

MINUTES OF PROCEEDINGS OF THE  
ENGLISH MONTREAL SCHOOL BOARD

A Special Board Meeting of the English Montreal School Board has taken place on Wednesday, October 14, 2020, at 3:00 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  
Me L. Roy, Director Legal Services  
Ms. S. Léveillé, Director, School Organization  
Ms. Ann Watson, Director, Human Resources  
Ms. B. Sellato, Consultant, Communications

No members of the staff or public were present

1.	<p><u>Proper Notice of the Special Board Meeting</u></p> <p>Me Nathalie Lauzière confirmed that proper notice of this meeting was given.</p>
2.	<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 # 20-10-14-2</u></p>
3.	<p><u>Question Period</u></p> <p>There were no questions from the public.</p>
4.	<p><u>Proposed Revision of Administrative Organization Chart 2020-2021</u></p> <p><b>WHEREAS</b> the EMSB Transformation Steering Committee led by Trustee Marlene Jennings approved for consultation, the proposed revision of the Administrative Organization Chart for 2020-2021;</p> <p><b>WHEREAS</b> it is the Board's intention to implement the proposed revised structure in the Material Resources Department, including the addition of new posts within the department, over a gradual basis during the following school years, 2020-2021, 2021-2022 and 2022-2023;</p>

**WHEREAS** the Directors of service have been met with at management table regarding the proposed revised Administrative Organization Chart;

**WHEREAS** as *the Association of English Montreal Board Administrators (AEMBA), the Association Québécoise des Cadres Scolaires – EMSB Section (AQCS), and the Association of Montreal School Administrators (AMSA)* were consulted on the proposed revision of the Administrative Organization Chart and invited to submit their views in writing;

**WHEREAS** the responses to consultation are part of the documentation submitted;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the proposed revised Administrative Organization Chart 2020-2021 be approved and effective immediately.

BE IT FURTHER RESOLVED THAT the addition of new posts within the department, of Material Resources be implemented on a gradual basis during the following school years, 2020-2021, 2021-2022 and 2022-2023.

Adopted

Resolution #20-10-14-4

5. Revised By-Law No. 10 Delegation of Powers – For Consultation

**WHEREAS** pursuant to Resolution #19-11-28-10.1, the Trustee approved the suspension of By-Laws No. 2 - *Delegation of Powers to the Executive Committee*, No. 5 - *Delegation of Certain Functions and Powers to the Director General*, No. 6 - *Delegation of Certain Functions and Powers to Principals, Vice-Principals and Head Teachers of Schools/Centres*, and No. 7 - *Delegation of Certain Functions and Powers to Members of the Executive Staff* for consultation;

**WHEREAS** pursuant to Resolution # 19-12-03-7, the Trustee, Ms. Marlene Jennings, adopted By-Law No 10 - *Delegation of Functions and Powers* to temporarily re-distribute the Delegation of Function and Powers to the Director General, the Senior Executive and Senior Staff as well as the Executive Committee in order to ensure the proper functioning of the School Board;

**WHEREAS** By-Law No 10 and the suspension of By-Laws No. 2, 5, 6 and 7 is applicable for the duration of the Trusteeship;

**WHEREAS** the Trusteeships is scheduled to end on November 6, 2020 and as such, there is a need to modify By-Law No. 10 and to abolish By-Laws No. 2.5. 6 and 7;

**WHEREAS** pursuant to Sections 96.25, 110.13 and 183 of *the Education Act*, *the Central Management Advisory Committee* shall participate in defining the strategic plan, policies and By- Laws of the English Montreal School Board;

**WHEREAS** pursuant to Section 392 of *the Education Act*, a By-Law delegating powers of the Council of Commissioners is exempt from the 30 days public notice;

**WHEREAS** Section 394 of *the Education Act* states that a By-Law will come into force on the day of the publication of a public notice that it has been adopted;

IT IS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Revised Draft By-Law No. 10 *Delegation of Functions and Powers* and the abolishment of By- Laws No. 2 - *Delegation of Certain Functions and Powers to the Executive Committee*, No. 5 – *Delegation of Certain Functions and Powers to the Director General*, No. 6 – *Delegation of Certain Functions and Powers to Principals, Vice-Principals, and Head Teachers of Schools/Centres*, and No. 7 – *Delegation of Certain Functions and Powers to members of the Executive Staff* be approved for the purpose of consultation with the *Central Management Advisory Committee*.

IT WAS FURTHER RESOLVED THAT, where applicable, all policies and procedures of the English Montreal School Board be read, adapted, and interpreted taking into account the delegation of functions and powers provided for in revised By-Law 10- *Delegation of Functions and Powers* and the abolishment of By-Laws No. 2 - *Delegation of Certain Functions and Powers to the Executive Committee*, No. 5 – *Delegation of Certain Functions and Powers to the Director General*, No. 6 – *Delegation of Certain Functions and Powers to Principals, Vice-Principals, and Head Teachers of Schools/Centres*, and No. 7 – *Delegation of Certain Functions and Powers to members of the Executive Staff*.

IT WAS STILL FURTHER RESOLVED THAT, the results of the consultation be returned to the Secretary General, Me Nathalie Lauzière, no later than October 23, 2020 at noon; for a decision to be made at the Special Board meeting of the Council on Wednesday, October 28, 2020.

Adopted

Resolution #20-10-14-5

6. Revised Draft By-Law No. 4 (2020) A By-Law to Affix the Date, Time and Place of the Regular Executive Committee Meetings

**WHEREAS** Section 162 of *the Education Act* requires that the regular meetings of the Executive Committee be established, by by-law;

**WHEREAS** By-Law No. 4 (2020) - *A By-Law to Affix the date, time and place of the regular meetings of the Executive Committee of the English Montreal School Board* adopted by resolution no. 20-06-30-6.2 at the Regular Board Meeting of June 30, 2020, needs to be amended in order to add more regular meeting dates;

**WHEREAS** in accordance with Section 392 of *the Education Act*, public notice of the by-law must be given at least 30 days prior to its adoption;

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

- a) Approval be given to Draft Revised By-Law No. 4 (2020) - *A By-Law to Affix the day, time and place of the regular meetings of the Executive Committee of the English Montreal School Board* for 2020-2021;
- b) Final approval of Draft Revised By-Law No. 4 (2020) be given at the special meeting of the Board to be held on December 2, 2020.

Adopted

Resolution #20-10-14-6

7. Designation of a Member to the Comité de gestion de la taxe scolaire de l'île de Montréal (CGTSIM)

**WHEREAS** Trustee, Ms. Marlene Jennings, will complete her mandate as Trustee of the English Montreal School Board (EMSB) on November 6, 2020;

**WHEREAS** Trustee, Ms. Marlene Jennings, was elected as member to the *Comité de gestion de la taxe scolaire de l'île de Montreal (CGTSIM)*, as per resolution of EMSB # 19-12-03-8.1, and needs to be replaced, the whole according to section 402 of *the Education Act*;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED to designate Me Joe Ortona, as MEMBER of the *Comité de Gestion de la taxe scolaire de l'île de Montréal*, effective as of November 6, 2020.

Adopted

Resolution #20-10-14-7

8.

Transaction Agreements

8.1 Transaction Agreement 1

**WHEREAS** a confidential written transaction agreement was created for employee PIN #726 602 044;

**WHEREAS** the written transaction agreement was accepted and duly signed by employee PIN #726 602 044 on September 21, 2020;

**WHEREAS** the written transaction agreement was duly signed by Trustee Ms. M. Jennings on September 21, 2020;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Transaction Agreement for employee PIN # 726 602 044 be approved and ratified.

Adopted

Resolution #20-10-14-8.1

8.2 Transaction Agreement 2

**WHEREAS** a confidential written transaction agreement was created for employee PIN #329 626 157;

**WHEREAS** the written transaction agreement was accepted and duly signed by employee PIN #329 626 157 on September 21, 2020;

**WHEREAS** the written transaction agreement was duly signed by Trustee Ms. M. Jennings on September 21, 2020;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Transaction Agreement for employee PIN # 329 626 157 be approved and ratified.

Adopted

Resolution #20-10-14-8.2

9.

Employment Contracts for the Assistant Directors General

**WHEREAS** as per resolution #17-08-30-2.5 Me Benoît Duhême was appointed Assistant Director General - Administration;

**WHEREAS** as per resolution #19-06-12.2.8 Ms. Evelyne Alfonsi was appointed Assistant Director General – Education;

**WHEREAS** as per the *Règlement déterminant certaines conditions de travail des hors-cadres des commissions scolaires et du Comité de gestion de la taxe scolaire de l'île de Montréal* (the «Regulation»), a written employment contract is required between the hors-cadre and the Board;

**WHEREAS** the written employment contract of Me Benoît Duhême was revised on September 21, 2020 in accordance with the Regulation;

**WHEREAS** a written employment contract was finalized for Ms. Evelyne Alfonsi on September 21, 2020 in accordance with the Regulation;

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the employment contracts of Me Benoît Duhême Assistant Director General – Administration and of Ms. Evelyne Alfonsi, Assistant Director General – Education be approved and ratified.

Adopted

Resolution #20-10-14-9

10.

Adjournment

On a motion by the Trustee, Ms. M. Jennings, the meeting was adjourned at 3:39 p.m.

Adopted

Resolution # 20-10-14-10

Signed in Montreal, \_\_\_\_\_

\_\_\_\_\_  
Ms. Marlene Jennings, Chairman

\_\_\_\_\_  
Me Nathalie Lauzière, Secretary General