



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

held in the Staff Lounge at the New Frontiers School Board offices, 214 McLeod, Chateauguay, Quebec, on **Tuesday, June 25, 2024**, at 19:00 hours and at which the following commissioners were present, representing quorum of the Council of Commissioners:

- John Ryan, Chair
- Raymond Ledoux, Vice-Chair, Electoral Division #1
- Lina Chouinard, Electoral Division #3
- Kenneth Crockett, Electoral Division #4
- Barbara Ednie, Electoral Division #9
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Jennifer Lorgan, Commissioner representing Parents at Large
- Dianne McKell Eastwood, Electoral Division #7
- Connor Stacey, Electoral Division #10, on Teams
- Peter Stuckey, Electoral Division #8
- Karin Van Droffelaar, Electoral Division #2
- Abdul Pirani, Electoral Division #6
- Joy Thomas, Electoral Division #5

Absent:

- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee
- Caleigh Saucier, Commissioner representing Parents, Secondary Level, with regrets

Also in attendance:

- Mike Helm, Director General
- Joyce Donohue, Assistant Director General & Secretary General
- Kara Johnstone, Director of Systems & Information Technology, interim Director of Educational Services
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources
- Terence Savoie, Director of Financial Services, interim Director of Material Resources
- Luisa Benvenuti, Manager of Administrative & Communication Services, and New Frontiers Administrators' Association representative
- Sue-Anne Ross, Coordinator, Complementary Services, joined on Teams for the SNAC report

Call to Order & Opening Remarks

The Chair opened this 348th meeting at 19:01 hours and welcomed members to this last meeting of the school year, acknowledging Mrs L. Benvenuti as the NFAA Representative. The Chair also noted that while we should normally be adopting our budget tonight, the information from the Ministry of Education is still incomplete. The Chair noted that the budget would be slated for presentation at the September meeting. Condolences were offered to Mr C. McIntyre on the recent loss of his father-in-law.

Recognition Statement

Commissioner J. Thomas 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 adopted as presented on a motion by Commissioner B. Ednie.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2024-06-04

The reading of the minutes of the regular meeting of 2024-06-04 was waived on a motion by Commissioner A. Pirani.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2024-06-04

It was moved by Commissioner L. Ferguson that the minutes of the meeting of 2024-06-04 be adopted as presented.
MOTION CARRIED unanimously.

Public Question Period

There were no members of the public in attendance.

Chair's Report

The Chair presented his report, which will be available in the Governance folder. The following topics were discussed: CARE Conference, aquatic centre ground-breaking ceremony, QESBA update, upcoming meetings and events, Tractor Day at Chateauguay Valley Regional High School, Track & Field Day in Chateauguay, elementary school graduations, and the June 21 Peace Tree Planting Ceremony at HAEC.

Resolution #CC24-06-25-001

Commissioner Stipends

Whereas the current total stipend allocation for commissioners is \$133,103; and whereas this amount must be completely distributed amongst commissioners; and whereas there has been some indexation to the amounts allocated since 2020;

Therefore, on the recommendation of the Executive Committee, it was moved by Commissioner J. Largan that commissioner stipend amounts be confirmed as follows: Commissioner, \$8,126.56; Executive Committee member, \$8,254.75; Vice-Chair, \$12,377.00; and Chair, \$14,439.76; and that any indexation amounts continue to be applied to the four salary amounts equally.

MOTION CARRIED unanimously.

Resolution #CC24-06-25-002

Naming of Complaints Officer (*Responsable du traitement des plaintes*)

Whereas By-Law JCEA identifies a "Complaints Officer" who is designated by the School Board; and whereas Article 24 of Bill 9 "An Act Respecting the National Student Ombudsman", also identifies that an employee be designated by the Council of Commissioners as the "*Responsable du traitement des plaintes*" (RTP); and whereas Luisa Benvenuti has been serving in this capacity since her naming by the Council of Commissioners on September 5, 2023; and whereas it is proposed that another employee be named in this capacity effective July 1, 2024;

Therefore, on the recommendation of the Executive Committee, it was moved by Commissioner L. Chouinard that the Council of Commissioners designate Me Linda Julien as the "Complaints Officer" (*Responsable du traitement des plaintes*) for the New Frontiers School Board, effective July 1, 2024.

MOTION CARRIED unanimously.

Executive Committee Report

The Chair reported on other items discussed at the special Executive Committee meeting of June 11, 2024, including the hiring of new administrators, the Ministry's approval of the transfer of land to the *Centre de services scolaire des Grandes-Seigneuries* and major school change.

Resolution #CC24-06-25-003

Remuneration Rates for Election Personnel for School Elections 2024

Whereas Article 30 of the Act Respecting School Elections to elect certain members of the Board of Directors of English-Language School Service Centres stipulates that the School Board shall fix the tariff of remuneration and expenses of election personnel; and whereas said tariffs cannot exceed the tariffs fixed under said Election Act;

Therefore, it was moved by Commissioner L. Ferguson that the New Frontiers School Board engage election personnel as required to run the school elections of November 3, 2024; and that said elections personnel be remunerated in accordance with the "*Tables des taux et modalités de rémunération du personnel électoral*" provided by Elections Québec.

MOTION CARRIED unanimously.

Director General's Report

The Director General presented his report, which will be available in the Governance folder. The following topics were included: VGQ update, Inquiry Committee Report, Task Force on the prevention of Bullying & Violence, delay of adoption of the 2024-2025 School Board budget, Board Office summer schedule, enrolment figures, summer school, student stories, HSB variety show, ValleyFest events and NovaFest.

Resolution #CC24-06-25-004

Special Needs Advisory Committee 2023-2024 Annual Report

Whereas, in accordance with Policy IHBA, the vision of the New Frontiers School Board (NFSB) is to motivate its students to become lifelong learners and to empower them to become responsible, contributing members of society, applying their knowledge in order to adapt to a diverse and changing world; and whereas, to ensure educational success for everyone, the NFSB provides and organizes a range of special needs services which include preventative measures, early intervention initiatives, integration support services, and special education services; and whereas the Annual Special Needs Report is intended to provide information to all stakeholders and is developed and provided annually by the principal of each school, in consultation with the staff concerned; and whereas the Special Needs Advisory Committee (SNAC) makes recommendations to the Council of Commissioners; and whereas the final reports and the SNAC recommendations are assembled into the Annual Special Needs Report and deposited with the Council of Commissioners; and whereas the Educational Services Standing Committee has received and reviewed the Annual Special Needs Report, including the SNAC recommendations, describing the services offered to students with special needs within NFSB schools;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner C. Stacey that the 2023-2024 Annual Special Needs Report be accepted, as presented.

MOTION CARRIED unanimously.

Resolution #CC24-06-25-005

One-Year Berline Contract 2024-2025 School Year

Whereas, at their meeting of June 18, 2024, the Transportation Advisory Committee reviewed an additional busing requirement for the New Frontiers School Board for the 2024-2025 school year; and whereas at their meeting of June 18, 2024, the Educational Services Standing Committee reviewed the additional busing requirement; and whereas it is beneficial to provide these services to meet the needs of our students;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner C. Stacey that the New Frontiers School Board sign contracts for the additional services for the remainder of the 2024-2025 school year; and that the following bus routes be contracted on an annualized basis as of August 29, 2024, to provide busing services for the 2024-2025 school year:

One-Year Berlines				
Contractor	Vehicle #	Vehicle Type	Area Served	Base Price with Tax
Dufresne	402	Berline	Ormstown	\$42,312.25
RO-BUS	403	Berline	Giant Steps	\$42,312.25
Total Berlines:				\$84,624.50

MOTION CARRIED unanimously.

Resolution #CC24-06-25-006

Transportation Service Agreement with Riverside School Board 2024-2025 School Year

Whereas, at their meeting of June 18, 2024, the Transportation Advisory Committee discussed a proposed transportation service agreement with Riverside School Board (RSB); and whereas, at their meeting of June 18, 2024, the Educational Services Standing Committee discussed a proposed transportation service agreement with RSB; and whereas the agreement would be for students who reside on the territory of the New Frontiers School Board (NFSB) and attend Reach School, which has superregional status; and whereas the NFSB-zoned students attending Reach receive other services, including complementary, from the RSB; and whereas the agreement would facilitate the organization of transportation services provided to NFSB-zoned students, including the evaluation and implementation of support measures, and communications between home and school; and whereas the RSB would invoice the NFSB for the delivery of these services rather than the NFSB providing the services directly;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner C. Stacey that the New Frontiers School Board enter into an agreement with the Riverside School Board to provide transportation services to Reach school for NFSB-zoned students for the 2024-2025 school year; and that the Director responsible for Transportation be authorized to sign said agreement.

MOTION CARRIED unanimously.

Resolution #CC24-06-25-007

Adoption of Policy GBA “Recruitment, Selection, & Hiring”

Whereas Policy GBA was identified for review and referred to the Human Resources Standing Committee; and whereas Policy GBA “Recruitment, Selection, & Hiring” has been updated accordingly; and whereas Policy GBA has been through a thorough consultation process;

Resolution #CC24-06-25-007 - Adoption of Policy GBA “Recruitment, Selection, & Hiring” – cont’d

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Policy GBA “Recruitment, Selection, & Hiring” be adopted as presented.

MOTION CARRIED unanimously.

Resolution #CC24-06-25-008

Adoption of Policy IJOC “Volunteers”

Whereas the Parents’ Committee identified the need for a review of Policy IJOC “Volunteers”, in the fall of 2023; and whereas the Council of Commissioners identified Policy IJOC “Volunteers” for review; and whereas the Volunteer Policy IJOC was referred to the Human Resources Standing Committee for review and revision; and whereas the Volunteer Policy IJOC has gone through a formal consultation process;

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Policy IJOC “Volunteers” be adopted as presented.

MOTION CARRIED unanimously.

Departure from Meeting

Commissioner K. Crockett left the meeting room at 19:50 hours.

Resolution #CC24-06-25-009

Adoption of Local Administrators’ Policy

Whereas the New Frontiers School Board and the New Frontiers Administrators’ Association form a Professional Relations Committee (PRC); and whereas over the course of this school year the PRC has been working on updating the Local Administrators’ Policy (LAP); and whereas the final version of the LAP was reviewed by the PRC at their meeting of June 17, 2024; and whereas it was unanimous that changes be made to incorporate the updated Provincial Regulation and the local Professionals’ Arrangement as prescribed by law; and whereas these amendments are reflected in the revised LAP;

Therefore on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that the Council of Commissioners approve the amendments in the Local Administrators’ Policy, as presented.

MOTION CARRIED unanimously.

Return to Meeting

Commissioner K. Crockett returned to the meeting room at 19:53 hours.

Departure from Meeting

Vice-Chair R. Ledoux left the meeting room at 19:54 hours.

Standing Committee Reports from the Meetings of June 18, 2024

Educational Services

The Vice-Chair, Commissioner C. Stacey, reported on the following items discussed at the meeting: update on policies under review, SNAC recommendations, CCQ training, second School Climate Consultant, transportation contracts, The Gleaner article co-written by HAECC SI student, revision and renewal of FP programs, Ambioterra donation of 50 trees, community Pickleball Tournament and the Rural Youth Gala.

Return to Meeting

Vice-Chair R. Ledoux returned to the meeting room at 19:57 hours.

Human Resources

The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting: August 20 Standing Committee meetings location, update on policies under review and updates on NFAA LAP.

Operations

The Chair, Commissioner D. McKell Eastwood, reported on the following items discussed at the meeting: March 31 audit by government, Material Resources’ summer projects, various SIT projects and Anton Ryan’s drone video of the HSB walk for Noah.

Parents’ Committee Report

The Chair, Commissioner J. Lorgan, reported on the meeting of June 5, 2024, which was the last meeting of the year. The Chair thanked the committee for their work this school year.

Transportation Advisory Committee

Commissioner P. Stuckey reported on the meeting of June 18, 2024. Topics included Berline bus contracts, the agreement with RSB for Reach, and the receipt of special accommodation request for the 2024-25 school year.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the period of June 1 to June 18, 2024:

Chq Nbr	Chq Date	Paid To	Amount
234346	6/6/2024	AMAZON.COM.CA, INC.	12,729.24
234352	6/6/2024	BRAULT & BOUTHILLIER LTEE	11,800.03
234361	6/6/2024	COMPUGEN INC	27,032.65
234449	6/6/2024	DANNY STACEY	11,988.00
234457	6/6/2024	ITI INC.	10,635.19
234469	6/6/2024	MANULIFE FINANCIAL	25,454.45
234516	6/7/2024	BV COMMUNICATIONS	15,120.11

Correspondence

There was no correspondence received.

Unfinished Business / Business Arising / General Order

There was no unfinished business or business arising to discuss.

Second Public Question Period

There were no members of the public in attendance.

Adjournment

There being no further business, the meeting was closed at 20:05 hours on a motion by Commissioner L. Chouinard.

MOTION CARRIED unanimously.

John Ryan
Chair

Joyce Donohue
Secretary General