



**Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, December 16, 2015 at 7:00 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.**

<b>Present:</b>	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 Rosenhek Jo-Ann Toulouse Aline Visser	Parent Commissioner Chairman Commissioner Commissioner (videoconference) Parent Commissioner (videoconference) Commissioner (videoconference) Commissioner (videoconference) Commissioner Parent Commissioner (videoconference) Commissioner Director General Parent Commissioner (videoconference) Vice-Chairman (videoconference) Commissioner Commissioner (videoconference) Commissioner
<b>Absent:</b>	Kevin Jack	Commissioner
<b>In attendance:</b>	François Garon Sandra Wright Griffin Pierrette Laliberté  Yves Lorange  Melanie Simard Mark Sutherland	Computer Technician Interim Secretary General Human Resources Director and Assistant Director General Director of Financial Services, Buildings and Equipment Executive Secretary Director of Instructional Services

**15-12.01 Call to Order**

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

**15-12.02**      **Approval of the Agenda**

It was MOVED by E. Paradis, SECONDED by A. Visser and UNANIMOUSLY RESOLVED; THAT the agenda be approved with the following modifications:

**Addition:** Student Ombudsman Report, to be placed following the Director General's Report; and

**Deletion:** Item 11. f) Request for a Waiver from the Recruitment, Selection and Hiring Policy: Interim Principalship - Shawinigan High School; and

Renumber the items accordingly.

**15-12.03**      **Public Question Period**

No public was present.

**15-12.04**      **Question Period for Students**

No students were present.

**15-12.05**      **Correspondence from Students**

No correspondence was received.

**15-12.06**      **Approval of the minutes of the regular meeting held on November 18, 2015**

It was MOVED by W. Marois, SECONDED by P. Poulin and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, November 18, 2015 be accepted as circulated.

Commissioner E. Paradis abstained from voting.

**15-12.07**      **Business arising from the minutes**

There was no business arising from the minutes.

**15-12.08**      **Report from the Chairman**

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

- Meeting with the nine Chairpersons of the Capitale-Nationale and Chaudières-Appalaches regions - November 20th
- Riverside Schools Ad Hoc Committee meeting - November 23rd
- QESBA Finance Committee meeting - November 27th
- Agenda meeting - December 3rd
- Meeting with the MEESR on Military Eligibility - December 9th
- QESBA special meeting of the Chairs - December 11th

**15-12.09**      **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 Hamper
- c) Update on Negotiations
- d) January 2016 Principal Meetings
- 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

**15-12.10**      **Student Ombudsman Report**

In Ms. Anne Letellier de St-Just's absence, the Chairman read the integrality of the report for the 2014-2015 school year.

It was MOVED by A. Visser, SECONDED by H. Clibbon and UNANIMOUSLY AGREED; THAT the Central Québec School Board Council of Commissioners accept the 2014-2015 Student Ombudsman Report as presented.

**15-12.11**      **New Business**

- a) Three-Year Plan and the Destination of Immovables and Deeds of Establishment (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 J. Rosenhek, SECONDED by C. Guay 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, 2016-2017, 2017-2018 and 2018-2019 school years as in **Appendix 1** to the minutes.

- b) Choice of Date of the Public Meeting to Present the Annual Report

It was MOVED by D. Ford-Caron, SECONDED by P. Poulin and UNANIMOUSLY RESOLVED; THAT the Annual Public Meeting, at which the 2014-2015 Annual Report will be presented, be scheduled for February 17, 2015 at 8:00 p.m.

New Business (continued)c) Nomination of External Auditors for 2015-2016

WHEREAS the Central Québec School Board received tenders from accounting firms for the external audit for a period of three years beginning with the 2015-2016 school year;

WHEREAS the Audit Committee was mandated to act as the Selection Committee for external auditing services;

WHEREAS the Audit Committee analyzed the tenders received and prepared a recommendation for the Council of Commissioners;

WHEREAS section 284 of the Education Act stipulates that school boards must nominate external auditors annually;

It was MOVED by J. Robert, SECONDED by A. Visser and UNANIMOUSLY RESOLVED; THAT the Council of Commissioners accept the recommendation of the Audit Committee and nominate the firm of Raymond Chabot Grant Thornton as external auditors for the Central Québec School Board for a three-year period beginning with the 2015-2016 school year plus a two-year period.

d) Consortium of School Boards: Liability Insurance Portfolio

WHEREAS the liability insurance portfolio obtained through a group purchasing of school boards located in administrative regions 01, 02, 03, 04, 09, 11 and 12 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 2016-2017 school year;

WHEREAS the *Commission scolaire des Appalaches* has agreed to represent the consortium of school boards in its dealings with Guy Turcot, of *Groupe Turcot inc.*;

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

It was MOVED by E. Paradis, SECONDED by S. Downs 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 and 12 for the renewal of its liability insurance for the 2016-2017 school year; and

THAT the School Board mandate the firm of *Groupe Turcot 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

New Business (continued)

d) Consortium of School Boards: Liability Insurance Portfolio (continued)

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 after presentation of the analysis of the tenders by the firm of *Groupe Turcot inc.*, the School Board agree to accept the recommendation resulting from the tender process; and

THAT the Secretary General be authorized to sign all documents pertaining to the insurance policy.

e) Group Purchasing Program: Judicial Background Checks

WHEREAS the Central Québec School Board has the obligation to verify the background checks of its employees (Education Act, art. 261.0.1) and other individuals who are likely to be in contact with students (Education Act, art. 261.02 and 261.03) and for whom they decide to verify the judicial background;

WHEREAS the *Fédération des commissions scolaire du Québec* (FCSQ) made an offer to English School Boards to participate in a group purchase plan for the verification of background checks;

WHEREAS the Director General and the Director of Human Resources studied the FCSQ proposed mandate to enter into a group purchase plan for the verification of background checks of employees and other individuals who are likely to be in contact with students;

WHEREAS the Director General signed on October 28, 2015 a document confirming our intention to participate in a group purchase plan for the verification of background checks;

It was MOVED by W. Marois, SECONDED by D. Ford-Caron and UNANIMOUSLY RESOLVED; THAT the Central Québec School Board Council of Commissioners approves the participation of the Central Québec School Board for the group purchase plan coordinated by the FCSQ; and

THAT the Director of Human Resources be authorized to sign the documents on behalf of the School Board.

**15-12.11****New Business (continued)**f) Hiring of a Firm: Feasibility Study - Improving Energy Efficiency

WHEREAS the Central Québec School Board can take advantage of the measure 50640 *Travaux d'amélioration de l'efficacité énergétique* budget for a feasibility study;

WHEREAS this type of detailed feasibility study provides leverage for an auto-financed loan application with the *Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche*, which will be reimbursed with the guaranteed savings;

WHEREAS the Central Québec School Board need not disburse any sums of money for this study in the eventuality that the period of return on investment, identified as six (6) years in their proposal, and that the savings in dollars specified in the said proposal must be at least equal;

WHEREAS there is a possibility for the Central Québec School Board to negotiate any new modifications they wish to add on an eventual contract;

It was MOVED by W. Marois, SECONDED by H. Clibbon and RESOLVED; THAT the Central Québec School Board Council of Commissioners accept to mandate the firm *Énergère* (360, rue Notre-Dame Ouest, bureau 300, Montréal, QC, H2Y 1T9) to carry out a feasibility study as their proposal meets the requirements and specifications of the Central Québec School Board Selection Committee's expectations; and

THAT the Director General be authorized to ensure the appropriate follow-up.

Commissioners J.-A. Toulouse, C. Guay, D. Ford-Caron and S. Downs voted against.

**15-12.12****Committee Reports**a) Executive Committee

No meeting was held.

b) Parents' Committee

A meeting was held on December 5, 2015. I. Béland and S. Nellis made a report on the meeting.

c) Special Needs Advisory Committee

A meeting was held on November 30, 2015. P. Poulin made a report on the meeting.

**15-12.12**      **Committee Reports (continued)**

d) Transport Advisory Committee

No meeting was held.

e) Audit Committee

A meeting was held on December 16, 2015. J. Robert had made a report on this meeting at Item 11. c) in New Business.

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) Riverside Schools Ad Hoc Committee

A meeting was held on November 23, 2015. J. Robert made a report on this meeting.

**15-12.12**      **Quebec English School Boards Association**

a) Report from the Board of Directors

No report was made.

b) Reports from Committees

S. Burke made a report on the Finance Committee meeting.

**15-12.13**      **Next meetings**

The next regular meeting of the Council of Commissioners will be held on Wednesday, January 20, 2015 and a special meeting will be held on Wednesday, January 13, 2015.

**15-12.14**      **Question period**

a) Public

No public was present.

b) Commissioners

No questions were asked.

**15-12.15**      **In-camera session**

No in-camera session was held.

**15-12.16**      **Adjournment**

The meeting was ADJOURNED at 8:09 p.m. on a MOTION by A. Visser, SECONDED by P. Poulin.

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Sandra Wright Griffin  
Interim Secretary General

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Stephen Burke  
Chairman

Approved on January 20, 2016.