z0					
Level of Instruction Provided:	Preschool: 4 & 5-year olds, Primary: Cycles 1, 2 & 3, Secondary: Cycles 1 & 2					
Capacity:	Primary: 207 & Secondary: 270					
Provisional estimated enrolment	2020-2021:	P 150	2021-2022	P 151	2022-2023	P 152
		S 80		S 81		S 82
Building Premises	La Tuque High School					
Deed of Establishment #:	VIII					
Address:	531, rue St-Maurice, La Tuque G9X 3E9					
Level of Instruction Provided:	Preschool: 4 & 5-year olds, Primary: Cycles 1, 2 & 3, Secondary: Cycles 1 & 2					
Capacity:	Primary: 253 & Secondary: 150					
Provisional estimated enrolment	2020-2021:	P 79	2021-2022	P 82	2022-2023	P 78
		S 51		S 45		S 43
Building Premises	MacLean Memorial School					
Deed of Establishment #:	IX					
Address:	159 - 5 ^e Avenue, Chibougamau G8P 2E6					
Level of Instruction Provided:	Preschool: 4 & 5-year olds, Primary: Cycles 1, 2 & 3, Secondary: Cycles 1 & 2					
Capacity:	Primary: 207 & Secondary: 210					
Provisional estimated enrolment	2020-2021:	P 152	2021-2022	P 158	2022-2023	P 145
		S 106		S 107		S 125
Building Premises	Mauricie English Elementary School					
Deed of Establishment #:	X					
Address:	1241, rue Nicolas-Perrot, Trois-Rivières G9A 1C2					
Level of Instruction Provided:	Preschool: 4 & 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	529					
Provisional estimated enrolment	2020-2021:	340	2021-2022	353	2022-2023	366
Building Premises	Portneuf Elementary School					
Deed of Establishment #:	XI					
Address:	35, rue Richard, Cap-Santé G0A 1L0					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	230					
Provisional estimated enrolment	2020-2021:	150	2021-2022	160	2022-2023	156
Building Premises	Québec High School					
Deed of Establishment #:	XII					
Address:	945, avenue Belvédère, Québec G1S 3G2					
Level of Instruction Provided:	Secondary: Cycles 1& 2					
Capacity:	720					
Provisional estimated enrolment	2020-2021:	400	2021-2022	400	2022-2023	420
Building Premises	Riverside Regional High School					
Deed of Establishment #:	XIII					
Address:	1770, rue Joule, Ville de Saguenay G7S 3B1					
Level of Instruction Provided:	Secondary: Cycles 1& 2					
Capacity:	300					
Provisional estimated enrolment	2020-2021:	139	2021-2022	152	2022-2023	153
Building Premises	Surplus building					
Deed of Establishment #:	XIV					
Address:	1782, rue Neilson, Ville de Saguenay G7S 3A2					
Level of Instruction Provided:	n/a					
Capacity:	n/a					
Provisional estimated enrolment	2019-2020	n/a	2020-2021	n/a	2021-2022	n/a
Building Premises	St. Patrick Elementary School					
Deed of Establishment #:	XV					
Address:	919, rue Mooney Ouest, Thetford Mines G6G 6H3					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	253					
Provisional estimated enrolment	2020-2021:	168	2021-2022	162	2022-2023	154



Building Premises	St. Patrick's High School					
Deed of Establishment #:	XVI					
Address:	75, rue de Maisonneuve, Québec G1R 2C4					
Level of Instruction Provided:	Secondary: Cycles 1 & 2					
Capacity:	870					
Provisional estimated enrolment	2020-2021:	600	2021-2022	620	2022-2023	650
Building Premises	St. Vincent School					
Deed of Establishment #:	XVII					
Address:	995, avenue Wolfe, Québec G1V 3J9					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	575					
Provisional estimated enrolment	2020-2021:	434	2021-2022	433	2022-2023	412
Building Premises	Ste-Foy Elementary School					
Deed of Establishment #:	XVIII					
Address:	1240, rue Julien-Green, Québec G1W 3M1					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	299					
Provisional estimated enrolment	2020-2021:	167	2021-2022	169	2022-2023	164
Building Premises	Shawinigan High School					
Deed of Establishment #:	XIX					
Address:	1125, avenue des Cèdres, Shawinigan G9N 1P7					
Level of Instruction Provided:	Preschool: 4 & 5-year olds, Primary: Cycles 1, 2 & 3, Secondary: Cycles 1 & 2					
Capacity:	Primary: 207 & Secondary: 240					
Provisional estimated enrolment	2020-2021:	P 179 S 65	2021-2022	P 187 S 67	2022-2023	P 187 S 81
Building Premises	Three Rivers Academy					
Deed of Establishment #:	XX					
Address:	1875, rue Nicolas-Perrot, Trois-Rivières G9A 1C5					
Level of Instruction Provided:	Secondary: Cycles 1 & 2					
Capacity:	420					
Provisional estimated enrolment	2020-2021:	139	2021-2022	152	2022-2023	153
Building Premises	Valcartier Elementary School					
Deed of Establishment #:	XXI					
Address:	1748, boulevard Valcartier, Saint-Gabriel-de-Valcartier G0A 4S0					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	92					
Provisional estimated enrolment	2020-2021:	74	2021-2022	73	2022-2023	70
Building Premises	Riverside Regional Elementary School					
Deed of Establishment #:	XXII					
Address:	1750, rue Joule, Ville de Saguenay G7S 3B3					
Level of Instruction Provided:	Preschool: 5-year olds, Primary: Cycles 1, 2 & 3					
Capacity:	368					
Provisional estimated enrolment	2020-2021:	367	2021-2022	361	2022-2023	369



**DEEDS OF ESTABLISHMENT
2019-2020**

DEED OF ESTABLISHMENT I

Name: A.S. Johnson Memorial High School
Address: 919, rue Mooney Ouest, Thetford Mines G6G 6H3
School Board: Central Québec
Building Code: 881 007
Levels of Instruction: Secondary - Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT II

Name: Bishop Mountain School
Address: 2046, chemin St-Louis, Québec G1T 1P4
School Board: Central Québec
Building Code: 881 030
Levels of Instruction: Administrative offices
Language of Instruction: n/a
Premises The entire building is used for administrative purposes

DEED OF ESTABLISHMENT III

Name: Dollard des Ormeaux School
Address: 18, rue Ladas, Shannon G3S 0B8
School Board: Central Québec
Building Code: 881 011
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT IV (a)

Name: Eastern Québec Learning Centre
Address: 3005, rue William-Stuart, Québec G1W 1V4
School Board: Central Québec
Building Code: 881 028
Levels of Instruction: General Education: Adult
Language of Instruction: English
Premises The entire building is used for educational purposes with the exception of the rooms indicated in the shaded areas of the floor plans

DEED OF ESTABLISHMENT IV (b)

Name: Eastern Québec Learning Centre
Address: 3005, rue William-Stuart, Québec G1W 1V4
School Board: Central Québec
Building Code: 881 028
Levels of Instruction: Vocational Education
Language of Instruction: English
French
Premises The entire building is used for educational purposes with the exception of the rooms indicated in the shaded areas of the floor plans

DEED OF ESTABLISHMENT IV (c)

Name: James Chescappio Memorial Learning Centre
Address: 104, Nabainacaboo Road, Kawawachikamach G0G 2Z0
School Board: Central Québec
Building Code: 881 028
Levels of Instruction: General Education: Adult
Language of Instruction: English
French
Premises The entire building is used for educational purposes



DEED OF ESTABLISHMENT V

Name: Everest Elementary School
Address: 2280, Laverdière, Québec G1P 2T3
School Board: Central Québec
Building Code: 881 010
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT VI

Name: Holland Elementary School
Address: 940, avenue Ernest Gagnon, Québec G1S 3R2
School Board: Central Québec
Building Code: 881 004
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT VII

Name: Jimmy Sandy Memorial School
Address: 1014 Naskapi Road, P.O. Box 5152, Kawawachikamach G0G 2Z0
School Board: Central Québec
Building Code: 881 025
Levels of Instruction: Preschool: 4 & 5-year olds
Primary: Cycles 1, 2 & 3
Secondary: Cycles 1 & 2
Language of Instruction: English
Naskapi
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT VIII

Name: La Tuque High School
Address: 531, rue St-Maurice, La Tuque G9X 3E9
School Board: Central Québec
Building Code: 881 017
Levels of Instruction: Preschool: 4 & 5-year olds
Primary: Cycles 1, 2 & 3
Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT IX

Name: MacLean Memorial School
Address: 159 - 5^e Avenue, Chibougamau G8P 2E6
School Board: Central Québec
Building Code: 881 021 (Secondary)
881 022 (Primary)
Levels of Instruction: Preschool: 4 & 5-year olds
Primary: Cycles 1, 2 & 3
Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT X

Name: Mauricie English Elementary School
Address: 1241, rue Nicolas-Perrot, Trois-Rivières G9A 1C2
School Board: Central Québec
Building Code: 881 014
Levels of Instruction: Preschool: 4 & 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes



DEED OF ESTABLISHMENT XI

Name: Portneuf Elementary School
Address: 35, rue Richard, Cap-Santé G0A 1L0
School Board: Central Québec
Building Code: 881 009
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XII

Name: Québec High School
Address: 945, avenue Belvédère, Québec G1S 3G2
School Board: Central Québec
Building Code: 881 002
Levels of Instruction: Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XIII

Name: Riverside Regional High School
Address: 1770, rue Joule, Ville de Saguenay G7S 3B1
School Board: Central Québec
Building Code: 881 019
Levels of Instruction: Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XIV

Name: Surplus building
Address: 1782, rue Neilson, Ville de Saguenay G7S 3A2
School Board: Central Québec
Building Code: 881 020
Levels of Instruction: n/a
Language of Instruction: n/a
Premises n/a

DEED OF ESTABLISHMENT XV

Name: St. Patrick Elementary School
Address: 919, rue Mooney Ouest, Thetford Mines G6G 6H3
School Board: Central Québec
Building Code: 881 007
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XVI

Name: St. Patrick High School
Address: 75, rue de Maisonneuve, Québec G1R 2C4
School Board: Central Québec
Building Code: 881 005
Levels of Instruction: Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes with the exception of the rooms indicated in the shaded areas of the floor plans



DEED OF ESTABLISHMENT XVII

Name: St. Vincent School
Address: 995, avenue Wolfe, Québec G1V 3J9
School Board: Central Québec
Building Code: 881 001
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XVIII

Name: Ste-Foy Elementary School
Address: 1240, rue Julien-Green, Québec G1W 3M1
School Board: Central Québec
Building Code: 881 006
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XIX

Name: Shawinigan High School
Address: 1125, avenue des Cèdres, Shawinigan G9N 1P7
School Board: Central Québec
Building Code: 881 016
Levels of Instruction: Preschool: 4 & 5-year olds
Primary: Cycles 1, 2 & 3
Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XX

Name: Three Rivers Academy
Address: 1875, rue Nicolas-Perrot, Trois-Rivières G9A 1C5
School Board: Central Québec
Building Code: 881 015
Levels of Instruction: Secondary: Cycles 1 & 2
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XXI

Name: Valcartier Elementary School
Address: 1748, boulevard Valcartier, Saint-Gabriel-de-Valcartier G0A 4S0
School Board: Central Québec
Building Code: 881 008
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes

DEED OF ESTABLISHMENT XXII

Name: Riverside Regional Elementary School
Address: 1750, rue Joule, Ville de Saguenay G7S 3B3
School Board: Central Québec
Building Code: 881 018
Levels of Instruction: Preschool: 5-year olds
Primary: Cycles 1, 2 & 3
Language of Instruction: English
Premises The entire building is used for educational purposes





COMMISSION SCOLAIRE CENTRAL QUÉBEC
CENTRAL QUÉBEC SCHOOL BOARD

**CRITERIA FOR THE ADMISSION AND ENROLMENT
OF STUDENTS AND THE APPLICATION OF
SCHOOL BOUNDARIES - 2020-2021 SCHOOL YEAR**

(Adopted on December 11, 2019)

Note: The masculine gender is used throughout this document for the sake of conciseness and is meant to be inclusive of both genders.

CRITERIA

THE REGISTRATION PERIOD IS FROM: MONDAY, FEBRUARY 3 TO FRIDAY, FEBRUARY 21, 2020.

STUDENTS WHO ARE CURRENTLY REGISTERED AT THE CENTRAL QUÉBEC SCHOOL BOARD MUST REGISTER ON-LINE USING THE PARENT PORTAL AND THE MOZAIK REGISTRATION APPLICATION.

STUDENTS NEW TO CQSB MUST REGISTER BY COMPLETING A HARD COPY OF THE APPLICATION FORM AVAILABLE AT SCHOOLS OR THE SCHOOL BOARD OFFICE.

1. The elementary and secondary schools under the jurisdiction of the Central Québec School Board will accept requests for admission and enrolment for students who reside on the territory of the School Board and:
 - Have attained the age of admission as defined by the Education Act or who have obtained a derogation of age¹ requirement prior to their first day of school. Students who have requested a derogation of age requirement but have not received approval from the School Board will not be permitted to attend school;
 - Have been informed by the Ministry of Education that they are eligible for English language education. Students who have not received such notification from the Ministry will not be permitted to attend an English school until notification is obtained;
 - Have provided a copy of all documents required by the School Board.
2. Requests for students living on the territory of another school board for the purposes of attending the 4-yr-old Kindergarten for students in disadvantaged areas, and who have obtained the approval of their school board and the Central Québec School Board prior to registering will also be accepted subject to the clauses listed below. (see 3 b)
3.
 - a) For kindergarten and elementary students wishing to attend La Tuque High, Mauricie English Elementary, Shawinigan High, St. Patrick (Thetford Mines), Portneuf Elementary, Riverside Regional Elementary School, and MacLean Memorial Schools, all requests for admission and enrolment meeting the criteria outlined in Section 1 above will be accepted.
 - b) Students attending the four-year-old kindergarten program for students in a region considered as disadvantaged must reside within a postal code that is designated by the Minister as meeting the criteria. Said criteria are linked to the poverty index (ISME). The minimum number of students to establish a class shall be six (6) and the maximum number shall be eighteen (18)². Criteria may be adjusted by Ministry funding rules. Funding for this class is determined on an annual basis by the Ministry.
4.
 - a) For secondary level students wishing to attend A.S. Johnson Memorial High, Dollard-des-Ormeaux, La Tuque High, MacLean Memorial, Riverside Regional High School, Shawinigan High School and Three Rivers Academy, all requests for admission and enrolment meeting the criteria outlined in Section 1 above will be accepted.

¹ School principals, secretaries, professionals or any other personnel dealing with the registration of students are encouraged to read the *Procedures Concerning Requests for a Derogation to the Age of Admission to Preschool and Primary Education*. This document is found on the CQSB Website.

² Subject to changes in the Collective Agreement



- b) For secondary level students wishing to attend either Québec High or St. Patrick's High Schools in Québec City, all requests for admission that meet the criteria outlined in Section 1 above will be accepted. Students will be enrolled in a school subject to the following guidelines:

i) Students currently attending Québec High School or St. Patrick's High School

Students who attended either Québec High School or St. Patrick's High School during the 2019-2020 school year may register at the school of their choice for the following year. Requests for registration will be handled through the school that the student attended in 2019-2020.

ii) Students currently attending a CQSB school other than DDO Elementary School

Students who attended a school of the Central Québec School Board other than Québec High School, Dollard-des-Ormeaux or St. Patrick's High School during the 2019-2020 school year, and who wish to register at either Québec High School or St. Patrick's High School may apply to the school of their choice for Secondary for the following year. Requests for registration will be received through the school that the student attended in 2019-2020.

HOWEVER, all such requests received after February 21, 2020 must be sent to the Board for placement as per provisions in Section 4, B, iii B. This placement will be subject to approval from the Board depending on available space and resources at Québec High School or St. Patrick's High School.

iii) Students currently attending DDO

Students who attended DDO during the 2019-2020 school year, and who wish to register at QHS or St. Patrick's High School for the 2020-2021 school year may do so during the registration period. However, the conditions outlined in Section 5, b, i-bullet one concerning rights to transportation would apply.

iv) Students not currently attending a CQSB school

A. All requests for registration of students who meet the criteria in section 1 and who did not attend a Central Québec school during the 2019-2020 school year, including students from private schools or the French Sector, will be received and processed by the school of their choice. Requests must be received prior by February 21, 2020. Requests that are mailed must be post-marked by midnight of February 20, 2020

B. All secondary students whose requests for registration are received after the deadline will be assigned to a school by Educational Services. Assignments will be based on the availability of space at the school. A notification of the confirmation of the school to which the student has been assigned will be given to the parents once the application has been processed by Educational Services.

C. All current CQSB students whose requests are received after the deadline will be subject to the provisions of paragraph B.



- D. All requests for registration of students registered in the International Student Program (ISP) who meet the criteria in Section 1 will have their applications processed at the Board and will be assigned to a school by Educational Services.
5. a) Kindergarten and elementary students registering in the Québec City region who meet the criteria outlined in Section 1 will be assigned to a school according to the territorial boundaries or catchment areas as determined by the Council of Commissioners³: Dollard-des-Ormeaux, Everest Elementary, Holland Elementary, Ste-Foy Elementary, St-Vincent, and Valcartier Elementary Schools.

Families with parents having joint custody and whose domiciles are located in two different catchment areas will be required to choose which of the addresses will be their official address for school placement. The children will attend the school in that catchment area and transportation will be provided to and from the official address only.

- b) Requests for cross-boundary transfers, that is, the enrolment of a kindergarten or elementary student in a school other than the school to which he/she is assigned, may be granted for the period of one year only⁴, subject to the following:
- i) The granting of the request:
- does not entitle the student to transportation;
 - cannot create oversized classes, oversized grade levels or oversized cycles within the chosen school according to maximum sizes;
 - does not guarantee that the student will receive the same type of service that is provided at the school to which the student was originally assigned;
 - cannot create any additional cost to the School Board;
 - will be granted only upon consultation with the school principal.
- ii) A written request must be submitted to the principal of the out-going school. This request must be received by no later than May 1 of the preceding school year.

Requests received after the deadline of May 1 will not be considered until after September 1 of the given school year.

The School Board will render a decision and advise parents once the request has been processed by Educational Services.

- iii) If spaces are available they will be filled on a first come, first served basis from amongst those who applied as stipulated in 5.b.ii).
- iv) Academic and social factors may be taken into consideration when rendering a decision about transfers.

³ See Appendix 1 for the description of the catchment areas.

⁴ The on-line registration system (MOZAIK) does not allow for the management of cross-boundary transfers. They must be treated manually. Those families who were granted a cross-boundary transfer must re-apply for the 2020-2021 school year.



- v) For new families registering to the CQSB, and requesting a cross-boundary transfer after the May 1 deadline, requests must come to the school board and they will be dealt with on a case by case basis.
 - vi) Requests for cross-boundary transfers from St. Vincent School to Everest, Holland, Ste-Foy or DDO schools in anticipation of the construction of the elementary school on the south shore will not be considered.
6. The Central Québec School Board recognizes that in the Metropolitan Québec City area, it may be necessary to transfer students from one school to another. This could occur when the educational services, as defined in the Basic School Regulation, needed for a student or group of students, are not offered in one school, but are in another. This could result in the transfer of the student to another school if it is in the best interest for their social, pedagogical, or psychological welfare as determined after an evaluation of the student by the School Board.
 7. When the School Board is unable to provide services for a student, it may be necessary to enter into an agreement with another school board, a private school, or an institution under the jurisdiction of another ministry, for the provision of educational services in accordance with sections 213 and 214 of the Education Act.
 8. All requests to transfer a student from one Central Québec school to another, within the same region and received after September 30 will be treated on a case by case basis by Educational Services. A decision on the request will be determined after an evaluation by the School Board, taking into account the psychological and/or social considerations of the particular student.



Appendix 1 - Transportation and Enrolment Catchment Areas 2020-2021

1. For students attending the following schools, the territory for transportation purposes is determined by the French school board that provides transportation:

- La Tuque High School
- Shawinigan High School
- Mauricie English Elementary (Trois-Rivières)
- Three Rivers Academy
- St. Patrick Elementary School (Thetford Mines)
- A.S. Johnson Memorial High School (Thetford Mines)[‡]
- Portneuf Elementary School
- Riverside Regional Elementary School*
- Riverside Regional High School*
- MacLean Memorial School*

[‡] *The Central Québec School Board organizes pupil transportation for some of the students attending these schools who live on the territory of municipalities where pupil transportation was provided during the 2019-2020 school year in accordance with the School Board's Transport Policy.*

2. For students attending the following schools, the territories established for transportation are as indicated below:

- i) **Québec High and St. Patrick's High Schools:** The Metropolitan Québec City area and municipalities on the south shore which fall within the area covered by the yellow bus routes, which were in place during the 2019-2020 school year. With the exception of Île d'Orléans, transportation is offered from a transfer point on the North Shore of Québec City.
- ii) **Holland Elementary School:** The area covered by Stoneham, Lac-Delage, Lac-Beauport, Château-Richer, L'Ange-Gardien, Ste-Anne-de-Beaupré, Mont Ste-Anne, Saint-Ferréol-les-Neiges, Boischâtel and Ste-Brigitte-de-Laval, as well as that part of the Ville de Québec starting at a point on the southern boundary of the Ville de Québec due south of the Anse-au Foulon then on a line north through and including the Parc du Bois-de-Coulonge to rue Grand-Allée, then west on a line along the middle of rue Grand-Allée and then boul. Laurier to av. Marguerite-Bourgeois, north on a line behind the dwellings on the west side of av. Marguerite-Bourgeois to boul. René-Lévesque, west on a line along the middle of boul. René-Lévesque to av. Painchaud, north on a line behind the dwellings on the west side of av. Painchaud and then west along the center of rue Hélène-Boulé to rue Pierre-Maufay, north along the middle of rue Pierre-Maufay to ch. Ste-Foy, west along the center of ch. Ste-Foy to rue Émile-Côté, continuing on a line north along the middle of rue Émile-Côté and its extension to autoroute Charest, east along the middle of autoroute Charest to av. St-Sacrement, then north along the middle of av. St-Sacrement to the intersection of boul. Wilfrid-Hamel, and from this point east along the boundary of the arrondissement La Cité (the Rivière St-Charles), to its intersection with the eastern boundary of Arrondissement Limoilou and then north on this boundary to Autoroute Félix-Leclerc, west along the autoroute to 1^{re} Av., north along the middle of 1^{re} Av. then boul. Henri-Bourassa to a point just south of the dwellings along the south side of rue Saint-Aubert, rue de l'Étoile and rue des Anciens-Canadiens and east along this line to the Rivière Des Roches, then on a line north past the sandpit on the east side to a point just north of a line running behind the dwellings on the north side of rue Hector-Bédard and rue du Rebord and following this line west to autoroute Laurentien, then north along the autoroute to the boundary of the Ville de Québec, then west and then south along this boundary to a point just south of rue des Alisiers, then west to Lac-St-Charles and north through the lake to the boundary of the Ville de Québec, past



Lac-Delage on the west side and continuing north and then east on a line to av. Tewkesbury just north of rue Plante, then north on a line behind the dwellings on the east side of av. Tewkesbury to the Rivière Jacques-Cartier to the east of and excluding Tewkesbury.

- iii) **Ste-Foy Elementary School:** Includes a part of the Ville de Québec defined as follows; starting at a point on the southern boundary of the Ville de Québec due south of the Anse-au-Foulon, then on a line north through and including the Parc du Bois-de-Coulonge to rue Grand-Allée, then west on a line along the middle of rue Grand-Allée and then boul. Laurier to av. Marguerite- Bourgeois, north on a line behind the dwellings on the west side of av. Marguerite- Bourgeois to boul. René-Lévesque, west on a line along the middle of boul. René- Levesque to av. Painchaud, north on a line behind the dwellings on the west side of av. Painchaud and then west along the center of rue Hélène-Boulé to rue Pierre-Maufay, north along the middle of rue Pierre-Maufay to ch. Ste-Foy, west along the center of ch. Ste-Foy to rue Émile-Côté, continuing on a line north along the middle of rue Émile-Côté and its extension to autoroute Charest west along the middle of autoroute Charest to autoroute Robert-Bourassa, south down the middle of autoroute Robert-Bourassa to boul. Laurier, west along the middle of boul. Laurier and continuing northwest on autoroute Duplessis to autoroute Charest, west along the middle of autoroute Charest and autoroute Félix- Leclerc to the western boundary of the Ville de Québec and then continuing to boul. Wilfrid-Hamel, then west along the middle of boul. Wilfrid-Hamel and then rte.138 to the western limits of Ville de Saint-Augustin-de-Desmaures and then on a line south to the southern boundary of the Ville de Québec, then east along this boundary to the starting point.
- iv) **St. Vincent School:** The territory on the south shore which falls within the area covered by yellow bus routes which were in place during the 2019-2020 school year. On the north shore, all of the Ville de L’Ancienne-Lorette, and a part of the Ville de Québec defined as follows; a part of the Arrondissement Haute St-Charles starting a point on the western boundary of the arrondissement and rte. Ste-Geneviève, then east along a line through the middle of rte Ste-Geneviève, boul. St-Claude, rue Verret, rue Racine, and boul. Bastien to rue Chef- Nicolas-Vincent, then north on a line behind the dwellings on the east side of rue Chef- Nicolas-Vincent and then continuing on a line behind the buildings on the east side of rue George-Cloutier, continuing north along the boundary of Wendake to a point on a line just north of rue de la Rivière Nelson, extending west along this line to a point just east of the dwellings on the east side of boul. Valcartier, north along this line to rue Martineau, then west on a line south of the dwellings on the south side of rue Martineau to the western boundary of the arrondissement and extending into Arrondissement Laurentien to boul. Henri- IV, south along boul. Henri-IV to av. Industrielle, west along the middle of av. Industrielle to boul. Pie XI, south along the middle of boul. Pie XI to av. de la Montagne, west along a line behind the dwellings situated on the south side of av. de la Montagne to the western boundary of Arrondissement Laurentien, north on that boundary and then west along the northern boundary of Ville de Saint-Augustin-de-Desmaures to its western boundary, then south along that boundary to rte. 138, east along the middle of rte. 138 to autoroute Félix-Leclerc, east along autoroute Félix-Leclerc to autoroute Duplessis, south along autoroute Duplessis to the intersection with boul. Laurier, continuing east along boul. Laurier to autoroute Robert-Bourassa, then north along autoroute Robert-Bourassa to autoroute Charest and west along autoroute Charest to autoroute Henri-IV, and north along autoroute Henri-IV to rte. Ste-Geneviève, and east along the middle of rte. Ste-Geneviève to the starting point.
- v) **Valcartier Elementary School:** The area covered by the municipalities of Tewkesbury and St-Gabriel-de-Valcartier.



- vi) **Dollard-des-Ormeaux School (Elementary & High School):** The area covered by the City of Shannon, (including all of Base Valcartier), the municipality of Sainte-Catherine-de-la- Jacques Cartier, the sector of Fossambault-sur-le-Lac defined as follows; north of Route de Fossambault, south of Rue Nobel, west of Boulevard Gingras and east of Route de Duschesnay, a part of the Arrondissement de La Haute-Saint-Charles defined as follows; north of Avenue de la Montagne E, east of Route de l'Aéroport, west of Route de la Bravoure to the limits of rue de Montolieu and the sector Val Saint-Michel in the Arrondissement de La Haute-Saint-Charles.
- vii) **Everest Elementary School:** The Arrondissement Limoilou, and that part of Arrondissement Charlesbourg not included in Holland School territory and the Arrondissement Haute-St-Charles starting in the north east at a point on the boundary with Arrondissement Charlesbourg and a line just south of rue des Alisiers, then west to Lac- St-Charles and north through the lake to the boundary of the Ville de Québec, past Lac-Delage on the west and then north to the Ville de Québec boundary, west along the boundary to a point just east of the dwellings on the east side of boul. Valcartier, south on this line to a point just north of rue de la Rivière Nelson, east to the boundary with Wendake, south along this boundary then on a line behind the dwellings on the east side of rue Georges-Cloutier and then rue Chef- Nicolas-Vincent to boul. Bastien, then west on a line through the middle of boul. Bastien, rue Racine, rue Verret, boul. St-Claude and rte. Ste-Geneviève to autoroute Henri-IV and then south along autoroute Henri-IV to autoroute Charest, east along autoroute Charest to av. St-Sacrement , then north along the middle of av. St-Sacrement to the intersection of boul. Wilfrid-Hamel, and from this point east along the boundary of Arrondissement La Cite (the Rivière St-Charles), to the boundary of Arrondissement Limoilou, and then following the boundary of Holland School back to the north east starting point on the boundary of Arrondissements Charlesbourg and Haute St-Charles.

Transportation to the above schools will be provided within the catchment area only and according to the stipulations of the Transport Policy.

3. In exceptional cases, students who are under the jurisdiction of the School Board but who reside off the territory defined for transportation purposes for the school which they are entitled to attend, may receive compensation from the School Board in accordance with the *ministère de l'Éducation et de l'Enseignement supérieur* and School Board budget rules.

