



JUNE 21, 2023

The Council adopted the following resolutions:

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| School Zones for the New School in Saint-Lin-Laurentides, Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools | WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) requested a new school for the Joliette area to alleviate overcrowding in the Lanaudière region;  |
| CC-230621-TS-0128  | WHEREAS the SWLSB received authorization from the Ministère de l'Éducation du Québec to build a new school in Saint-Lin-Laurentides;   |
|  | WHEREAS a school attendance zone needs to be established for the new school in St-Lin-Laurentides;   |
|  | WHEREAS the Council of Commissioners adopted resolution no. CC-221114-TS-0024 authorizing the consultation of all concerned stakeholders in particular those of Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools (the Schools), on the geographical area that will be serviced by the new school in Saint-Lin-Laurentides; |

AND THAT as of January 1, 2024, the following sectors be removed from Franklin Hill Elementary School and added to the attendance zone of Pinewood Elementary School:

- Îles St-Jean, Old Terrebonne, Terrebonne (East side of highway 25) as shown in document no. SWLSB-2023/05/31-TS-004;

AND THAT the attendance zones of Franklin Hill, Joliette, Laurentia, Pierre Elliott Trudeau, Pinewood and Rawdon Elementary Schools be modified in order to reflect the aforementioned modifications;

AND THAT, should the opening of the school be delayed beyond September 2024, the students that are in the sectors that will make up the school zones for the new school in Saint-Lin-Laurentides, Pinewood Elementary School and Franklin Hill Elementary School will remain in their current schools;

AND THAT when the opening date of the new school in Saint-Lin-Laurentides is confirmed, the sectors above be removed and added as indicated;

FURTHER THAT transportation will be organized and provided by the Sir Wilfrid Laurier School Board.

**Carried unanimously**

2023-2024 Initial Budget

CC-230621-FR-0129

WHEREAS in accordance with the *Education Act* (R.S.Q., Chapter I-13.1), Sir Wilfrid Laurier School Board must adopt and submit to the Minister of Education its operating, investment and debt service budget for the 2023-2024 school year;

WHEREAS this budget is balanced for the 2023-2024 school year;

WHEREAS the school tax proceeds, which were of \$10,334,344, were determined by taking into account:

- an adjusted standardized assessment of taxable immovables of \$25,000 or less in the amount of \$28,692,884;
- an amount of 24,162 taxable immovables of more than \$25,000; and
- the rate of \$0.0973 per \$100 of the assessment set by the Minister for the 2023-2024 school tax;

Parent Commissioner Stéphane Henley MOVED THAT the operating, investment and debt service budget, providing for revenues of \$215,168,576 and expenses of \$215,168,576 be approved and submitted to the Minister of Education.

**Carried unanimously**

Amendment to Expense reimbursement Policy (Annex 1 of Policy)

CC-230621-FR-0130

WHEREAS Annex 1 of policy n° 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board*, establishes the rates of reimbursement for certain expenses that employees incur throughout the exercise of their function and this annex is subject to an annual review;

WHEREAS the rates in Annex 1 need to be reviewed as they do not reflect the actual increases of cost of travels by car;

Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to Annex 1 of policy n° 1999-FR-01: *Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board* to reflect the reimbursement rates below, effective July 1, 2023.

Mileage

First 5,000 km	\$0.60/km
Each additional km	\$0.53/km
Carpooling	\$0.70/km

Carried unanimously

Commitment-to-Success Plan 2023-2027

CC-230621-CA-0131

WHEREAS the Ministère de l'Éducation (MEQ) has developed a new strategic plan for the improvement of student success in Québec from 2023-2027;

WHEREAS the strategic plan of the MEQ has established objectives and orientations that all school boards and school service centres must align with;

WHEREAS the MEQ requires that every school board establish a Commitment-to-Success Plan that is consistent with strategic directions and objectives of the department's strategic plan, the whole in accordance with section 209.1 of the *Education Act*;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the 2023-2027 Commitment-to-Success Plan as contai

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the proposed amendment to the LTU Local Agreement (L.R.O., Chapter R-8.2), primarily concerning Chapters 11 and 13, as per document no. SWLSB-2023/06/21-HR-001.

Carried unanimously

Appointment of In-School Administrators

WHEREAS the position of Principal at Mountainview High School is currently vacant;

Principals

WHEREAS the positions of Principal at Laurentia, Rawdon and Ste-Adèle Elementary Schools will be vacant as of July 1, 2023;

CC-230621-HR-0133

WHEREAS, as per section 79 (2) of the *Education Act*, the Governing Boards of these elementary schools were consulted on the selection criteria for the appointment of the principal;

WHEREAS policies no. 2000-HR-01: *Regulating the Working Conditions of Management Staff Represented by the Sir Wilfrid Laurier Administrators' Association* and no. 2000-HR-02: *Regulating the Working Conditions of Management Staff Represented by the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section*, have been applied;

WHEREAS interviews were held on May 31, 2023, and June 19, 2023;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Selection Committee and the General Directorate, the Council of Commissioners of the Sir Wilfrid Laurier School Board appoint the following to the position of Principal, effective July 1, 2023:

SCHOOL	PRINCIPAL
Ste-Adèle Elementary School	Luc Gélinas
Laurentia Elementary School	Josiane Fortin
Rawdon Elementary School	Chantal Ouimet
Mountainview High School	Christyne Legault

Carried unanimously

Request to MEQ to Renew Vocational Training Program

WHEREAS the Council of Commissioners adopted resolution no. CC-200625-AE-0123, requesting authorization for AVS 5726: Secretarial Studies - Legal;

Secretarial Studies – Legal

WHEREAS this provisional authorization will be expiring on June 30, 2023;

CC-230621-AE-0134

WHEREAS the Ministère de l'Éducation (MEQ) has changed the code and name of this AVS program to 5873 Secretarial Studies - Legal;

WHEREAS the Sir Wilfrid Laurier School Board wishes to request a permanent authorization for AVS 5873 Secretarial Studies - Legal;

WHEREAS the English Language Vocational Education Council (ELVEC) and the Provincial Organization of Continuing Education Directors, English (PROCEDE) tables have endorsed the Sir Wilfrid Laurier School Board's request for a permanent authorization from the MEQ for this program;

Commissioner Olivia Landry ~~MOWED~~, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the ~~the~~ ~~Stawler~~ School Board request a permanent authorization from the Ministère de l'Éducation (MÉQ) for the following program:

- x AVS 5873 Secretarial Studies - Legal

AND THAT the Assistant Director General ~~be authorized~~ sign any documentation required in this regard.

Carried unanimously

Engagement of Contractor

Partial Roof Replacement

Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Advisory Committee – Student Success, the Council of Commissioners of the Sir Wilfrid Laurier School Board award the three-year task order contract (1 year + 2 optional periods of one year each) for local recruitment agencies for vocational training as follows:

RANK	BIDDER	REMUNERATION %	TOTAL BEFORE TAXES
1	9487-7693 Québec Inc./Canadian Talents Academy	10%	\$300,000
2	9397-6017 Québec Inc./Royal Canadian Academy of Training	10.9%	\$327,000
3	Aptitudes et Plus Inc.	12.5%	\$375,000

AND THAT the Assistant Director General, be

AND THAT all policies impacted by this new by-law be updated accordingly;

FURTHER THAT by-law no. BL2023-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board* replace by-law no. BL2008-CA-01: *Delegation of Functions and Powers of the Sir Wilfrid Laurier School Board*, effective immediately.

**Carried unanimously**

By-Law

Day, Time and Place of Council  
Meetings  
2023-2024

**CC-230621-CA-0138**

WHEREAS, in accordance with section 162 of the *Education Act*, the day, time and place of the regular meetings of the Council of Commissioners must be fixed by by-law;

WHEREAS no by-law may be adopted by a school board unless public notice is given according to section 392 of the *Education Act*;

WHEREAS said public notice must indicate the object of the by-law, the day appointed for its adoption and the place where the draft may be examined;

WHEREAS public notice was given with regard to the amendments to by-law no. BL2000-CA-05: *Day, Time and Place of Regular Meetings of the Council of Commissioners of the Sir Wilfrid Laurier School Board* and a copy of the draft by-law was sent to each governing board and to the Parents' Committee;

<p>Information Security Policy</p> <p>Authorization for Consultation</p> <p>CC-230621-CA-0140</p>	<p>WHEREAS the Sir Wilfrid Laurier School Board processes a significant amount of data in multiple formats;</p> <p>WHEREAS the <i>Act respecting the governance and management of the information resources of public bodies and government enterprises</i> (AGMIR, LRO, and Bill 133) and the <i>Directive sur la sécurité de l'information gouvernementale</i> (DSIG, a directive of the Quebec Treasury Board applicable to school boards and school service centres) impose obligations on educational institutions in their capacity as public bodies;</p> <p>WHEREAS the AGMIR and the DSIG require that school boards and school service centres adopt, implement, update and enforce an Information Security Policy in order to ensure confidentiality, integrity and availability of the information it stores or uses in the course of its activities;</p> <p>Commissioner Bob Pellerin MOVED THAT, on the recommendation of the Advisory Committee – Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board authorize for consultation the Information Security Policy, as contained in document no. CC-SWLSB-2023/06/21-CA-006;</p> <p>AND THAT this consultation be for a period of sixty (60) days with the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, the Laurier Teachers' Union, SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), CSN-S18 and the SEPB-Québec-FTQ Local 577 beginning on September 29, 2023, and ending on November 27, 2023.</p> <p style="text-align: right;"><b>Carried unanimously</b></p>
<p>Risk Management Plan 2023-2024</p> <p>CC-230621-CA-0141</p>	<p>WHEREAS the Conseil du trésor adopted the <i>Directive concernant la gestion des risques en matière de corruption et de collusion dans les processus de gestion contractuelle</i> (the Directive);</p> <p>WHEREAS the Directive requires the Sir Wilfrid Laurier School Board to adopt, for each financial year, a risk management plan concerning corruption and collusion risks in contract management processes;</p> <p>WHEREAS a new <i>Risk Management Plan Concerning Corruption and Collusion Risks in Contract Management Processes</i> has been developed for 2023-2024;</p> <p>Parent Commissioner Tara Anderson MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board adopt the <i>2023-2024 Risk Management Plan Concerning Corruption and Collusion Risks in Contract Management Processes</i>, as presented in document no. CC-SWLSB-2023/06/21-CA-007.</p> <p style="text-align: right;"><b>Carried unanimously</b></p>
<p>Corporate Calendar 2023-2024 (Annex 1 of Procedure)</p> <p>CC-230621-CA-0142</p>	<p>WHEREAS Annex 1 of procedure no. P2013-CA-08 <i>Advisory Committees</i> must be reviewed and approved annually in June, as per section 4.5 of the procedure;</p> <p>Commissioner James Di Sano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the date, time and place of the Advisory Committee meetings, as per document no. CC-SWLSB-2023/06/21-CA-008.</p> <p style="text-align: right;"><b>Carried unanimously</b></p>



School Daycare Services Policy  
CC-230621-TS-0143

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230329-TS-0096, authorizing for consultation the amendments to policy no. 1999-ED-01: *School Daycare Services*;

WHEREAS a consultation period was held from March 30 to May 29, 2023;

WHEREAS the Governing Boards of the elementary schools, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, and the SEPB (Local 577), were consulted on the policy and feedback was received and taken into consideration;

Commissioner Vincent Cammisano MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to policy no. 1999-ED-01: *School Daycare Services*, as per document no. SWLSB-2023/06/21-TS-001.

**Carried unanimously**

Program of Studies for the  
Secondary School  
CC-230621-ED-0144

WHEREAS the Council of Commissioners of the Sir Wilfrid Laurier School Board adopted resolution no. CC-230329-ED-0095, authorizing for consultation the amendments to policy no. 1999-ED-04: *Program of Studies for Secondary School*;

WHEREAS a consultation period was held from March 30 to May 29, 2023;

WHEREAS the Governing Boards, the Parents' Committee, the Association québécoise des cadres scolaires – Sir Wilfrid Laurier Section, the Sir Wilfrid Laurier Administrators' Association, the Laurier Teachers' Union, SPPOQA (Syndicat des professionnelles et professionnels de l'Ouest de Québec Anglophone), CSN-S18 and the SEPB-Québec-FTQ Local 577 were consulted on the policy and feedback was received and taken into consideration;

WHEREAS a new summer program model will be implemented in July 2023, as a pilot project;

WHEREAS additional amendments could be brought to section 8.0 of the Policy in light of the new summer program model;

Commissioner Barbara Barrasso MOVED THAT, on the recommendation of the Advisory Committee - Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the amendments to section 1.0 through 7.0 of policy no. 1999-ED-04: *Program of Studies for Secondary School*, as per document no. SWLSB-2023/06/21-ED-001;

AND THAT when the new summer program pilot project has concluded, section 8.0 of the policy be revisited.

**Carried unanimously**

QESBA Preliminary Membership  
Fees 2023-2024

WHEREAS the Sir Wilfrid Laurier School Board is a member of the Quebec English School Boards Association (QESBA);

CC-230621-CA-0145

WHEREAS the QESBA has issued its preliminary membership fee statement for the 2023-2024 school year based on the 2022-2023 official September 30, 2022, declaration of enrolment;

WHEREAS a statement for the balance of the 2023-2024 membership fees will be sent in the fall of 2023 once the official September 30, 2023, enrolment figure is received from the Ministère de l'Éducation;

Commissioner Donna Anber MOVED THAT, on the recommendation of the Advisory Committee – Administration, the Council of Commissioners of the Sir Wilfrid Laurier School Board approve the preliminary membership fees for 2023-2024 in the amount of \$114,123.82, to be paid to the Quebec English School Boards Association.

**Carried unanimously**