

Minutes of the proceedings of a regular meeting of the **Council of Commissioners** of the New Frontiers School Board held at Howick Elementary School, 5 Lambton, Howick, Québec on **Tuesday, January 9, 2018**, at 19:00 hours and at which the following commissioners were present, representing a quorum of the Council of Commissioners:

Kenneth Crockett
David D'Aoust, Chair
Barbara Ednie
Debie Germann, Commissioner representing the Parents' Committee
Howard (Buzz) Gibbs, in attendance via telephone conference
Dianne McKell Eastwood
Abdul Pirani
Peter Stuckey
Karin Van Droffelaar
Anne-Marie Yelle, Commissioner representing the Parents' Committee
Debra Wright, Commissioner representing the Parents' Committee

Absent with Regrets:

Neil Burdon
Lina Chouinard
Shannon Keyes, Commissioner representing the Special Needs Advisory Committee
John Ryan, Vice-Chair

Also in attendance:

Rob Buttars, Director General
Mike Helm, Assistant Director General
Gary Tennant, Secretary General & NFAA Representative
Chantal Martin, Director of Continuing Education
Craig McAlpine, Director of Administrative Services
Luisa Benvenuti, Administration Officer
Cuthbert McIntyre, Director of Human Resources, arrived at 19:29 hours

Chair & Secretary

Chair D. D'Aoust presided the meeting; Mrs L. Benvenuti served as recorder.

Recognition Statement

Chair D. D'Aoust acknowledged that the land on which we gather is the traditional and unceded territory of the Kanien'keha:ka. A place which has long served as a site of meeting and exchange amongst Nations.

Call to Order & Opening Remarks

The Chair opened the 264th meeting at 19:00 hours and wished everyone a happy new year. He thanked the NFSB Marketing Team for this year's student artwork Christmas cards.

Adoption of the Agenda

The agenda was adopted as is on a motion by Commissioner D. McKell-Eastwood.

MOTION CARRIED unanimously.

Waiver – Reading of Minutes of 2017-12-05 & 2017-12-19

It was moved by Commissioner K. Van Droffelaar to waive the reading of the minutes of the regular meeting of 2017-12-05 and the special meeting of 2017-12-19.

MOTION CARRIED unanimously.

Adoption of the Minutes

It was moved by Commissioner A. Pirani to adopt the minutes of the regular meeting of 2017-12-05.

MOTION CARRIED unanimously.

It was moved by Commissioner D. Germann to adopt the minutes of the special meeting of 2017-12-19.

MOTION CARRIED unanimously, with one abstention, Commissioner A. Pirani.

Public Question Period

There were no members of the public present.

2016-2017 Annual Report Review

The Chair encouraged that all members read the full report that gives more information to the presentation of the School Board's Annual Report that was made publicly on December 19, 2017.

Holiday Update

The Director General provided a quick update of events over the Christmas break. Our custodians all worked to monitor our buildings daily, which was important given the extreme weather conditions. As of yesterday, all schools and centres were open to students and in full operation.

Community Connections 2018

To maintain the tradition of holding a Community Connections event in the spring, commissioners are asked to save the date of Tuesday, March 27, 2018. The conversation will be focused on the NFSB's Commitment to Success Plan 2018-2023.

Commitment to Success Plan – Presentation

A presentation prepared by the Director General was shared with commissioners that outlines where we are with our current Strategic Plan and what is expected with the new Commitment to Success Plan. Commissioners will be provided with the link to a feedback survey.

Staff Appreciation Sign-up Sheet

A sheet was circulated so that commissioners could indicate their preference for visitations during Staff Appreciation Week, February 5 – 9, 2018.

School Elections Update

There is no update at this point.

Resolution #CC18-01-09-00

Request for a Sabbatical Leave – Employee #2831

On the recommendation of the Human Resources Standing Committee, it was moved by Commissioner A. Pirani that the Council of Commissioners approve a request for a sabbatical leave with deferred salary for employee #2831, a teacher at the Nova Career Centre, requesting a two-year plan at 75% over 2018-2019 and 2019-2020 school years, with the leave taking place during the last 100 days of the 2019-2020 school year.

MOTION CARRIED unanimously.

Life@NFSB

The document was provided in the meeting package and, as always, was appreciated for the great news. The Chair asked that appreciation be extended to those involved in the production of it.

Skills Olympiads

The Provincial Vocational Olympiads are the flagship event of *Compétences-Québec* and are held every two years, with one planned for May 2018. Students participate at the regional, provincial, and national level, with the hopes of qualifying for the World Olympiads. In 2015-2016, Karen Clarke, a student from New Frontiers, qualified for the provincial competition in Secretarial Studies, which she attended in Quebec City. This year, New Frontiers will be participating in the Montérégie Regionals, with representation in eight of our trades: Welding, Automobile Mechanics, Hairdressing, Accounting, Secretarial, Residential & Commercial Drafting, Carpentry, and Landscaping Operations. Furthermore, Nova will be hosting the Welding and Automobile Mechanics Olympiad in February.

Student Conference – SVIS & SFIS Students

On Friday, November 17, students from the “Sunshine” Class in Huntingdon participated in “My Life, My Path, My Pace”, a day-long conference for adults with development disabilities.

Inquiry Report – Mid-Year Update

For information purposes and in accordance with Article 1.5 of NFSB Policy GBGB, the following mid-year report is presented to commissioners with respect to Inquiry Committee proceedings concerning NFSB students:

School	Meeting Date	Policy	Level	Incident	Outcome
HSB	23/10/2017	GBGB	Sec. 4 (Pre-Work)	Physical aggression and verbal threats	Cours à domicile Outside services (assessment)
Howick	06/11/2017	GBGB	Grade 4	Physical aggression towards teacher & support staff	Progressive re-integration into class Outside services
CVR	07/11/2017	GBGB	Sec. 5	Abusive language and behaviour towards teacher	Re-integration into CVR with change of French class Mediation team and CLSC support

2018-2019 Kindergarten Registration Kits

Registration and admission for the 2018-2019 school year will start the week of January 29, 2018. Registration packages will be given to the schools the week of January 22. Our Registration Officer will review the materials contained therein with both the school principals and secretaries to ensure a smooth registration process; a sample of the registration kit was circulated.

Field Trip

For information, Commissioners are provided with details pertaining to one field trip organized by Chateauguay Valley Regional High School. This field trip has received prior approval by the school's Governing Board and has the required insurance coverage.

School	Date	Destination	Students / Level	Adult Supervisors
CVR	Departing: Feb. 28, 2019	Europe Trip [Germany, Italy & Switzerland]	32/ Gr. 11	3

Administrative Staffing

The posting for the Director of Material Resources has been sent out with a deadline of January 18, 2018. Shortly thereafter a Selection Committee will be formed to review the applications received.

Snow Contract – Ormstown – Update

The NFSB tendering process for snow removal contracts provides for a one-year contract with the option of two one-year renewals. Based upon the performance of the service provider during the 2016-2017 school year, it was mutually agreed to not renew the contract for the 2017-2018 school year for our buildings in Ormstown. A one-year contract for the 2017-2018 school year has been negotiated and signed with Mr. Scott McClintock, for Chateauguay Valley Regional High School, Chateauguay Valley Career Education Centre, and Ormstown Elementary School snow removal services.

Harmonized School Tax

Bill 166, which was tabled in December 2017, attempts to make the process of school taxation more efficient and includes the following elements: the establishment of taxation rates for school funding by administrative region; the establishment of the actual rate in any year as the lowest rate in that region that would be calculated by any of the member boards serving the region; the exemption from taxation of the first \$25,000 of valuation for each property being taxed; and the centralization of the taxation function, with one body per administrative region being responsible for school taxation. It is the government's intention to bring the law into effect by March 2018. If so, the provisions for the unified lower tax rate and the exemption would be effective July 1, 2018, and the centralized tax administration system would be put into place effective July 1, 2019.

Departure from Meeting

Commissioner B. Gibbs excused himself from the meeting at 20:10 hours.

Efficiencies Update

Between July and November 2017, the Administrative Services Department has implemented several processes with the goal of improving service and reducing workload. These include: extension of accepted banks for parental payments using on-line banking; establishment of a “lockbox” service for taxation payments; and the implementation of direct deposit for payment of accounts payable.

Resource Allocation Committee – Update

The Resource Allocation Committee (RAC) has met several times since the start of the school year. The committee is currently working on the “Objectives, Principles, and Criteria for the Allocation of Resources to Schools, Centres, Services, and Committees for the 2017-2018 School Year”. The RAC has also identified areas for analysis and possible recommendations, including models for the delivery and financing of lunch-hour student supervision and daycare services.

New Business

A working session of Council will be organized to review policies GBGB and JK. The first date selected is January 16; an alternative date would be January 30. The meeting would be held in Howick. The date will be confirmed.

Parents’ Committee Report

Commissioner D. Wright reported that the December meeting was postponed to January 11, 2018.

Special Needs Advisory Committee Report

Commissioner S. Keyes was absent.

Quebec English School Boards’ Association

The Chair reported on the various topics discussed at a meeting held on December 15, 2017.

Advisory or Ad Hoc Committee Reports

The Transportation Advisory Committee met this evening; topics of discussion included: the addition of two Berline busses, upcoming Bus Safety Week poster contest, and the welcoming back of Mrs JoAnn Wilkie.

List of Disbursements

Commissioners were provided with the following list of disbursements for the months of December 2017:

Chq Nbr	Chq Date	Paid To	Amount
172332	12/4/2017	HYDRO QUEBEC	1,831.33
172333	12/4/2017	HYDRO QUEBEC	3,060.95
172334	12/4/2017	HYDRO QUEBEC	2,280.07
172336	12/4/2017	HYDRO QUEBEC	1,383.43
172338	12/4/2017	SCHOLASTIC BOOK FAIRS	1,712.50
172339	12/4/2017	SCHOLASTIC BOOK FAIRS	1,317.25
172340	12/4/2017	SCHOLASTIC BOOK FAIRS	2,970.88
172341	12/7/2017	9072-0103 QUEBEC INC.	17,551.28
172342	12/7/2017	AUTOBUS DUFRESNE INC.	9,833.59
172343	12/7/2017	AUTOBUS RACINE LTEE	9,449.12
172344	12/7/2017	AUTOBUS ROLAND LEDUC INC.	95,634.91
172345	12/7/2017	AUTOBUS VENISE LTEE	10,614.85
172346	12/7/2017	CIE TRANSBUS (1986) INC.	6,555.31
172347	12/7/2017	MOR TRANSPORT INC.	12,434.05
172348	12/7/2017	RO-BUS INC.	54,955.13
172349	12/7/2017	TRANSPORT P.M.D. BRAULT INC.	22,993.70
172350	12/12/2017	NATIONAL BANK FINANCIAL	23,727.90
172351	12/12/2017	4IMPRINT, INC.	1,570.43
172356	12/12/2017	ACIERS H & H INC (LES)	1,026.58
172357	12/12/2017	AGENCE OMETZ	3,500.00
172359	12/12/2017	ANIMATION CONCEPT	1,810.86
172360	12/12/2017	AQUEST DESIGN	3,736.69
172361	12/12/2017	ARAMARK QUEBEC INC.	1,842.40
172362	12/12/2017	ASSOCIATION PROVINCIAL ENSEIGNANTS DU QUEBEC	6,700.42

172363	12/12/2017	ASTER	1,050.50
172364	12/12/2017	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	12,960.57
172368	12/12/2017	BOHAM GAZ INC.	5,099.55
172374	12/12/2017	C. S. LA VALLEE-DES-TISSERANDS	9,770.01
172375	12/12/2017	C.A.R.R.A.	125,785.19
172377	12/12/2017	C.V.T.A.	5,472.70
172379	12/12/2017	CAN SHARE CONNECTION INC.	327,970.86
172382	12/12/2017	CAPITALE GESTION FINANCIERE, LA INC.	17,247.42
172386	12/12/2017	CHIMIE-SOLUTIONS	3,426.26
172389	12/12/2017	DIELEMAN FUNDRAISING SALES	2,110.44
172392	12/12/2017	ECOLE PETER HALL SCHOOL INC.	42,644.35
172393	12/12/2017	EDUCATEURS	10,000.00
172399	12/12/2017	FACILE LEARNING	1,483.18
172401	12/12/2017	FONDS DE PENSIONS ALIMENTAIRES	2,852.38
172402	12/12/2017	FONDS DE SOLIDARITE DES TRAVAILLEURS DU QUEBEC (FTQ)	2,321.09
172403	12/12/2017	FRONTLINE TECHNOLOGIES GROUP, LLC	4,200.00
172411	12/12/2017	ICI ET LA COOP D'AMENAGEMENT	2,443.22
172412	12/12/2017	INDUSTRIAL ALLIANCE	25,780.28
172413	12/12/2017	INDUSTRIES COBOL LTEE, LES	1,171.55
172417	12/12/2017	KAHNAWAKE SPORTS COMPLEX	2,200.00
172418	12/12/2017	Reimbursement of School Taxes (Ref#: 1000006090)	1,309.87
172421	12/12/2017	LECLERC ASSOCIES ARCHITECTES	7,430.26
172423	12/12/2017	Reimbursement of School Taxes (Ref#: 1000003637)	2,736.69
172424	12/12/2017	LK TOITURES	133,648.81
172425	12/12/2017	LUCIEN DESJARDINS INC.	1,925.83
172427	12/12/2017	Reimbursement of School Taxes (Ref#: 1000006102)	1,584.18
172429	12/12/2017	MITCHELL 1	1,263.52
172446	12/12/2017	PREMIER SCHOOL AGENDAS	1,821.12
172447	12/12/2017	PRIEST	1,594.13
172452	12/12/2017	R & W BRAND INC. - DBA DIELEMAN SALES	1,396.60
172455	12/12/2017	RESSOURCES ILLIMITEES	1,425.58
172461	12/12/2017	ROGERS	1,869.58
172463	12/12/2017	S.E.P.B. QUEBEC	6,338.21
172468	12/12/2017	SCIENCE DU BATIMENT ALTA BUILDING SCIENCE INC.	7,709.07
172469	12/12/2017	SERRURIER HAVELOCK ENR.	5,909.60
172470	12/12/2017	SERVICES GROVER INC.	3,321.17
172477	12/12/2017	SSQ, SOCIETE D'ASSURANCE-VIE INC.	4,660.18
172481	12/12/2017	TINA MILIVOJEVIC	1,452.13
172484	12/12/2017	UNION DES EMPLOYEES ET EMPLOYES DE SERVICE LOCAL 800	1,178.60
172486	12/12/2017	VERGERS PETCH ORCHARDS	1,119.70
172487	12/12/2017	VOSS EXPERTS-CONSEILS INC.	5,518.80
172488	12/12/2017	WOLSELEY CANADA INC.	3,139.11
172490	12/12/2017	XEROX CANADA LTEE	9,017.03
172493	12/12/2017	LYRECO/ NOVEXCO	3,812.35
172494	12/12/2017	GROUPE DE TECHNOLOGIE QRX	3,553.46
172495	12/12/2017	RONA INC.	1,350.12
172498	12/12/2017	BARTIMAEUS INC.	4,816.43
172502	12/12/2017	EDITIONS CEC INC., LES	1,122.66
172504	12/12/2017	EXPERTISE NEUROSCIENCES	3,679.20
172507	12/12/2017	IMPRIMERIE PHIL-MARC	1,315.90
172508	12/12/2017	INSO - MONTREAL	3,881.03
172509	12/12/2017	MATERIAUX PONT MASSON INC.	2,096.62
172510	12/12/2017	MONTREAL ORAL SCHOOL FOR THE DEAF INC.	36,101.00
172513	12/12/2017	PARTEX INC.	3,975.05
172514	12/12/2017	QUALITY CLASSROOMS	1,291.75
172518	12/12/2017	SUMMIT SCHOOL	46,357.60
172520	12/12/2017	WESTBURNE ELECTRICITE	9,361.60
172521	12/12/2017	HYDRO QUEBEC	2,605.68
172522	12/12/2017	HYDRO QUEBEC	5,872.08
172523	12/12/2017	HYDRO QUEBEC	47,686.86

172525	12/12/2017	HYDRO QUEBEC	6,633.83
172526	12/12/2017	HYDRO QUEBEC	5,799.18
172527	12/12/2017	HYDRO QUEBEC	5,368.63
172528	12/12/2017	HYDRO QUEBEC	2,533.15
172529	12/12/2017	HYDRO QUEBEC	4,708.62
172530	12/12/2017	HYDRO QUEBEC	11,908.22
172531	12/12/2017	HYDRO QUEBEC	2,714.49
172532	12/12/2017	HYDRO QUEBEC	3,887.10
172533	12/12/2017	HYDRO QUEBEC	1,246.58
172534	12/12/2017	HYDRO QUEBEC	1,208.35
172537	12/14/2017	REVENU QUEBEC	365,672.81
172538	12/14/2017	REVENU CANADA	167,039.16
172543	12/14/2017	RBC ROYAL BANK	4,382.55
172544	12/14/2017	RBC ROYAL BANK	1,039.81
172545	12/14/2017	RBC ROYAL BANK	2,726.65
172547	12/14/2017	RBC ROYAL BANK	1,894.08
172549	12/14/2017	AUCLAIR & LANDRY INC.	1,874.09
172554	12/14/2017	GRICS	3,114.95
172555	12/14/2017	IMPRIMERIE PHIL-MARC	1,630.35
172556	12/14/2017	MATERIAUX PONT MASSON INC.	3,880.36
172557	12/14/2017	PARTEX INC.	1,332.89
172561	12/14/2017	BOHAM GAZ INC.	1,058.81
172564	12/14/2017	DRYCO GROUP INC.	3,488.16
172565	12/14/2017	DURABAC	1,973.49
172568	12/14/2017	GROUPE SIMONEAU INC.	15,002.66
172570	12/14/2017	INDUSTRIAL ALLIANCE	26,164.37
172578	12/14/2017	QUALITY SPORT LTD	1,473.98
172581	12/14/2017	SERRURIER HAVELOCK ENR.	2,992.69
172582	12/14/2017	SERVICES APRES-SINISTRE DU SUROIT INC.	17,706.15
172583	12/14/2017	SERVICES D'ENTRETIENS S.L.D. 2015 INC.	1,149.75
172592	12/15/2017	EMPLOYEE PAYROLL	1,337.04
172594	12/15/2017	DIRECTION GEN. DU RECOUVREMENT	1,196.14
172597	12/18/2017	SCHOLASTIC BOOK FAIRS	3,886.55
172598	12/18/2017	SCHOLASTIC BOOK FAIRS	2,397.55
172599	12/19/2017	EMPLOYEE PIC	1,296.41
172600	12/19/2017	EMPLOYEE PIC	2,000.00
172601	12/19/2017	EMPLOYEE PIC	2,000.00
172602	12/19/2017	EMPLOYEE PIC	2,031.54
172603	12/19/2017	EMPLOYEE PIC	2,527.78
172604	12/19/2017	9072-0103 QUEBEC INC.	22,238.12
172605	12/19/2017	AUTOBUS DUFRESNE INC.	9,833.58
172606	12/19/2017	AUTOBUS RACINE LTEE	9,138.69
172607	12/19/2017	AUTOBUS ROLAND LEDUC INC.	97,173.86
172608	12/19/2017	AUTOBUS VENISE LTEE	7,245.79
172609	12/19/2017	CIE TRANSBUS (1986) INC.	6,555.30
172610	12/19/2017	MOR TRANSPORT INC.	7,605.09
172611	12/19/2017	RO-BUS INC.	54,983.87
172612	12/19/2017	TRANSPORT P.M.D. BRAULT INC.	22,747.29
172613	12/20/2017	EMPLOYEE PIC	1,280.00
172614	12/20/2017	ABI ENVIRONNEMENT INC.	2,284.27
172615	12/20/2017	AMBULANCE ST-JEAN	5,875.00
172623	12/20/2017	BEST BUY CANADA LTD.	1,724.61
172624	12/20/2017	BISSON, ALAIN	7,932.14
172627	12/20/2017	CENTRE DU PEINTRE	1,471.13
172636	12/20/2017	COMPASS CANADA	3,947.49
172637	12/20/2017	COMPETENCES QUEBEC	4,000.00
172638	12/20/2017	CONSTRUCTION SRB	1,033.20
172639	12/20/2017	COUVREUR RB PROULX INC.	20,066.16
172641	12/20/2017	DARCON & CIE INC	3,827.52
172644	12/20/2017	DIANE MCLEAN	5,720.00

172647	12/20/2017	DRYCO GROUP INC.	3,592.97
172649	12/20/2017	ENFIN SPORTS MODE INC	2,739.97
172655	12/20/2017	FUREY CONSTUCTION INC.	9,266.99
172658	12/20/2017	GESTION CHRISTAU LTEE	6,208.65
172666	12/20/2017	INDEMNIPRO INC.	1,372.00
172667	12/20/2017	INDUSTRIES COBOL LTEE, LES	1,285.10
172668	12/20/2017	INGETEC	8,456.41
172672	12/20/2017	LOCATION TREMBLAY	1,055.47
172676	12/20/2017	MASSICOTTE DIGNARD TAILLEFER PATENAUDE	1,589.10
172681	12/20/2017	MORNEAU SHEPELL	1,251.02
172683	12/20/2017	NADEAU, MARC	2,216.67
172686	12/20/2017	NORMAND WOODWORKING MACHINERY INC.	37,154.16
172687	12/20/2017	NULOOK SOLUTIONS BUREAU INC.	18,347.15
172694	12/20/2017	PIECES D'AUTO HAP INC. (LES)	1,272.00
172697	12/20/2017	QUEBEC ENGLISH SCHOOL BOARD ASSOCIATION	1,050.00
172700	12/20/2017	RANDY JOHNSTON	3,406.21
172707	12/20/2017	RSEQ MONTEREGIE	8,581.61
172713	12/20/2017	SERVICES D'ENTRETIENS S.L.D. 2015 INC.	1,609.65
172716	12/20/2017	SSQ, SOCIETE D'ASSURANCE-VIE INC.	4,932.81
172721	12/20/2017	TERRY FOX FOUNDATION	1,768.90
172725	12/20/2017	WALSH, PATRICIA	1,080.00
172730	12/20/2017	GROUPE DE TECHNOLOGIE QRX	1,057.41
172732	12/20/2017	EMPLOYEE PIC	2,000.00
172733	12/20/2017	BRAULT & BOUTHILLIER LTEE	1,696.58
172734	12/20/2017	CAPTURA VIDEO	4,120.00
172741	12/20/2017	DYNAMIX ADVENTURES INC.	4,830.32
172744	12/20/2017	EXPERTISE NEUROSCIENCES	3,679.20
172747	12/20/2017	GRICS	1,641.85
172748	12/20/2017	INSO - MONTREAL	4,575.66
172753	12/20/2017	QUALITY CLASSROOMS	1,102.54
172754	12/20/2017	R.S. D'AMOUR & FILS INC.	3,314.70
172756	12/20/2017	SANTINEL INC.	1,684.38
172757	12/20/2017	SHARP'S AUDIO VISUAL	4,380.50
172760	12/20/2017	WOOD WYANT CANADA INC.	4,670.46
172763	12/21/2017	STANDARD LIFE	10,587.73
172764	12/21/2017	STANDARD LIFE	15,792.76
172765	12/28/2017	REVENU QUEBEC	367,130.48
172766	12/28/2017	REVENU CANADA	167,845.89

Correspondence

An acknowledgement of receipt was received from the office of Mr Pierre Moreau relative to Council's resolution requesting that commissioner mandates be extended.

Unfinished Business / Business Arising

There was no unfinished business to address.

Second Question Period

There were no members of the public present.

Adjournment

There being no further business, the meeting was closed at 20:35 hours on a motion by Commissioner D. Wright.
MOTION CARRIED unanimously.

David D'Aoust
Chair

Gary Tennant
Secretary General