



Approved minutes of the meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, December 10, 2014 at 7:00 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland Stephen Burke Heather Clibbon Sara Downs Christian Falle Debbie Ford-Caron Chantal Guay Wyna Marois Stephen Nellis Esther Paradis Stephen Pigeon Patsy Poulin Jean Robert Jo-Ann Toulouse Aline Visser	Parent Commissioner Chairman Commissioner Commissioner (by videoconference) Parent Commissioner (by videoconference) Commissioner (by videoconference/telephone) Commissioner (by videoconference) Commissioner Parent Commissioner (by telephone) Commissioner Director General Parent Commissioner (by telephone) Vice-Chairman (by telephone) Commissioner (by videoconference) Commissioner (by telephone)
Absent:	Jo Rosenhek Kevin Jack	Commissioner Commissioner
In attendance:	Laurent Després Gina Farnell François Garon Patti L. Moore Melanie Simard Mark Sutherland	Director of Financial Services, Buildings & Equipment Director of Complementary Educational Services Computer Technician Secretary General Executive Secretary Director of Instructional Services

14-12.01 Call to order

The Chairman called the meeting to order at 7:01 p.m. It was noted that the Chairman, the Director General, the Secretary General, Commissioners H. Clibbon, W. Marois, E. Paradis, the Director of Financial Services, Buildings & Equipment, the Director of Complementary Educational Services, the Director of Instructional Services, the Computer Technician and Recording Secretary were present at the Board Office and that there was quorum. Due to weather conditions certain Commissioners attended the meeting by telephone.

14-12.02 **Approval of the agenda**

It was MOVED by E. Paradis, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED, that the agenda be approved with the following modifications:

Place Item 7.: Student Ombudsman - Presentation of Annual Report before Item 6: Presentation of the Audited Financial Statements and renumber the items accordingly.

14-12.03 **Public question period**

No public was present.

14-12.04 **Question Period for Students**

No students were present.

14-12.05 **Correspondence from Students**

No correspondence was received.

14-12.06 **Student Ombudsman - Presentation of Annual Report**

The Student Ombudsman, Ms. Anne Letellier de St-Just noted that this was her third report since March 2011 offered to the Council of Commissioners. She reminded everyone about the mandate of the role of a Student Ombudsman, being a neutral third party whose role is to receive and address complaints of parents and students who consider themselves victims of injustice, after they have exhausted the various remedies available to them by the School Board.

J. Robert
arrived at
7:09 p.m.

14-12.07 **Presentation of the Audited Financial Statements**

S. Pigeon invited L. Després, Director of Financial Services, Buildings & Equipment to present the 2013-2014 financial statements. Mr. Després made a detailed report mentioning the small changes made to the budget this year.

C. Guay
arrived at
7:20 p.m.

Q. from S. Burke: Does the Central Québec School Board need to reimburse the deficit in their budget?

A. by L. Després: There is no need to reimburse the deficit, as School Boards can use 10% of the accumulated surplus to cover the deficit.

A. Visser
arrived at
7:26 p.m.

Q. from S. Nellis: How much is the accumulated surplus of the Central Québec School Board?

A. by L. Després: As of September 30th, 2014, the accumulated surplus was \$4,5000,000.

Q. from E. Paradis: What is the meaning of "Advancement in step"?

A. by L. Després: The French term is "*Avancement d'échelon*".

14-12.07 a) Deposit of Financial Statements

WHEREAS the audited financial statements for the 2013-2014 school year had been received by the Director General and presented to the Audit Committee on September 29, 2014;

WHEREAS the audited financial statements were submitted to the Council of Commissioners as required by the Education Act;

It was MOVED by W. Marois, SECONDED by A. Visser and UNANIMOUSLY RESOLVED; that the audited financial statements for the 2013-2014 school year be received.

14-12.08 Approval of the minutes of the regular meeting held on November 14, 2014

It was MOVED by E. Paradis, SECONDED by J.-A. Toulouse and UNANIMOUSLY RESOLVED, that the minutes of the regular meeting of the Council of Commissioners held on Friday, November 14, 2014 be accepted as circulated.

14-12.09 Approval of the minutes of the special meeting held on November 24, 2014

It was MOVED by E. Paradis, SECONDED by S. Downs and RESOLVED, that the minutes of the special meeting of the Council of Commissioners held on Monday, November 24, 2014 be accepted as circulated.

Commissioner W. Marois abstained from voting.

14-12.10 Business arising from the minutes

No business to report.

14-12.11 Report from the Chairman

The Chairman indicated that he had sent a report to commissioners that addressed the following:

- QESBA Chairs teleconference - November 19, 2014
- CQSB Special Meeting - November 24, 2014
- LRAC Meeting - November 26, 2014
- CQSB Agenda Meeting - November 28, 2014
- CQSB Ad Hoc Committee regarding the future of RRES and RRHS - November 28, 2014
- Letters to Ministers Bolduc and Barrette
- Interviews and media
- The GROUP picture
- QESBA Christmas Reception - December 5, 2014
- CQSB Executive Committee - December 9, 2014

14-12.12 **Director General's Report**

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

- a) Up-date on Strategic Planning
- b) Up-date on Community Learning Centres (CLC)
- c) Labour Relations Advisory Committee (LRAC) Report
- d) January Principals' Meeting
- e) November 26th Professional Development Activity: Having Hard Conversations
- f) Appointment of Interim Principal: Jimmy Sandy Memorial School (JSMS)
- g) Emergency Preparedness at CQSB
- h) Results of Tests on Water Quality
- i) 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

14-12.13 **New Business**

- a) Nomination of External Auditors 2014-2015

WHEREAS Section 284 of the Education Act states that “For each fiscal year, every school board shall appoint from among the members of the professional order of accountants governed by the Professional Code (chapter C-26) an external auditor who shall file a report of his audit of the financial transactions of the school board;

WHEREAS the Act respecting contracting by public bodies does not require an organization to go to public tender for contracts worth less than \$100,000 and allows, in certain circumstances, that contracts over the public tender threshold be entered into by mutual agreement;

WHEREAS Deloitte is charging the fee tendered in 2013-2014 plus 5% for a total of \$33,690, which is a very competitive rate and which would still be below what we would have obtained by going to tender;

WHEREAS the members of the CQSB Audit Committee and the Board Office administrators have indicated their satisfaction with Deloitte and recommend that they be re-appointed for the audit of the 2014-2015 financial year with fees of \$33,690;

It was MOVED by H. Clibbon, SECONDED by S. Downs and UNANIMOUSLY RESOLVED; that the Council of Commissioners appoint Deloitte as external auditors for the Central Québec School Board for the 2014-2015 financial year with fees of \$33,690.

b) Three-Year Plan for the Destination of Immovables (deposit)

The draft Three-year plan for the destination of immovables was deposited for consultation purposes.

c) Criteria for the Admission and Enrolment of Students 2015-2016 (deposit)

The draft Criteria for the admission and enrolment of students for the 2015-2016 school year was deposited for consultation purposes.

Videoconference was lost for all regions;
Commissioners:
C. Guay,
C. Falle,
J.-A. Toulouse,
S. Downs,
returned at 7:54 p.m.

Commissioner D. Ford-Caron arrived by telephone at 7:57 p.m.

Q. from S. Nellis: Clarification on Article 3. a) "Students attending a four-year-old kindergarten program must reside within a postal code that is identified as 'eligible' by the *Ministère de l'Éducation, du Loisir et du Sport*."

A. by M. Sutherland: Four-year old kindergarten students are accepted within the postal codes identified by the MELS for NANS (New Approach, New Solutions) regions.

Q. from S. Nellis: Why is all capacity of classrooms stricken out in Appendix 1 of the draft document?

A. by S. Pigeon: Was not necessary anymore since it does not reflect the reality nor serve a purpose.

d) 2013-2014 Annual Report – Part I (deposit and adoption)

WHEREAS Section 220 of the Education Act (EA) stipulates that every school board prepare an annual report giving the population in the territory an account of the implementation of its Strategic Plan;

WHEREAS the Central Québec School Board has included a section presenting the measures it is currently putting in place with regard to section 96.12 of the EA, *An Act to Prevent and Deal with Bullying and Violence in Schools*;

WHEREAS the Central Québec School Board shall send a copy of the report to the *ministère de l'Éducation, du Loisir et du Sport* and make the report public no later than December 31, 2014;

It was MOVED by W. Marois, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; that the Council of Commissioners adopt the 2013-2014 Annual Report – Part I to Stakeholders as presented.

New Business (continued)e) 2013-2014 Annual Report – Part II (deposit and adoption)

WHEREAS Section 220 of the Education Act (EA) stipulates that every school board prepare an annual report giving the population in the territory an account of the implementation of its strategic plan and the results obtained with regard to the goals and measurable objectives set out in the partnership agreement entered into with the *ministre*;

WHEREAS the report shall also give an account to the *ministre* of the results obtained with regard to the directions and objectives of the Strategic Plan established by the *ministère de l'Éducation, du Loisir et du Sport*.

WHEREAS the Central Québec School Board shall send a copy of the report to the *ministre de l'Éducation, du Loisir et du Sport* and make the report public no later than December 31, 2014;

It was MOVED by W. Marois, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; that the Council of Commissioners adopt the 2013-2014 Annual Report – Part II to Stakeholders as presented.

f) Choice of Date of the Public Meeting to Present the Annual Report

It was PROPOSED by D. Ford-Caron that the Public Meeting take place the same evening as the regular meeting of the Council of Commissioners on February 18, 2015 and be added as item to the agenda following Item 5.: Correspondence from Students. AGREED UNANIMOUSLY; Motion follows:

WHEREAS the Education Act stipulates that every School Board must invite the public to an information meeting at least once a year;

WHEREAS during the meeting, the Commissioners must present the content of the Annual Report provided for in section 220 and answer any questions concerning the report;

It was MOVED by H. Clibbon, SECONDED by W. Marois and UNANIMOUSLY RESOLVED; that the Central Québec School Board Council of Commissioners present the 2013-2014 Annual Report - Parts I and II Wednesday, February 18, 2015 at 7:00 p.m.

New Business (continued)g) Request for Additional Space – Valcartier Elementary School (adoption)

WHEREAS Valcartier Elementary School has reached the limit of its capacity;

WHEREAS the demographic statistics from the *Ministère de l'Éducation, du Loisir et du Sport* (MELS) indicate increased enrolment for this school over the next five years;

WHEREAS there is limited space available in the elementary schools of the Central Québec School Board located within 20 kilometres of Valcartier Elementary School and the *Ministère de l'Éducation, du Loisir et du Sport* demographic statistics indicate that the student population will continue to increase or remain stable in these schools over the next five years;

It was MOVED by S. Downs, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; that the Central Québec School Board submit a request to the *Ministère de l'Éducation, du Loisir et du Sport* for additional permanent space for Valcartier Elementary School to be included in the 2014-2019 five-year investment plan.

h) Loss of Services from the Réseau de transport de la Capitale – Bus 77

WHEREAS as of January 1st, 2015, Bus 77 will no longer be going as far as the municipality of Shannon;

WHEREAS the community of Shannon - and CQSB students - have relied on these services for over a decade;

WHEREAS CQSB has 20 students from Val-Belair and one from Ancienne-Lorette using RTC services to get to Dollard-des-Ormeaux School;

WHEREAS an additional 12 students from Shannon use the RTC to get to St. Patrick's High and Québec High School each day;

WHEREAS there is no concept of 'catchment area' for high school students, which mean that high school students rely on the RTC as their official mode of transportation;

WHEREAS this sudden loss of services – in the middle of a school year – will affect CQSB students, their families and teachers;

WHEREAS this last-minute change has given the Central Québec School Board Transportation department and its partner school board transporters no time to react or to find an alternate solution;

14-12.13**New Business (continued)**h) Loss of Services from the Réseau de transport de la Capitale – Bus 77 (continued)

WHEREAS this change will affect CQSB – and other – students from the municipality of Shannon and surrounding areas who will eventually be attending CEGEP and university in Québec City;

WHEREAS the municipality of Shannon cannot be expected to shoulder on its own the burden of the costs that would be incurred in reinstating this service;

It was MOVED by I. Béland, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; that the *Réseau de transport de la Capitale* consider offering transitional transportation, at the very least, two times per day in the morning and in the afternoon;

THAT the *Réseau de transport de la Capitale* meet with representatives of the Council of Commissioners of the Central Québec School Board as soon as possible to attempt to find a reasonable and a cost-efficient solution; and

THAT copy of this resolution be sent to the President of the *Réseau de transport de la Capitale*, Rémy Normand, the Mayor of Québec City, Régis Labeaume, the MNA of La Peltrie, Éric Caire, the MNA of Chauveau, Gérard Deltell, the *ministre du Travail et ministre responsable de la région de la Capitale-Nationale*, Sam Hamad and to the Governing Board of Dollard-des-Ormeaux School.

14-12.14**Committee Reports**a) Executive Committee

A meeting was held on December 9, 2014. The main point being the consultation of:

- Code of Ethics and Professional Conduct for the Commissioners of the Central Québec School Board;
- Rules of Order and Procedure for Meetings of the Council of Commissioners.

b) Parents' Committee

A meeting was held on December 6, 2014. I. Béland made a report on the meeting, the main points of discussion being:

- Presentation on the applications of The Leading English Education and Resource Network (LEARN);
- The proposed Bill 10, *Loi modifiant l'organisation et la gouvernance du réseau de la santé et des services sociaux notamment par l'abolition des agences régionales*.
- Fees charged to parents on equipment for students in schools

S. Nellis left the meeting at 8:52 p.m.

14-12.14

Committee Reports (continued)

c) Special Needs Advisory Committee

A meeting was held on November 17, 2014. G. Farnell made a report on this meeting mentioning that the Committee is looking over the internal organization.

d) Transport Advisory Committee

No meeting was held.

e) Audit Committee

No meeting was held. The next meeting will be held in February, 2015.

f) Evaluation of the Director General

No meeting was held. A meeting will be scheduled in January, 2015.

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

No meeting was held.

i) Riverside Schools Ad Hoc Committee

A meeting was held on November 28, 2014. D. Ford-Caron made a report on this meeting; she mentioned that the timeline done by the Director General was an excellent working tool. The next meeting will be held in January 2015, it was noted that the next public meeting will be held on February 25th, 2015.

Videoconference was lost for all regions;
Commissioners:
C. Guay,
C. Falle,
J.-A. Toulouse,
S. Downs,
D. Ford-Caron,
returned to the meeting at 8:55 p.m.

14-12.15

Quebec English School Boards Association

a) Report from the Board of Directors

No meetings were held.

b) Reports from the Committees

No meetings were held.

14-12.15 **Quebec English School Boards Association (continued)**

c) **Group Insurance**

QESBA had advised that the insurance policy will be renewed. A copy of the policy was sent to commissioners by e-mail. No questions were asked.

14-12.16 **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Wednesday, January 21st, 2015 at 7:00 p.m.

14-12.17 **Question period**

a) **Public**

No public was present.

b) **Commissioners**

Q. from E. Paradis: How are the recent water damages at Everest Elementary School being treated?

The Director General requested that L. Després respond to this situation.

A. by L. Després: The damage has been repaired; the floor surface will be redone by January in the new wing.

14-12.18 **In-camera session**

No in-camera session was held.

14.12.19 **Adjournment**

The meeting was ADJOURNED at 9:16 p.m. on a MOTION by H. Clibbon, SECONDED by S. Downs.

Patti L. Moore
Secretary General

Stephen Burke
Chairman