

C A N A D A

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, 40 Mountsorrel Street, New Carlisle, Quebec on Wednesday, January 19, 2011 at the hour of 1:30 p.m. The following persons were present:

COMMISSIONERS: A. Acteson, Chairperson
C. Coffin, Vice-chairperson
I. Carmichael, member
H. Cochrane, member
M. Deslauriers, member
K. Dickson
R. Mundle
G. Briand
K. Eldridge
D. Bourgouin

PARENT COMMISSIONERS: S. Boulay
R. Billingsley

DIRECTOR GENERAL: D.W. Royal
SECRETARY GENERAL
Director Human Resources: J. Jacques

OTHERS:
Director Educational Services: E. Willett
Director of Finance: S. Ward
Administration Officer: M.A. Cooke

A. Acteson, Chairperson, called this regular meeting of the Executive Committee to order and welcomed everyone present.

The Executive Meeting was recessed until 4:10 pm in order to finalize items on the agenda of the meeting of the Council of Commissioners.

1. APPROVAL OF AGENDA

E11-01-245 It was moved by C. Coffin that the agenda for this regular meeting of the Executive Committee of the Eastern Shores School Board be approved.
CARRIED

2. APPROVAL OF MINUTES OF DECEMBER 15, 2010

E11-01-246 It was moved by H. Cochrane that, whereas the minutes of the regular meeting of the Executive Committee of the Eastern Shores School Board, held on December 15, 2010 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

E11-01-247 It was moved by I. Carmichael that the minutes of the regular meeting of the Executive Committee of Eastern Shores School Board held on December 15, 2010 be approved.
CARRIED

3. BUSINESS ARISING FROM THE MINUTES

North Shores Bus Drivers

See Item 5.1

Transport Advisory Committee; Principals' Representative

See Item 5.2

4. ACCOUNTS PAYABLE

Upon reviewing the accounts payable it was decided that T. Renouf study the Honeywell contract to ensure that the services being received are adequate given the cost of the contract.

E11-01-248 It was moved by C. Coffin that accounts payable dated January 12, 2011 in the amount of \$1,259,406.65 be approved. CARRIED

LATE TRAVEL

E11-01-249 It was moved by M. Deslauriers that the following late travel be approved:

Jason Cormier	QPAT	25865	\$700.00
Melissa Harrison	QPAT	26955	\$700.00
Lynnette Keating	QPAT & BCT	27503	\$1399.57
Naomi Rowsell	Moving	28333	\$959.39

CARRIED

5. TRANSPORTATION

5.1 North Shore Bus Drivers

E11-01-250 It was moved by H. Cochrane that the work schedules for the two bus drivers on the North Shore be increased from 24 hours per week to 30 hours per week and that their caretaker work schedules be reduced accordingly. CARRIED

5.2 Transport Advisor Committee; Principals' Representative

Principal of New Richmond High School, Brian Rock, was nominated to sit on this Committee. T Renouf will confirm Mr. Rock's acceptance.

5.3 CSST Dossier

E11-01-251 It was moved by M. Deslaurier that the recommendation to purchase and install an automatic door opener for a bus in Gaspé at an approximate cost of \$900.00 plus labour be approved. CARRIED

E11-01-252 5.4 Part-time Regular Bus Driver Position; New Richmond High School

It was moved by H. Cochrane that the recommendation to post and engage a part-time regular bus driver for 3.75 hours per week at the New Richmond High School be approved. CARRIED

6. HUMAN RESOURCES

Teachers

E11-01-253

It was moved by H. Cochrane that the following movement of teaching personnel be approved:

- Request from **Rachelle Fournier** for a leave of absence without pay from her teaching positions at Gaspé Elementary and Belle Anse Elementary Schools for a 4 day period from April 26, 2011 to April 29, 2011 inclusive.
- Engage **Joyce Ferreira** as 100% replacement teacher at Gaspé Polyvalent School effective January 31, 2011 to June 30, 2011 or to the return of Ben Baird, whichever event occurs first.
- Engage **Nadege Marcoux** as 25% part-time teacher at Belle Anse Elementary School effective November 30, 2010 to June 30, 2011.
- Engage **Fernand Landry** as a teacher at the Listuguj Adult Education Center for 30 hours a week effective January 17, 2011 to June 17, 2011 (Nursing).
- Engage **Georgette Larocque** as teacher-by-the-lesson at The Anchor for a maximum of 30 hours from November 30, 2010 to February 3, 2011 (French Second Language -CLE).

CARRIED

Support

E11-01-254

It was moved by M. Deslauriers that the following movement in support personnel be approved:

- Decrease **Shelby Shattler's** Day Care Educator hours at Flemming Elementary School from 22.5 hours per week to 17.5 hours per week effective January 5, 2011 to June 23, 2011.
- Engage **Marie Denise Lamontagne** as Maintenance, Workman Class II (assistant caretaker) at Flemming Elementary School (Day Care) for 5 hours per week effective January 5, 2011 to June 23, 2011.
- Request from **Kathy Gallon** for a leave of absence without pay from her Attendant for Handicapped Students position at Bonaventure Polyvalent School effective February 14, 2011 to February 18, 2011.
- Engage **Hugh Bujold** as Social Work Technician at Bonaventure Polyvalent School effective December 14, 2010 to June 24, 2011 for 26 hours per week (Native Budget).
- Request from **Hugh Bujold** for a leave of absence without pay from his Social Work Technician position at Bonaventure Polyvalent School effective December 14, 2010 to June 24, 2011.
- Engage **Sarah Hayes** as replacement Social Work Technician at Bonaventure Polyvalent School effective December 14, 2010 to June 24, 2011 (or to the return of Hugh Bujold; whichever event occurs first) for 26 hours per week (Native Budget).
- Engage **Shirley Shugolo** on contract for a period of four weeks to work on the translation dossier (Board Policies and Minutes).

- Engage **Jennifer Patterson** as Attendant for Handicapped Students at Gaspe Elementary School for an additional 10 hours per week effective October 18, 2010 to June 24, 2011.
- Engage **Jennifer Patterson** as Attendant for Handicapped Students at Gaspe Elementary School for an additional 3 hours per week effective January 19, 2011 to June 24, 2011.
- Engage **Lorelei Jean** as Attendant for Handicapped Students at Gaspe Elementary School for 2 hours per week effective January 19, 2011 to June 24, 2011.

CARRIED

Bus Drivers

E11-01-255

It was moved by I. Carmichael to accept the following changes in support personnel;

- Increase the bus driver hours of both **Pierre Babin and Jean-Francois Vigneault** from 24 hours per week to 30 hours per week for Queen Elizabeth High School and Flemming Elementary School effective January 31, 2011.
- Decrease the caretaker hours of both **Pierre Babin and Jean-Francois Vigneault** from 15 hours per week to 8.75 hours per week at Queen Elizabeth High School effective January 31, 2011.
- Post and engage for a caretaker at Queen Elizabeth High School effective January 31, 2011 for 12.50 hours per week.

CARRIED

Student Teachers

E11-01-256

It was moved by H. Cochrane that the following student-teachers complete their practicums at Gaspe Elementary School:

- **Sheena Langlois** - January 24, 2011 to April 15, 2011 (final year at Bishop's University)
- **Sara Syvret** - February 21, 2011 to April 15, 2011 (final year at McGill University)
- **Michelle Frisse** - second year Education student from Bishop's University for two weeks in March 2011.

It was further resolved to accept **Susan Willett's** request to complete her four week stage in the Human Resource Department at the Administrative Office beginning February 18, 2011. She is attending the Human Resources Assistant Program at Eastern College, Halifax.

CARRIED

7. **VARIA**

No items

8. **ADJOURNMENT 4:42 p.m.**

E11-01-257

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

CARRIED

Secretary General

Chairperson