



Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Friday, September 25, 2015 at 7:00 p.m. at the Board Office, 2046, chemin St-Louis, Québec (Québec) G1T 1P4.

Present:	Isabel Béland Stephen Burke Heather Clibbon Debbie Ford-Caron Christian Falle Chantal Guay Wyna Marois Stephen Nellis 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 Parent Commissioner Director General Parent Commissioner Vice-Chairman Commissioner Commissioner (telephone) Commissioner
Absent:	Sara Downs Kevin Jack Esther Paradis	Commissioner Commissioner Commissioner
In attendance:	Laurent Després Gina Farnell François Garon Pierrette Laliberté Patti L. Moore Melanie Simard	Outgoing Director of Financial Services, Buildings and Equipment Director of Complementary Educational Services Computer Technician Director of Human Resources and Assistant Director General Secretary General Executive Secretary

15-09.01 **Call to order**

The Chairman called the meeting to order at 7:07 p.m.

15-09.02 **Approval of the agenda**

It was MOVED by C. Guay, SECONDED by D. Ford-Caron and UNANIMOUSLY RESOLVED; THAT the agenda be approved as circulated.

15-09.03 **Public question period**

No public was present.

15-09.04 **Question Period for Students**

No students were present.

15-09.05 **Correspondence from Students**

No correspondence was received.

15-09.06 **Approval of the minutes of the regular meeting held on August 19, 2015**

It was MOVED by A. Visser, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, August 19, 2015 be accepted as circulated.

15-09.07 **Business arising from the minutes**

There was no business arising from the minutes.

15-09.08 **Report from the Chairman**

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

- Induction Week Lunch - August 21st, 2015
- Meeting with the Director General - August 24th, 2015
- QESBA-FCSQ Joint Press Conference - September 9th, 2015
- QESBA Finance Committee, Executive and Board Meetings - September 11th, 2015
- Meeting with MNAs - September 9th and 14th, 2015
- Election Systems Study Panel Press Conference - September 16th, 2015
- Agenda Meeting - September 17th, 2015
- Meeting with Chairs of the Region's French school boards - September 15th, 2015

15-09.09 **Director General's Report**

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

- a) Update on Student Enrolment
- b) October Pedagogical Day
- c) Update on GÉOBUS
- d) Update on Negotiations and Pressure Tactics
- e) CQSB 2015 Cross-Country Run
- f) Basketball Tournament
- g) DG's Annual Objectives 2015-2016
- 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

Director General's Report (continued)

The Director General's objectives were deposited and accepted by the Council of Commissioners.

1. Develop a clear and concise Communication Plan for the School Board.
2. Implement a Student Advisory Committee to increase knowledge of, and interest in, public service.
3. Maintain efforts to improve the quality of French taught in all CQSB schools/Centre.
4. Officially implement monthly Post-Council of Commissioners' Debriefing Meetings with Board Office personnel to inform them of the latest decisions made by Council.
5. Officially implement monthly Management Advisory Committee Meetings to increase collaborative communication between the AC and Management Staff.
6. Lobby and support on-going and new projects.
7. Coordinate the Riverside Regional Elementary and Riverside Regional High Schools' merger project (building alterations and personnel transition).
8. Continue to lobby and negotiate for a long-awaited gymnasium at Jimmy Sandy Memorial School and MacLean Memorial School.
9. Oversee updating of the North Conference Room's technological capabilities as well as the streamlining of the space so as to maximize its comfort and efficiency.
10. Support the Eastern Quebec Learning Centre (EQLC) in its implementation of the Bilingual Sales Representative Program.
11. Support the EQLC in implementing more Health Sector Programs in order to meet the growing needs in that domain.
12. Modernize CQSB administrative practices to facilitate financial transactions for our users and administrative units (Schools/Centre and Board Office).
13. Support and guide the new Director of Finance and Material Resources in his new responsibilities.
14. Create a Management and Storage Policy to ensure proper and secure storage of CQSB documentation.
15. Pursue the Emergency Preparedness initiative, which will provide clear guidelines for emergency situations in our schools/Centre and Board Office.
16. Oversee the revamping of the CQSB Website so as to make it modern and user-friendly for all users.
17. Support the Director of Instructional Services with proposed changes to the International Student Program.
18. Solicit the members of the Council of Commissioners regarding topics for which the Director General could provide relevant input that would support them in the exercise of their functions.

New Businessa) **Nomination to the 2015-2016 Committees**

- i. It was MOVED by W. Marois, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; THAT the members of the 2015-2016 Executive Committee be as follows: Stephen Burke, Chairman; Stephen Pigeon, Director General; Jean Robert, Vice-Chairman and Commissioners Heather Clibbon, Debbie Ford-Caron, Wyna Marois, Jo Rosenhek, Jo-Ann Toulouse and Parent Commissioner Isabel Béland.
- ii. It was MOVED by W. Marois, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; THAT for the 2015-2016 school year, the commissioner representatives for the Central Québec School Board committees be as follows:

Transport Advisory Committees

CQSB (Quebec City): W. Marois, E. Paradis

CQSB (Riverside Schools): D. Ford-Caron

C.s. de la Baie-James: J.-A. Toulouse

C.s. de la Capitale: J. Rosenhek

C.s. de l'Énergie: C. Guay

C.s. de la Jonquière: D. Ford-Caron

C.s. de La Riveraine: S. Downs

C.s. de Portneuf: J. Rosenhek

C.s. des Appalaches: A. Visser

C.s. du Lac Saint-Jean: D. Ford-Caron

C.s. du Chemin-du-Roy: S. Downs

Labour Relations CommitteesSchool and Centre Administrators: J.-A. Toulouse, A. VisserSenior Staff of Service: S. Burke, J. Robert**Audit Committee**: K. Jack, J. Rosenhek, A. Visser**Evaluation of the Director General**: S. Burke, H. Clibbon, S. Downs, D. Ford-Caron**Governance and Ethics Committee**: S. Burke, H. Clibbon, S. Downs, J.-A. Toulouse**Human Resources Committee**: S. Burke, W. Marois, E. Paradis, J.-A. Toulouse

New Business (continued)a) Nomination to the 2015-2016 Committees (continued)**Committees for the consideration of expulsions**

Chibougamau: J.-A. Toulouse

Jonquière: D. Ford-Caron

La Tuque: C. Guay

Québec City: J. Robert

Thetford Mines: A. Visser

Trois-Rivières: S. Downs

Shawinigan: S. Downs

Committees for the revision of a decision

Chibougamau / Jonquière: D. Ford-Caron, C. Guay, J.-A. Toulouse

Québec City: W. Marois, J. Rosenhek

Thetford Mines: H. Clibbon, A. Visser

Trois-Rivières / Shawinigan / La Tuque: S. Downs, D. Ford-Caron, C. Guay

Board Parity Committee: A. Visser

- iii. It was MOVED by W. Marois, SECONDED by H. Clibbon and UNANIMOUSLY RESOLVED; THAT for the 2015-2016 school year, the Administrative Council representative for Central Québec School Board at the *Commission scolaire Chemin-du-Roy* Transport Advisory Committee be Patti L. Moore, Director of Transportation and Secretary General.

b) Selection of Architects and Engineers for Future Major Renovation Projects (Mauricie/Thetford Mines, Saguenay/Chibougamau and Québec City Regions)

WHEREAS the Central Québec School Board wishes to constitute lists of professionals, architects and engineers, for future building repair and renovation projects for the period of July 1st, 2015 to June 30th, 2018;

WHEREAS work would be assigned to the firms on a rotating basis;

WHEREAS in accordance with the *Act respecting contracting by public bodies and the Regulation respecting service contracts of public bodies* stipulate that for professional services, selection committees must be formed to analyze tenders for professional services;

WHEREAS a Selection Committee was formed at the August 19, 2015 Council of Commissioners meeting for the purpose of analyzing tenders for the services of architectural and engineering firms to be consigned to a list of professionals to which will be assigned work for building repair and renovation projects during the three-year period of July 1st, 2015 to June 30th, 2018;

New Business (continued)b) Selection of Architects and Engineers for Future Major Renovation Projects (Mauricie/Thetford Mines, Saguenay/Chibougamau and Québec City Regions) (continued)

WHEREAS the Selection Committee included a member of the Administrative Council, the Coordinator of Buildings and Equipment, the Secretary General as secretary for the committee and Commissioner W. Marois;

WHEREAS seventy (70) offers of services were received and reviewed according to publicly-established criteria;

It was MOVED by W. Marois, SECONDED by A. Visser and UNANIMOUSLY RESOLVED; THAT the Council of Commissioners accept the recommendations of the Selection Committees and name the following firms as professionals for building repair and renovation projects for the period of July 1st, 2015 to June 30th, 2018, it being understood that work will be assigned on a rotating basis:

Mauricie / Thetford Mines Regions

Architects:

- Régis Côté et associés, architectes
- Les architectes Jacques & Gervais
- Beaudry & Palato Inc. - Architecture & Design

Engineers:

- Les Services Exp Inc.
- Stantec Experts-Conseil Ltée
- Pluritec Ingénieurs-conseils

Saguenay / Chibougamau Regions

Architects:

- Éric Painchaud Architecte et associés inc.
- Les Architectes Associés

Engineers:

- Tetra Tech QB Inc.
- Roche Ltée, Groupe-conseil

Québec City Region

Architects:

- BGLA - Architecture + Design Urbain
- Régis Côté et associés, architectes
- Gagnon Letellier Cyr Ricard Mathieu Architectes
- ABCP Architecture

Engineers:

- LGT Inc.
- SNC-Lavalin
- Les Services Exp Inc.
- WSP Canada Inc.

c) Motion to Rescind Resolution 14-08.10 j) Adopted August 20, 2014

WHEREAS the Council of Commissioners adopted at the August 20, 2014 regular meeting, the transfer of land (lot 8-124, bloc 8) to the Ville de Chapais free of charge;

WHEREAS the original resolution did not mention who at the Central Québec School Board was authorized to sign the documents on its behalf;

It was MOVED by A. Visser, SECONDED by J. Robert and UNANIMOUSLY RESOLVED; THAT the Council of Commissioners rescind resolution 14-08.10 j) from the August 20, 2014 regular meeting.

New Business (continued)d) Ville de Chapais - Commission scolaire Saguenay: Transfer of Lot 8-124

WHEREAS in 1980, Falconbridge Copper Ltd. sold a lot of land to the *Commission scolaire de Saguenay*, situated in the Ville de Chapais;

WHEREAS in this act, published under the number 185 626, there are two lots enumerated.

WHEREAS in 1987, the *Commission scolaire de Saguenay* sold the land for one dollar to the Ville de Chapais;

WHEREAS in the second act, published under the number 233 644, only one lot is enumerated (Lot 1-373; Bloc 1, Canton de Lévy);

WHEREAS in order to correct the original clerical error, the *Commission scolaire de Saguenay* (now Central Québec School Board) must give permission to transfer that lot - free of charge - back to the Ville de Chapais

It was MOVED by W. Marois, SECONDED by J.-A. Toulouse and UNANIMOUSLY RESOLVED; THAT the Council of Commissioners of the Central Québec School Board) authorize the transfer of lot (formerly named Lot 8-124; Bloc 8, Canton de Lévy) - free of charge - back to the Ville de Chapais; and

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

e) Entente with Lester B. Pearson School Board: Pharmacy Technical Assistance Program

WHEREAS the Provincial Organization of Continuing Education Directors, English (PROCEDE) 2015-2020 Vocational Training Strategic Plan identifies expanding the health sector offer of service as one of its priorities;

WHEREAS the 2015-2020 PROCEDE Strategic Plan was presented to the English Language Vocational Education Council (ELVEC) on April 16th, 2015;

WHEREAS the Pharmacy Technical Assistance (PTA) program prepares a person to practice the trade of pharmacy technical assistance in a health establishment as well as in a community pharmacy; working under the supervision of a pharmacist and assisting in filling prescriptions, managing patient files and performing work-related technical tasks related to preparing medications;

WHEREAS the Central Québec School Board sent a request to *Emploi Québec* on May 28th, 2015 (*Fiche de transmission à Emploi-Québec d'une demande d'avis sur les besoins de main-d'œuvre*) regarding whether or not there is a need for this type of worker in the Québec City area (region 03);

15-09.10

New Business (continued)

- e) Entente with Lester B. Pearson School Board: Pharmacy Technical Assistance Program (continued)

WHEREAS *Emploi Québec* responded favourably on the need for this type of program in the Québec City region on June 16th, 2015;

WHEREAS the Jeffery-Hale Community Partners, the Voice of English-Speaking Québec and the Jeffery Hale - Saint Brigid's jointly support this program and pledge their support;

WHEREAS the Central Québec School Board does not yet have a program authorization for the Pharmacy Technical Assistance (PTA) program;

WHEREAS a school board can request a partnership agreement with a school board that *does* have the authorization: in this case; the Lester B. Pearson School Board;

WHEREAS the request for a partnership agreement between two boards must be approved by the Council of Commissioners of both boards;

It was MOVED by P. Poulin, SECONDED by C. Guay and UNANIMOUSLY RESOLVED; THAT the Central Québec School Board Council of Commissioners approve a partnership between the Central Québec School Board and the Lester B. Pearson School Board regarding the Pharmacy Technical Assistance (PTA) program; and

THAT the Central Québec School Board Council of Commissioners respectfully request that the Lester B. Pearson School Board Council of Commissioners give their approval for this partnership; and

THAT the partnership continue until the Central Québec School Board has obtained a program authorization from the *Ministère de l'Éducation, de l'Enseignement supérieur et de la Recherche*, or until an official notice has been received indicating that the Central Québec School Board's request has been denied.

15-09.11

Committee Reports

- a) Executive Committee

No meeting was held.

- b) Parents' Committee

No meeting was held. I. Béland requests that the Director General be invited to the first Parents' Committee meeting to present his 2015-2016 objectives.

15-09.11

Committee Reports (continued)

c) Special Needs Advisory Committee

No meeting was held. A meeting is scheduled on October 19, 2015.

d) Transport Advisory Committee

No meeting was held. A meeting is scheduled on September 30, 2015.

e) Audit Committee

No meeting was held. A meeting is scheduled on September 28, 2015.

f) Evaluation of the Director General

No meeting was held.

g) Ethics and Governance Committee

No meeting was held. A meeting will be scheduled soon.

h) Human Resources Committee

No meeting was held.

i) Riverside Schools Ad Hoc Committee

No meeting was held. D. Ford-Caron asked for an update on the situation of the merge of the two schools. L. Després made an update and mentioned that the plans are presently being made to be able to go to tender soon and that construction should start in January 2016.

15-09.12

Quebec English School Boards Association

a) Report from the Board of Directors

S. Burke mentioned that the Annual General Assembly will take place on October 16th and 17th, commissioners that wish to register can contact the secretariat general.

b) Reports from Committees

Debbie Ford-Caron made a report on:

- Professional Development Session
- Online voting for Chair and Vice-Chair
- Spring Conference 2016
- QESBA's strategic plan

15-09.13 **Next meeting**

The next regular meeting of the Council of Commissioners will be held on Wednesday, October 14, 2015.

15-09.14 **Question period**

a) Public

No public was present.

b) Commissioners

No questions were asked.

15-09.15 **In-camera session**

No in-camera session was held.

15-09.16 **Adjournment**

The meeting was ADJOURNED at 9:03 p.m. on a MOTION by H. Clibbon, SECONDED by S. Nellis.

Patti L. Moore
Secretary General

Stephen Burke
Chairman

Approved on October 14, 2015.