

CANADA

PROVINCE OF QUEBEC

EASTERN SHORES SCHOOL BOARD

The regular meeting of the Executive Committee of Eastern Shores School Board was held at the Administrative Office of the Board at 40 Mountsorrel, New Carlisle, Quebec on Tuesday, November 21, 2017, at the hour of 6:00 p.m. The following persons were present:

COMMISSIONERS: W. Gifford, Chairperson  
M. Clarke,  
K. Eldridge (Video Conference)  
R. Mundle  
D. Gray  
D. Bourgouin  
K. Dickson (Video Conference)  
G. Briand  
P. Kerr

PARENT-COMMISSIONERS: K. Mackenzie  
M. Howatson (Member)

DIRECTOR GENERAL: H. Miller  
ASSISTANT DIRECTOR GENERAL: S. Ward; Director of Finance  
INTERIM SECRETARY GENERAL: D. Paulson (Telephone)

OTHERS: N. Doddridge; Director of Human Resources  
L. Mosher; Director of Education Services  
K. Barter, Recording Secretary  
Trevor Renouf Transportation/Building Services

ABSENT: K. Imhoff, G. Hayes, Mary Ellen Beaulieu, R. Jalbert

W. Gifford, Chair, called this regular meeting of the Executive Committee to order and welcomed everyone present.

1. **APPROVAL OF AGENDA**

E17-11-354 It was moved by R. Mundle that the agenda for this regular meeting of the Executive Committee of the Eastern Shores School Board be approved. CARRIED

2. **READING OF THE MINUTES**

2.1 **October 17, 2017**

E17-11-355 It was moved by Myrna Howatson that, whereas the minutes of the regular meeting of the Executive Committee of the Eastern Shores School Board, held on October 17, 2017 were circulated six hours prior to the meeting in accordance with article 170 of the Education Act, the Secretary General be excused from the reading of same. CARRIED

3. **APPROVAL OF MINUTES**

3.1 **October 17, 2017**

E17-11-356 It was moved by M. Clarke that the minutes of the regular meeting of the Executive Committee of Eastern Shores School Board held on October 17, 2017 be approved. CARRIED

**4. BUSINESS ARISING FROM THE MINUTES**

No Items

**5. FINANCIAL SERVICES**

**5.1 Invoices of \$5,000**

E17-11-357 It was moved by K. Eldridge to approve the list of Invoices of \$5000.00 for payment (list on file). CARRIED

**5.2 Accounts Payable**

E17-11-358 It was moved by D. Gray that the following accounts payable be approved:

- Dated October 31, 2017 in the amount of \$ 888,373.44
- Dated November 15, 2017 in the amount of \$ 897,171.35

CARRIED

**6. DIRECTOR GENERAL**

**6.1 CAMI Community Innovation Fund Project**

Deferred to December 12, 2017 meeting

**6.2 Out of Province Travel**

E17-11-359 It was moved by M. Howatson for Lisa Mosher to travel to New York, NY in December 2017 for a conference on The Science of Stress. CARRIED

E17-11-360 It was moved by R. Mundle to have Marjorie McRae and Christine Grenier travel to Miami Florida for the ICEF Miami workshop. CARRIED

**7. HUMAN RESOURCES**

**7.1 Regular / Fulltime Engagements**

E17-11-361 It is moved by D. Gray to engage the following special education support staffing plan for the 2017 - 2018 school year:

- Vanessa McGie, 10 hours per week as an Attendant for Handicapped Students at New Carlisle High School, effective October 30, 2017.
- Natacha McGrath, 25 hours per week as a Special Education Technician at Escuminac School, effective October 30, 2017.

CARRIED

**7.2 School Secretary**

E17-11-362 It is moved by M. Clarke to engage the following administration support staffing plan for the 2017 - 2018 school year:

- Mylene Duguay, 9 hours per week as a school secretary at Evergreen High School, effective November 21, 2017.

CARRIED

**7.3 Abolishments**

E17-11-363

It is moved by K. Eldridge to abolish the following vacant support staff positions:

- 15 hours per week Bus Drivers position in Sector D, effective immediately.
- 10.75 hours per week Caretaker class II at Flemming Elementary School, effective immediately.

CARRIED

**7.4 Leaves of Absence without Salary Exceeding 30 Days**

Deferred to December 2017

**7.5 Service Contract**

E17-11-364

It was moved by M. Howatson that Eastern Shores School Board engage the services of Ressources Humaines Lambert Inc. in the amount of \$8,710.00 plus tax to support the board in recruiting and selecting a Director General; and

That, Wade Gifford, Chairperson, be authorized to sign for and in the name of the school board all documents pertaining to the abovementioned project.

CARRIED

**8. TRANSPORTATION**

E17-11-365

**8.1** It was moved by K. Eldridge to accept the Contract with Autobus du Fer for 2017-2018 to 2021-2022 school year in the amount of \$87,047.44.

CARRIED

**9. EDUCATION SERVICES**

Documents on file

**10. VARIA**

No items

**11. ADULT EDUCATION SERVICES**

**11.1 International Students**

E17-11-366

It was moved by R Mundle to allow Howard Miller to sign the contract with the consulting firm regarding International student dossier in Richard's absence.

CARRIED

**12. ADJOURNMENT 7:10 p.m.**

E17-11-367

It was moved by M. Howatson that there being no further business the meeting adjourn.

CARRIED

Following adjournment, a special working session of the Council of Commissioners will take place. Notice of such work session was sent by the Chair via email on Monday, November 20, 2017.

\_\_\_\_\_  
Secretary General

\_\_\_\_\_  
Chairperson