



Minutes of proceedings of a regular meeting of the Council of Commissioners of the New Frontiers School Board held in the Library at Howard S. Billings Regional High School, 210 McLeod, Chateaugay, Quebec, on **Tuesday, March 12, 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
- Lorne Ferguson, Commissioner representing Parents, Elementary Level
- Dianne McKell Eastwood, Electoral Division #7
- Barbara Ednie, Electoral Division #9
- Jennifer Largan, Commissioner representing Parents at Large
- Abdul Pirani, Electoral Division #6
- Connor Stacey, Electoral Division #10
- Peter Stuckey, Electoral Division #8
- Karin Van Droffelaar, Electoral Division #2
- Brenda Bourdeau, Commissioner representing the Special Needs Advisory Committee

Absent:

- Joy Thomas, Electoral Division #5, with regrets
- Caleigh Saucier, Commissioner representing Parents, Secondary Level

Also in attendance:

- Mike Helm, Director General
- Joyce Donohue, Assistant Director General & Secretary General
- Kara Johnstone, Director of Systems & Information Technology
- Chantal Martin, Director of Continuing Education
- Cuthbert McIntyre, Director of Human Resources, on Teams
- Terence Savoie, Director of Financial Services
- James Walker, Director of Educational Services
- Luisa Benvenuti, Manager of Administrative & Communication Services
- Carla Shaw, New Frontiers Administrators' Association Representative
- Member of the public, parent at St. Willibrord, left at 19:18 hours
- Member of the public, student and family at Mary Gardner School, arrived at 19:28 hours

Call to Order & Opening Remarks

The Chair opened this 344th meeting at 19:00 hours and welcomed members, hoping that all who were able, enjoyed their March Break.

Recognition Statement

Commissioner B. Bourdeau 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 L. Chouinard.

MOTION CARRIED unanimously.

Waiver – Reading of the Minutes of 2024-02-06

The reading of the minutes of the regular meeting of 2024-02-06 was waived on a motion by Commissioner J. Largan.

MOTION CARRIED unanimously.

Adoption of the Minutes of 2024-02-06

It was moved by Commissioner L. Chouinard that the minutes of the meeting of 2024-02-06 be adopted as presented.
MOTION CARRIED unanimously.

Public Question Period

A parent from St. Willibrord Elementary School asked what is being done regarding service interruptions with Bus #40. The Director General responded that since the sale of the bus company, there have been several issues, including driver shortages. Several meetings have taken place, and information was received that a permanent driver would be starting tomorrow. The School Board will continue to monitor this situation.

Resolution #CC24-03-12-001

Spring Conference 2024 - Commissioner Attendance

Whereas we have confirmation that ten (10) commissioners will be attending Spring Conference 2024; and whereas the 10 confirmed attendees are: John Ryan, Raymond Ledoux, Lina Chouinard, Lorne Ferguson, Jennifer Largan, Dianne McKell Eastwood, Abdul Pirani, Connor Stacey, Peter Stuckey, Karin Van Droffelaar;
Therefore, it was moved by Commissioner J. Largan that ten (10) commissioners be authorized to attend the 2024 AAESQ/QESBA Spring Conference on May 8, 9, 10, 2024; and that all acceptable expenses be authorized.

MOTION CARRIED unanimously.

Chair's Report

The Chair presented his report, which will be available in the Governance folder. The following topics were discussed: Spring Conference, Elections 2024, Annual Report Public Presentation – April 2, 2024, QESBA updates, ArtsFest, upcoming meeting dates and events, pictures recognizing Pink Shirt Day and Black History Month.

Executive Committee

The Chair reported on the Executive Committee meeting of February 13, 2024, at which the following topics were discussed: Spring Conference, Major School Change, solar eclipse.

Resolution #CC24-03-12-002

Repealing of Policy JII “Request for Reconsideration by Council of a Decision”

Whereas “An Act Respecting the National Student Ombudsman” (“Act”) was adopted in June 2022 and created the independent office of the National Student Ombudsman; and whereas the Act modified article 9 of the Education Act to allow the Council of Commissioners to “overturn, entirely or in part, a decision referred to in conclusions or recommendations made under section 44 of the Act”; and whereas this modification resulted in the ability for the Council of Commissioners to overturn, entirely or in part, a decision made by the Regional Student Ombudsman only; and whereas articles 10 to 12 of the Education Act were repealed; and whereas these legislative changes result in the inability to give effect to Policy JII “Request for Reconsideration by Council of a Decision”; and whereas it is necessary to repeal Policy JII “Request for Reconsideration by Council of a Decision” as this process no longer applies;
Therefore, it was moved by Commissioner K. Van Droffelaar that Policy JII “Request for Reconsideration by Council of a Decision” be repealed from the School Board’s inventory of policies.

MOTION CARRIED unanimously.

Resolution #CC24-03-12-003

New Frontiers School Board’s Commitment to Success Plan 2023-2027 - Adoption of Objectives

Whereas, on June 27, 2023, Council adopted the Vision, Mission, Value Statements, and three orientations for the New Frontiers School Board’s (NFSB) Commitment to Success Plan 2023-2027 (CTSP); and whereas, on October 3, 2023, Council adopted the NFSB’s CTSP which was submitted to and approved by the Ministry of Education; and whereas, since October, Orientation Teams have been working on establishing objectives in support of these orientations; and whereas a recent “ThoughtExchange” with our families, commissioners, employees, and communities at large indicates that the majority of respondents *agree* or *strongly agree* with the proposed objectives;

Therefore, it was moved by Commissioner L. Chouinard that the Council of Commissioners adopt the following objectives for the New Frontiers School Board’s Commitment to Success Plan 2023-27:

CTSP Orientation #1 “Strengthen employee engagement”; Objective 1: 80% of our employees feel supported and satisfied in their jobs. CTSP Orientation #2 “Leverage the power of data”; Objective 1: Raise the 7-year cohort graduation and qualification rate, and Objective 2: Raise the success rate amongst boys.

Resolution #CC24-03-12-003 – NFSB CTSP 2023-2027 - Adoption of Objectives – cont'd

CTSP Orientation #3 “Foster relationships, partnerships, and develop global perspectives”; Objective 1: Increase our students’ sense of belonging to align with the provincial average in all grade levels, Objective 2: 10% more students will say: “I have a great relationship with staff at my school” and Objective 3: At least 80% of families with a student in our system will say: “My (child's) school has made an effort to build a positive relationship with me and my family.”

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 discussed: Measles, *Vérificateur général du Québec*, April 8 solar eclipse pedagogical day, quarterly financials, employee leaves, inter-school hockey tournament, students from Chateaugay Valley Regional High School visiting Nova.

Departure from meeting

Commissioner K. Crockett left the meeting room at 19:38 hours.

Resolution #CC24-03-12-004

CISSSMO Work Placement Agreement

Whereas a contract of association between the *Centre intégré de la santé et des services sociaux de la Montérégie Ouest* (CISSSMO) and all educational institutions offering programs related to healthcare whose work placements occur in CISSSMO facilities is required; and whereas a request was made by the CISSSMO to enter into a contract of association with the New Frontiers School Board for work placements for both the NOVA Career Education Centre and the Chateaugay Valley Career Education Centre; and whereas a resolution from the Council of Commissioners is required to authorize the Director of Continuing Education to approve and sign the contract of association;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Director of Continuing Education be authorized to approve and sign the contract of association between the *Centre intégré de la santé et des services sociaux de la Montérégie Ouest* and the New Frontiers School Board.

MOTION CARRIED unanimously.

Return to meeting

Commissioner K. Crockett returned to the meeting room at 19:45 hours.

Resolution #CC24-03-12-005

Permanent Authorization Request “General Building Maintenance”

Whereas the Continuing Education Department of the New Frontiers School Board would like to submit a request for a permanent authorization from the Ministry of Education to offer the *General Building Maintenance* course #5711 – Diploma of Vocational Education (DVS) at the Huntingdon Adult Education & Community Centre in Huntingdon, Québec; and whereas the request must be accompanied by a resolution from the Council of Commissioners;

Therefore, on the recommendation of the Educational Services Standing Committee, it was moved by Commissioner K. Van Droffelaar that the Director General be authorized to approve and sign the request for a permanent authorization to offer the *General Building Maintenance* #5711 – Diploma of Vocational Education (DVS) at the Huntingdon Adult Education and Community Centre in Huntingdon, Québec, to be submitted to the Ministry of Education.

MOTION CARRIED unanimously.

Resolution #CC24-03-12-006

2024-2025 Youth Sector School Calendar

Whereas consultation on the establishment of the 2024-2025 school calendar for the youth sector has been completed; and whereas negotiations have been concluded with the Chateaugay Valley Teachers’ Association; and whereas the proposed calendar provides for two hundred (200) working days for teachers, commencing on August 26, 2024 and ending on June 30, 2025; and whereas the proposed calendar provides for a Christmas break to extend from December 23, 2024, to January 3, 2025, inclusively; and whereas the proposed calendar provides for a “March Break” to extend from March 3 to March 7, 2025, inclusively; and whereas the proposed calendar provides for a compensatory pedagogical day for teachers on May 16, 2025; and whereas the proposed calendar provides for 19 regular pedagogical days of which 3 are conditional;

Therefore, on the recommendation of the Human Resources Committee, it was moved by Commissioner B. Ednie that the Council of Commissioners approve the 2024-2025 school calendar for the youth sector, as presented.

MOTION CARRIED by majority vote, with the Vice-Chair voting against.

Resolution #CC24-03-12-007

Motion for Permanence – Christine Corbett

Whereas Christine Corbett will be completing her probationary period as an administrator, currently working as the Administrative Services Supervisor supporting our Chateauguay elementary schools; and whereas Ms Corbett has been evaluated during this period and has received a positive recommendation from her supervising Principals, Mr Collin Thomas (current) and Ms Caroline Beaulieu (former);

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Christine Corbett be confirmed as a permanent administrator with the New Frontiers School Board as of July 1, 2024.

MOTION CARRIED unanimously.

Resolution #CC24-03-12-008

Motion for Permanence – Megan Martin

Whereas Megan Martin will be completing her probationary period as an administrator, currently assigned as the Assistant Centre Director at the Chateauguay Valley Career Education Centre and the Huntingdon Adult Education & Community Centre, but serving as the interim Principal at Mary Gardner School; and whereas Ms Martin has been evaluated during this period and has received a positive recommendation from Ms Kara Woods, her supervising Centre Director, and Ms Chantal Martin, her supervising Director;

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Megan Martin be confirmed as a permanent administrator with the New Frontiers School Board as of July 1, 2024.

MOTION CARRIED unanimously.

Resolution #CC24-03-12-009

Motion for Permanence – Brian Woods

Whereas Brian Woods will be completing his probationary period as an administrator, currently working as a Vice-Principal at Howard S. Billings Regional High School; and whereas Mr Woods has been evaluated during this period and has received a positive recommendation from his supervising Principal, Ms Melanie Primeau;

Therefore, on the recommendation of the Human Resources Standing Committee, it was moved by Commissioner B. Ednie that Brian Woods be confirmed as a permanent administrator with the New Frontiers School Board as of July 1, 2024.

MOTION CARRIED unanimously.

Resolution #CC24-03-12-010

Authorization to Enter into a Contract with Micro Logic, Winning Supplier from Purchasing Tender CAG-2022-7512-50 - For Network Switches for Buildings within the School Board

Whereas the New Frontiers School Board (NFSB) renews and upgrades the network on a regular basis; and whereas the *Centre d'acquisitions gouvernementales* (CAG) tendering services had a tendering offer which had criteria that met the needs of the NFSB; and whereas on November 1, 2022, the Council of Commissioners authorized the NFSB to participate in tender CAG-2022-7512-50, for network equipment for NFSB buildings, for a five-year contract with an anticipated estimated cost of \$221,000; and whereas on November 7, 2023, the Council of Commissioners authorized the NFSB to enter into a contract with Micro Logic for the purchase of wi-fi routers, subsequent software, and training; and whereas Micro Logic has been awarded the tender for the provision of network switch equipment; and whereas the anticipated approximate total cost of the network switch equipment only for the NFSB is \$520,700, 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 Operations Standing Committee, it was moved by Commissioner D. McKell Eastwood that the Council of Commissioners authorize the New Frontiers School Board to enter into a contract with Micro Logic, winner of the *Centre d'acquisitions gouvernementales* tender number 2022-7512-50 for the purchase of network switches, subsequent software, hardware, and subscriptions; 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 #CC24-03-12-011

Grass Cutting Contracts 2024-2026

Whereas the New Frontiers School Board requires grass cutting for its buildings; and whereas plans and specifications documents were distributed to local companies by invitation; and whereas tenders were opened on December 18, 2023, at 13:30 hours in the presence of Vice-Chair Raymond Ledoux; Terry Savoie, Director of Finance, Joyce Donohue, Assistant Director General & Secretary General, and Stephane Laliberte, Manager of Material Resources; and whereas after analysing the bids, the lowest conforming bidders are:

Building	Company	Excluding tax 2024	Excluding tax 2025	Excluding tax 2026	Total for three years
Franklin ES	Aménagement K.B.	\$2000	\$2000	\$2000	\$6000
Heritage	Pelouse Alex Gaulin	\$1265	\$1275	\$1285	\$3825
Gault	Aménagement K.B.	\$2700	\$2700	\$2700	\$8100
HAECC	Aménagement K.B.	\$1900	\$1900	\$1900	\$5700
Hemmingford ES	Aménagement K.B.	\$1800	\$1800	\$1800	\$5400
Ormstown ES	Pelouse Alex Gaulin	\$1485	\$1500	\$1575	\$4560
CVR High School	Les Entreprise JSR	\$15000	\$15000	\$15000	\$45000
CVCEC	Pelouse Alex Gaulin	\$1375	\$1385	\$1395	\$4155

Whereas the contracts extend over a three-year term, a motion from Council is required; Therefore, on the recommendation of the Operations Standing Committee, it was moved by Commissioner D. McKell Eastwood that the Council of Commissioners authorizes the Director General or, in his absence, the Assistant Director General to sign contracts for grass cutting for the years 2024, 2025, and 2026 as per the table presented.

MOTION CARRIED unanimously.

Standing Committee Reports from the Meetings of February 20, 2024

Educational Services

The Chair, Commissioner K. Van Droffelaar, reported on the following items discussed at the meeting:

- CLC Highlights including ELAN Artist Inspire Workshops and Senior Rugby League
- Student stories including Nova and CVCEC graduation ceremonies, Media Film Class at CVR
- System updates from Continuing Education and Educational Services

Human Resources

The Chair, Commissioner B. Ednie, reported on the following items discussed at the meeting:

- Presentations on TELUS Health and Leaves of Absence
- Staff Appreciation Week recap
- Policies under review

Operations

The Chair, Commissioner D. McKell Eastwood, reported on the following items discussed at the meeting:

- Establishment of an IT/Cybersecurity Crisis Committee
- Amazon Business Platform
- Updates on various projects including the purchasing of new custodial equipment and phone system

Parents' Committee Report

The Chair, Commissioner J. Largan, reported on the meeting of February 21, 2024, which took place in the HSB Library; the next meeting will take place tomorrow evening. Topics discussed in February included: Consultation on the promotion policy and the allocation of resources to schools, if parents feel welcomed in their school, a suggestion to have guidelines for Parent Participation Organizations, the upcoming first aid training offering, and discussions regarding issues and incidents taking place in the school yard.

Special Needs Advisory Committee Report

Commissioner B. Bourdeau reported on the meeting of February 28, without power due to strong weather. The meeting continued and covered the following topics: Assistive technology, and online resources available, especially online books.

Transportation Advisory Committee

The Chair, Commissioner P. Stuckey, reported on the following items discussed at the meeting: Bus strike has ended, there are new contracts with Robus, driver shortages, and revised routes. Bus Safety Week took place in February with visits from Honey Bear, late bus routes were reviewed and deemed to be logical, Transportation policy is under review.

New Business

There was no new business to discuss.

List of Disbursements

Commissioners were provided with the list of disbursements for the month of February 2024:

Chq Nbr	Chq Date	Paid To	Amount
232606	2/2/2024	GROUPE SIMONEAU INC.	14,815.49
232632	2/5/2024	DELL COMPUTER CORPORATION	35,574.84
232656	2/15/2024	BOOM TOWN ATELIER D'ARCHITECTURE CONTEMPORAINE	30,117.70
232714	2/15/2024	SANIDEPOT	13,805.06
232770	2/15/2024	GIANT STEPS SCHOOL	12,113.20
232772	2/15/2024	GROUPE DGS INC.	11,405.52
232773	2/15/2024	GROUPE ICLASS CANADA	11,405.81
232791	2/15/2024	OUTILS PIERRE BERGER INC.	107,859.07
232792	2/15/2024	PAVAGES ULTRA INC.(LES)	37,826.78
232812	2/15/2024	SERRURIER HAVELOCK ENR.	12,007.26
232821	2/15/2024	TENAQUIP LTD	11,015.49
232833	2/12/2024	SERVICES DE CARTES DESJARDINS	14,475.07
232836	2/13/2024	CONSTRUCTION J.P.ROY INC	128,870.85
232839	2/13/2024	ECOLE PETER HALL SCHOOL INC.	62,257.80
232849	2/13/2024	JARIRAM LTD.	35,143.29
232858	2/15/2024	ROMCOBAT BATIMENTS INC	137,823.41
232864	2/20/2024	BV COMMUNICATIONS	15,101.93
232896	2/29/2024	MEGAN WEBSTER	10,145.58
232910	2/29/2024	SOFTCHOICE LP	11,325.03
232915	2/29/2024	UNIVERUS SOFTWARE CANADA INC.	19,871.25
232958	2/29/2024	G.M. FOURNIER INC.	21,309.23
232967	2/29/2024	GROUPE ICLASS CANADA	25,303.70
232975	2/29/2024	LES ENTREPRISES MCCLINTOCK	21,653.62
233001	2/29/2024	R.S. D'AMOUR & FILS INC.	10,551.29
233010	2/29/2024	SERRURIER HAVELOCK ENR.	12,871.03
233032	2/27/2024	COUVERTURE MONTREAL NORD LTEE	150,879.44

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

Zander, a grade six student at Mary Gardner School, asked how he can feel safe in school, while the official complaint filed by his mother is being studied by the Complaints Officer. The Director General responded that any student who feels unsafe should inform their teacher or the principal. In terms of the complaint, we are working through the process and will be respecting the deadline for delivering a response.

Adjournment

There being no further business, the meeting was closed at 20:28 hours on a motion by Commissioner L. Chouinard.

MOTION CARRIED unanimously.

John Ryan
Chair

Joyce Donohue
Secretary General