



**Approved minutes of the meeting of the Council of Commissioners of the Central Québec School Board held on Friday, April 17, 2015 at 7:00 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.**

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

**15-04.01**      **Call to order**

The Vice-Chairman called the meeting to order at 7:00 p.m.

**15-04.02**      **Approval of the agenda**

It was MOVED by E. Paradis, SECONDED by A. Visser and UNANIMOUSLY RESOLVED; THAT the agenda be approved as circulated.

**15-04.03**      **Public question period**

No public was present.

**15-04.04**      **Question Period for Students**

No students were present.

**15-04.05**      **Correspondence from Students**

No correspondence was received.

**15-04.06**      **Approval of the minutes of the regular meeting held on March 25, 2015**

It was MOVED by W. Marois, SECONDED by C. Guay and UNANIMOUSLY RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, March 25, 2015 be accepted as circulated.

**15-04.07**      **Business arising from the minutes**

There was no business arising from the minutes.

**15-04.08**      **Report from the Chairman**

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

- Meetings of the Ad Hoc Committee on the Reorganization of RRES and RRHS - March 26<sup>th</sup>, 2015
- QESBA Finance Committee Meeting - March 31<sup>st</sup>, 2015
- QESBA Executive Committee Meeting - April 8<sup>th</sup>, 2015
- QESBA Board of Directors Meeting - April 10<sup>th</sup>, 2015

**15-04.09**      **Director General's Report**

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| Parent-<br>Commissioner<br>P. Poulin<br>arrived at 7:14<br>p.m. |
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The Director General formally addressed the Council on the following items:

- a) Up-date on Strategic Planning
- b) Negotiations
- c) Student Enrolment Statistics
- d) Examination Schedule
- e) MAC Meetings
- f) Upcoming Principals' Meeting
- g) Update on 2015 Early Childhood Symposium
- h) 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

New Businessa) 2015-2016 CQSB Staffing Plan (provisional approval)i) Allocation for management staff (Senior Staff of schools, Centre and of the Board Office)

The Council of Commissioners provisionally accepted the allocation for management staff of schools, centre and of the Board Office as presented on the summary of recommended staffing plan for 2015-2016 dated April 17, 2015, pending final approval of the budget.

ii) Allocation for professional staff (spiritual & community life animators, EQLC professionals, servicing schools, Board Office)

The Council of Commissioners provisionally accepted the allocation for professional staff of schools, centre and of the Board Office as presented on the summary of recommended staffing plan for 2015-2016 dated April 17, 2015, pending final approval of the budget.

iii) Allocation for support personnel (Board Office, janitorial services, documentation technicians, laboratory technicians, in-school support personnel, student supervisors)

The Council of Commissioners provisionally accepted the allocation for support personnel of schools, centre and of the Board Office as presented on the summary of recommended staffing plan for 2015-2016 dated April 17, 2015, pending final approval of the budget.

b) Policy and Procedures for Home-Schooling (adoption)

WHEREAS the Central Québec School Board does not currently have a Policy and Procedures for Home-Schooling;

WHEREAS in the province of Québec, the Education Act requires a school board to follow any family that is homeschooling its children and to ensure that the family is provided with the support required to deliver the contents of the Québec Education Program and the resulting compulsory evaluation measures;

WHEREAS a draft Policy was deposited for consultation at the March 25, 2015 regular meeting of the Council of Commissioners;

WHEREAS the purpose of this policy is to set out guidelines and procedures by which the Central Québec School Board will enter into agreement with the parents/ legal guardians who wish to provide homeschooling for their child;

WHEREAS the Policy also outlines the legal responsibilities of each of the parties as well as the requirements for evaluation of the learning provided through home schooling;

New Business (continued)

b) Policy and Procedures for Home-Schooling (adoption) (continued)

WHEREAS the draft Policy was reviewed by the Administrative Council and by the unions and associations;

It was MOVED by S. Downs, SECONDED by E. Paradis and UNANIMOUSLY RESOLVED; THAT the Central Québec School Board Council of Commissioners adopt the CQSB Policy and Procedures for Home-Schooling as presented in **Appendix 1**.

c) Policy on the Distribution of Medication in Schools (adoption)

WHEREAS the Central Québec School Board does not currently have a Policy on Distribution of Medication.

WHEREAS Central Québec School Board schools have repeatedly requested guidelines regarding the distribution of medication to students;

WHEREAS a draft policy was deposited for consultation at the February 18, 2015 regular meeting of the Council of Commissioners;

WHEREAS the draft policy was reviewed by the Administrative Council and by the unions and associations;

It was MOVED by A. Visser, SECONDED by H. Clibbon and RESOLVED; THAT the Central Québec School Board Council of Commissioners adopt the CQSB Policy on Distribution of Medication as presented in **Appendix 2**.

Commissioner D. Ford-Caron voted against.  
Commissioner H. Clibbon abstained from voting.

d) Student Expulsion Policy (adoption)

WHEREAS the Central Québec School Board does not currently have a Student Expulsion Policy;

WHEREAS there is reference to the procedures regarding expulsion in the Policy for a Drug and Alcohol-Free Environment for Students in Schools and Centres;

WHEREAS a draft policy containing only the above-mentioned reference was deposited for consultation at the February 18, 2015 regular meeting of the Council of Commissioners;

WHEREAS the draft policy was reviewed by the Administrative Council;

15-04.10

**New Business (continued)**

d) Student Expulsion Policy (adoption) (continued)

It was MOVED by H. Clibbon, SECONDED by J. Rosenhek and UNANIMOUSLY RESOLVED; THAT the Council of Commissioners adopt the Student Expulsion Policy as presented in **Appendix 3**.

e) Nomination of CQSB GRICS Voting Delegate and Substitute

WHEREAS the Central Québec School Board is member of the *Société de gestion du réseau informatique des commissions scolaires* (GRICS) and must appoint an official delegate to represent the School Board and act on its behalf;

It was MOVED by A. Visser, SECONDED by C. Guay and UNANIMOUSLY RESOLVED; THAT Pierrette Laliberté be the Central Québec School Board's official delegate for all regular general assemblies or special meetings of the GRICS; and

THAT should the official delegate not be able to attend a meeting, that Stephen Pigeon, be the alternate delegate.

15-04.11

**Committee Reports**

a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on April 11, 2015. No report.

c) Special Needs Advisory Committee

No meeting was held. A meeting is scheduled for April 20, 2015.

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. A meeting will be held on May 4, 2015.

**15-04.11**      **Committee Reports (continued)**

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 March 26, 2015. J. Robert made a report on this meeting.

**15-04.12**      **Quebec English School Boards Association**

a) Report from the Board of Directors

D. Ford-Caron had sent a report to commissioners that addressed the following:

- QESBA meeting with Minister Blais on April 17, 2015
- Spring Conference
- Presentation by Lester B. Pearson School Board

The next meeting is Monday, April 20, 2015 at 8 a.m.

b) Reports from the Committees

No report was made.

**15-04.13**      **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Friday, May 15<sup>th</sup>, 2015 at 7:00 p.m.

**15-04.14**      **Question period**

a) Public

No public was present.

b) Commissioners

No questions were asked.

**15-04.15**      **In-camera session**

No in-camera session was held.

15-04.16

**Adjournment**

The meeting was ADJOURNED at 8:06 p.m. on a MOTION by H. Clibbon, SECONDED by C. Guay.

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Patti L. Moore  
Secretary General

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Jean Robert  
Vice-Chairman

Approved on May 15, 2015.