

MINUTES OF PROCEEDINGS OF THE
ENGLISH MONTREAL SCHOOL BOARD

A Special Board meeting of the English Montreal School Board has taken place on Thursday, March 26, 2020 at 2:00 p.m. in the Charles Bancroft Conference Room, 6000 Fielding Avenue.

Chairman

Ms. M. Jennings, Trustee

Administrators Present:

Ms. A. M. Matheson, Director General

Me B. Duhême, Deputy Director General, Administration Division

Ms. E. Alfonsi, Deputy Director General, Education Division

Me N. Lauzière, Secretary General

Ms. P. Nickoletopoulos, Regional Director – West

Mr. C. Thomas, Director of Information Technology

Public

None

1.	<p><u>Proper Notice of the Agenda</u></p> <p>It was reported that the notice calling this special meeting had been forwarded by the Secretary General to the Trustee and to all Members of the Management team via email.</p>
2.	<p><u>Approval of the Agenda</u></p> <p>IT WAS MOVED BY THE TRUSTEE, MS. MARLENE JENNINGS, AND RESOLVED THAT the agenda be approved:</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution # 20-03-26-2</u></p>
3.	<p><u>Appointment of Returning Officer and Assistant Returning Officer for School Board Elections 2020</u></p> <p>WHEREAS School Board elections will be held on November 1st, 2020;</p> <p>WHEREAS Section 22 of the Act Respecting School Elections states that the Director General of the School Board is the Returning Officer ex officio and that, if she should not wish to act as such, the Council of Commissioners shall appoint another person to replace her;</p> <p>WHEREAS the Director General does not wish to serve as the Board's Returning Officer;</p> <p>WHEREAS the Secretary General should be appointed Assistant Returning Officer;</p>

WHEREAS the English Montreal School Board (E.M.S.B) is under Partial Trusteeship and Ms. Marlene Jennings was appointed as the EMSB Trustee;

IT WAS MOVED BY THE TRUSTEE, MS. MARLENE JENNINGS AND RESOLVED THAT:

- Ms. Denise Contant be appointed as this Board's Returning Officer and Me Nathalie Lauzière, Secretary General, be appointed as the Assistant Returning Officer for the 2020 School Board Elections;

- The Returning Officer shall be remunerated according to the *Election Act* and the tables provided by Élections Québec referring to the *Regulation respecting the tariff of remuneration and expenses of election officers*, the whole as outlined in the documentation submitted to the meeting.

Adopted

Resolution # 20-03-26-3

4. Budget Increase – Elections 2020

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

WHEREAS English Montreal School Board (EMSB) Policy FS-7 regarding the Budget Control Committee states that the mandate of the Budget Control Committee is to study, review, monitor and make decisions on matters pertaining to finance and within the parameters established by the Finance Committee and no BCC meeting was held in March 2020;

WHEREAS EMSB is under partial Trusteeship since November 6, 2019 and all EMSB Advisory Committees, including the Finance Committee, are suspended until further notice;

WHEREAS pursuant to Resolution # 19-12-03-7 approved on December 12, 2019 by Trustee Ms. Marlene Jennings, it was resolved that all policies and procedures of the English Montreal School Board be read, adapted, and interpreted taking into account the temporary delegation of functions and powers provided for in By-Law No. 10 - *Delegation of Functions and Powers*;

WHEREAS a Budget for the School Board Elections 2020 is needed in order to cover election expenses and remuneration;

WHEREAS EMSB will fix the tariff of remuneration and expenses of election officers according to the *Election Act* and the tables provided by Elections Québec referring to the *Regulation respecting the tariff of remuneration and expenses of election officers*;

WHEREAS the EMSB will need urgently, as a preliminary Budget until July 1st, 2020, the amount of \$40,000 in order to cover election expenses and remuneration of election officers;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT:

a) Approval be given to the Secretary General to increase by \$40,000 the School Board Elections budget for the period ending June 30, 2020, as outlined in the documentation submitted to the meeting;

	<p>b) Approval be given to the Secretary General to fix the tariff of remuneration and expenses of election officers according to the <i>Election Act</i> and the tables provided by Elections Québec referring to the <i>Regulation respecting the tariff of remuneration and expenses of election officers</i>, the whole as outlined in the documentation submitted to the meeting;</p> <p>c) Authorization be given to Financial Services to take the appropriate action necessary to reflect the additional expenditures and the budget transfers.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution # 20-03-26-4</u></p>
5.	<p><u>Question Period</u></p> <p>Two questions submitted from Mr. Eustace by email.</p> <p>1) How much does the EMSB expect to spend on running their elections?</p> <p>We adopted today a resolution where a preliminary budget of \$40,000 will be needed for the period ending July 30th. As for the rest, we are still assessing the many needs and aspects of the logistics of this election and we cannot answer at this point-</p> <p>2) What is the composition of the EMSB Board of Directors?</p> <p>According to the Amended School Elections Act, it is 10 parent commissioners (we have 10 ridings), 6 community representatives and 4 staff.</p> <hr/> <p>Ms. Jennings thanked Mr. Eustace for continuing to have interest in the work, activities and operation of the English Montreal School Board. Hoping that he and his family and loved ones are keeping safe.</p>
6.	<p><u>Information</u></p> <p>Head office is opened for essential services however schools and centers are closed. Ms. Matheson highlighted and reminded everyone of the following. According to the temporary delegation of authority, adopted by Ms. Jennings, By Law # 10, Section entitled Director General, the 6th bullet says the following;</p> <ul style="list-style-type: none"> • <i>The Director General take any measures requiring immediate access including authorizing expenses to ensure the safety of students, staff and the general public for the continued functioning of the board school centers, property and services.</i> <hr/> <p>Ms. Matheson also thanked Ms. Jennings for her availability, being there for emergency decisions and continued support.</p> <p>The Trustee Ms. Jennings thanks the public for doing their part in ensuring the health of everyone by following the directive that the government has issued.</p>

	<p>The Trustee Ms. Jennings also commended how wonderfully the EMSB team of personnel, under the leadership of the Director general and two Deputy Director Generals, Mr. Benoit Duhême and Ms. Evelyn Alfonsi, have managed this pandemic crisis. She stated that when the government ordered the school closure, many do not realize the amount of work it takes for Senior Management and what the closures entail. Putting in place physical people, determining which services are essential and to ensure we continue to deliver the priority services. : EX payroll, paying contractors. Ms. Jennings stated that the Leadership under Ms. Matheson has been extraordinary.</p>
7.	<p><u>Other Business</u></p> <p>None</p>
8.	<p><u>Adjournment</u></p> <p>On a motion by the Trustee, Ms. M. Jennings, the meeting was adjourned at 2:20 p.m.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution # 20-03-26-8</u></p>
	<p>Signed in Montreal, _____</p> <p>_____</p> <p>Ms. Marlene Jennings, Chairman</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Me Nathalie Lauzière, Secretary General</p>