



Minutes of proceedings of a regular meeting of the Council of Commissioners of the New Frontiers School Board

held in the Council Chambers at Howick Elementary School, 5 Lambton, Howick, Quebec, on **Tuesday, April 4, 2023**, at 19:00 hours and at which the following commissioners were present, representing quorum of the Council of Commissioners:

- John Ryan, Chair
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee
- Lina Chouinard, Electoral Division #3
- Kenneth Crockett, Electoral Division #4
- Dianne Eastwood, Electoral Division #7
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Jennifer Largan, Commissioner representing Parents at Large
- Abdul Pirani, Electoral Division #6
- Caleigh Saucier, Commissioner representing Parents, Secondary Level
- Peter Stuckey, Electoral Division #8
- Joy Thomas, Electoral Division #5
- Karin Van Droffelaar, Electoral Division #2, via Teams
- Debra Wright, Electoral Division #10
- Raymond Ledoux, Vice-Chair, Electoral Division #1, arrived at 19:20 hours

Absent with regrets:

- Barbara Ednie, Electoral Division #9

Also in attendance:

- Rob Buttars, Director General
- Mike Helm, Assistant Director General & Secretary General
- Eric Colbert, Director of Material Resources
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources
- Terence Savoie, Director of Financial Services
- James Walker, Director of Educational & Technology Services
- Brian Woods, NFAA Representative
- Members of the public

Call to Order & Opening Remarks

The Chair opened the meeting at 19:01 hours, and welcomed members, and guests, acknowledging Mr Brian Woods as the representative from the New Frontiers Administrators' Association. The Chair informed fellow commissioners that a second letter had been sent to the Director General of the MRC of Haut-Saint-Laurent, requesting an in-person meeting. It was noted that Mr J. Walker would serve as recorder.

Recognition Statement

Commissioner K. Van Droffelaar acknowledged that the land on which we gather is the traditional and unceded territory of the Mohawk; a place which has long served as a site of meeting and exchange amongst Nations.

Declaration of Conflict

There were no declarations made relative to tonight's agenda items.

Adoption of the Agenda

The agenda was approved, as presented, on a motion by Commissioner L. Chouinard

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2023-03-14

The reading of the minutes of the regular meeting of 2023-03-14 was waived on a motion by Commissioner L. Chouinard.

MOTION CARRIED unanimously

Adoption of the Minutes of 2023-03-14

It was moved by Commissioner L. Ferguson that the minutes of the meeting of 2023-03-14 be adopted as presented.

MOTION CARRIED unanimously

Public Question Period

The following questions were raised, all in reference to the Sexuality Education program.

1. How do you get your children exempt from the program?
2. Who chose the sexologist who we had a zoom meeting?
3. Who is delivering the content areas at St Willibrord?
4. How are we going to know what is being taught and by who and when it is being taught?
5. Are the staff equipped to answer the questions the students might have?
6. Could there be a commitment to clearly inform parents what the topics taught will be.
7. Why does my child need to know about masturbation?
8. How was the program implemented, was there a vote by council?
9. What training has the staff received?
10. Do all the schools get the same program?

It was agreed that answers to the aforementioned questions would be sought and communicated at the next Council meeting.

Chair's Report

The Chair noted that the AAESQ/QESBA Spring Conference will take place in mid-May. New Frontiers has submitted projects for the Awards In Excellence; winners will be announced at the Conference. QESBA is planning an "estates general" in the fall.

Executive Committee Report

There was no report to give; the Executive Committee will meet next on May 9, 2023.

Director General's Report

The Director General provided updates from the standing committee meetings of March 21, 2023; the report will be placed in the Governance folder.

Resolution #CC23-04-04-001

2023-2024 Continuing Education Calendar – Adult General Education

Whereas negotiations have been concluded with the Chateaugay Valley Teachers' Association on the establishment of the 2023-2024 school calendar for the Adult General Education sector; and whereas the proposed 2023-2024 calendar provides for two hundred (200) working days for teachers, between July 1, 2023 and June 30, 2024; and whereas the proposed calendar provides for a Christmas break to extend from December 25, 2023 to January 5, 2024, inclusively; and whereas the proposed calendar provides for a March break to extend from March 4, 2024 to March 8, 2024, inclusively for the adult education sector;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners approves the 2023-2024 school calendar for the Adult General Education sector, as presented.

MOTION CARRIED unanimously

Resolution #CC23-04-04-002

2023-2024 Continuing Education Calendar – Vocational Education

Whereas negotiations have been concluded with the Chateaugay Valley Teachers' Association on the establishment of the 2023-2024 school calendar for the Vocational Education sector; and whereas the proposed 2023-2024 calendar provides for two hundred (200) working days for teachers, between July 1, 2023, and June 30, 2024; and whereas the proposed calendar provides for a Christmas break to extend from December 25, 2023 to January 5, 2024, inclusively;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners approves the 2023-2024 school calendar for the Vocational Education sector, as presented.

MOTION CARRIED unanimously

Resolution #CC23-04-04-003

Authorization to Participate - Purchase of Network Equipment

Whereas the New Frontiers School Board (NFSB) renews and upgrades the computer equipment on a regular basis; and whereas the *Centre d'acquisitions gouvernementales* (CAG) tendering services have a tendering offer which has criteria that meets the needs of the NFSB; and whereas the contract would be in place for five years and will begin on September 1, 2023; and whereas the contract would end on August 31, 2028, and have the possibility of a three-year renewal; and whereas the anticipated total five-year cost for the tender of network equipment is estimated at \$750,000 which exceeds the authority of the Director General as provided for in By-Law BLA "Delegation of Powers by the Council to the Director General";

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Council of Commissioners authorize the New Frontiers School Board to enter into a contract with the recipient of the *Centre d'acquisitions gouvernementales* tender number 2023-7525-50 for the purchase of computer equipment including laptops, desktops, monitors, laptop carts, etc., starting in the spring of 2023 school year; and that the Director General, or in his absence, the Assistant Director General, be empowered to sign and give effect to such contract.

MOTION CARRIED unanimously

Resolution #CC23-04-04-004

Authorization to Participate – Employee & Family Assistance Program

Whereas the New Frontiers School Board's Employee & Family Assistance Program (EFAP) is up for renewal as of July 1, 2023; and whereas since December 1, 2020, public organizations are required to use the *Centre d'acquisitions gouvernementales* (CAG) for the acquisition of certain goods and services; and whereas in April 2023, the CAG will issue a public tender (2023-7527-01) for an Employee and Family Assistance Program required by the School Board, with contracts being in place by July 1, 2023; and whereas the CAG requires an official mandate requesting our participation in the EFAP and Telemedicine program; and whereas the CAG plans on contracting with one company for a 36-month term with an option of renewing for 24 months; and whereas it is beneficial for the School Board to participate in the EFAP for additional services at a lower cost; and whereas at its meeting of March 21, 2023, the Human Resources Standing Committee approved of the School Board's participation in the EFAP and Telemedicine purchasing group tender; and whereas the anticipated total five-year cost for the tender of EFAP and Telemedicine is estimated at \$240,000 plus taxes which exceeds the authority of the Director General as provided for in By-Law BLA "Delegation of Powers by the Council to the Director General";

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner L. Chouinard that the Council of Commissioners authorize the New Frontiers School Board's participation in the *Centre d'acquisition gouvernementale* group purchasing for an Employee and Family Assistance Program (2023-7524-01) for a 36-month term with an option of renewing for 24 months; and that the Director General, or in his absence, the delegate, be empowered to sign the resulting procurement delegations and purchase orders for, and on behalf of, the New Frontiers School Board.

MOTION CARRIED unanimously

Resolution #CC23-04-04-005

Three-Year Plan for the Allocation & Destination of Immovable Property

Whereas the Board's "Three-Year Plan of the Allocation and Destination of Immovable Property" (Plan) is adopted annually by the Council of Commissioners; and whereas enrolment figures and building capacities have been updated; and whereas the consultation has been done in accordance with the Education Act, in that the Parents' Committee has reviewed and supports the Plan; and whereas the only recommended change was approved by the Executive Committee in that the Plan now includes the designation "Professional Education (code 7)" at the two high schools; and whereas the Operations Standing Committee, at its meeting of March 21, 2023 has reviewed and approved the Plan as deposited;

Therefore, on the recommendation of the Operations Standing Committee it was moved by Commissioner A. Pirani that the New Frontiers School Board adopt the Board's "Three-Year Plan of the Allocation & Destination of Immovable Property" for the 2023-24, 2024-25, and 2025-26 school years as presented; and that such Plan remain subject to review on an annual basis.

MOTION CARRIED unanimously

Resolution #CC23-04-04-006

Outdoor Gazebo – Franklin Elementary School

Whereas Franklin Elementary School has requested permission to build a gazebo on the school property; and whereas preliminary plans and specification documents were provided; and whereas Organizational Guide ECBC, “Procedures for the Installation, Relocation & Maintenance of Playground Equipment, or Other Exterior Installations” is being followed; and whereas this project has been approved by the Franklin Governing Board; and whereas Franklin Elementary has raised sufficient funds to cover the cost of the project; and whereas the request for the required permits will be issued; and whereas a professional contractor will be mandated to oversee the project;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner A. Pirani that the New Frontiers School Board’s Council of Commissioners approves the project Outdoor Gazebo as proposed by Franklin Elementary school.

MOTION CARRIED unanimously

Resolution #CC23-04-04-007

Outdoor Gazebo – Hemmingford Elementary School

Whereas Hemmingford Elementary School has requested permission to build a gazebo on the school property; and whereas preliminary plans and specifications documents were provided; and whereas Organizational Guide ECBC, “Procedures for the Installation, Relocation & Maintenance of Playground Equipment, or Other Exterior Installations” is being followed; and whereas this project has been approved by the Hemmingford Governing Board; and whereas Hemmingford Elementary has raised sufficient funds to cover the cost of the project; and whereas the request for the required permits will be issued; and whereas a professional contractor will be mandated to oversee the project;

Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner A. Pirani that the New Frontiers School Board’s Council of Commissioners approves the project Outdoor Gazebo as proposed by Hemmingford Elementary school.

MOTION CARRIED unanimously

Educational Services Standing Committee

Commissioner K. Van Droffelaar, Chair, reported on the meeting of March 21, 2023, at which the following topics were discussed: feedback on Policy GBGB, Principal professional development session “Understanding Emotional Dysregulation”, winter carnival in the adult sector, HAECC Genie in a Bottle, CVCEC Fuel your Education.

Human Resources Standing Committee

Commissioner L. Chouinard, Vice-Chair, reported on the meeting of March 21, 2023 at which the following topics were discussed: Long-term service and retirement recognition, an update on data on the Employee & Family Assistance program usage, and a review of the administrative staffing timeline.

Operations Standing Committee

Commissioner K. Crockett, Chair, reported on the meeting of March 21, 2023 at which some of the changes related to Bill 64 were discussed.

Parents’ Committee Report

Commissioner J. Largan reported on the Parents’ Committee meeting of March 30, 2023 at which the following items were discussed: financing of PPOs, ThoughtExchange survey, first aid training for parents, fun days at the end of the school year, the Sexuality Education program, and issues related to bullying.

Special Needs Advisory Committee

Commissioner B. Bourdeau reported on the SNAC meeting of March 29, 2023: Janet Schurman presented on how special needs present differently in boys and girls, with a focus on girls; diagnosis; and Jill Smeall, teacher at HSB, presented a book, Our Brother Robyn, that was written by a student with autism at HSB; the book will be promoted in our schools.

Audit Committee

Commissioner L. Chouinard reported on the meeting of March 21, 2023, where the committee reviewed the new accounting standards and examined the reporting of liabilities for the removal of an asset. They also reviewed Risk Management and the financial forecast for the end of the year, which is slated to be positive.

Transportation Advisory Committee

Commissioner P. Stuckey reported on a meeting which took place prior to this Council meeting: bus contracts have all been signed, one-year Berlin bus contracts will be re-negotiated in June, 160 special accommodations were granted this year, and the MRC Haut St. Laurent situation was also discussed.

Governance & Ethics

Commissioner A. Pirani reported on the meeting of March 20, 2023, where the following items were discussed: By-Law BEC “Executive Committee” going out for consultation, and Spring Conference attendance and costs.

Healthy Eating & Active Living Committee

The Assistant Director General, Mr M. Helm, reported on the meeting of March 22, 2023. The focus of the meeting was on inclusive language, mental health, and tips for teaching.

Into Committee

On a motion by Vice-Chair R. Ledoux, the meeting was moved “into committee” at 20:25 hours to discuss the Sexuality Education program.

MOTION CARRIED unanimously

Out of Committee

On a motion by Commissioner P. Stuckey, the meeting was moved “out of committee” at 20:57 hours.

MOTION CARRIED unanimously

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the month of March 2023:

Cheque #	Date	Paid to	Amount
223220	3/2/2023	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	35,660.59
223229	3/2/2023	CSSDGS	26,248.84
223251	3/2/2023	LIFEWORKS (CANADA) LTD.	21,249.64
223263	3/2/2023	PROMOCOR INC.	12,920.00
223292	3/2/2023	ACIER OUELLETTE INC	16,698.19
223306	3/2/2023	EBENI-RENOV INC	13,618.79
223375	3/3/2023	CONSTRUCTIONS VALRIVE	55,563.24
223376	3/3/2023	LES TOITURES INDUSTRIE PRO 9259-5263 QUEBEC INC	80,885.27
223423	3/9/2023	SERVICES DE CARTES DESJARDINS	17,659.02
223424	3/10/2023	CONSTRUCTIONS J. BOULAIS INC.	98,060.02
223425	3/10/2023	NEVE REFRIGERATION INC.	114,327.09
223437	3/16/2023	BOHAM GAZ INC.	13,974.81
223455	3/16/2023	EXPERTISE NEUROSCIENCES	13,078.41
223464	3/16/2023	GROUPE ICLASS CANADA	15,881.50
223469	3/16/2023	KILDAIR SERVICE LTEE	38,479.59
223491	3/16/2023	PIERRE DIGNARD, ARCHTECTE 9361-1945 QUEBEC INC	10,294.87
223503	3/16/2023	REFRIGERATION INTER-RIVE INC.	16,499.15
223517	3/16/2023	SPICA VISION INC	12,330.21
223532	3/15/2023	AUTOBUS DUFRESNE INC.	23,148.65
223533	3/15/2023	9072-0103 QUEBEC INC.	26,451.61
223534	3/15/2023	AUTOBUS RACINE LTEE	13,121.14
223535	3/15/2023	AUTOBUS ROLAND LEDUC INC.	131,166.68
223538	3/15/2023	RO-BUS INC.	78,769.69
223539	3/15/2023	TRANSPORT P.M.D. BRAULT INC.	20,615.78
223557	3/16/2023	BOOM TOWN ATELIER D'ARCHITECTURE CONTEMPORAINE	18,970.88
223565	3/16/2023	ENTREPRISES ENAULT ELECTRIQUE	36,653.34
223583	3/16/2023	MANULIFE FINANCIAL	119,325.38
223643	3/21/2023	INTERNATIONAL BACCALAUREATE ORGANIZATION	35,045.60
223646	3/22/2023	DEEPL SE	17,110.44
223647	3/24/2023	JUSTGUMBOOTS	15,213.49

223648	3/31/2023	AUTOBUS DUFRESNE INC.	23,148.65
223649	3/31/2023	9072-0103 QUEBEC INC.	25,416.83
223650	3/31/2023	AUTOBUS RACINE LTEE	13,121.13
223651	3/31/2023	AUTOBUS ROLAND LEDUC INC.	121,259.43
223654	3/31/2023	RO-BUS INC.	90,378.41
223655	3/31/2023	TRANSPORT P.M.D. BRAULT INC.	20,615.78
223668	3/30/2023	AUCLAIR & LANDRY INC.	13,392.29
223670	3/30/2023	AVOCATS LE CORRE & ASSOCIES, S.E.N.C.R.L. (LES)	11,461.91
223687	3/30/2023	ECOLE PETER HALL SCHOOL INC.	56,057.64
223696	3/30/2023	GIANT STEPS SCHOOL	10,134.84
223725	3/30/2023	PLOMBERIE NOEL FREDETTE INC	43,430.35
223749	3/30/2023	SUMMIT SCHOOL	48,190.75
223755	3/30/2023	THERAPIE KIDDO ACTIVE THERAPY POINTE CLAIRE	10,285.00
223771	3/30/2023	AUVITEC LTEE	11,481.93
223780	3/30/2023	FCA CANADA INC.	52,355.10
223804	3/30/2023	PATRICK MORIN - 19	10,008.33
223814	3/30/2023	SOFTCHOICE LP	11,559.41

Correspondence

There was no correspondence to discuss.

Unfinished Business / Business Arising / General Order

There was none to take care of.

Second Public Question Period

The following questions were raised, again in reference to the Sexuality Education Program:

1. How are the teachers equipped to answer the questions?
2. Can the program be put on hold?
3. Where do we find copies of the minutes from Harmony School?

Adjournment

There being no further business, the meeting was closed at 21:01 hours on a motion by Commissioner L. Chouinard.

MOTION CARRIED unanimously.

John Ryan
Chair

Mike Helm
Secretary General