

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, March 16, 2011 at the hour of 1:30 p.m. The following persons were present:

COMMISSIONERS: A. Acteson, Chairperson
I. Carmichael, member
H. Cochrane, member
R. Mundle
G. Briand
K. Eldridge (Telephone Conference)
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

ABSENT: C. Coffin, Vice-chairperson;
M. Deslauriers, member

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

1. APPROVAL OF AGENDA

E11-03-272 It was moved by H. Cochrane 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

E11-03-273 It was moved by I. Carmichael that, whereas the minutes of the regular meeting of the Executive Committee of the Eastern Shores School Board, held on February 16, 2011 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

2.1 APPROVAL OF MINUTES OF FEBRUARY 16, 2011

E11-03-274 It was moved by I. Carmichael that the minutes of the regular meeting of the Executive Committee of Eastern Shores School Board held on February 16, 2011 be approved.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

3.1 Gaspé Bus Driver Position

Tabled

4. ACCOUNTS PAYABLE/LATE TRAVEL

Accounts Payable

E11-03-275 It was moved by I Carmichael that accounts payable dated February 25, 2011 in the amount of \$641, 577.89 and accounts payable dated March 14, 2011 in the amount of \$ 602,470.81 be approved.

CARRIED

Late Travel

E11-03-276 It was moved by H. Cochrane that the following late travel be approved:

R. Flowers	Nursing License	9889	\$837.30
A. Huxter	EPC	10059	\$141.00
M. Robinson	Bonaventure	16985	\$42.00

CARRIED

5. CAPITAL/BUILDINGS

5.1 Honeywell

Tabled

5.2 Facilities Committee Report

T. Renouf presented a power point to the Commissioners with the layout of the New Richmond and New Carlisle schools reflecting the rearrangement for the Secondary students, projected gymnasiums, and community centers. Several suggestion and questions were asked by Commissioners as to the space in the gym, area for spectators, and use and provisions for seniors.

Issues about supervision and security systems were also discussed. Notes were taken on all subjects and they will be discussed with the architects in order to make changes to the existing plans to reflect the reality of the project. The land must also be looked at as the existing Localization Certificate is not up to date. It indicates buildings that are no longer in existence.

5.2.1 New Carlisle High School

The following two quotes have been received concerning the repairs to the ceiling in New Carlisle High School gymnasium:

- D.G. Construction \$36,312.26 Including tax
- Constructions Baie des Chaleur \$31,756.59 Including tax

Repairs include removing the wires that retained the suspended ceiling tiles and putting up plywood to make a solid ceiling base. To be approved at the special Council of Commissioners meeting on March 30, 2011.

6. HUMAN RESOURCES

Teachers

E11-03-277

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

Wakeham Adult Education Center for the Health Care Facilities Program

- Engage **Gloria Chicoine** for 30 hours per week effective January 14, 2011 to July 14, 2011;
- Engage **Natasha Devouge Trudel** for a maximum of 165 hours effective February 28, 2011 to July 1, 2011.

Northern Lights Adult Education Center

- Engage **Ruth Flowers** as Home Care Assistance teacher for 30 hours per week effective February 7, 2011 to December 22, 2011;
- Engage **Joanne McCreary** as Academic teacher for 15 hours per week effective February 7, 2011 to April 15, 2011;
- Engage **Joanne McCreary** as English Second Language teacher for 6 hours per week effective February 1, 2011 to June 3, 2011;

Leave of Absence

- Grant the request by **Vanessa DaSilva** for a leave of absence without pay from her teaching position at Flemming Elementary School from April 15, 2011 to April 21, 2011 inclusive;
- Grant the request by **Guy Gallibois** for a leave of absence without pay from his teaching position at Bonaventure Polyvalent School from April 12, 2011 to April 15, 2011.

CARRIED

Resignations

E11-03-278

It was moved by I. Carmichael to accept the resignation of **Eric McCalla** from his teaching position at Queen Elizabeth High School effective July 1, 2011.

It was further resolved to accept the resignation of **Andrew Ross** for retirement purposes from his teaching position at Escuminac Intermediate School effective July 1, 2011.

CARRIED

Support

E11-03-279

It was moved by I. Carmichael that the following movement of support staff be approved:

- Engage **Brian Jackaman** as Attendant for Handicapped Students for 7.5 hours per week at St.Patrick's Elementary School effective March 28, 2011 to June 24, 2011.
- Grant the request by **Barry Coull** for a leave of absence without pay for a 5 day period from his caretaker/bus driver position at New Richmond High School (dates to be determined).
- Grant the request by **Colin Sams** for a leave of absence without pay from his bus driver position at Gaspé Polyvalent School for a 4 day period from April 26, 2011 to April 29, 2011.
- Engage **Crystal Element** as Student Supervisor at Gaspé Elementary School effective March 8, 2011 to June 23, 2011 for 2.5 hours per week.
- Engage **Julie Haggerty** as 50% Office Agent, Principal Class for the New Carlisle Administrative Office in the Human Resources Department effective March 28, 2011.
- Engage **Kristen Briard** as 100% Office Assistant at the New Carlisle Administrative Office effective March 14, 2011.
- Accept her maternity leave from March 14, 2011 to September 5, 2011.
- Engage **Elizabeth Trottier** as replacement Office Assistant effective March 14, 2011 to September 5, 2011 or to the return of Kristen Briard, whichever event occurs first).
- Engage **Neita Main** as bus driver at Escuminac Intermediate School for 30 hours per week effective February 22, 2011.

CARRIED

7. EDUCATIONAL SERVICES

7.1 Special Projects Update

E11-03-280

It was moved by I. Carmichael that the special project submitted by Metis Beach School for the amount of \$4,000.00 for a science and technology project for the construction of a wind mill be approved. The remaining unused amount in the special projects is now \$27,082.25 with three schools left to submit their projects before June 30, 2011.

CARRIED

7.2 Out-of-Province Travel

E11-03-281 It was moved by H. Cochrane that the request by three teachers from New Carlisle High School to attend an Autism workshop at Marioposo School for Autistic in North Carolina on April 11-12-13, 2011 be approved. This workshop is funded by an \$8, 000.00 L.C.E.E.Q. –John Killing Beck Scholarship that the New Carlisle High School received.

Jessica Main-Denis, Ashley Bourgaize, Sandy Belanger

CARRIED

E11-03-282 It was moved by I. Carmichael that the request by **Hugh Wood** to attend The Leadership and Learning Center, Data Seminars in Chicago, Illinois on April 12-13, 2011 be approved.

CARRIED

7.3 Encounters with Canada

E11-03-283 It was moved by H. Cochrane that the two students from Bonaventure Polyvalent School requesting financial support for their participation in Encounters with Canada be approved in the amount of \$250.00 each.

CARRIED

7.4 Home-Schooling- New Carlisle High School

E11-03-284 It was moved by I. Carmichael that two New Carlisle High School students be home-schooled for 6 hours per week for the remainder of the 2010-2011 school year. (DPG dossier)

CARRIED

7.5 Student Trip to France

The students who participated in the trip to France have returned and a request will be made to have the students prepare and present to the commissioners a summary of their trip.

E. Willett, Director of Education Services left the meeting at this time.

8. FINANCIAL SERVICES

Auditors

8.1 The Director of Finance informed the Commissioners that she would not be publishing a call for tenders, instead she will be sitting down with the Accounting firm of Raymond Chabot Grant Thornton to discuss the terms of the mandated audits by the Ministere d'Education, du Loisir et des Sports. To be approved at the special Council of Commissioners meeting on March 30, 2011.

9. DIRECTOR GENERAL

9.1 Steering Committee

The Director General gave an update regarding the Steering Committee. He attended meetings with the New Carlisle Governing Board as well as the Governing Board of Shigawake-Port-Daniel. He proceeded to read

the email received from the Chair of the Shigawake-Port-Daniel Governing Board expressing their concerns and the questions they would like to have addressed. (Copy on file)

9.2 Resolution from the Municipality of the Canton of Hope

Mr. Royal informed the Board that a resolution from the Municipality of the Canton of Hope has been received against the closure of Bonaventure Polyvalent School. (Copy on file)

9.3 Letter from the Micmac of Gesgapegiag Band

The MicMac of Gesgapegiag Band has sent a letter stating their view concerning the decision to close Bonaventure Polyvalent School while offering their facilities to house the Secondary III, IV and V students in the future. Mr. Royal will respond to the Band by kindly thanking them for their offer. (Copy on file)

9.4 In Camera Session

Referred to item 10.2

10. VARIA

10.1 Central Parents' Committee Report

The Central Parent Committee report touched upon several items as follows;

- Emergency closures and procedures for student drop offs to ensure that no children are left alone at home.
- System of ribbons that let the bus drivers and teachers know that a child has no parent at home.
- A parent's corner on ESSB website.
- Yearly presentations by an administrator on the operations of a Governing Board.

10.2 In-Camera Session

E11-03-284 It was moved by H. Cocharane to go in-camera at 3:56 p.m.

CARRIED

E11-03-285 It was moved by H. Cochrane to come out of in-camera at 4:30 p.m.

CARRIED

11. ADJOURNMENT 4.35 p.m.

E11-03-286 It was moved by H. Cochrane that there being no further business the meeting adjourn.

CARRIED

Secretary General

Chairperson