

## EASTERN TOWNSHIPS SCHOOL BOARD

### COUNCIL OF COMMISSIONERS

TUESDAY, MAY 28, 2024 – 7:00 P.M.

ETSB BOARD ROOM  
340, SAINT-JEAN-BOSCO  
MAGOG, QC. J1X 1K9

### MINUTES

*Enhanced Literacy and Numeracy – Dropout Prevention – Physical and Mental Health*

COMMISSIONERS		PARENT COMMISSIONERS	
Gordon Barnett	Z	Sarah Langlois	Z
Claire Beaubien	Z	Eliza McKnight	Z
Richard Gagnon	Z	Dan Nagle	Z
Richard Gosselin	Z	Helene Turgeon	Z
Gary Holliday	A	<b>DIRECTORS' COMMITTEE (DC)</b>	
Joy Humenuik, <b>Vice-Chair</b>	Z	Secretary General – Shawn Champigny	P
Shawn Jersey	Z	Director General – Kandy Mackey	P
Mary-Ellen Kirby	Z	Assistant Director General & Director of Financial Services – Sophie Leduc	Z
Frank MacGregor	A	Director of Human Resources – Caroline Dufresne	P
Jonathan Murray	Z	Director of Instructional Technology and Pedagogical Services – Eva Lettner	P
Michael Murray, <b>Chair</b>	Z	Director of Complementary Services – Emmanuelle Gaudet	Z
Tina Pezzi-Bilodeau	A	Director of Material Resources – Éric Plante	Z

ZOOM (Z) – MEMBERS PRESENT (P) – MEMBERS ABSENT (A)

**OBSERVERS**

Holly Bailey, Communications Consultant

**1. CALL THE MEETING TO ORDER**

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

**2. QUORUM AND ADOPTION OF THE AGENDA**

**QUORUM WAS ESTABLISHED AND IT WAS MOVED BY** Commissioner M. E. Kirby to adopt the Agenda of May 28, 2024 as deposited, with the following **additions**:

- 7.4 Alexander Galt Regional High School – Appointment of Vice-Principal;
- 7.5 Massey-Vanier High School - Appointment of Vice-Principal;
- 7.6 Richmond Regional High School - Appointment of Vice-Principal (Replacement);
- 7.7 Knowlton Academy - Appointment of Principal;
- 7.8 2024-2025 Confirmation of the Amended Schools and Centres Administrative Structure;
- 7.9 Centre d'acquisitions gouvernementales (CAG) mandate – Microsoft Licences Acquisition (1-year).

Carried unanimously

**3. APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 23, 2024**

Resolution No. ETSB 24-05-64

Approval of the Minutes of the Meeting of the Council of Commissioners held on April 23, 2024

**WHEREAS** a copy of the Minutes of the meeting of April 23, 2024 has been given to each Commissioner at least 6 hours before the opening of the meeting, the Secretary General is excused from reading the Minutes.

**IT WAS MOVED BY** Commissioner G. Barnett to excuse the Secretary General from reading the Minutes and to approve the Minutes of the meeting held on April 23, 2024 as deposited.

Carried unanimously

**4. QUESTION PERIOD**

No questions were asked.

**5. RECOGNITION OF EXCELLENCE**

Chairman M. Murray invited the following Commissioners to present the May 28, 2024 Recognition of Excellence:

**This month the Council of Commissioners and Senior  
Administrators of the Eastern Townships School Board would  
like to signal the following:**

# Capturing the Heritage of Cookshire-Eaton



**Commissioner M. E. Kirby:** The grade five and six students of Cookshire Elementary School proudly shared their heritage in the 2<sup>nd</sup> edition of the photography contest organized by the MRC of Haut-Saint François entitled “Capture your Heritage”. Led by their teacher Mr. Coates, students were invited to take photos representing their take on local heritage and for the first time ever, display their pieces at the Cookshire-Eaton Art Gallery. The students’ capturings were thoughtful and truly showcased local heritage through the eyes of children. Out of the 888 entries, Jake Kingsley’s photograph placed in the top 30 and he was honoured with a certificate. The display will move to the tourist bureau of Cookshire-Eaton namely *Maison de la culture John-Henry-Pope* on June 24<sup>th</sup> and can be enjoyed by all until September 2<sup>nd</sup> 2024. Head to Cookshire Elementary’s Facebook page to see all the children’s entries or take a drive and visit them in person. Congratulations to all the participants, what a beautiful tribute to our collective heritage.

## KALEIDOSCOPE



**Commissioner S. Jersey:** This year Massey-Vanier High School presented the 26<sup>th</sup> annual dance show called Kaleidoscope. The dance show is a production of dance routines based on a theme that is worked on throughout the year. This year's theme was Power, Spirit, Energy; the pillars of the dance program.

The production had two sold out shows in front of 1600 audience members and another one presented to the entire school. The show had two-hundred-and-fifty-three dancers split into nine dance groups and five lunch hour groups. Dances were created and practised throughout the school year to be presented at the beginning of May.

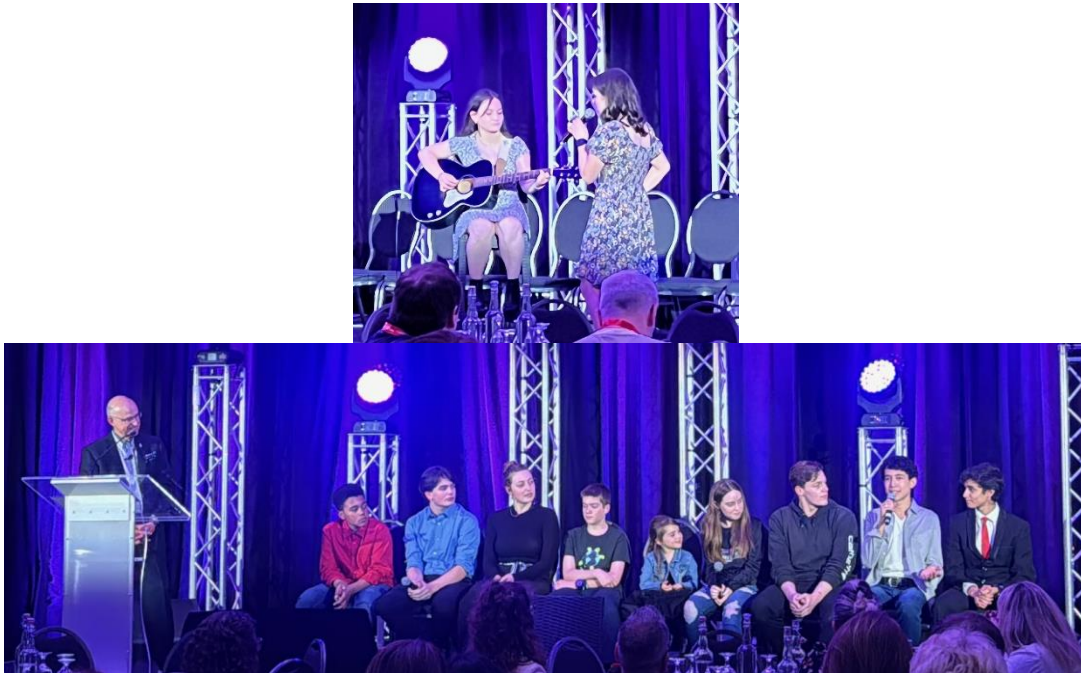
Massey-Vanier's dance program is entirely free to all dancers. Proceeds from the tickets sold are used for all expenses related to the show, including the purchase of costumes. The show would not be where it is without the community of participants, audience members, alumni and volunteers that spread across generations of involvement in Kaleidoscope and the MV Dance Program. Hats off to dance teacher Ms. Burcombe, all the organizers and enthusiastic performers who wowed audiences again this year with their POWER, SPIRIT & ENERGY!

## ETSB Schools Honoured by the Terry Fox Foundation



**Commissioner D. Nagle:** Three ETSB schools have been honoured by the Terry Fox Foundation, earning spots among the "Top 50 Fundraisers of Quebec." Butler Elementary School secured the 19<sup>th</sup> position, raising an impressive \$9,036 for cancer research. Massey-Vanier High School followed closely, claiming 24<sup>th</sup> place with a commendable \$8,232 contribution. Not far behind, Heroes' Memorial Elementary School achieved 36<sup>th</sup> place, raising \$5,923. We extend our heartfelt congratulations to these three schools, as well as to all others who participated in the Marathon of Hope, for their unwavering support of this noble cause.

## SPRING CONFERENCE



**Commissioner J. Humenuik:** This month the Eastern Townships School Board had the privilege of hosting the AAESQ & QESBA Spring Conference, which was held in Bromont from May 8-10<sup>th</sup> 2024. The conference brought together all 9 English school boards of Quebec, along with their commissioners and administrators for 3 days of workshops, strategizing, planning and the celebration of our collective accomplishments.

To help welcome the visiting educators and teams, and to set the tone of the conference, 9 ETSB student ambassadors were selected to form a student panel facilitated by the keynote speaker. Ranging from kindergarten to adult ed., students were chosen as a cross-representation of our varied programs, schools, centres, levels and regions, as well as for their ability to speak openly and publicly. Lexie Perreault (A.D.S.), Samuel Veilleux (Farnham Elementary), Nathaniel Ebana (Waterloo Elementary), Mateo Jarquin (Alexander Galt), Elder Hernandez (Massey-Vanier), Leona Majeau (Richmond Regional), Darren Coleman (Lennoxville Vocational Training Centre), Marie Tousignant (New Horizons – ETAGE) and Noah Veillette (Campus Brome-Missisquoi) all took part in the energetic presentation. In addition, GALT students Haley Giguère and Emma Beaudoin opened with a guitar accompanied song aptly entitled “I Can do Things.” Our ETSB students brought insight, honesty, talent and enthusiasm to the event along with their joy for learning. They did us all proud and shone our ETSB colors with flare. A heartfelt thank you goes out to them all for their contribution to the spring conference!

## Lieutenant Governor Medal Recipients



**Commissioner H. Turgeon:** On May 12<sup>th</sup>, students hailing from our three ETSB high schools proudly accepted their well-earned Lieutenant Governor Medals at the ceremony held in Sherbrooke! The honourable Manon Jeannotte, Lieutenant Governor of Quebec, presented each student with their medal while ETSB administrators applauded their achievements.

Alexander Galt Regional High School honoured Bryan Laprise for his involvement and outstanding commitment to school life and community. He is the Student Council President, sits on the Central Student Advisory Committee and is the founder of GALT's Piper Post. Bryan is recognized for his numerous initiatives, his passion and dedication.

Richmond Regional High School recognized Olivia Blais for her contribution to the school's community, often taking part in theatre productions, athletics and student government. Olivia is the current Student Council President and is passionate about learning which makes her a true role model amongst her peers. She manages to maintain an honour roll standing while regularly volunteering with events such as the Open House and Knight of the Arts.

Massey-Vanier High School selected Josephine Dudley as this year's recipient of the prestigious medal. Josephine's academic success and positive influence is impressive while she manages to balance other interests like student council, swim team and volunteering in the community. Her perseverance and engagement shines through daily at school.

We congratulate these outstanding and passionate individuals who surely have a dynamic and bright future ahead of them. Congratulations on these amazing achievements!

# North Hatley's Environmental Art Exhibit

**Commissioner C. Beaubien:** North Hatley Elementary School (NHES) students from grade 4 and cycle 3 proudly displayed their works of art at the local library in North Hatley, with pieces showcased until the end of May. To launch the exhibit, a proper vernissage was held on May 8<sup>th</sup> with a full house in tow. Taking inspiration from the environment and looking to comment on pressing issues through their creations, students produced multimedia projects using pastels, collage, paint, tape, watercolors, ink and more. Led by the Ethics and Religious Culture teacher, Hannah Vanasse, students explored not only environmental topics but methods to express them with the help of Montreal-based collage artist Melanie Garcia through the "Culture in School" grant. Subjects explored were pollution, forest fires, wild horses, climate change and so much more. The art work was super well executed and appreciated by all who have visited the library to date!

In addition, students from the "Cricut Club" took advantage of the exposure and were on hand to sell their homemade candles. With the help of their teacher Delany Benson, students designed candles in two lovely scents with proceeds going towards their end-of-year trip.

What an artistic and entrepreneurial collaboration, BRAVO to all!



## Sherbrooke Elementary School – Mary Poppins

**Chairman M. Murray** : Attended Sherbrooke Elementary School play Mary Poppins on May 16, 2024. Student participation was in full swing. The staff's devotion was commended for putting this together.

### 6. BUSINESS ARISING

None.

### 7. NEW BUSINESS

The Secretary General, S. Champigny presented the 2024-2025 schedule of Council meetings:

#### 7.1 Resolution No. ETSB 24-05-65 Schedule of Council Meetings – 2024-2025

August 20, 2024

No meetings in September 2024

No meetings in October 2024

**November 12, 2024 Special Meeting**

November 26, 2024

No meetings in December 2024

January 21, 2025

February 25, 2025

March 25, 2025

April 22, 2025

May 27, 2025

June 25, 2025

**IT WAS MOVED BY** Commissioner J. Murray to adopt the 2024-2025 Council meetings as deposited.

The Secretary General presented the following resolutions:

#### 7.2 Resolution No. ETSB 24-05-66 Appointment of an election clerk

**WHEREAS** school elections will be held on November 3<sup>rd</sup> 2024;

**WHEREAS** section 23 of the *Act Respecting School Elections* stipulates that the returning officer shall appoint an election clerk to assist her in the performance of her duties;

**WHEREAS** the election clerk shall, for that purpose, perform the duties delegated to him by the returning officer;

**WHEREAS** the General Directorate of the Eastern Townships School Board recommends Mr. Shawn Champigny;



**IT WAS MOVED BY** Commissioner D. Nagle to appoint Mr. Shawn Champigny to the position of Election Clerk for the November 3<sup>rd</sup> 2024 school elections.

Adopted unanimously

7.3 Resolution No. ETSB 24-05-67  
Appointment of a Complaints Officer

**WHEREAS** Section 24 of the *Act respecting the National Student Ombudsman* stipulates that the person in charge of processing complaints is designated from among the Board's personnel by the Council of Commissioners;

**WHEREAS** Decree 621-2023 provides for the Complaints Officer to take office on May 28, 2024;

**WHEREAS** considering the expertise developed by the Secretary General in handling complaints;

**WHEREAS** considering the Director General's recommendation;

**IT WAS MOVED BY** Commissioner J. Humenuik that Mr. Shawn Champigny, Secretary General be appointed as the Complaints Officer, effective May 28, 2024.

Adopted unanimously

The Director General, K. Mackey, presented the following resolutions:

7.4 Resolution No. ETSB 24-05-68  
Alexander Galt Regional High School – Appointment of Vice-Principal

**WHEREAS** the position of Vice-Principal of Alexander Galt Regional High School (AGRHS) will become vacant with the resignation of Mr. Drew Pollock, as of July 5, 2024;

**WHEREAS** the selection process was conducted in accordance with the Eastern Townships School Board's established procedures;

**WHEREAS** the candidate selected retains the qualifications and experience that respond to the criteria designated by the General Directorate;

**WHEREAS** the General Directorate unanimously recommends this person to the Council of Commissioners;

**WHEREAS** the approved candidate will be subject to a probationary period as per the Eastern Townships Local Management Agreement and to a performance appraisal process;

**IT WAS MOVED BY** Commissioner M. E. Kirby that the Council of Commissioners appoint Marc Ghilarducci, Vice-Principal of Alexander Galt Regional High School effective July 1<sup>st</sup> 2024.

Carried unanimously

7.5 Resolution No. ETSB 24-05-69  
Massey-Vanier High School – Appointment of Vice-Principal

**WHEREAS** the position of Vice-Principal of Massey-Vanier High School (MVHS) will become vacant with the departure for the retirement of Ms. Tania Journeau, as of September 15, 2024;

**WHEREAS** the selection process was conducted in accordance with the Eastern Townships School Board's established procedures;

**WHEREAS** the candidate selected retains the qualifications and experience that respond to the criteria designated by the General Directorate;

**WHEREAS** the General Directorate unanimously recommends this person to the Council of Commissioners;

**WHEREAS** the approved candidate will be subject to a probationary period as per the Eastern Townships Local Management Agreement and to a performance appraisal process;

**IT WAS MOVED BY** Commissioner J. Murray that the Council of Commissioners appoint Melissa Dingman, Vice-Principal of Massey-Vanier High School effective August 12, 2024.

Carried unanimously

7.6 Resolution No. ETSB 24-05-70  
Richmond Regional High School – Appointment of Vice-Principal (Replacement)

**WHEREAS** the position of Vice-Principal of Richmond Regional High School (RRHS) will become temporarily vacant with the leave of absence of Ms. Adriana Lyons in August 2024;

**WHEREAS** the selection process was conducted in accordance with the Eastern Townships School Board's established procedures;

**WHEREAS** the candidate selected retains the qualifications and experience that respond to the criteria designated by the General Directorate;

**WHEREAS** the General Directorate unanimously recommends this person to the Council of Commissioners;

**IT WAS MOVED BY** Commissioner H. Turgeon that the Council of Commissioners appoint Craig Evans, Vice-Principal (replacement) of Richmond Regional High School effective August 12, 2024.

Carried unanimously

7.7 Resolution No. ETSB 24-05-71  
Knowlton Academy – Appointment Principal

**WHEREAS** the position of Principal of Knowlton Academy will become vacant with the resignation of M. Frédéric Noirfalise, as of August 2, 2024;

**WHEREAS** the selection process was conducted in accordance with the Eastern Townships School Board's established procedures;

**WHEREAS** the candidate selected retains the qualifications and experience that respond to the criteria designated by the General Directorate;

**WHEREAS** the General Directorate unanimously recommends this person to the Council of Commissioners;

**WHEREAS** a Commissioner's Sub-Committee was formed to meet with the candidate in view to share their appreciation to the Executive of the Council of Commissioners;

**WHEREAS** the approved candidate will be subject to a probationary period as per the Eastern Townships Local Management Agreement and to a performance appraisal process;

**IT WAS MOVED BY** Commissioner R. Gagnon that the Council of Commissioners appoint Peter McKelvie, Principal of Knowlton Academy effective August 12, 2024.

Carried unanimously

7.8 Resolution No. ETSB 24-05-72  
2024-2025 Confirmation of the Amended Schools and Centres Administrative Structure

**WHEREAS** section 134 of the Regulation respecting the document *Certaines conditions de travail des cadres des centres de services scolaires et du comité de gestion de la taxe scolaire de l'Île de Montréal* (hereby referred as the "Regulations") states that the School Board must confirm the Schools and Centres Administrative Structure, as it requires to be amended;

**WHEREAS** the 2024-2025 School and Centres Administrative structure was adopted on April 23, 2024 and is to take effect on July 1<sup>st</sup> 2024;

**WHEREAS** following a revision of the position of Assistant Centre Director at the Eastern Townships Adult General Education (ETAGE), the 2024-2025 administrative structure needs to be revised;

**WHEREAS** the Commissioners have reviewed the proposed amended Administrative Structure for the Schools & Centres for the 2024-2025 school year during the Executive Committee meeting;

**WHEREAS** the Eastern Townships Association of Administrators (ETAA) has been consulted on the amended structure;

**WHEREAS** this amended Schools and Centres Administrative structure is to take effect July 1<sup>st</sup> 2024, unless otherwise specified by the *Regulations*;

**IT WAS MOVED BY** Commissioner M. E. Kirby that the Council of Commissioners approve the Amended Schools and Centres Administrative Structure for the 2024-2025 school year, effective July 1<sup>st</sup> 2024.

Carried unanimously

The Director of Instructional Technology and Pedagogical Services – E. Lettner, presented the following resolution:

7.9 Resolution No. ETSB 24-05-73

*Centre d'acquisitions gouvernementales (CAG) mandate – Microsoft Licences Acquisition (1-year)*

**WHEREAS** the Eastern Townships School Board (ETSB) has joined the Microsoft licenses purchasing group offered by the “*Centre d'acquisitions gouvernementales*” (CAG);

**WHEREAS** Licensing needs were assessed over a one-year period;

**WHEREAS** Microsoft licenses are required to operate the various services hosted on our servers;

**WHEREAS** Microsoft licenses are required for our users (Office 365, Teams, Exchange Online, etc.);

**WHEREAS** Microsoft licenses are required to implement new government-required security rules that target public organizations and put in place by the “*Centre opérationnel en cyberdéfense*” (COCD);

**WHEREAS** all purchases will be done according to the *ETSB Purchase policy* and government requirements;

**IT WAS MOVED BY** Commissioner H. Turgeon to authorize the Director General to sign any documentation related to the acquisition of Microsoft licenses, up to an amount of \$59,000 for 2024-2025, effective immediately;

**IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Instructional Technology and Pedagogical Services can also sign.

Carried unanimously

8. REPORTS

8.1 Director General's report

The Director General, K. Mackey reported the following:

We would like to take this opportunity here on Quebec's *Journée de valorisation du personnel scolaire* to personally thank you all for your incredible contribution to the Eastern Townships School Board. We have so much to offer our students whether it be in academics, student life, athletics, extracurricular

activities, and the list goes on. We pride ourselves in providing a personalized approach to education, within an inclusive and bilingual environment. We strive for our students to be active learners and conscientious citizens who contribute to society, and the positive results of your efforts can easily be seen.

Throughout the year we acknowledge the varying roles you play through our Employee Recognition, such as Support Staff Day, Administrator's Day, Professionals and Teacher Appreciation Week to name a few. So please accept our heartfelt appreciation and we invite you to read this letter sent by the Minister of Education, Mr. Drainville, in commemoration of this day, the *Journée de valorisation du personnel scolaire*.

## 8.2 Chair's report

The Chair of the Council of Commissioners, M. Murray had nothing new to report.

## 9. ADVISORY COMMITTEES' REPORTS

### 9.1 Executive Committee

The Chair of the Executive Committee, Commissioner M. Murray mentioned that the topics discussed at the Executive meeting will also be addressed at tonight's Council meeting.

### 9.2 Governance and Ethics Committee

The Director General, K. Mackey presented the following resolution:

#### 9.2.1 Resolution No. ETSB 24-05-74

##### Services Québec Agreement with the Eastern Townships School Board – Amended

**WHEREAS** *Services Québec* is the government body that funds employability services and purchases services from the Eastern Townships School Board (ETSB);

**WHEREAS** *Services Québec Estrie*, which is responsible for public employment services on its territory, is seeking the expertise of the Eastern Townships Adult General Education (ETAGE) of the ETSB to diversify and complete its offer of services to respond to the English-speaking population of the Eastern Townships;

**WHEREAS** the ETAGE is committed to offering educational and complementary services to English-speaking people aged 16 and over living on its territory;

**WHEREAS** orientation and employability services are important parts of the complementary services offered by ETAGE throughout the Eastern Townships, in both rural and urban areas;

**WHEREAS** the ETSB through its Adult General Education service, has been offering the employability services to the English-speaking population, since 1997;

**WHEREAS** the ETAGE will receive an amount of approximately \$137,377,00 as compensation for all the services offered in orientation and employability to the English-speaking population of its territory;

**WHEREAS** this agreement will be effective for a period of one (1) year from July 1, 2024 to June 30, 2025;

**IT WAS MOVED BY** Commissioner G. Barnett that the Centre Director, Mr. Steve Dunn or Ms. Maude Danis Coulombe, Assistant Centre Director, and also the Director General, Kandy Mackey be authorized to sign all associated documentation and to manage the 2024-2025 agreement in collaboration with *Services Québec* to continue offering the employability services to the English-speaking population.

Adopted unanimously

The Chair of the Governance and Ethics Committee, Commissioner G. Barnett mentioned the topics discussed at the May 7, 2024 meeting:

- Spring Conference;
- In-Depth Bilingualism debrief;
- 2024-2025 Planning: Advisory Committee meeting schedule, Special Education In-Depth Topics, Advisory Committee Working Group Report – Recommendations;
- Elections – Tax Bill Insert;
- Canadian School Boards Association (CSBA) Conference – July 2024;
- Ad Hoc Committee for New Commissioners and Parent Commissioners;
- International Student Program (ISP) – Agreement with NSFB;
- Massey-Vanier High School Commissioner Awards – May 28, 2024;
- *Ministère de l'Éducation (MEQ)* and *Ministère de la Langue française (MLF)* request;
- Next School Summer Institute;
- CARE Conference (Montreal: September 20 & 21, 2024);
- Reply from M<sup>e</sup> Bernier, Student Ombudsman;
- Lieutenant Governor of Quebec presentation – May 12, 2024.

The date of the next meeting is scheduled for June 4, 2024.

### 9.3 Audit Advisory Committee

The Chair of the Audit Advisory Committee, Commissioner J. Humenuik presented the following resolutions:

### 9.3.1 Finance:

#### 9.3.1.1 Resolution No. ETSB 24-05-75

#### Objectives and Principles Governing the Allocation of Resources pursuant to Section 275 Education Act (EA) and Allocation of Surpluses Section 193.4 (EA) – Budget Year 2024-2025

**WHEREAS** Section 275 of the EA states that after consulting with the governing boards and the parents' committee, and taking into account the recommendations of the resource allocation committee under the fourth paragraph of section 193.3, the school board shall establish objectives and principles governing the allocation of subsidies, school-tax proceeds and its other revenues;

**WHEREAS** under Section 193.4. (EA) the resource allocation committee must annually make a recommendation to the Council of Commissioners regarding the allocation of the surpluses of the School Board's educational institutions in accordance with section 96.24 (EA);

**WHEREAS** in accordance with Section 193.3. (EA), the resource allocation committee has set up a consultation process with a view to establishing objectives and principles governing the annual allocation of revenues in accordance with section 275, determining how those revenues are to be allocated in accordance with Section 275.1, including by setting out the criteria to be used to determine the amounts allocated, and determining how student services are to be distributed in accordance with Section 261;

**WHEREAS** under Section 193(9) (EA) the Central Parents' Committee was consulted on the objectives and principles governing the allocation of subsidies, school-tax proceeds and other revenues among educational institutions as well as the criteria pertaining thereto, and the objectives, principles and criteria used to determine the amount to be withheld by the school board for its needs and those of its committees;

**IT WAS MOVED BY** Commissioner J. Humenuik that the Council of Commissioners approve the Objectives and Principles Governing the Allocation of Subsidies, School Tax proceeds and other Revenues, as well as the objectives, principles and criteria used to determine the amount reserved for its own needs and the needs of its committees, as it pertains to the School Board's budget for the 2024-2025 school year;

**IT WAS FURTHER MOVED** to accept that Schools and Vocational Centre surplus will be limited to whichever is greater, \$10,000 or 5% of the operating budget, excluding decentralized grants. Until Schools or Vocational Centres surpluses are within the predetermined range a School/Vocational Centre cannot increase its surplus and must in fact decrease the amount of its surplus to the predetermined range (\$10,000 or 5% of its original budget excluding the decentralized grants). Deficits are to be reimbursed at a maximum of 2% to 5% per year of the operating budget excluding decentralized grants for the school year 2024-2025. Exceptionally, because financing of the Adult Sector is based on ETP's from two years ago, the ETAGE Centre can keep a maximum cumulated surplus of \$600,000. Any cumulated deficit by the ETAGE Centre will be treated the same as schools and the Vocational Centres.

Adopted unanimously

### 9.3.2 Material Resources:

#### 9.3.2.1 Resolution No. ETSB 24-05-76

##### Heroes' Memorial Elementary School – Kitchen Renovation

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$655,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2022-2023 Mesure: 50621*;

**WHEREAS** two (2) companies retrieved the project specifications after a public invitation to bid on the project;

**WHEREAS** two (2) bids were received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the project will allow to modernize the kitchen;

**WHEREAS** the lowest bid in the amount of \$464,000 (excluding taxes), was received from the company *Michel Dufresne (9116-0093 Québec inc.)*;

**WHEREAS** after reviewing the bids, the assigned professional firm of *Artesa Architectes Concepteurs* has recommended the company *Michel Dufresne (9116-0093 Québec inc.)* the lowest bidder in conformity, to do the work for the amount of \$620,230, including taxes and professional fees;

**IT WAS MOVED BY** Commissioner J. Murray to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

#### 9.3.2.2 Resolution No. ETSB 24-05-77

##### Knowlton Academy – Renovation of the Secretariat and Staff Room

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$1,308,541 for the project stated above, under the program *MDB - Maintien des bâtiments 2022-2023 Mesure: 50621*;

**WHEREAS** three (3) companies retrieved the project specifications after a public invitation to bid on the project;

**WHEREAS** one (1) bid was received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the project will allow to renovate the secretary offices, staff room, professional offices and main entrance;



**WHEREAS** the lowest bid in the amount of \$887,000 (excluding taxes), was received from the company *Construction Turco inc.*;

**WHEREAS** after reviewing the bid, the assigned professional firm of *Artesa Architectes Concepteurs* has recommended the company *Construction Turco inc.* the lowest bidder in conformity, to do the work for the amount of \$1,278,224, including taxes and professional fees;

**IT WAS MOVED BY** Commissioner R. Gagnon to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.3 Resolution No. ETSB 24-05-78

Princess Elizabeth Elementary School – Repairs to Site Drainage and Foundation Repair

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$400,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2022-2023 Mesure: 50621*;

**WHEREAS** eight (8) companies retrieved the project specifications after a public invitation to bid on the project;

**WHEREAS** six (6) bids were received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the lowest bid in the amount of \$272,915 (excluding taxes), was received from the company *G.J. Ménard aménagement paysagé inc.*;

**WHEREAS** after reviewing the bids, the assigned professional firm of *Côté Jean et Associés inc.* has recommended the company *G.J. Ménard aménagement paysagé inc.* the lowest bidder in conformity, to do the work for the amount of \$357,828, including taxes and professional fees;

**IT WAS MOVED BY** Commissioner H. Turgeon to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.4 Resolution No. ETSB 24-05-79

Sawyerville Elementary School – Office Renovation

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$400,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2022-2023 Mesure: 50621*;

**WHEREAS** eight (8) companies retrieved the project specifications after a public invitation to bid on the project;

**WHEREAS** four (4) bids were received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the lowest bid in the amount of \$335,700 (excluding taxes), was received from the company *Les Constructions Yves Lessards Inc.*;

**WHEREAS** after reviewing the bids, the assigned professional firm of *Archi-Tech Design* has recommended the company *Les Constructions Yves Lessards Inc.* the lowest bidder in conformity, to do the work for the amount of \$448,184, including taxes and professional fees;

**WHEREAS** all additional funds required to complete the project, will be taken from *MDB – Maintien des bâtiments 2022-23 Mesure: 50621*;

**IT WAS MOVED BY** Commissioner M. E. Kirby to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

#### 9.3.2.5 Resolution No. ETSB 24-05-80

##### Richmond Bus Garage – Garage Construction and Charging Stations

**WHEREAS** the *ministère de l'Éducation (MEQ)* is currently reviewing the option for the project stated above;

**WHEREAS** we have started the pre-project phase under the program *MDB - Maintien des bâtiments 2022-2023 Mesure: 50621*;

**WHEREAS** the *MEQ* has confirmed that all related professional fees will be covered under a mesure that is unknown for the moment but likely the same as the bus purchasing;

**WHEREAS** the *MEQ* demands our bus fleet to be electric;

**WHEREAS** The Richmond Bus Garage requires (20+) charging stations to be installed;

**WHEREAS** the *MEQ* has required the Eastern Townships School Board (ETSB) to investigate and be prepared with conception plans to go forward with the construction of a new bus garage with 20+ charging stations;

**WHEREAS** due to the constraints within the timeline to implement the project stated above, this resolution must be presented on a budgetary basis in the amount of \$324,437 to cover professional fees for the conception plans;

**WHEREAS** the project is being shelved waiting for the *MEQ* to present their orientation;

**IT WAS MOVED BY** Commissioner D. Nagle to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.6 Resolution No. ETSB 24-05-81

Alexander Galt Regional High School – Auditorium Renovation

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$550,000 for the project stated above, under the program *MDB - Maintien des bâtiments 2023-2024 Mesure: 50621*;

**WHEREAS** six (6) companies retrieved the project specifications after a public invitation to bid on the project;

**WHEREAS** two (2) bids were received by the Eastern Townships School Board by the date and time specified;

**WHEREAS** the project will allow to renovate the auditorium and replace various electrical, audio and video equipment;

**WHEREAS** the lowest bid in the amount of \$524,757 (excluding taxes), was received from the company *Construction Labrie Merlos inc.*;

**WHEREAS** after reviewing the bids, the assigned professional firm of *IME Experts Conseils inc.* has recommended the company *Construction Labrie Merlos inc.* the lowest bidder in conformity, to do the work for the amount of \$622,055, including taxes and professional fees;

**WHEREAS** all additional funds required to complete the project, will be taken from *MDB – Maintien des bâtiments 2023-24 Mesure: 50621*;

**IT WAS MOVED BY** Commissioner G. Barnett to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.7 Resolution No. ETSB 24-05-82

Drummondville Elementary School – Sale of Land Parcel

**WHEREAS** Drummondville Elementary School has a section of forested land behind the school's playground area;

**WHEREAS** the neighbor who resides at 1440 Marier (buyer) street behind this forested land has informed us that they planted trees and grass on that parcel of land in 2009 at their own expense in acceptance with the Town of Drummondville to enhance the size and view of their backyard;

**WHEREAS** the forested land, now owned by Eastern Townships School Board (ETSB), was not supposed to be sold by the town from being protected wet land in part;

**WHEREAS** the buyer has requested to purchase the entirety of the parcel used since 2009 to ensure they can preserve the backyard they invested in;

**WHEREAS** that parcel equals to 21.3 metres x 59.60' meters or 1,269.5 square metres;

**WHEREAS** the parcel in question does not affect the school's projects or needed space;

**WHEREAS** the buyer accepts that ETSB will not respect the 10 metres of forest usually applied between neighbors and the school land following the transaction;

**WHEREAS** the ETSB requires a draining trench to be done on that parcel to orient water properly in respect to the water management of the buyer's land;

**WHEREAS** all related expenses will be the buyer's responsibility;

**WHEREAS** the value of the parcel is based on a value of \$64.7933 / square metres;

**WHEREAS** the selling price is set at \$82,253.80;

**IT WAS MOVED BY** Commissioner C. Beaubien to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.8 Resolution No. ETSB 24-05-83

Windsor – Sale of Land – Lot 3 676 757

**WHEREAS** the Eastern Townships School Board (ETSB) has a parcel of land that is located in Windsor on Crabtree Road, lot number 3 676 757, with a total area of 29.7 square metres;

**WHEREAS** the neighbor who resides at 8 Crabtree Road in Windsor has informed us that the cedar hedge has encroached on our land parcel since their house was built in 1964 by the previous owner;

**WHEREAS** said neighbor has requested to purchase the entirety of the lot;

**WHEREAS** the ETSB has no use for that parcel;

**WHEREAS** the ETSB sells that parcel at municipal value of \$500;

**WHEREAS** all related expenses will be the buyer's responsibility;

**IT WAS MOVED BY** Commissioner H. Turgeon to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

9.3.2.9 Resolution No. ETSB 24-05-84

Alexander Galt Regional High School – Underground Drainage, Parking and Drop-Off Renovation

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$650,756 for the project stated above, under the program *MDB - Maintien des bâtiments 2020-2021 Mesure: 50621*;

**WHEREAS** the *ministère de l'Éducation (MEQ)* approved a budget of \$318,718 for the project stated above, under the program *MDB - Maintien des bâtiments 2023-2024 Mesure: 50621*;

**WHEREAS** Alexander Galt Regional High School (AGRHS) has a multiple-phase project for the parking and drop-off reconfiguration;

**WHEREAS** due to the constraints within the timeline to implement the project stated above, this resolution must be presented on a budgetary basis in the amount of \$969,474;

**WHEREAS** the contract will be granted as soon as the results of the call for tenders will be known if below \$969,474;

**WHEREAS** the contract will be granted in respect of authorization by the *MEQ* for this project (contract, professional fees & taxes included) and the ETSB's purchase policy and government requirements (laws, policies, rules, etc.);

**IT WAS MOVED BY** Commissioner H. Turgeon to proceed with the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Material Resources can also sign.

Carried unanimously

The date of the next Audit Advisory Committee is scheduled for June 11, 2024.

9.4 Educational Advisory Committee (ESAC)

The Director of Instructional Technology and Pedagogical Services, E. Lettner presented the following resolution:

#### 9.4.1 Resolution No. ETSB 24-05-85

##### Cloud hosting contract with GRICS (*Société de gestion du réseau informatique des commissions scolaires*)

**WHEREAS** under decree 596-2020, the Ministry of *Cybersécurité et du Numérique (MCN)* requires public organizations to migrate local server infrastructures to cloud hosting solutions by December 31, 2025;

**WHEREAS** GRICS offers a hosting service that includes updates for all their products currently used by ETSB;

**WHEREAS** GRICS has submitted a proposal for services in the amount of \$88,340 renewable annually, as well as a one-time non-recurring start-up fee of \$27,038 for a grand total of \$115,378 before taxes;

**WHEREAS** the ETSB considers the offer advantageous, as the time dedicated to updates and system maintenance can now be used to better serve our clientele;

**WHEREAS** Measure 30181 (*volet 2*) dedicated to cloud services fully covers the costs associated with hosting our infrastructure;

**IT WAS MOVED BY** Commissioner M. E. Kirby to authorize the Director General to sign any documents related to the acquisition of hosting services with GRICS, up to a maximum amount of \$115,378, effective immediately.

**IT WAS FURTHER MOVED** that the Director General be authorized to sign all associated documentation and that in the absence of the Director General, the Director of Instructional Technology and Pedagogical Services can also sign.

Carried unanimously

The Chair of the Educational Advisory Committee, M.E. Kirby mentioned the topics discussed at the May 14, 2024 meeting:

- CSAC debrief on Student-Commissioner session;
- Student Promotion Policy Consultation Process;
- School Survey;
- CCQ Program Overview – presented by M. McKenna. A thorough presentation starts in the fall;
- Cloud hosting contract with GRICS.

The Chair also mentioned that the date of the next ESAC meeting is **to be determined**.

#### 9.5 Communications Advisory Committee

The Chair of the Communications Advisory Committee, H. Turgeon mentioned that the date of the next meeting is **to be determined**.

### 9.6 Human Resources Advisory Committee

The Chair of the Human Resources Advisory Committee, C. Beaubien mentioned that the date of the next meeting is **to be determined**.

### 9.7 Transportation Advisory Committee

In the absence of the Chair of the Transportation Advisory Committee, Commissioner H. Turgeon mentioned that the date of the next meeting is **to be determined**.

### 9.8 Special Education Advisory Committee (SEAC)

The SEAC Chair, E. McKnight mentioned the topics discussed at the May 22, 2024 meeting:

We were pleased to have the Director of Instructional Technology and Pedagogical Services, Eva Lettner join us. Eva was present to consult SEAC on the draft version of the Policy Regarding Student Promotion. Thank you Eva for taking the time to consult with SEAC and to answer all of our committee members' questions and for considering their suggested edits. The remainder of the last meeting was devoted to working on SEAC's annual recommendations to the DG. We will present the recommendations to the DG at our next SEAC meeting scheduled for June 12, 2024.

## 10. PARENTS' COMMITTEE

The Commissioner representing parents, H. Turgeon mentioned the topics discussed at the May 1<sup>st</sup> 2024 meeting:

- News from our schools;
- Parent Commissioners;
- SEAC;
- Transportation Committee;
- *RCPAQ (Regroupement des comités de parents autonomes du Québec)*.

The date of the next Parents' Committee meeting is scheduled for June 7, 2024.

## 11. STUDENT ADVISORY COMMITTEE

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned that the date of the next meeting is **to be determined**.

## 12. QESBA

Chairman M. Murray mentioned that it was business as usual. There are no new lawsuits. We continue to be vigilant as ever.

### 13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner J. Humenuik:

#### Spring Conference

At the Spring Conference, there were comments made that students had been prompted to say what they were presenting. People were surprised that students had amazing things to say.

Commissioner C. Beaubien:

#### Sunnyside Elementary School

- The CLC representative Marie-Andrée Lafrance attended the beneficiaries' luncheon for '*La Fondation des Canadiens pour l'Enfance*'. She was presented with funds to upgrade Sunnyside's skating equipment. The \$4,000 will go towards new skates, helmets and skating aid trainers to help our younger students learn how to skate.
- Last Thursday, I made an appearance at a free turnkey workshop about robotics with CGI STEM, at Sunnyside, for grades 5 and 6 (Mrs. McKelvey and Mrs. Mosher). It was hosted by Paul Laberge, ex-Parent Commissioner and his volunteers from his company CGI. They present these workshops all over the province for free on the basis first come first serve. But Sunnyside was the first one from the ETSB to participate. Their priorities are underprivileged youths, minorities and girls.
- Just last week, CGI received the most exclusive recognition for their community involvement '*Les Mercuriades*'.
- Both teachers were very involved and are planning to include this activity in their next school year classes.

Commissioner M. E. Kirby:

#### Alexander Galt Regional High School (AGRHS)

I attended a wonderful band concert. Mr. O is now teaching and did a wonderful job with the students. It's nice to keep tradition going.

Chairman M. Murray:

#### Heroes' Memorial Elementary School

On June 8, 2024, we are celebrating 100 years. Alumni plan to attend and reminisce. June 11, 2024 is the upcoming visit to Farnham Elementary School. We are excited to see the construction to the new extension.



14. UPCOMING EVENTS

None.

15. CORRESPONDENCE

None.

16. QUESTION PERIOD

Adam Brody

Parkview Elementary Teacher:

Schools are purchasing a license for Microsoft services. Is there any intention that teachers will move towards Microsoft Tools?

M. Murray

ETSB Chairman:

No. Microsoft Licenses for administration purposes.

Megan Seline

Knowlton Resident:

School Elections are November 3<sup>rd</sup>, what is the limit date to nominate candidates?

S. Champigny

Secretary General:

I believe its's five days. I do not have the exact dates on hand, but will follow up with the Commissioners. The information will be posted on the ETSB website in September 2024.

M. Murray

ETSB Chairman:

It's in September. It will be made public.

Megan Seline

Knowlton Resident:

No need to follow up. I will be on the lookout for the information.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner J. Murray at 8:02 p.m.

Shawn Champigny  
Secretary General

Michael Murray  
Chairman

SC/gm  
05.28.2024