



**Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, January 17, 2018 at 7:00 p.m. at the Board Office, 2046 chemin Saint-Louis, Québec (Québec) G1T 1P4.**

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

Absent: Isabel Béland Parent Commissioner

In attendance:	François Garon	Information Technology Technician
	Yves Lambert	Treasurer, CQTA
	Anne Letellier de St-Just	Student Ombudsman (left at 7:16 p.m.)
	Melanie Simard	Recording Secretary
	Sandra W. Griffin	Secretary General

**18-01.01 Call to Order**

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

**18-01.02 Approval of the Agenda**

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

**18-01.03 Public Question Period**

No questions were asked.

**18-01.04 Question Period for Students**

No students were present.

**18-01.05**      **Correspondence from Students**

No correspondence was received.

**18-01.06**      **Approval of the minutes of the regular meeting held on December 13, 2017**

It was MOVED by E. Paradis, SECONDED by S. Downs and unanimously RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, December 13, 2017 be accepted as circulated.

**18-01.07**      **Business arising from the minutes**

There was no business arising from the minutes.

**18-01.08**      **Report from the Student Ombudsman**

The Student Ombudsman, Ms. Anne Letellier de St-Just noted that this was her sixth report presented to the Council of Commissioners. She is usually called upon once the complainant has exhausted the various avenues available to them by the School Board.

Ms. Letellier de St-Just delivered a report in person stating that she had received a total of nine complaints for the 2016-2017 school year, dealt with to the satisfaction of all. Details will be included in the CQSB Annual Report.

**18-01.09**      **Report from the Chairman**

The Chairman had sent his report to Commissioners that addressed the following:

- QESBA Executive Committee meeting – Strategic Plan Session – December 15, 2017
- QESBA Board of Directors Meeting – December 15, 2017
- Agenda Meeting – January 9, 2018

**18-01.10**      **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) January Principals' Meeting
- c) STAC Meeting
- d) We Are CQ
- e) 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

18-01.11

New Business

a) 2018-2019 School Calendar- Adult and Vocational Education (adoption)

WHEREAS section 238 of the Education Act stipulates that every school board shall establish the school calendar of its schools, considering the provisions of the basic school regulation;

WHEREAS the teachers' collective agreement provides for a committee that is consulted on the school calendar;

WHEREAS the calendar was passed through school council at the meeting held on November 1, 2017;

WHEREAS the calendar was officially adopted on November 14, 2017 by the EQLC General Assembly;

WHEREAS both committees recommend the adoption of the proposed calendar for the 2018-2019 school year;

It was MOVED by D. Cornforth, SECONDED by J. Robert and unanimously RESOLVED; THAT the Central Québec School Board accept the school calendar (Adult and Vocational Sector) for the 2018-2019 school year as in **Appendix 1** to the minutes.

b) Revision of 2018-2019 School Calendar - Youth Sector, Québec City Region

WHEREAS the Council of Commissioners recommended, at the November 22, 2017 regular meeting, the adoption of the school calendar (Québec City - Youth Sector) for the 2018-2019 school year;

WHEREAS two pedagogical days were scheduled on November 15<sup>th</sup> and 16<sup>th</sup>, 2018;

WHEREAS the QPAT Convention will be held on November 22<sup>nd</sup> and 23<sup>rd</sup>, 2018;

It was MOVED by W. Marois, SECONDED by J. Kilganan and unanimously RESOLVED; THAT the Council of Commissioners adopt the revised 2018-2019 school calendar for the Youth Sector, Québec City region.

New Business (continued)c) Motion to Rescind Resolution 17-08.10 d)

WHEREAS the Council of Commissioners adopted at the August 23, 2017 regular meeting a resolution accepting the net taxation rate;

WHEREAS the original resolution had an anomaly in the taxation rate;

It was MOVED by C. Lavallee, SECONDED by S. Downs and unanimously RESOLVED; THAT the Council of Commissioners rescind resolution 17-08.10 d) from the August 23, 2017 regular meeting.

d) Adoption of the 2017-2018 Gross and Net Taxation Rates

WHEREAS as specified by the Education Act, the Central Québec School Board must set the school tax rate at the time of the adoption of the budget of the school board;

WHEREAS the budgetary projections set the gross taxation rate at \$0.35 per \$100.00 of real evaluation;

WHEREAS this rate is determined by the *ministère de l'Éducation, du Loisir et du Sport* and is the maximum established in the Education Act;

WHEREAS the budgetary projections set the net taxation rate at \$ 0.30932 per \$100.00 of real evaluation;

It was MOVED by C. Guay, SECONDED by J.-A. Toulouse and unanimously RESOLVED; THAT the gross and net taxation rates be adopted as presented.

e) Group Consortium – Insurance Liability Portfolio

WHEREAS the liability insurance portfolio obtained through the coming together 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 2018-2019 school year;

WHEREAS the *Commission scolaire des Appalaches* has agreed to represent the consortium of school boards in its dealings with the consultant, Guy Turcot, in partnership with *Les Conseillers en Assurance Adelson & Associés (CAAA)*, a Québec insurance consulting firm duly authorized by the AMF;

WHEREAS it is in the interest of the Central Québec School Board to maintain membership in the consortium;

New Business (continued)e) Group Consortium – Insurance Liability Portfolio (continued)

It was MOVED by W. Marois, SECONDED by D. Cornforth 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 2018-2019 school year; and

THAT the School Board mandate the consultant, Guy Turcot, as designated administrator for *Les Conseillers en Assurance Adelson & Associés (CAAA)*, a Québec insurance consulting firm duly authorized by the AMF to enter into negotiation with the firm BFL, insurance broker under the renewal option clause, or 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 des Appalaches* 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 to commit to accept the recommendation of the consortium of certain school boards of regions 01, 02, 03, 04, 09, 11, 12 and 17 to obtain a liability insurance portfolio, either to renew with the firm BFL or with the firm determined following a call for tenders; and

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

f) Adoption of an Elections Returning Officer

WHEREAS article 22 of the Act respecting school elections states that the Director General of the School Board is the returning officer *ex officio*. He may refuse to act as such only with authorization of the Council of Commissioners, who shall, in that case, appoint another person to replace him;

WHEREAS the Director General recommends the hiring of an outside Returning Officer, for the November 2018 school-board elections;

WHEREAS the Returning Officer is to be paid in accordance with the tariff of remuneration and expenses of election officers fixed by government regulations as stipulated in Chapter E-3.3. of the Election Act;

WHEREAS the *Directeur général des élections du Québec* recently provided the Central Québec School Board with detailed information on the rates;

**18-01.11**

**New Business (continued)**

f) Adoption of an Elections Returning Officer (continued)

It was MOVED by J. Rosenhek, SECONDED by D. Ford-Caron and unanimously RESOLVED; THAT the Council of Commissioners of the Central Québec School Board authorize the Director General to not act as returning officer; and

THAT the Council of Commissioners authorize the hiring of Ms. Cathleen Scott to act as Returning Officer; and

THAT the Returning Officer be paid in accordance with the tariff of remuneration and expenses of election officers fixed by government regulations as stipulated in Chapter E-3.3. of the Election Act; and

THAT the mandate of the Returning Officer shall enter into force January 17, 2018; and

THAT the Director General be authorized to sign the contract on behalf of the Central Québec School Board.

**18-01.12**

**Committee Reports**

a) Executive Committee

No meeting was held. A meeting is scheduled on February 6, 2018.

b) Parents' Committee

No meeting was held. A meeting is scheduled on January 24, 2018.

c) Special Needs Advisory Committee

No meeting was held.

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.

**18-01.12**      **Committee Reports (continued)**

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

No meeting was held.

i) Resource Allocation Committee

No meeting was held.

**18-01.13**      **Quebec English School Boards Association**

a) Report from the Board of Directors

D. Ford-Caron had sent her report to Commissioners that addressed the following:

- Finance
- Spring Conference
- Parent Committee
- Taxation
- School Board Elections
- Renewal of Committees
- Strategic Plan
- Executive Director
- Professional Development

The next Board of Directors meeting is scheduled on February 9, 2018.

b) Report from Committees

No report was made.

**18-01.14**      **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Wednesday, February 21, 2018.

**18-01.15**      **Question period**

a) Public

No questions were asked.

**18-01.15**      **Question period (continued)**

b) **Commissioners**

A question from C. Falle on the responsibility of parents who drive other students to various extracurricular activities, does the School Board have insurance for this or is it the drivers responsibility? A discussion was made, no official answer can be given at the time, information will be gathered and brought back to the Council of Commissioners.

**18-01.16**      **In-camera session**

No in-camera session was held.

**18-01.17**      **Adjournment**

The meeting was ADJOURNED at 8:01 p.m. on a MOTION by C. Falle.

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Sandra Wright Griffin  
Secretary General

Stephen Burke  
Chairman

Approved on March 21, 2018.





**CENTRAL QUÉBEC SCHOOL BOARD**

**2018-2019 SCHOOL CALENDAR**

**Everest, Holland, St. Vincent, Ste-Foy and Valcartier Elementary Schools  
Dollard-des-Ormeaux, Quebec High School and St. Patrick's High School**

AUGUST 2018							SEPTEMBER 2018							OCTOBER 2018							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4							1		1	2	3	4	5	6	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				
							30														
NOVEMBER 2018							DECEMBER 2018							JANUARY 2019							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3							1			1	2	3	4	5	
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			
							30	31													
FEBRUARY 2019							MARCH 2019							APRIL 2019							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					1	2							1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
24	25	26	27	28			24	25	26	27	28	29	30	28	29	30					
							31														
MAY 2019							JUNE 2019							KEY							
S	M	T	W	T	F	S	S	M	T	W	T	F	S		Holidays for students/teachers	16					
			1	2	3	4							1		Pedagogical Days	17					
5	6	7	8	9	10	11	2	3	4	5	6	7	8		Board organized ped days						
12	13	14	15	16	17	18	9	10	11	12	13	14	15		Snowstorm/emergency closures	3					
19	20	21	22	23	24	25	16	17	18	19	20	21	22		March break	5					
26	27	28	29	30	31		23	24	25	26	27	28	29		First day of school: August 29, 2018						
							30								Last day of school: June 21, 2019						
1 <sup>st</sup> snow day to be used on: Jan. 25, 2019							2 <sup>nd</sup> snow day to be used on: April 18, 2019							Number of student days: 180							
3 <sup>rd</sup> snow day to be used on: May 3, 2019														Number of teacher days: 200							
*November 8th and 9th: ped. days for QPAT convention														Last revised on March 21, 2018							