

EASTERN TOWNSHIPS SCHOOL BOARD

COUNCIL OF COMMISSIONERS

TUESDAY, JUNE 25, 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	A	Helene Turgeon	Z
Gary Holliday	Z	DIRECTORS' COMMITTEE (DC)	
Joy Humenuik, Vice-Chair	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	Z	Director of Human Resources – Caroline Dufresne	P
Jonathan Murray	Z	Director of Instructional Technology and Pedagogical Services – Eva Lettner	Z
Michael Murray, Chair	Z	Director of Complementary Services – Emmanuelle Gaudet	Z
Tina Pezzi-Bilodeau	Z	Director of Material Resources – Éric Plante	P

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 7:02 p.m.

2. QUORUM AND ADOPTION OF THE AGENDA

QUORUM WAS ESTABLISHED AND IT WAS MOVED BY Commissioner C. Beaubien to adopt the Agenda of June 25, 2024 as deposited, with the following **additions**:

7.10 Eastern Townships Adult General Education (ETAGE) – Appointment of Assistant Centre Director;

9.2.2 Director General Evaluation;

9.3.1.5 Farnham Elementary School – School tour given to Commissioners by C. Canzani and P. Bruneau;

9.3.2.6 Sutton Elementary School – Greenhouse Project;

9.6.1 Removal.

Carried unanimously

3. APPROVAL OF THE MINUTES OF THE MEETING OF MAY 28, 2024

Resolution No. ETSB 24-06-86

Approval of the Minutes of the Meeting of the Council of Commissioners held on May 28, 2024

WHEREAS a copy of the Minutes of the meeting of May 28, 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 May 28, 2024 as deposited.

Carried unanimously

4. QUESTION PERIOD

Gail Klinck

Retired MVHS Teacher:

Students in elementary school miss out on the full curriculum, particularly in science and other opportunities such as band, dance and sports. Given there are now only twelve students in Secondary 1 in the Western Sector not attending Massey-Vanier High School, given that they don't get the same specialists and education and miss part of the curriculum, in addition to the extra burden put on Secondary 2 teachers accommodating these students. I have been asking for 28 years to eliminate the offering of Secondary 1 at the elementary level, is the Board going to finally abolish Secondary 1 in elementary school?

M. Murray
ETSB Chair:

Thank you for that very cultured question. It is the evolution of practice over the years, now we only have one school with Secondary 1 offered. We addressed the issue two years ago and decided to maintain the parent's choice in schools that did previously have Secondary 1. When it was no longer viable in some schools to offer the class, we decided to not allow schools to reinstate offering Secondary 1. All your arguments are cogent. We have a policy in place and will maintain it for the time being.

Gail Klinck
Retired MVHS teacher:

To what degree does the School Board ever give parents a real choice if the Board does not appoint out all the downsides, like children who don't get the full curriculum?

M. Murray
ETSB Chair:

We will not debate here, it has been discussed and we will maintain the policy for the moment. The approach is adaptable and accommodates for levels of maturity and we will continue to uphold parents' choice for the time being.

5. RECOGNITION OF EXCELLENCE

Chairman M. Murray invited the following Commissioners to present the June 25, 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:

Making a Bee Line to Knowlton Academy



School and displayed the plethora of sports awards that the school has won over the years. There were also slide shows and photographs on display of the theatre productions, sports, activities, staff and Heroes' alumni.

Representatives of different community partners were also on hand to share memories and provide information about current events and opportunities. Students from the Heroes' Memorial Spirit Squad were on site sharing lemonade and cookies with the visitors. It was a festive and happy event in celebration of Heroes' Memorial Elementary School and the community it has served for the past 100 years. Congratulations and we look ahead brightly to the future!

Field Games Day 2024



Commissioner F. MacGregor: On Friday, June 14th 2024, students from 9 elementary schools of the ETSB gathered together at Alexander Galt Regional High School (GALT) for a day of sports and fun. The 200 elementary school students hailing from Ayer's Cliff Elementary, Cookshire Elementary, Lennoxville Elementary, North Hatley Elementary, Pope Memorial Elementary, Princess Elizabeth Elementary, Sawyerville Elementary, Sherbrooke Elementary and Sunnyside Elementary were all mixed together on 14 different teams. They played four sports throughout the day; Soccer, Quattro, Terra Gold and Kickball with the goal of meeting their future classmates before starting at GALT next year.

A huge thank you to the Clinton Munkittrick Memorial Fund for the T-shirts and the BBQ lunch. Another huge thank you goes out to Alexander Galt's sports concentration students who were helpers for the day.

Good luck to all students graduating this year who are heading to high school in the fall. We wish you the best of times!



6. BUSINESS ARISING

There was no business arising.

7. NEW BUSINESS

The Secretary General, S. Champigny presented the following resolutions:

7.1 Resolution No. ETSB 24-06-87

Membership of the *Union réciproque d'assurance scolaire du Québec (URASQ)*

WHEREAS the significant increases in private insurers' premiums for liability coverage over the past five (5) years;

WHEREAS the conclusions of the actuarial feasibility study of grouping sixty-two (62) school service centers and school boards demonstrates the feasibility and viability of self-managed insurance in the form of a reciprocal union (hereinafter referred to as "the union") provided for by the *Act respecting insurers* (RLRQ, c. A-32.1);

WHEREAS actuarial analyses show that the union's viability is based on a commitment by members for an initial period of five (5) years;

WHEREAS that participation in the reciprocal union provides a level of protection equivalent to, and sometimes superior to, that of the private market;

WHEREAS that the premiums to be expected over the next five (5) years will be equivalent to or lower than the increases expected from private insurers, and that the union will thus have accumulated a significant reserve fund for its long-term survival;

WHEREAS that each member of the union must designate a representative from among the managerial and non-managerial staff of its organization to represent it;

WHEREAS that the draft agreement submitted herewith:

IT WAS MOVED BY Commissioner G. Holliday **TO ADHERE** to the reciprocal union for the period from July 1st 2024 to June 30, 2028 in the amount of \$101,335.98 for the year 2024-2025;

TO AUTHORIZE the Director General to sign the Membership Agreement for and on behalf of the School Service Centre/ School Board and to take all necessary measures or actions to give full effect thereto;

TO DESIGNATE S. Champigny, Secretary General as representative of the school service centre/school board for the insurance file and that in the absence of the Secretary General, the Director General may also represent the school board.

Carried unanimously

7.2 Resolution No. ETSB 24-06-88
2024-2025 Insurance Renewal – Damage Insurance

WHEREAS articles 178 and 270 of the *Education Act* stipulate that a School Board may take out liability insurance, professional insurance and property insurance (equipment and vehicles);

WHEREAS the Eastern Townships School Board's (ETSB) current insurance plan comes to term on June 30, 2024;

WHEREAS the Council of Commissioners agreed to adhere to the *Union réciproque d'assurance scolaire du Québec (URASQ)* by resolution (ETSB-23-03-56) in March 2023 for the liability insurance;

WHEREAS since 2012-2013, the Council of Commissioners has authorized the participation of the ETSB in the *Regroupement des commissions scolaires et des centres de services scolaires de la Montérégie-Estrie, Est-du-Québec et Mille-Îles-Laval en matières d'assurances* (hereinafter the "Regroupement");

WHEREAS the Regroupement will continue to go with call for tender for insurance to cover crime, equipment and vehicles;

WHEREAS the publication of the public call for tenders on the Quebec government's electronic tendering system (SEAO), from April 18 to May 31st 2024;

WHEREAS bids were opened on Friday May 31 at 11 a.m.;

WHEREAS the two bids received were analyzed by Mr. Olivier Turcot of the firm *Gestion Turcot & Associés inc.*;

WHEREAS in the analysis report, the said firm concludes that the two bids submitted by AON/AVIVA and BENEVA are in conformity for sections 3.1 to 3.7 (lots 1 to 7);

WHEREAS suppliers could, in compliance with public tender specifications, bid on all or some of the sections to be insured;

WHEREAS for all sections 3.1 to 3.7 of the specifications, BENEVA is the lowest bidder in conformity for the 38 group members;

WHEREAS for the crime insurance section (3.8 of the quotation – lot 8), none of the bidders, AON/AVIVA and BENEVA, could offer the social engineering protection component;

WHEREAS as provided for in the call for tenders and at the request of the insurance advisor Olivier Turcot, AON succeeded in finding, subsequent to the call for tenders, complete crime insurance coverage (component 3.8) including the social engineering component from another insurer (Travelers);

WHEREAS section 42.0.2 of the Regulation respecting certain service contracts of public bodies provides that a renewal option may be modified at the time of renewal if the tender specifications set out the terms and conditions for determining the premium (in anticipation of years 2 and 3);

WHEREAS the recommendations of Olivier Turcot of Gestion Turcot & Associés inc. (GT&A) after analysis of the two bids;

IT IS RESOLVED BY Commissioner H. Turgeon:

- accept BENEVA's offer to renew the property insurance policy for the 2024-2025 school year, in the estimated amount of \$945,164 (before taxes) for the 38 members of the group and \$31,149 (before taxes) for the ETSB, for sections 3.1 to 3.7 of the call for tenders;
- authorize the negotiation and eventual conclusion with BENEVA of the renewal conditions for sections 3.1 to 3.7 for the 2025-2026 and 2026-2027 optional years. Each *Centre de services scolaire* and *commission scolaire* (CSS/CS) must, if it has not already done when joining the group call for tenders, also ratify the whole according to its delegation of authority in force and send a copy to the *Centre de services scolaire de la Région-de-Sherbrooke* (CSSRS) secretary general. Each year, the three representatives of the merged group may decide to return to the call for tenders if the negotiation of conditions and premiums is not satisfactory for the members of their sub-group;
- authorize the thirty-eight (38) CSS/CS to update by July 1st and at any time thereafter the inventory of their property to be insured with the two insurers;
- authorize the thirty-eight (38) CSS/CS to accept the offer from AON/AVIVA, BENEVA or neither of these two offers for the renewal of the crime insurance policy (section 3.8) for the 2024-2025 school year and the two (2) subsequent years;
- authorize BENEVA and AON/AVIVA to adjust their premiums in line with the various updates to the goods to be insured produced by the thirty-eight (38) CSS/CS throughout the term of the contract, in compliance with the minimum limits and deductibles stipulated in the call for tenders.

Carried unanimously

7.3 Resolution No. ETSB 24-06-89
2024-2025 QESBA Membership Fees

WHEREAS member boards receive an annual increase from the Ministry of Education (MEQ);

WHEREAS the Annual General Meeting of the QESBA elected in 2022 to increase membership fees annually at the same indexation rate as the MEQ increases school boards;

WHEREAS this year, the increase is 4%;

IT WAS MOVED BY Commissioner F. MacGregor that the Council of Commissioners approves the \$11.75 per student for a total of \$54,743.25 QESBA membership fee for the 2024-2025 QESBA financial which begins on July 1st 2024; **IT WAS FURTHER MOVED** that the Council of Commissioners authorizes the disbursement of the QESBA 2024-2025 membership fees on the following dates:

- 75% of the fees payable by July 1st 2024;
- 25% of the fees payable by February 1st 2025.

Carried unanimously

The Director of Financial Services, S. Leduc presented the following resolutions:

7.4 Resolution No. ETSB 24-06-90
Yearly Action Plan for Managing the Risks of Corruption and Collusion in the Contract Management Process

WHEREAS The Eastern Townships School Board (ETSB) is responsible for acquiring, in the most transparent, effective and efficient manner possible, the goods and services required to fulfill its mission;

WHEREAS the ETSB is committed to applying best practices in compliance to its internal Purchasing Policy and to governmental laws and policies applicable to the contract management process for public bodies;

WHEREAS on June 14, 2016, the *Conseil du trésor* adopted the *Directive Concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle* (hereinafter, the "Directive");

WHEREAS the Directive came into effect on September 1st 2016, and was enacted under section 26 of the Act respecting contracting by public bodies (CQLR, c. C-65.1);

WHEREAS in accordance to the Directive, ETSB is required to adopt an organizational framework to manage the risks of corruption and collusion in the contract management process (hereinafter, the "*Organizational Framework*");

WHEREAS the ETSB must implement a yearly corruption and collusion risk management action plan for public contracts. The plan must include the organizational context, appraisal of the current situation, the desired situation establishing a risk mitigation measures plan, a follow-up monitoring & reviewing the measures implemented;

IT WAS MOVED BY Commissioner J. Humenuik to adopt the annual action plan. **IT WAS FURTHER MOVED** that the Director General and/or the Director of Finance be authorized to sign all associated documentation.

Carried unanimously

7.5 Resolution No. ETSB 24-06-91

Assessment report on the Risk Management Plan Concerning the Risks of Corruption and Collusion in Contract Management Process

WHEREAS The Eastern Townships School Board (ETSB) is responsible for acquiring, in the most transparent, effective and efficient manner possible with the ETSB's purchase policy and government requirements (laws, policies, rules, etc), the goods and services required to fulfill its mission;

WHEREAS on June 14, 2016, the *Conseil du trésor* adopted the *Directive Concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle* (hereinafter, the "Directive");

WHEREAS the Directive came into effect on September 1st 2016 and was enacted under section 26 of the Act respecting contracting by public bodies (CQLR, c. C-65.1);

WHEREAS in accordance to the Directive, ETSB has adopted an organizational framework to manage the risks of corruption and collusion in the contract management process (hereinafter, the "*Organizational Framework*");

WHEREAS the ETSB adopts a yearly action plan on risk management of corruption and collusion for public contracts. The plan includes the organizational context, appraisal of the current situation, the desired situation establishing a risk mitigation measures plan and a follow-up monitoring & reviewing the measures implemented;

WHEREAS the ETSB has assessed the yearly action plan, reviewed the measures implemented and presented its results to the audit committee;

IT WAS MOVED BY Commissioner G. Holliday that the Assessment report on Risk Management Plan Concerning the Risks of Corruption and Collusion in Contract Management Processes be received as tabled.

Carried unanimously

7.6 Resolution No. ETSB 24-06-92
Contracts to Public Bodies – Annual Rendering of Accounts

WHEREAS on December 7, 2012, the National Assembly adopted Bill 1 – *Integrity in Public Contracts Act*;

WHEREAS in accordance with this law, the Treasury Board decreed the *Directive concernant la reddition de comptes en gestion contractuelle des organismes publics* (hereinafter referred to as the « Directive »), which came into force on April 1st 2013 and applies particularly to school boards;

WHEREAS the Directive outlines all cases of rendering of accounts and standardizes the content and the type of information to be transmitted to the Secretariat of the Treasury Board;

WHEREAS the requirements provided under this directive are from the *Loi sur les contrats des organismes publics (LCOP)*, which aims to promote the rendering of accounts based on the accountability of chief executive officers of public bodies and on the appropriate use of public funds;

WHEREAS according to the requirements outlined in the Directive, the School Board is required to render an account of its contractual activities during the period from April 1st 2023 to March 31, 2024;

WHEREAS the Directive stipulates that the chief executive officer of the public body must attest, on an annual basis, to the reliability of the data and controls related to contracts by using the form presented at the Audit Advisory Committee on June 18, 2024;

WHEREAS at Eastern Townships School Board, the duties of the executive officer of the public body for which an account must be rendered rest with the Council of Commissioners;

WHEREAS the Council of Commissioners must render account for the authorizations it gave during the period from April 1st 2023 to March 31, 2024;

WHEREAS all contracting activities have been performed by the appropriate school board administrators and respecting the *LCOP* to the best of their judgment and abilities within the resources available;

IT IS MOVED BY Commissioner J. Murray, seconded by Commissioner J. Humenuik that Eastern Townships School Board: **ADOPT** the declaration of the executive officer of the public body attesting to the reliability of the data and management controls as appended to this resolution, in accordance with the template proposed by the Secretariat of the Treasury Board:

1. "This declaration is made by the executive officer of the public body in a context where all contracting activities have been performed by the appropriate administrators while respecting the *LCOP* to the best of their judgment and abilities and within the limits of the resources available."
2. **AUTHORIZE** the Chairman of the School Board to sign the declaration of the executive officer of the public body (appendix 3) and any other document required to respect the requirements of the rendering of accounts as provided for in the Directive;

3. **TRANSMIT**, no later than June 30, 2024 all the required documents to the Secretariat of the Treasury Board so as to respect the requirement to render account as stipulated in the Directive.

Carried unanimously

Commissioner J. Humenuik presented the following resolutions:

7.7 Resolution No. ETSB 24-06-93
Approval of the Schools and Centres Budgets – 2024-2025

WHEREAS Section 276 of the *Education Act* states that every school board is responsible for approving the budgets of their schools, vocational training centres and adult education centre;

WHEREAS it is necessary to ratify the budgets attached;

WHEREAS the governing boards of all schools and centres have adopted their school/centre budgets for 2024-2025;

WHEREAS the school/centre budgets for 2024-2025 have been presented and analyzed at the June 18, 2024 Audit Advisory Committee meeting;

WHEREAS the Audit committee recommends the ratification of the school/centre budgets for 2024-2025;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau that the Council of Commissioners ratify the budget of each school/centre for 2024-2025.

Carried unanimously

7.8 Resolution No. ETSB 24-06-94
Adoption of the Eastern Townships School Board Budget – 2024-2025

WHEREAS in accordance with the *Education Act* (chapter I-13.3), the Eastern Townships School Board must adopt and transmit the operating budget, the investment and the debt service to the Minister of Education for the school year 2024-2025;

WHEREAS this budget provides for a balanced budget;

WHEREAS the school tax proceeds in the amount of \$5,165,837 was determined taking into consideration:

- an adjusted standardized assessment of taxable real property of \$25,000 or less in the amount of \$14,471,097;
- a number of 16,636 taxable properties over \$25,000, and:
- The assessment rate of 0.09152 per \$100 set by the Minister for the 2024-2025 school tax.

IT IS PROPOSED BY Commissioner J. Humenuik that the operating budget, the investment and the debt service providing revenues of \$133,367,660 and expenditures \$133,367,660 be approved and forwarded to the Minister of Education.

Carried unanimously

7.9 Resolution No. ETSB 24-06-95

Interest Rate on Overdue Taxes and Other Overdue Receivables

WHEREAS Section 316 of the *Education Act* requires that school boards establish an interest rate on overdue school taxes;

WHEREAS school boards should also establish the interest rate for other overdue receivables;

WHEREAS the interest rate per annum will be clearly identified on the tax bills and other invoices;

WHEREAS according to Section 42 of the Act to establish a single school tax rate adopted in April 2019, the Minister must mention in the *Gazette Officielle*, the applicable interest rate;

WHEREAS the 2024-2025 interest rate of 10% was published in the *Gazette Officielle* on June 15th 2024;

IT WAS MOVED BY Commissioner J. Humenuik that the Eastern Townships School Board adopts the prescribed rate on overdue tax accounts and other overdue receivables as per the rates published annually in the *Gazette Officielle*.

Carried unanimously

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

7.10 Resolution No. ETSB 24-06-96

Eastern Townships Adult General Education (ETAGE) – Appointment of Assistant Centre Director (Temporary 1-year)

WHEREAS the position of Assistant Centre Director of the Eastern Townships Adult General Education (ETAGE) has become vacant with the departure of Mr. Martin Vigneux;

WHEREAS the position of Assistant Centre Director of the ETAGE is a temporary position for one (1) year;

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 G. Barnett that the Council of Commissioners appoint Stephen Walker, Assistant Centre Director of the Eastern Townships Adult General Education (ETAGE) effective July 1st 2024.

Carried unanimously

8. REPORTS

8.1 Director General's report

The Director General, K. Mackey reported the following:

As we hold our final Council meeting for the school year, I invite us to reflect on the significant milestones and achievements we have accomplished together. Here are a few to highlight:

This year began with the adoption of our 2023-2027 Commitment-to-Success Plan, guiding us to focus on specific actions for each of our four orientations: bilingualism, the vulnerability of preschoolers, valorization of transitions and alternate pathways and wellbeing. This plan is shaping our reflections and actions, ensuring we address the needs and goals of our organization.

The Central Student Advisory Committee has been active, providing valuable insights on relevant topics such as bilingualism, cell phone use in class and the environment. Their perspectives have been instrumental in shaping our initiatives and approaches.

In this negotiation year, we are pleased to announce that all provincial collective agreements have been signed. Although students missed school days, the “plan de rattrapage” provided much needed support under the guidance of dedicated ETSB personnel, ensuring that our students had the opportunity to catch up effectively.

We adjusted to having a Regional Student Ombudsman. Within the spirit of the law, this process aimed to enhance our ability to address student concerns and improve their educational experience.

We have navigated numerous political distractions this year. I appreciate our Council’s leadership in managing these challenges, allowing us to focus on our core mission: providing our communities with a learning environment that promotes academic and personal development, leading to the attainment of graduation or certification and opportunities to flourish and succeed.

One of the most fascinating experiences this year was the April 8th solar eclipse. It was uplifting to see some enjoying this rare event with their families while others shared the moment with their ETSB family.

Our adult centre sectors have flourished this year, offering new and existing programs that provide valuable opportunities to our anglophone clientele. Programs such as carpentry, tinsmithing, Recognition of Acquired Competencies (RAC), and francisation have seen great success. We are also excited about the upcoming plumbing and heating program. These initiatives demonstrate our commitment to expanding opportunities and meeting the diverse needs of our community.

The most wonderful highlight of the 2023-2024 school year has been witnessing the revival of real school and centre life after the pandemic years we lived. Students have engaged fully in authentic activities, trips, extracurricular programs, enrichment opportunities and targeted interventions. This resulted in the recent graduations and celebrations at our schools and centres. Congratulations to ALL our students on their perseverance, effort and achievements.

I cannot express enough gratitude to our staff members who prioritized our students day in and day out, from the bus drivers who greeted them with a smile each morning, to the secretaries who were always there to take care of a student's needs, to the caretakers who diligently kept our buildings clean and safe, to the paraprofessionals who worked tirelessly with our most vulnerable students, to the teachers who inspired young (and not so young) minds to ignite and be curious every day, to the professionals who us with their insight and expertise to better understand our students, to the administrators who led with dedication and passion, and to our head office staff who worked diligently behind the scenes to ensure that all essential operations in ours schools and centres ran smoothly and effectively. Our school community thrived because of the collective effort and commitment of each and every one of them.

I also extend my heartfelt appreciation to our parents who entrusted us with their most precious beings – their children. Together, we aim to create a nurturing and supportive environment where every child can thrive and succeed.

To our ETSB graduates, we wish them the very best and encourage them to continue embracing learning throughout their lives. The journey of growth and discovery does not end here, and we are confident they will achieve great things.

As we look forward to the summer, I wish everyone a safe, family-connected break filled with laughter and sunshine. It is a blessing to work with all of you and I thank you for your dedication and hard work throughout this past year. I look forward to seeing you in August.

Your Director General,
Kandy Mackey

8.2 Chair's report

The Chair of the Council of Commissioners, M. Murray, reported the following:

It is with a touch of wistfulness that I draft this comment on the ending of another school year. Our students are celebrating the beginning of their summer vacation, personnel are cleaning out classrooms and gathering personal belongings to take home and our facilities management team is hitting their high season to improve and upgrade our buildings and grounds. In barely 8 weeks, we will begin the cycle again; fresh faces in classrooms and offices, fresh initiatives and projects for improvement and a looming election for Commissioners that will take place next November 3rd 2024.

With the sunshine and humidity of high summer, it seems as if November is a long way ahead, but it will be upon us before we realize the summer is gone. I want to emphasize that these elections are extremely important, not only for Commissioners but for everyone. School Boards are the last level of

local governance answering to the English community of Quebec. We have successfully fought attempts by successive governments to abolish us, under successive education ministers in the former Liberal government prior to arrival of the CAQ and before the courts since then. We have won repeated judgments upholding our rights under the Canadian Charter of Rights and Freedoms, otherwise known as the Canadian constitution. In collaboration with eight other English school boards, we continue to function with the rights of management and control of our educational system. Commissioners respond to local communities. They are accessible to parents and to non-parent citizens. We oversee a budget that we adopted a few moments ago of 133 million dollars which, I feel confident, makes us the largest English-language employer in the Townships. We take care of your children from morning to night, nurturing and supporting them in many ways well beyond the essentials of basic education. The upcoming elections are an opportunity for our community to select the individuals who will set policy and oversee operations for the next four years.

We get little help from the government as you can imagine. Our electoral lists need to be updated and corrected, but we must ask you as individuals, to ensure your names are on the electoral lists. We hope that if you are interested, you will stand for election. Every individual who has done so reports that it is a rewarding and fulfilling experience, yielding far more benefits in personal growth and satisfaction than it costs in time and effort. I hope that if you choose not to stand for election you will at least vote, and encourage your families, your friends and your neighbours to do so as well. Democracy takes only a little effort. Please feel free to call the school board or consult our website for information if you are curious. Information will be forthcoming throughout the summer and fall.

I have personally committed to running again for office. There are so many ways to contribute to improving our performance. One of the most important roles of Commissioners is choosing or approving the nomination of our leadership team. We have an outstanding group of senior administrators, several recent additions as well as some veterans, who will, I am sure, take us further and better in the years ahead.

With that, I wish you a restful summer and I look forward to welcoming you back in late August. Enjoy!

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 Chair of the Governance and Ethics Committee, Commissioner G. Barnett invited the Director General, K. Mackey to present the following resolution:

9.2.1 Resolution No. ETSB 24-06-97**Delegation of Powers to the Director General, Appointment of Administrators**

WHEREAS all Management positions will not be assigned by June 25, 2024;

WHEREAS the last Council of Commissioners meeting for the 2023-2024 school year will be held on June 25, 2024;

WHEREAS some administrative positions will need to be appointed before the Council of Commissioners' meeting, which will be held on November 12th 2024, following the election period;

WHEREAS the appointment of administrators is usually done by the Council of Commissioners;

IT WAS MOVED BY Commissioner G. Barnett to delegate the power of appointing administrators in conformity with the administrative structure for 2024-2025 to the Director General as to facilitate the start-up for the 2024-2025 school year effective June 26, 2024 until November 12, 2024.

Adopted unanimously

9.2.2 Director General Evaluation

The Chair, M. Murray confirmed that the Director General, K. Mackey's evaluation was a positive one and that she met the required expectations for the 2023-2024 school year. The Chair of the Executive Committee, Commissioner M. Murray mentioned that the annual Director General assessment took place verbally in a private (in-camera) meeting. The evaluation team nominated in the autumn of 2023/24 is pleased to report to Council that it has completed its mandate. We commend Director General Kandy Mackey for inspiring leadership, effective team building and improved administrative and pedagogical effectiveness in the organization. The School Board is focusing more meaningfully on our central objectives, based on our four pillars and the priorities in our Commitment-to-Success Plan. Progress is evident in many parts of the School Board and there is a sense of accelerating change in advancing bilingualism and serving students with special needs. We look forward to continuing improvement as recent changes have time to become established.

The Chair of the Governance and Ethics Committee, Commissioner G. Barnett mentioned the topics discussed at the June 4, 2024 meeting:

- Spring Conference Debrief;
- Governance Professional Development (PD) Update;
- 2024-2025 Advisory Committee meeting dates;
- Ad Hoc Committee for new Commissioners and Parent-Commissioners;
- Delegation of Powers to the DG for administrative appointments;
- Dual Function – Councillor and Commissioner.

The date of the next meeting is scheduled for August 20, 2024.

9.3 Audit Advisory Committee

The Chair of the Audit Advisory Committee, Commissioner J. Humenuik mentioned the topics discussed at the June 11 and the June 18, 2024 meetings:

- Tour of Farnham Elementary School given to Commissioners by C. Canzani and P. Bruneau;
- Resolutions (mentioned in these Minutes);
- Call for tenders with one year possible extension;
- 2024-2025 Projects discussed;
- School promotional campaign;
- 2024-2025 Budget Plan;
- 2023-2024 ETSB Assessment Plan;
- 2025-2025 ETSB Risk Management Plan;
- 2023-2024 Contract to Public Bodies – Annual Rendering of Accounts;
- Interest Rate on Overdue Taxes;
- 2024-2025 Budget Parameters;
- Schools and Centres Budget;
- 2023-2024 Budget follow-up.

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 24-06-98 Signing Officers for Schools and Centres

WHEREAS the Eastern Townships School Board (ETSB) appointed the National Bank to provide banking services;

WHEREAS the accepted bid received from the National Bank also includes banking services for ETSB schools and centres;

WHEREAS the National Bank requires the names of representatives authorized to sign banking documents on behalf of ETSB schools and centres;

WHEREAS new principal and secretary assignments have changed the names of the representatives at Alexander Galt Regional High School, Massey-Vanier High School and CBM Voc. Ed.;

WHEREAS only those individuals listed below are authorized to sign for their respective school effective August 12th 2024;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau that the following individuals be authorized to sign banking documents on behalf of their respective schools:

Alexander Galt Regional High School: Peggy McCourt
Kohl Kelso

Massey-Vanier High School Diane Sherrer-Vokey
Mathieu Viens
Mélissa Dingman

CBM Voc. Ed. Liette Béchar
Jeremy Frizzle
Erika Bazin

Carried unanimously

9.3.1.2 Resolution No. ETSB 24-06-99
Sawyerville Elementary School – Signing Officers

WHEREAS the *Caisse Desjardins du Haut-Saint-François* requires the names of representatives authorized to sign banking documents on behalf of the ETSB Sawyerville Elementary School;

WHEREAS new assignments have changed the names of representatives in this school;

WHEREAS only those individuals listed below are authorized to sign effective July 1st 2024;

IT WAS MOVED BY Commissioner M. E. Kirby that the following individuals be authorized to sign banking documents on behalf of the school:

IT WAS FURTHER MOVED that any previous authorizations are rendered null and void by this resolution.

Sawyerville Elementary School Norma Humphrey
Cathy Dolloff
Scott Lowd

Carried unanimously

9.3.1.3 Resolution No. ETSB 24-06-100
Richmond Regional High School – Signing Officers

WHEREAS the *Caisse Desjardins du Val-Saint-François* requires the names of representatives authorized to sign banking documents on behalf of the ETSB Richmond Regional High School;

WHEREAS new assignments have changed the names of representatives in this school;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau that, effective July 1st 2024, only the individuals listed below be authorized to sign, on behalf of the Eastern Townships School Board, all banking documents required by the *Caisse Desjardins du Val-Saint-François*:

IT WAS FURTHER MOVED that the previous resolution appointing signing officers, be rendered null and void.

Richmond Regional High School Steve Element
Craig Evans

Carried unanimously

9.3.1.4 Resolution No. ETSB 24-06-101
Knowlton Academy – Signing Officers

WHEREAS the *Bank of Montreal* requires the names of representatives authorized to sign banking documents on behalf of the ETSB Knowlton Academy;

WHEREAS new assignments have changed the representatives authorized to sign in this school;

WHEREAS only those individuals listed below are authorized to sign effective August 2nd 2024;

IT WAS MOVED BY Commissioner R. Gagnon that the following individuals be authorized to sign banking documents on behalf of the school:

IT WAS FURTHER MOVED that any previous authorizations are rendered null and void by this resolution.

Knowlton Academy Peter McKelvie
Anne-Marie Cyr

Carried unanimously

9.3.1.5 Farnham Elementary School – Tour

A tour was given by school principal C. Canzani and superintendent P. Bruneau in order to show the newest edition of the school. The church was converted into a gymnasium. A formal opening ceremony was recommended.

9.3.2 Material Resources:

9.3.2.1 Resolution No. ETSB 24-06-102
Farnham Elementary School – Renovation of Foundations and Renovation of Perimeter Drainage and Insulation

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$1,673,374 for the project stated above, under the program *MDB – Maintien des bâtiments 2020-21 Mesure: 50621*;

WHEREAS a company known today as *Construction GCP Inc.* was awarded a contract included in the amount of \$4,567,313 including professional fees and taxes, for the project stated above;

WHEREAS during the project, some modifications for additional work needed to be done based on the fact it is a building from 1850 being brought up to code with a deficient sewer system from the town;

WHEREAS the amount of \$907,114 (19.86%) to pay for all modification orders, additional work and professional fees (including taxes), is required to finish the project;

WHEREAS the total amount for the contract including all modification orders, additional work, and professional fees (including taxes), adds up to \$5,474,427;

WHEREAS all additional funds required to complete the project, will be taken from *MDB - Maintien des bâtiments* program from multiple years;

IT WAS MOVED BY Commissioner J. Humenuik that the modification and/or additional work be awarded in order to complete the work for the project stated above; **IT WAS FURTHER MOVED** that the Director General and/or the Director of Material Resources be authorized to sign all associated documentation.

Carried unanimously

Commissioner T. Pezzi-Bilodeau requested for many pictures of the newest addition to put on social media.

The Director of Material Resources, E. Plante mentioned that the school website has already added the pictures.

9.3.2.2 Resolution No. ETSB 24-06-103

Parkview Elementary School – Hallway ceilings demolition Phase 2

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$1,067,386 for the project stated above, under the program *RDE - Résorption du déficit d'entretien 2022-2023 Mesure: 50622*;

WHEREAS as per resolution ETSB 23-10-20 for the amount of \$460,868, phase one of the project stated above was completed;

WHEREAS phase one of the project consisted of the renovation of administration offices and the making the main entrance safer;

WHEREAS with the completion of phase one, \$504,123 is left of the budget for phase two;

WHEREAS in phase two, the suspended ceilings in the hallways will be removed, as well as the plaster on metal mesh containing asbestos;

WHEREAS this work will prepare the surface for the installation of ventilation ducts that will occur in the fall of 2024;

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 \$563,263;

WHEREAS the contract will be granted as soon as the results of the call for tenders will be known;

WHEREAS the contract will be granted in respects 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 G. Holliday 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 24-06-104

Sunnyside Elementary School – Replacement of the 10 Tons Unit (HVAC CLSC)

WHEREAS the *ministère de l'Éducation (MEQ)* approved a budget of \$41,000 for the project stated above, under the program *RTB – Réfection et Transformation des Bâtiments 2022-23*;

WHEREAS the ventilation system in the CLSC section of Sunnyside Elementary School needs to be replaced;

WHEREAS a study is being done to determine the most viable option which would consist of the ventilation system being replaced with heat pumps;

WHEREAS after reviewing the plans, the assigned professional firm *Enerzam Inc.* has estimated \$15,000 for the engineering fees;

WHEREAS there is the possibility of decontamination work being determined within the study that would cost approximately \$8,000;

WHEREAS the estimated cost of \$40,000 for the ventilation unit replacement;

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 \$97,729;

WHEREAS the contract will be granted as soon as the results of the call for tenders will be known;

WHEREAS the contract will be granted in respects 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 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

9.3.2.4 Resolution No. ETSB 24-06-105

All Schools – Yearly Inspections of Fire Alarm Systems and Emergency Lights

WHEREAS the Eastern Townships School Board (ETSB) approved a budget of \$105,461 for the project stated above;

WHEREAS five (5) companies were invited 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 lowest bid in the amount of \$105,461 (including taxes), was received from the company *Alarme Supérieur Sécurité Incendie Inc.*;

IT WAS MOVED BY Commissioner T. Pezzi-Bilodeau 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 24-06-106

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 seven (7) 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 project will allow to renovate the drop-off and parking;

WHEREAS the lowest bid in the amount of \$650,300 (excluding taxes), was received from the company *E.W. Excavation inc.*;

WHEREAS after reviewing the bids, the assigned professional firm of *Les Services EXP inc.* has recommended the company *E.W. Excavation inc.* the lowest bidder in conformity, to do the work for the amount of \$1,022,374, 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 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

9.3.2.6 Resolution No. ETSB 24-06-107
Sutton Elementary School – Greenhouse Project

WHEREAS the Sutton Elementary School has applied for multiple grants to build a greenhouse;

WHEREAS the Sutton Elementary School has confirmed grants for the amount of \$104,866 to build that greenhouse;

WHEREAS three (3) companies were invited to bid on the project;

WHEREAS two (2) bids were received by the Sutton Elementary School by the date and time specified;

WHEREAS the project will allow to teach and produce all year round a large quantity of veggies and fruits to provide for the cafeteria and the community;

WHEREAS the lowest bid in the amount of \$99,975 (excluding taxes), was received from the company *Athena Construction inc.*;

WHEREAS after reviewing the bids, the assigned architect Patrick Turner has recommended the company *Athena Construction inc.* the lowest bidder in conformity, to do the work for the amount of \$114,947, including taxes and professional fees;

WHEREAS all additional funds required to complete the project, will be taken from *RTB – Réfection et Transformation des Bâtiments 2023-24*;

IT WAS MOVED BY Commissioner D. Nagle to proceed with 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, and the Sutton School Principal can also sign.

Carried unanimously

The date of the next Audit Advisory Committee is **to be determined**.

9.4 Educational Advisory Committee (ESAC)

The Chair of the Educational Advisory Committee, M.E. Kirby presented the following resolution:

9.4.1 Resolution No. ETSB 24-06-108
Student Promotion Policy

WHEREAS the Eastern Townships School Board (ETSB) is committed to ensuring the academic success and appropriate progression of all students;

WHEREAS article 233 of the *Education Act* stipulates that every school board shall establish rules governing promotion from elementary school to secondary school and from the first cycle to the second cycle of the secondary level, subject to the rules prescribed by the basic school regulation;

WHEREAS the promotion policy should be designed to accommodate diverse learning needs and provide a supportive environment for students who may require additional resources or interventions;

WHEREAS the ETSB wishes to ensure fairness, consistency and transparency in the administrative decisions to be made with respect to the transition of students from one cycle or program to the next while facilitating the continuity of their learning both within and across school contexts;

WHEREAS a draft version of the policy was presented to Management, the Central Parents Committee, SEAC, the ATA, the ETAA and the Educational Services Advisory Committee for consultation;

WHEREAS feedback from the various stakeholders was taken into consideration in drafting the final version of the policy;

IT WAS MOVED BY Commissioner M. E. Kirby that the policy on Student Promotion be adopted and implemented effective July 1st 2024.

Carried unanimously

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

The Chair of the Transportation Advisory Committee, Commissioner G. Holliday mentioned that he is hoping to have tons of bus drivers for everyone in the fall. The date of the next meeting is **to be determined**.

9.8 Special Education Advisory Committee (SEAC)

The SEAC Chair and Commissioner, E. McKnight presented the following resolution:

9.8.1 Resolution No. ETSB 24-06-109

Establishment and Composition of the Special Education Advisory Committee

IT WAS MOVED BY Commissioner E. McKnight to approve the following composition of the Special Education Advisory Committee, as recommended by the Special Education Advisory Committee:

25 parents	3 teachers
1 management personnel	1 external agency
2 professionals	1 Director General representative
1 support staff	

Carried unanimously

The last SEAC meeting was held on June 12th 2024 where we presented our annual recommendations to the Director General, Ms. Kandy Mackey. We also followed up on the consultation of the Student Promotion policy and discussed next year's membership. The date of the next SEAC meeting is October 9, 2024.

10. PARENTS' COMMITTEE

The Commissioner representing parents, H. Turgeon mentioned the topics discussed at the June 5, 2024 meeting:

- Year review – presented by DG K. Mackey;
- *FCPQ (Fédération des comité de parents du Québec) vs RCPAQ (Regroupement des comités de parents autonomes du Québec)* discussion;
- Bilingualism with the Director of Pedagogical Services – E. Lettner.

The date of the next Parents' Committee meeting is scheduled for October 9, 2024.

11. STUDENT ADVISORY COMMITTEE

Commissioner J. Humenuik, representing the Student Advisory Committee, mentioned the topics discussed at the June 6, 2024 meeting:

- Looking for new recruits – some students are returning, but need to replace the ones that are moving on;
- Year-end review – other schools will be visited for the Commitment-To-Success Plan;
- Schedule in place for next year;
- Inclusion of elementary students;
- Environmental issues;
- CSAC explained;
- School surveys;
- Commissioner’s debriefing.

The date of the next Student Advisory Committee meeting is **to be determined**.

12. QESBA

A Special General meeting was held on June 14th 2024. We approved the budget and fees for the upcoming year. We need fundraising to meet with continued legal expenses. We anticipate judgment in appellate court this autumn and again likely to result in the extension of the stay of Bill 40 pending appeal to the Supreme Court.

Plans for autumn community consultation on English Education direction.

13. COMMISSIONER'S COMMENTS AND QUESTIONS

Commissioner J. Humenuik:

QESBA

Regarding QESBA’s recent session on elections, I am perplexed expected a rundown and information on Elections, whereas it felt more like a pep rally. I am wondering if they will go over the process at some point.

Chairman M. Murray:

We suspect we will get there, but not in a timely fashion. A rally was delegated to organizers outside of the School Board/Commissioners group. We found some information irrelevant and not the reality lived. Most did think it was wildly successful. We will have to steer them.

Commissioner G. Barnett:

Eastern Townships Adult General Education (ETAGE)

- Their Educational Project will be ready this fall after deeper consultation and consideration for older students and more than 7-year cohorts.
- Regarding ETAGE statistics, the most striking difference is the *Francisation* increase from 95 in 2022-2023 to 613 in 2023-2024. Those in English increased from 14 to 113. Distance Education outside the ETSB has increased from 150 to 273. It has been

noted that there are more younger transfers to ETAGE. There are also currently more behaviour issues.

- *Francisation* is funded by MEQ which gets this money from another government arm but has not received any recently. MEQ finances *Francisation* at ETAGE because they can't find enough places for this program. There are 30+ employees in *Francisation*.
- ETAGE adopted their fee structure. For students who quit or disappear for a period will be charged \$10 per month for re-entry.
- A review of the budget was made, the final status depending on compensation for *Francisation* and other sources.

Lennoxville Elementary School (LES) Governing Board

- They are looking at updating their Code of Conduct and maybe moving the bus stops for safety reasons.
- The supply lists will operate by cycles this year instead of by level.
- There will be five Pre-School groups next year. In Daycare, there will be 78 regular full-time, 40 on pedagogical days, and 3 for only 3 days a week.
- The GB gave their GB budget to tutoring. It was noted that Barb Custeau (Doug Sullivan's wife) who worked there, has suddenly passed.
- LES is piloting outdoor education.
- A fence will be built in front of the school as a safety measure for the pre-school groups.

Alexander Galt Regional High School (AGRHS) Governing Board

- The cafeteria and vending price lists were presented. A chicken burger or hamburger sells for \$3.50, a juice bottle for \$2.00.
- Galt rents the gymnasium and auditorium periodically.
- Fundraising was as follows: Citrus - \$34K, Coaticook Cheese - \$10.8K, MacMillan's - \$7.4K.

- There were 25 trips approved. They were of a very wide variety in nature.

Chairman M. Murray:

I would like to express collective regrets of the passing of Richard Staple, former District of Bedford. He was a great contributor to Massey-Vanier High School (MVHS) student awards and a fundraiser extraordinaire in his retirement. We wish to express our condolences to his wife Lorraine and his family.

14. UPCOMING EVENTS

None.

15. CORRESPONDENCE

Chairman M. Murray mentioned that he receives correspondence detailing the student recipient of the MVHS bursary. Commissioners receive thank-you letters from students, one in particular, from Christopher Solomon. Students write to Commissioners thanking them for their generosity and what they plan to do with the money.

16. QUESTION PERIOD

Megan Seline
Knowlton resident:

What is the date of the Council of Commissioners meeting in August?

S. Champigny
Secretary General:

August 27, 2024.

Megan Seline
Knowlton resident:

Recognition of Excellence: Do Commissioners physically attend all the activities?

M. Murray
ETSB Chairman:
Megan Seline
Knowlton resident:

It is our practice to attend as many as possible.

May I wish you a happy summer?

M. Murray
ETSB Chairman:

Yes, thank you. To you as well, Megan.

17. GOVERNANCE AND COMMUNICATION

None.

18. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Commissioner C. Beaubien at 8:48 p.m.

Shawn Champigny
Secretary General

Michael Murray
Chairman

SC/gm
06.25.2024