

MINUTES OF PROCEEDINGS OF THE
ENGLISH MONTREAL SCHOOL BOARD

A Special Board Meeting of the English Montreal School Board has taken place on Wednesday, September 16, 2020 at 6:00 P.M. in the Laurence Patterson Conference Room, 6000 Fielding Avenue.

Chairman

Ms. M. Jennings, Trustee

Administrators Present:

Ms. E. Alfonsi, Interim Director General,
Me B. Duhême, Assistant Director General, Administration Division
Me N. Lauzière, Secretary General
Ms. L. Nassivera, Director, Financial Services
Mr. B. Thomas, Director, Information Technology Services
Ms. B. Sellato, Consultant, Communications

No members of the staff or the public were present

| | |
|----|---|
| 1. | <p><u>Approval of the Agenda</u></p> <p>IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the agenda be approved, as presented.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #20-09-16-1</u></p> |
| 2. | <p><u>Question Period</u></p> <p>The Trustee, Ms. M. Jennings, responded to questions posed by Mr. Lino Argento, regarding Deloitte Services, revisions to EMSB organizational structure, QESBA money transfer, and concerns regarding student cuts.</p> <p>The Trustee, Ms. M. Jennings, responded to questions posed by Mr. Chris Eustace regarding Board Meetings, Budget Allocations to Schools and Centres, Ethics Commissioners, and QESBA Funds.</p> |
| 3. | <p><u>Adoption of Minutes of Meetings Held on:</u></p> <p>3.1 <u>Regular Board Meeting - June 30, 2020</u></p> <p>IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Minutes of the Regular Board Meeting held on June 30, 2020 be approved as presented.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #20-09-16-3.1</u></p> |

3.2 Special Board Meeting - August 12, 2020

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Minutes of the Special Board Meeting held on August 12, 2020 be approved as presented.

Adopted

Resolution #20-09-16-3.2

3.3 Special Board Meeting - August 31, 2020

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Minutes of the Special Board Meeting held on August 31, 2020 be approved as presented.

Adopted

Resolution #20-09-16-3.3

4. Business Arising Out of Minutes

There was no business arising out of the minutes.

5. Tribute to Former Employees

WHEREAS the Board values the contribution made by its employees;

WHEREAS the Board wishes to take official cognizance of the passing of any member of its large family of employees;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Board note with regret the passing of:

Fran Rotman, Retired Principal, Dunrae Gardens School

Harold Don Allen, Retired Teacher, Northmount High School

and that an expression of sympathy be sent to the bereaved families.

Adopted

Resolution #20-09-16-5

6. Homeschooling Entente with the MEES

WHEREAS on July 1, 2018, *the Act to amend the Education Act and other legislative provisions concerning mainly free educational services and compulsory school attendance ("The Act")* came into effect;

WHEREAS in virtue of the Act, some of EMSB homeschooled students would have to be redirected towards French School Boards, namely the Commission scolaire Marguerite- Bourgeoys (CSMB) and the Commission scolaire de Montréal (CSDM);

WHEREAS in January 2019, an Entente was concluded between the Ministry of Education (MEES) and the EMSB authorizing the EMSB to offer to students and parents a specialized follow-up in homeschooling, the whole in accordance with the parameters set out in the Homeschooling Regulation (RLRQ c.I-13.3 r. 6.01);

WHEREAS since March 2019, Homeschooling Partnership Agreements have been in force with the CSMB and the CSDM to give full effect to the Entente between the MEES and the EMSB;

WHEREAS the Homeschooling Entente with the MEES as well as the Homeschooling Partnership Agreements with the CSDM and CSMB have been renewed for the school year 2019-2020;

WHEREAS the MEES has requested that a revised Homeschooling Entente be signed for the school year 2020-2021;

WHEREAS the modifications suggested are minor and do not affect the general intent of the Entente;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the terms of the revised Homeschooling Entente between the Ministry of Education (MEES) and the English Montreal School Board for the school year 2020-2021 be approved.

IT WAS FURTHER RESOLVED THAT the Director General or Assistant Director General - Education be authorized to sign, on behalf of the English Montreal School Board, all documents necessary to give effect to the Homeschooling Entente between the Ministry of Education (MEES) and the English Montreal School Board, including any Homeschooling Partnership Agreements with other School Services Centres.

Adopted

Resolution #20-09-16-6

7. Budget Increases

7.1 Budget Increase – Deloitte Consulting Services

WHEREAS in conformity with Operating Budget procedure, all requests to incur additional expenditures over and above the approved original operating budget, the creation of new positions, to reduce projected revenues from previous forecasts, and to transfer budgets in excess of \$20,000 must be approved by the Board;

WHEREAS there has been established a protocol whereby departments are to submit (via the Budget Control Committee) the appropriate form indicating such requests with supporting rationale;

WHEREAS Financial Services is to submit such department requests on a month-to-month basis as deemed warranted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Budget Control Committee, a budget increase in the amount of \$36,000 for the Deloitte Consulting Services (*Deloitte Consulting*) be transferred from the 2020-2021 15% appropriated accumulated surplus budget to the Deloitte Consulting Services budget, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-7.1

7.2 Budget Increase – Lead in Water Testing

WHEREAS in conformity with Operating Budget procedure, all requests to incur additional expenditures over and above the approved original operating budget, the creation of new positions, to reduce projected revenues from previous forecasts, and to transfer budgets in excess of \$20,000 must be approved by the Board;

WHEREAS there has been established a protocol whereby departments are to submit (via the Budget Control Committee) the appropriate form indicating such requests with supporting rationale;

WHEREAS Financial Services is to submit such department requests on a month-to-month basis as deemed warranted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Budget Control Committee, a budget increase in the amount of \$107,000 for the lead in water testing fees be transferred from the 2020-2021 15% appropriated accumulated surplus budget to the lead in water testing budget, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-7.2

7.3 Budget Increase – FACE Revenue Funding

WHEREAS in conformity with Operating Budget procedure, all requests to incur additional expenditures over and above the approved original operating budget, the creation of new positions, to reduce projected revenues from previous forecasts, and to transfer budgets in excess of \$20,000 must be approved by the Board;

WHEREAS there has been established a protocol whereby departments are to submit (via the Budget Control Committee) the appropriate form indicating such requests with supporting rationale;

WHEREAS Financial Services is to submit such department requests on a month-to-month basis as deemed warranted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Budget Control Committee, a budget increase in the amount of \$25,000 for the FACE Revenue Funding be transferred from the 2020-2021 15% appropriated accumulated surplus budget to the FACE Revenue Funding budget, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-7.3

7.4 Budget Increase – MOSD Fees Integrated Students

WHEREAS in conformity with Operating Budget procedure, all requests to incur additional expenditures over and above the approved original operating budget, the creation of new positions, to reduce projected revenues from previous forecasts, and to transfer budgets in excess of \$20,000 must be approved by the Board;

WHEREAS there has been established a protocol whereby departments are to submit (via the Budget Control Committee) the appropriate form indicating such requests with supporting rationale;

WHEREAS Financial Services is to submit such department requests on a month-to-month basis as deemed warranted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Budget Control Committee, a budget increase in the amount of \$50,000 for the Montreal Oral School for the Deaf (MOSD) fees integrated students be transferred from the 2020-2021 15% appropriated accumulated surplus budget to the MOSD fees integrated students budget, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-7.4

7.5 Budget Increase – Heyco Consulting Services

WHEREAS in conformity with Operating Budget procedure, all requests to incur additional expenditures over and above the approved original operating budget, the creation of new positions, to reduce projected revenues from previous forecasts, and to transfer budgets in excess of \$20,000 must be approved by the Board;

WHEREAS there has been established a protocol whereby departments are to submit (via the Budget Control Committee) the appropriate form indicating such requests with supporting rationale;

WHEREAS Financial Services is to submit such department requests on a month-to-month basis as deemed warranted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Budget Control Committee, a budget increase in the amount of \$59,000 for the Heyco Consulting Services (*Heyco Advisory Services Inc.*) be transferred from the 2020-2021 15% appropriated accumulated surplus budget to the Heyco Consulting Services budget, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-7.5

8. Budget Allocations to Schools and Centres 2020-2021

WHEREAS a committee comprised of the DDG – Education, the Regional Directors, the Director of Financial Services, various department Directors, and school Principals have reviewed the decentralized operating allocations and Measures;

WHEREAS the Resource Allocation Committee (RAC) has reviewed all documentation at their meeting of September 14, 2020;

WHEREAS the RAC recommends to the Board the approval of the Budget Allocations to School and Centres 2020-2021, as per the documentation submitted to the meeting;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT, as recommended by the Resource Allocation Committee, the Budget Allocations to Schools and Centres 2020-2021 be approved, as outlined in the documentation submitted to the meeting.

Adopted

Resolution #20-09-16-8

9. Authorization to Proceed with Public Tender for Unified Communication (IP Phone) System Licensing and Maintenance Renewal and Upgrade of Emergency Notifications

WHEREAS *the Act Respecting Contracting by Public Bodies* requires school boards to proceed by means of a public call for tender for the procurement of goods or services in excess of \$100,000;

WHEREAS the acquisition of goods or services over \$250,000 requires approval from the Trustee;

WHEREAS pursuant to resolution #15-05-27-10B, the Board approved that the English Montreal School Board (EMSB) award a three-year contract for an amount of \$522,600 (before taxes) for the acquisition of a Phone System Upgrade (Unified Communications) and related professional services to Softchoice (SEAO # PS15-0015);

WHEREAS the licensing and maintenance of this system are coming up for renewal;

WHEREAS the Information Technology Services of the EMSB deems this communications system as critical to the safety of its staff and students and wishes to maintain it while also upgrading the system with advanced emergency notifications and high availability for a three-year period;

WHEREAS the Information Technology Services of the EMSB estimates the cost of said contract not to exceed \$375,000 (before taxes);

WHEREAS the budget has been secured from measures from the Ministère de l'Éducation et de l'Enseignement supérieur;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS AND RESOLVED THAT the English Montreal School Board proceed to a public call for tenders for an amount up to \$375,000, before taxes, for a three-year contract to renew the licensing and maintenance of its Unified Communications System, to upgrade its emergency notifications and high availability and to engage related professional services to implement said systems.

Adopted

Resolution #20-09-16-9

10. Annual Report of Student Ombudsman 2019-2020

WHEREAS the Student Ombudsman must submit an annual report to the Board stating the number of complaint referrals received and their nature, the corrective measures recommended and any action that was taken;

WHEREAS Me Isabelle Turgeon submitted her annual report to the English Montreal School Board on September 9, 2020;

WHEREAS the said report must be attached to the Board's annual report;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Annual Report of the Student Ombudsman 2019-2020 be received and deposited.

| | |
|-----|---|
| | <p>IT WAS FURTHER RESOLVED THAT the administration will take into consideration the recommendations of the Student Ombudsman in said Annual Report and follow-up on their application.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #20-09-16-10</u></p> |
| 11. | <p><u>Annual Report of Ethics Commissioners 2019-2020</u></p> <p>No additional comments, item for information.</p> |
| 12. | <p><u>Annual Report of Designated Officer 2019-2020</u></p> <p>No additional comments, item for information.</p> |
| 13. | <p>Report of Executive Committee Meeting Held on June 30, 2020</p> <ul style="list-style-type: none"> • Awarding of Contracts <ul style="list-style-type: none"> ○ Awarding of Contract P-1826 Rosemount Technology Centre: Dust Collector, Derivation Panels and Fire Alarm Project ○ Awarding of Contract P-1907 James Lyng School: Roof Replacement, Heating Coils, Controls and Exits Upgrade Project ○ Awarding of Contract P-1912 Hampstead School: Washrooms and Corridors Renovation Project ○ Awarding of Contract P-1914 Parkdale School: Washrooms Renovation and Fire Alarm Project ○ Awarding of Contract P-1917 Rosemount High School: Replacement of Ceiling, Grease Trap and Intercom Project ○ Awarding of Contract P-1921 Dunrae Garden School: Ceiling Replacement Project ○ Awarding of Contract P-1929 Roslyn School: Electrical Upgrade Project ○ Awarding of Contract P-1931 St-Gabriel School: Washroom Renovation Project ○ Awarding of Contract P-1933 St-Monica School: Washroom Renovation and Electrical Upgrade Project ○ Awarding of Contract P-1949 Laurier Macdonald School: Roof Repair and Laboratory Renovation Project ○ Awarding of Contract P-1952 Our Lady of Pompei School: Masonry Renovation Project • AEVS Advertising Agreement with Bell Media • Lease Agreements <ul style="list-style-type: none"> ○ SPPMEM, 3205 St. Joseph Blvd ○ Dr. Dina Cohen, 3205 St. Joseph Blvd. |
| 14. | <p><u>Other Business</u></p> <p>There was no other business</p> <hr/> <p>The Trustee Ms. M. Jennings took this opportunity to make some closing comments. Ms. Jennings stated that her mandate has been a really enriching experience, getting to know the English speaking community within the sector of education. She has been astounded and impressed with the dedication and involvement of the community. She also stated that she is really impressed by the high level of dedication by all the staff at the EMSB. She believes that the EMSB is the best school board, when it comes to getting results for the students of our schools. She encourages parents to address issues with respect and to keep an open dialogue.</p> |

The School Board is undergoing a major re-organization in order to bring it to the 21st century. She knows this will bring about major change but she suggests to embrace and work with the change. She encourages everyone to submit ideas to make the EMSB better. She urges parents to take advantage of the increased authorities that have been given to their governing boards and make sure that the governing boards operate with good managerial, and governance, practices.

She personally thanked Ms. Evelyne Alfonsi, and Me Benoit Duhême, who have provided her with the most support throughout her mandate. They helped ensure her success and she is very grateful to them. Although she couldn't name everyone at the EMSB, she did also personally thank, Mario Cardin, Me Lucie Roy, Livia Nassivera, Bob Thomas, Brigit Sellato, Me Nathalie Lauziere, Sabrina Mendaglio, and Laura Cesari. She states that the way in which she's been welcomed and supported by the EMSB has been amazing and has made her job that much easier. This trusteeship has allowed her to continue to learn and to continue to develop. She thanked Mr. Roberge for the opportunity that he provided her. In her final goodbye, she urges everyone to continue to work together. Best of luck to everyone especially our students.

15. Adjournment

On a motion by the Trustee, Ms. M. Jennings, the meeting was adjourned at 7:02 P.M.

Adopted

Resolution # 20-09-16-15

Signed in Montreal,

Ms. Marlene Jennings, Chairman

Me Nathalie Lauzière, Secretary General