



Approved minutes of the meeting of the Council of Commissioners of the Central Québec School Board held on Friday, May 9, 2014 at 7:30 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland	Parent Commissioner
	Darlene Brown	Commissioner (by telephone)
	Stephen Burke	Chairman
	Heather Clibbon-Coté	Commissioner
	Marie-Claude Doucet	Commissioner (by videoconference)
	Kevin Jack	Commissioner
	Robert Lemelin	Commissioner
	Stephen Nellis	Parent Commissioner
	Esther Paradis	Commissioner
	Jean Robert	Vice-Chairman
	Marielle Stewart	Director General
	Jo-Ann Toulouse	Commissioner (by videoconference)
	Marie-Soleil Tremblay	Commissioner
	Robert Vallières	Commissioner
	Edward Vining	Commissioner
	Aline Visser	Commissioner
Absent:	Debbie Ford-Caron	Commissioner
	Chantal Guay	Commissioner
	Wyna Marois	Commissioner
	Jo Rosenhek	Commissioner
In attendance:	Gina Farnell	Director of Complementary Services (left at 7:41 p.m.)
	François Garon	Computer Technician
	Cassandra Kerwin	Journalist at Québec Chronicle Telegraph
	Patti L. Moore	Secretary General
	Marty Patterson	CQTA President
	Stephen Pigeon	Director of Instructional Services
	Melanie Simard	Executive Secretary

14-05.01 Call to order

The Chairman called the meeting to order at 7:34 p.m.

S.Burke mentioned that May 9th is National Day of Honour; the Government of Canada has set aside this day to mark the end of our country's mission in Afghanistan. This important day is to pay tribute to the fallen, the sacrifices of the wounded, and the special burden borne by families, he invited everyone to honour the legacy of these heroes with a moment of silence.

14-05.02 **Approval of the agenda**

It was MOVED by R. Lemelin, SECONDED by A. Visser and UNANIMOUSLY RESOLVED, that the agenda be approved with the following modifications:

Remove: **Item 10. f)** Adoption of a Short-Term Resolution for the Riverside Schools; and
 Item 10. g) Formation of a Committee to Develop a Long-Term Plan for the Riverside Schools.

14-05.03 **Public question period**

No questions were asked.

14-05.04 **Question Period for Students**

No students were present.

14-05.05 **Correspondence from Students**

No correspondence was received.

14-05.06 **Approval of the minutes of the regular meeting held on April 11, 2014**

It was MOVED by H. Clibbon-Coté , SECONDED by A. Visser and RESOLVED, that the minutes of the regular meeting of the Council of Commissioners held on April 11th, 2014 be approved as presented.

Commissioners D. Brown and R. Lemelin abstained from voting.

14-05.07 **Business arising from the minutes**

No business to report.

14-05.08 **Report from the Chairman**

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

- QESBA Executive Committee - April 17th
- MacLean Memorial Extension - April 23rd
- CQSB DIS Selection Committee - April 25th
- CQSB Support Staff Luncheon - April 25th
- CQSB Agenda Meeting - April 30th
- QESBA Finance Committee - May 1st
- CQSB DIS Selection Committee - May 2nd
- VEQ Leadership Table Meeting - May 5th
- November School Board Elections

14-05.09

Director General's Report

The Council received information regarding the following items:

- a) Up-date on Strategic Planning
- b) Québec History Program
- c) *Programme d'éducation financière*
- d) CPNCA Management Negotiations Committee Visit
- e) Bill 100
- f) Labour Relations Committees
 - i. Senior Staff of Service – Directors, Coordinators and Management Staff
 - ii. Senior Staff of Schools and Centre – Principals
 - iii. Teachers

M. Stewart advised the Council that the new Québec History Program has been delayed to permit the new government to insure that the content is adequate.

14-05.10

New Business

- a) Adoption of the QOSB Special Education Policy

WHEREAS the original Policy for the Organization of Educational Services for Students with Handicaps, Social Maladjustments or Learning Delays, was last adopted on March 15, 2003;

WHEREAS the Complementary Services department has recommended changes to certain sections;

WHEREAS a draft of the revised Policy was deposited at the November 15th, 2014 meeting;

WHEREAS the Administrative Council, school principals and the Special Needs Advisory Committee members were consulted and agreed to the recommended changes;

It was MOVED by A. Visser, SECONDED by M.-C. Doucet and UNANIMOUSLY RESOLVED, that the revised Policy for the Organization of Educational Services for Students with Handicaps, Social Maladjustments or Learning Delays be adopted as in **Appendix 1** to the minutes.

New Business (continued)

b) Recommendation of Selection Committee: Nomination of a Director of Instructional Services

WHEREAS the appointment of a Director General caused the position of Director of Instructional Services, Adult and Vocational Education to become vacant;

WHEREAS as stipulated in the Recruitment, Selection and Hiring Policy a Selection Committee was formed for the selection of a Director of Instructional Services, Adult and Vocational Education;

WHEREAS at the April 4, 2014 special meeting a Selection Committee was formed composed of the Director General, the Director of Instructional Services as well as three Commissioners: J.-A. Toulouse, H. Clibbon-Coté and S. Burke;

WHEREAS the position was posted, interviews were held and the Selection Committee has prepared a recommendation to the Council of Commissioners;

It was MOVED by J.-A. Toulouse, SECONDED by H. Clibbon-Coté and UNANIMOUSLY RESOLVED, that the Council of Commissioners accept the recommendation of the Selection Committee; and

THAT the Director General be mandated to offer the position to the candidate recommended by the Selection Committee and that the name of the candidate be consigned to the minutes of the next meeting of the Council of Commissioners; and

THAT once the candidate has accepted the position, a public announcement be made; and

THAT the appointment of the new Director of Instructional Services, Adult and Vocational Education will be effective as of July 16th, 2014 subject to the signing of a contract and to the working conditions established in the government regulation currently in force; and

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

New Business (continued)

c) Appointment of a Commissioner on Selection Committees

WHEREAS the appointment of the Director of Instructional Services will cause a position of to become vacant;

WHEREAS as stipulated in the Recruitment, Selection and Hiring Policy a Selection Committee must be formed;

It was MOVED by A. Visser, SECONDED by R. Lemelin and UNANIMOUSLY RESOLVED, that a Selection Committee be formed; and

THAT the Selection Committee be formed of the Director General, the Director of Instructional Services as well as Commissioner Aline Visser.

d) Appointment of a Commissioner on Selection Committee

WHEREAS the following positions have become open:

- * School Principal: Indefinite Term Contract: MacLean Memorial School
- * School Principal: Definite Term Contract: Holland Elementary School

WHEREAS the job descriptions and postings for the positions have been accepted;

WHEREAS the Recruitment, Selection and Hiring Policy provides for a Selection Committee of from three to five people;

It was MOVED by M.-C. Doucet, SECONDED by A. Visser and UNANIMOUSLY RESOLVED, that the Selection Committee for the position of Principal of MacLean Memorial School (Indefinite Term Contract) be composed of the Director General, the Director of Instructional Services, the Director of Complementary Educational Services and Commissioner Jo-Ann Toulouse;

It was MOVED by R. Lemelin, SECONDED by K. Jack and UNANIMOUSLY RESOLVED, that the Selection Committee for the position of Principal of Holland Elementary School (Definite Term Contract) be composed of the Director General, the Director of Instructional Services, the Director of Complementary Educational Services and Commissioner Kevin Jack.

New Business (continued)e) New Program Authorization: Sales Representative (adoption)

WHEREAS the Central Québec School Board wishes to offer the Sales Representative program on its territory on the basis of variable starting and ending dates;

WHEREAS the *ministère de l'Éducation, du Loisir et du Sport* has authorized the Central Québec School Board to provide the Sales Representative program;

WHEREAS it is in the best interest of potential students that the Central Québec School Board offer the program;

It was MOVED by H. Clibbon-Coté, SECONDED by J.-A. Toulouse and UNANIMOUSLY RESOLVED, that the Council of Commissioners of the Central Québec School Board accept to support the request to the MELS to be authorized to offer the Sales Representation program.

f) Day, Time and Place of Regular Meetings 2014-2015

The following resolution was deposited and discussed. It will be presented for adoption at the June 2014 meeting once public notice is given.

WHEREAS section 162 of the Education Act indicates that the Council of Commissioners must adopt a by-law concerning the day, time and place of its regular meetings;

WHEREAS section 392 of the Education Act stipulates that public notice must be given before the adoption of a by-law;

Be it RESOLVED; that pursuant to article 162 of the Education Act, for the 2014-2015 school year regular meetings of the Council of Commissioners be held at 7:30 p.m. at the Board Office on the dates indicated below:

- Wednesday, August 20, 2014
- Friday, September 12, 2014
- October, 2014: election period; no meeting
- Friday, November 14, 2014 (welcome, swearing in)
- Wednesday, December 10, 2014
- Wednesday, January 21, 2015
- Wednesday, February 18, 2015
- Wednesday, March 25, 2015
- Friday, April 17, 2015
- Friday, May 15, 2015
- Friday, June 19, 2015

Committee Reports

a) Executive Committee

A meeting was held on May 5, 2014. The main point was the situation of the Riverside schools, how to manage the short term plan. It was noted that there will be a meeting on May 21st with the staff and Governing Board of Riverside Regional Elementary and Secondary Schools.

b) Parents' Committee

No meeting was held. A meeting will be held on May 10, 2014.

c) Transport Advisory Committee

No meeting was held.

d) Audit Committee

No meeting was held.

e) Evaluation of the Director General

No meeting was held.

f) Communications Committee

No meeting was held.

g) Human Resources Committee

No meeting was held. A meeting is scheduled for May 13, 2014.

h) Ethics and Governance Committee

No meeting was held.

i) Ad Hoc Committee on Short and Long Term Planning

No meeting was held.

14-05.12 **Quebec English School Boards Association**

a) Report from the Board of Directors

No report was made.

b) Reports from the Committees

No meetings; no report.

14-05.13 **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Friday, June 13, 2014.

14-05.14 **Question period**

a) Public

No questions were asked.

b) Commissioners

No questions were asked. S Burke mentioned that he will be attending the Parents' Committee meeting on Saturday, May 10, 2014 to discuss of the school elections in November 2014.

14-05.15 **In-camera session**

No in-camera session was held.

14.05.16 **Adjournment**

The meeting was ADJOURNED at 7:55 p.m. on a MOTION by H. Clibbon-Coté, SECONDED by R Vallières.

Patti L. Moore
Secretary General

Stephen Burke
Chairman

Adopted on June 13, 2014.