



**Approved minutes of the regular meeting of the Council of Commissioners of the Central Québec School Board held on Wednesday, December 18, 2024, at 7 p.m. on TEAMS platform.**

<b>Present:</b>	Linda Bechtiger Debbie Cornforth David Eden Christian Falle Karine Gauthier André Gosselin Chantal Guay Jason Kilganan Stephane Lagacé Cameron Lavallee Ian O’Gallagher Shirley Picknell KayLee Richardson Jean Robert Jo Visser	Parent Commissioner Commissioner Commissioner Parent Commissioner Commissioner Commissioner Commissioner Parent Commissioner Director General Commissioner Vice-chairman Commissioner Parent Commissioner Chairman Commissioner
<b>Absent:</b>	Debbie Ford-Caron Jo-Ann Toulouse	Commissioner Commissioner
<b>In Attendance:</b>	Julie Ann Bown Julien Duchamp Leslie Dussault-Marcoux Vincent Laliberté Anissa Landry Nancy L’Heureux  Benoit Sévigny	CQTA Vice-president Director of Educational Services Recording Secretary Secretary General Director of Financial Services Assistant Director General and Director of Human Resources  Director of Buildings and Equipment, Information Technology and Purchasing

**24-12.01 Call to Order**

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

**24-12.02 Native Land Recognition Statement**

We would like to begin by acknowledging, honouring, and paying respect to our First Nations Communities; the traditional owners and custodians of the land on which we gather for this event today.

**24-12.03 Approval of the Agenda**

It was MOVED by C. Guay, SECONDED by D. Eden and unanimously RESOLVED; THAT the agenda be approved as presented.

**24-12.04**      **Public Question Period**

There were no questions.

**24-12.05**      **Question Period for Students**

No students were present.

**24-12.06**      **Correspondence from Students**

No correspondence was received.

**24-12.07**      **Complaints**

The Secretary General reported on the two complaints received this past month.

The first complaint concerned the Transportation Services. The Ombudsman's report provided positive feedback on the handling of the situation by the staff and management.

The second complaint also went to the Student Ombudsman. In conclusion, it was recommended that minor changes be made to the Anti-Bullying Anti-Violence Policy, which will be done.

**24-12.08**      **Approval of the Minutes Regular Meeting Held on November 20, 2024**

It was MOVED by D. Cornforth, SECONDED by J. Kilganan and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, November 20, 2024, be accepted as presented.

**24-12.09**      **Business Arising from the Minutes**

The Director of Educational Services, Julien Duchamp, provided answers to the two questions raised at the previous meeting.

**Partnership between the school board and the CIUSS**

The project of establishing multidisciplinary teams tasked with reflecting on school-based committees focused on the school climate was, so far, not including La Tuque High School, which is why its appointed commissioner, Chantal Guay, brought this up on November 20<sup>th</sup> meeting. Mr. Duchamp informed the Council that the school board is in contact with the school's principal, Jason Barwise, and will be discussing the implementation of this partnership in the Mauricie region and which parties shall be involved.

**Summer school student ratio**

J. Duchamp confirmed the ratio of students per class during the summer schools and the *Plan de rattrapage scolaire*, which stood at 15 per class this past summer.

#### **24-12.10 Report from the Chairman**

The Chairman provided a report to the Commissioners on the following items:

- Productive Meetings and Events – November 21<sup>st</sup>
- School Visits and Leadership Meetings – November 27–28<sup>th</sup>
- QESBA Activities – November 30<sup>th</sup>
- Committee and Project Work – December 3<sup>rd</sup> to 13<sup>th</sup>
- MIT (most interesting things)

#### **24-12.11 General Directorate's Report**

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

a) Update from Educational Services

J. Duchamp reported on the Literacy Committee and Lead Literacy Teams' work since their implementation in our schools last year: the last of three workshops provided by our Instructional Services Department took place on December 4, 2024. Prior to this, the Instructional Services had participated in a 3-day professional development training in Montreal from November 9<sup>th</sup> to November 12<sup>th</sup> on the topic of "Critical Thinking and Authentic Learning in Classrooms."

b) Update from Buildings & Equipment and IT

B. Sevigny did a report on the recent construction projects, including the insulation of the roof of Québec High School and the opening of tenders for the construction of 4 modular classrooms at Jimmy Sandy Memorial School which will be done on December 19<sup>th</sup>.

c) Update from Human Resources

N. L'Heureux reported on the hiring freeze in the public sector still preventing the school board from hiring any new support or professional personnel. However, the Human Resources Team has been working hard on their preparations for upcoming Job Fairs to attract legally qualified teachers for the 2025–2026 school year.

d) Update from Communications

N. L'Heureux did a report on the Communications Department initiatives such as the winter communication strategies in a case of establishment closure, the updating of the emergency communications, and the preparation of the Annual Report. It was also mentioned that the Inauguration Ceremony of the RRES's new extension was moved from November to January.

24-12.11

**General Directorate's Report (continued)**

e) Update from Financial Services

A. Landry announced that the Audited Financial Statements for the 2023–2024 school year have been submitted to the Ministry of Education. Additionally, the Budget Management Processes (BMPs) – both for the Youth Sector and the Adult Education and Vocational Training – are being submitted to the Council for consultation purposes.

f) Update from Secretariat General

Our Secretary General, Vincent Laliberté, announced that he will no longer undertake the role of the Person in Charge of Processing Complaints, and that Melanie Simard, newly appointed as Administration Officer within the General Directorate team, will be the new responsible of this process.

24-12.12

**Strategic Planning**

There was no presentation of updates on the Action Plans and Commitment-to-success plan for the month of December.

24-12.13

**New Business**

a) Appointment of a *Responsable de la gestion de l'éthique et de l'intégrité* (RGEI)

L. Bechtiger  
joined the  
meeting at  
7:30 p.m.

WHEREAS the public organizations governed by Article 18 of the Act to Facilitate the Disclosure of Wrongdoings Relating to Public Bodies are required to designate a *Responsable de la gestion de l'éthique et de l'intégrité* (RGEI);

WHEREAS the designated individual is responsible for coordinating and implementing measures to prevent wrongdoings and reprisals or threats thereof, informing staff about the possibility of disclosures and the protections against reprisals provided by the law, and acting as a liaison with the Public Protector during investigations or verifications related to disclosures or complaints of reprisals;

WHEREAS the designated individual will also assume the role of Respondent for Ethics and is tasked with coordinating the organization's ethical approach to ensure coherence and dynamism, supporting managers in addressing ethical questions, identifying ethical risks in organizational processes, and developing management strategies that foster ethical practices in their teams, and advising and guiding employees when faced with ethical dilemmas, providing support for decision-making and deliberations in complex situations;

**New Business (continued)**a) Appointment of a *Responsable de la gestion de l'éthique et de l'intégrité* (RGEI) (continued)

It was MOVED by C. Lavalée, SECONDED by C. Guay, and unanimously RESOLVED; THAT the Secretary General, Vincent Laliberté, is designated as *Responsable de la gestion de l'éthique et de l'intégrité* (RGEI), with the associated responsibilities as outlined above.

b) Budget Management Process 2025–2026 – Youth Sector (deposit)

The Budget Management Process 2025–2026 for the Youth Sector was deposited for consultation purposes. The final document will be presented for adoption at an upcoming Council of Commissioners Meeting to be held on February 26, 2025.

c) Budget Management Process 2025–2026 – Adult Education & Vocational Training (deposit)

The Budget Management Process 2025–2026 for Adult Education & Vocational Training was deposited for consultation purposes. The final document will be presented for adoption at an upcoming Council of Commissioners Meeting to be held on February 26, 2025.

d) Criteria for the Admission and Enrolment of Students 2025–2026 (adoption)

WHEREAS appropriate consultation on the draft Criteria for the Admission and Enrolment of students for the 2025–2026 school year has taken place;

WHEREAS Section 239 of the Education Act stipulates that the criteria must be adopted, put into force, and sent to each governing board at least 15 days before the beginning of the student enrolment period;

WHEREAS the enrolment period for the 2025–2026 school year will be from February 3, 2025, to February 14, 2025;

It was MOVED by A. Gosselin, SECONDED by J. Visser, and unanimously RESOLVED; THAT pursuant to Sections 4, 213, and 239 of the Education Act, the Central Québec School Board adopt the Criteria for the admission and enrolment of students for the 2025–2026 school year as presented.

e) Choice of Date of Annual Public Meeting to Present the Annual Report (adoption)

WHEREAS as per Section 220 of the Education Act, every school board must invite the public to an information meeting at least once a year;

**24-12.13**

**New Business (continued)**

- e) Choice of Date of Annual Public Meeting to Present the Annual Report (adoption)  
(continued)

WHEREAS public notice specifying the date, time and place of the meeting must be given not less than 15 days before it is held;

WHEREAS during the meeting, the commissioners must present the content of the annual report and answer any questions concerning the report;

It was MOVED by K. Gauthier, SECONDED by A. Gosselin, and unanimously RESOLVED; THAT the Council of Commissioners sets the date of Annual Public Meeting to present the annual report to February 26, 2025.

- f) Amendment to the Organizational Chart (deposit)

The Organizational Chart has been deposited for consultation purposes.

**24-12.14**

**Committee Reports**

- a) Executive Committee

No meeting was held.

- b) Parents' Committee

No meeting was held.

- c) Special Needs Advisory Committee

A meeting was held on December 16, 2024.

Commissioner J. Kilganan did a report on the last SNAC meeting: the committee met with the new team in Educational Services and a synergy was present between the returning members and the new ones. The committee's vision was shared with the new administrators and Commissioner J. Kilganan is now looking forward to the next meeting.

- d) Transport Advisory Committee

No meeting was held.

- e) Audit Committee

No meeting was held.

**24-12.14**      **Committee Reports (continued)**

f) Evaluation of the Director General

No meeting was held.

g) Ethics and Governance Committee

No meeting was held.

h) Human Resources Committee

A meeting was held on December 3, 2024.

i) Resource Allocation Committee

No meeting was held.

**24-12.15**      **Québec English School Boards Association**

a) Report from the Board of Directors

No report was made.

b) Report from Committees

Chairman J. Robert attended an Executive Committee's meeting. The topics involved the budget and the intention to advocate the necessity of school boards for the English community in front of the Supreme Court. A fundraiser is in place to cover the expenses this court case will incur.

**24-12.16**      **Next meeting**

The next regular meeting will be held on January 22, 2025.

**24-12.17**      **Question period**

a) Public

There were no questions.

**24-12.17**      **Question period (continued)**

b) **Commissioners**

Commissioner J. Kilganan inquired about the risk of a conflict of interest as he endorses both the role of commissioner on the Council and chairperson on a governing board. V. Laliberté reassured him that this should not be an issue since Parent Commissioners, who are part of both the Council of Commissioners and the Parents' Committee, fundamentally act as a liaison between the two. The key is to refrain from sharing confidential information with his governing board and other parents, until receiving the approval to do so.

**24-12.18**      **In-camera session**

No in-camera session was held.

**24-12.19**      **Adjournment**

The meeting was ADJOURNED at 7:54 p.m. on a motion by A. Gosselin.

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Vincent Laliberté  
Secretary General

Jean Robert  
Chairman

Approved on January 22, 2025.