Present:	Stephen Burke	Chairman
	Heather Clibbon	Commissioner
	Debbie Cornforth	Parent Commissioner
	Sara Downs	Commissioner

No correspondence was received.

It was MOVED by D. Cornforth, SECONDED by W. Marois and RESOLVED; THAT the minutes of the regular meeting of the Council of Commissioners held on Wednesday, May 17, 2017 be accepted as circulated.

Commissioners H. Clibbon and C. Guay abstained from voting.

There was no business arising from the minutes.

The Chairman had sent his report to commissioners that addressed the following:

- Audit Committee Meeting – May 29, 2017
- Dollard-des-Ormeaux Graduation – June 1, 2017
- Quebec High School Graduation – June 2, 2017
- Voice of English-speaking Québec (VEQ) Leadership Table Meeting – June 8, 2017
- *Chapeau les filles* – June 12, 2017
- Dir 2016-2017 Gen Ed Evaluation 2016 EBT521 11.04 t TJE0 1 309.00B2]T51200000B2HD 21 11MC /Span <

a) Delegation of Authority for the Summer Months

c) Five-Year Transportation Contracts (continued)

It was MOVED by E. Paradis SECONDED by A. Visser and unanimously RESOLVED; THAT the Central Québec School Board enter into the following five-year transportation contracts for the 2017-2018, 2018-2019, 2019-2020, 2020-2021 and 2021-2022 school years;

Autobus Tremblay & Paradis	$1,102,778.00	$1,110,211.49	$5,447.21
Autobus Québec Métro	$ 580,712.85	$ 579,361.08	$3,173.29
Autobus Laval	$ 370,551.74	$ 369,612.55	$2,024.45
Transport Marc Juneau	$ 143,147.38	$ 142,813.82	$ 782.22
Autobus Rowley	$ 324,110.13	$ 321,880.85	$1,763.02
Transport Ronald Murphy	$ 41,166.92	$ 40,492.54	$ 224.96
Autobus Laterrière	$ 360,605.27	n / a	n / a
Société de Transport du Saguenay	n / a	$ 301,353.49	--

e) Hiring of a General Contractor: Everest Elementary School – Gymnasium Floor

WHEREAS the Central Québec School Board had reserved part of the *maintien des bâtiments* budget for the renovation of the Everest Elementary School gymnasium floor;

WHEREAS plans and specifications were prepared and a public call for tenders for general contractors was published on SEAO on May 4, 2017 and the envelopes were opened on May 17, 2017;

WHEREAS the architect has recommended that the lowest tender be accepted as it met the requirements and specifications of the project;

It was MOVED by E. Paradis

i) Hiring of a General Contractor: Eastern Québec Learning Centre – Sanitary Blocks and Pharmacy Laboratory

WHEREAS the Central Québec School Board had reserved part of the *maintien des bâtiments* budget for the renovation of the Eastern Québec Learning Centre sanitary blocks and pharmacy laboratory;

j) *Fiche de declaration du dirigeant d'un* organisme – 2016-2017 (continued)

WHEREAS the Central Québec School Board declares that all required information has been forwarded to the

m) Sale of a Lot – Shawinigan

WHEREAS the Central Québec School Board (CQSB) wishes to dispose of a piece of land located on *rue des Cèdres* in Shawinigan, designated by lot 3 461 660, in reference to resolution 17-02.12 c) adopted at the February 17, 2017 regular meeting of the Council of Commissioners;

n) Request for the Construction of a 21st Century English High School in Québec City (continued)

WHEREAS St. Patrick's High School and Quebec High School's classrooms, plumbing, electrical systems, heating, auditoriums, music rooms, gyms, cafeterias, to name but a few, no longer meet modern standards;

WHEREAS the last major renovation to these two schools dates back to 1956;

WHEREAS a great deal of money will need to be invested in renovations for these two schools within the next 5 to 10 years. Potentially the amounts would be in the area of $1,000,000 per building to ensure safe and adequate infrastructures at best;

WHEREAS our French counterparts in the Québec City region do not have to contend with issues inherent to very old and confined buildings;

WHEREAS a number of the English Community's schools built and owned by the English Community (i.e.: St. Lawrence College/Katimavik High School and Mary Mount) were transferred, over the years, to the French Network by the Ministry;

WHEREAS the CQSB serves the 03-12 region, and our student population continues to increase and is expected to do so for at least the next ten years as indicated in the Ministry's statistics;

WHEREAS without a school fit for the 21st century that includes the likes of a modern and efficient building that allows for better integration for special needs students, new labs, auditorium, modern library/Resource Centre, large triple gym, synthetic sports field, central location, parking spaces, new cafeteria, recording studio and a pool, students attending St. Patrick's High School and Quebec High School do not have access to similar learning opportunities as their French counterparts given our outdated infrastructures;

WHEREAS the infrastructures are outdated, it is clear that St. Patrick's High School and Quebec High School will eventually not be in a position to attract or retain its clientele;

WHEREAS parents want the best education for their children with great programs, opportunities to socialize, along with a healthy and safe environment;

WHEREAS engagement, the feeling of belonging, and a sense of pride are conducive to student success;

e) Audit Committee

A meeting was held on May 29, 2017. J. Robert reported on this meeting.

f) Evaluation of the Director General s001 nBT/F1 11.04 0 612 792 reW*nBT/F1 11.04 Tf1 0 0 1 24

a) Public

No questions were asked.

b) Commissioners

No questions were asked.

No in-camera session was held.

The meeting was ADJOURNED at 8:55

APPENDIX 1

Transportation of students is not a requirement by law, however, Central Québec School Board does offer such a service to students within the conditions stated in this

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The form in Appendix 8

- Secondary students registered in high schools under the jurisdiction of the CQSB are not eligible for school bus transportation and shall use the public transportation network.

- Secondary students who reside in an area where there is no RTC or STS service and who choose to go to a school for which there is no existing yellow bus transportation will not be provided transportation services.

- In exceptional circumstances, school bus transportation may be provided to high school students on school buses that already go to the high schools, have stops

4.5 Students Outside the Limits of the School Bus Transportation Network

Room and Board Allocations: Students who live more than 20km from the nearest school. Parents must provide proof that the student is residing at a different address than either parent.

Travel Allocation: Students who live more than 10 km from an existing bus stop.

Appendix 2 must be completed at the earliest convenience. No requests received after the end of the current school year will be accepted.

Allocations are paid at the end of each month from September to June (Appendix 2). The request form is also available on the CQSB's website.

(*) Given the extent of CQSB's territory, the Transportation Department does its utmost to limit the duration of the time CQSB students spend on the bus.

Private Roads

School buses are not authorized to travel on private roads unless they meet the standards for safe and passable roads Ministry of Transportation of Québec and is properly maintained at all times.

For private roads, where it is permissible to provide bus transportation services, walking distances to the nearest pick-up and drop-off points will be the same as those required for public roads.

A school bus may not enter narrow roads or lanes that do not have sufficient space for an oncoming car to advance safely or without sufficient space for the bus to turn around without having to back up.

A school bus can access a cul-de-sac if it has a roundabout at least 31 meters in diameter and has adequate space to provide safe room for the bus to maneuver safely at all times.

5.3 Walking distances (from home to school bus stop)

Kindergarten
Walking distance for kindergarten st20coming car to ad(d)2nBT / F0W* nng pasancece tA schohe rds

5.4 Danger Zones

Alternative pick-up and drop-off points shall be established for areas declared danger

7.2 Medical condition (Temporary)

In the case of a temporary medical situation, where the child is unable to use regular transportation,

b) When school buses are not used to transport students to events and the school requests that staff members and/or parents provide transportation, the consent form found in Appendix 9 of the Transportation Policy must be completed by the parents of the students participating. The form is also available on the CQSB's website.

12. TRANSPORTATION FOR PARENT VOLUNTEERS (Québec City region only)

Volunteers may be granted access to the school bus transportation network on a temporary basis for the duration of their term as a volunteer based on the following:

a) availability of seats on the bus;
b) a pick-up point that in no way modifies or lengthens a given bus route.

Application Procedure
Volunteers must first obtain a card issued by the Transportation Department.

13. TRANSPORTATION FOR STUDENTS ATTENDING PRIVATE SCHOOLS

Occasionally, when either the school or the parents of the student concerned agree to pay the full cost, travel time is not lengthened for CQSB students, and there is room on the bus, the CQSB may transport a student attending a private school. Should the space on the bus be required for a CQSB student, the agreement would end.

14. TRANSPORT ADVISORY COMMITTEE

Composition and Mandate

Article 188 of the Education Act stipulates that every school board which provides student transportation shall establish an advisory committee on transportation. The composition, operation and functions of which shall meet the norms established by government regulations.

Article 2 of Division II of the Regulation Respecting Student Transportation Stipulates the following:
The advisory committee on student transportation of a board shall consist of the following members:

(1) the director general or the director of the transportation department of the School Board;
(2) the director general or the assistant director general of any school board for which the board organizes student transportation;
(3) the person responsible for the student transportation services of the board;
(4) the principal of a school of the board;
(5) a representative of the parents' committee of the board and, where it ensures all or part of the transportation services of another school board, a representative of the parents' committee of that board;
(6) 2 school commissioners of the board, and where the board ensures all or part of the transportation services of another school board, 2 commissioners of that board;
(7) the representative of the private educational institution for which the board provides transportation for the greatest number of students;
(8) a representative of each public transit authority whose territory intersects with that of the board.

Transport Advisory Committee Members in the Regions

a) Outside the Québec City region, the CQSB names representatives to sit on the transport advisory committees of any French Boards that provide transportation services for CQSB students.

b) Representatives would include the local school principal, the commissioner representing that Ward, and unless otherwise specified, either the director of transportation or the transportation superintendent.

15. REVIEW OF POLICY

This policy will be revised annually by the Transport Advisory Committee or as required.

16. COMING INTO FORCE

This policy shall come into force on June 15th, 2017.

APPENDIX 1: CATCHMENT AREAS AS DEFINED BY THE COUNCIL OF COMMISSIONERS

Holland Elementary School:
The area covered by Stoneham, Lac-Delage, Lac-Beauport, Château-Richer, L'Ange-Gardien, Ste-Anne-de-Beaupré, Ile d'Orléans, Mont Ste-Anne, Saint-Férréol-les-Neiges, Boischâtel and Ste-Brigitte-de-Laval, as well as that part of the Ville de Québec starting at a point on the southern boundary of the Ville de Québec due south of the Anse

APPENDIX 3: RULES OF CONDUCT AND BEHAVIOUR CODE (Québec City region and Riverside Regional Schools)

Students

1. Students must be assembled at assigned stops at least ten (10) minutes before the designated time. Times indicated on the route sheet are approximate, and may vary during the year;
2. Students must wait until the bus has come to a complete stop before approaching and then walk to the bus and board in an orderly fashion, proceed to their seat and sit down immediately. There will be no pushing or shoving;
3. Students who have to cross the street must wait until the bus has come to a complete stop, and the driver has indicated that it is safe to cross, before crossing at least 3 meters in front of the bus;
4. Students must remain correctly seated in their assigned seat on the bus. It is extremely dangerous to be standing, kneeling on the seat or moving around in the vehicle;
5. When disembarking, students must move immediately away from the bus. There will be no pushing or shoving;
6. Students must not place any belongings in the aisle. Objects that cannot be safely contained in a school bag or a sturdy sports bag under the seat are not permitted on the bus. This includes, but is not li

7. When necessary, separately transporting any object or equipment which is not authorized for the school bus;
8. Making the decision to keep their child at home if they are concerned about inclement weather conditions;
9. Immediately informing the management of any change of address, phone number or other contact information;
10. Informing school management of any problems or situations which could affect the students' safety
11. Under penalty of suspension of service, at no time may a parent board a school bus without the prior permission of the CQSB.

The Code of Behaviour for school bus transportation allows the driver to issue misbehaviour reports to any student who does not respect the rules. Consequences are as follow:

Québec City region

1st offense:	A report and accompanying letter are sent to parents to be signed.
2nd offense:	Same procedure as with the 1st offence.
3rd offense:	Up to a 3-day suspension as determined by the Transportation Department after consultation with the Principal / Vice-principal.
4th offense:	Up to a 5-day suspension as determined by the Transportation Department after consultation with the Principal / Vice-principal.

Riverside Regional Schools

1st

Bus drivers

1.

APPENDIX 3-A: BUS INCIDENT REPORT

Name of Student: _____ Bus _____ Grade: _____ School: _____
Driver: _____ Date: _____ a.m. ___ p.m. ___

INFRACTION:
☐ pushing getting on or off bus

APPENDIX 3-B: COMPLAINT FORM - SCHOOL BUS TRANSPORTATION

Parents may complete this form when a problem occurs with school bus transportation on the way to the school or home, when children are boarding, during the travel or when they are stepping off the bus. The form must completed as soon as possible after the incident is reported. It should then be signed, dated and forwarded to:

Transportation Department
Central Québec School Board
2046, chemin St-Louis

Telephone: (418) 688-8730 Ext. 3100
(800)-249-5573 Ext. 3100

PPENDIX 4: PROCEDURE FOR SCHOOL CLOSURE (Québec City Region)

Introduction

1.1 These procedures apply to all the schools on the CQSB's territory located in the Québec City region including the Eastern Québec Learning Centre and the Board Office.

1.2 It is understood that CQSB schools must have 180 school days. Therefore, if schools are closed due to inclement weather or other circumstances, a pedagogical day will be recuperated.

1.3 If students have been in school for at least 2 hours and 30 minutes before schools are closed, this counts as a full day of school.

1.4 Schools for which transportation is provided by the local French school boards are, by necessity, subject to school closure as determined by those boards.

1.5 It is important for the decision to cancel school to be made prior to 6:30 a.m. so that school bus drivers may be advised before starting to pick up students.

1.6 Any school closure will be carried out according to the Policy for Employee Conditions of Work During Emergency Temporary Closing of Establishments.

Procedures for Early Morning Closure

Everest Elementary, Holland Elementary, St. Vincent Elementary, Ste-Foy Elementary, Valcartier Elementary school, Dollard-des-Ormeaux, Québec High and St. Patrick High schools and the Eastern Québec Learning Centre:

The Director General will confer with the regional table of Directors General regarding a decision to close or keep the schools open. The Director General will notify the Superintendent of Transportation who will advise the transport companies. If schools, Centre and Board office are to be closed, transport companies, radio/television stations, schools, principals, Central Québec students will be advised of the decision.

Please see below the list of radio/television stations which will carry the message concerning school closing.

Radio Stations:

93,3 CJMF fm
98,1 Radio X fm
98,9 NRJ fm
102,9 CFOM fm
104,7 CBC fm
106,3 Ici Radio Canada Première fm
107,5 ROUGE fm

TV Stations:

TVA /1 0 0 1 93.624 159.14 Tm0 G[T)4(V)5(A)-4(/yeW* nBT/F38q0 792 reW* nBT81Bst B 0 792 reW* nBT8

3. Schools

3.1 Valcartier Elementary School:

a) The bus

APPENDIX 5: PROCEDURE FOR SCHOOL CLOSURE (Riverside Regional Schools)

In the event that Riverside Regional Schools must be closed due to inclement weather, the *Commission scolaire de La Jonquière and Commission scolaire du Lac St-Jean* informs school Principals, bus contractors, and the local media. Riverside Regional Schools also place the news of school closure on their Facebook page. School Principals verify that the correct information is being broadcast by the media. Parents and staff members listen to the local radio stations for information. The schools provide a list of radio stations along with the school calendar at the beginning of each school year.

APPENDIX 8: CHANGES TO DESIGNATED BUS STOP

IMPORTANT

ALL REQUESTS FOR CHANGES TO DESIGNATED BUS STOPS MUST BE SENT IN WRITING.

REQUESTS SHOULD NOT BE MADE BY TELEPHONE.

Due to a high number of phone calls at the beginning of each school year, we ask you to send any request for a change to a designated bus stop in writing. ONLY PHONE CALLS FOR STUDENTS WHO ARE NOT ASSIGNED TO THE RIGHT BUS OR WHO DO NOT HAVE ANY DESIGNATED SCHOOL

APPENDIX 9: PARENTAL CONSENT FORM FOR A STUDENT OUTING WITH STAFF OR PARENT TRANSPORTATION

School: _____

Activity: _____

Name of the Student: _____

Class: _____

Dear Parents:

Driver's Declaration - Staff Member or Parent for a One-Time Activity

School: _____

Teacher: _____

Date of Transportation: _____

Name of Driver:

APPENDIX 10: REQUEST FOR SCHOOL BUS TRANSPORTATION FOR HIGH SCHOOL STUDENTS

Services will only be provided from existing bus stops on buses that already go to the high school in question and have seats available.

Identification

Student Name: _____ Date of Birth: _____

School: _____

Permanent Address:

_____

_____

_____

Name of Father: _____ Name of Mother: _____

School Bus Number: _____ Designated Stop: _____

Declaration

It is agreed that a fee will be charged for this service equivalent to 30% of the cost of a student RTC bus pass.

Parent's S

APPENDIX 11: DIRECT DEPOSIT REQUEST FORM / RTC REIMBURSEMENT

Person's Full Name	
Social Insurance Number[i]	

Student's Name(s)

APPENDIX 2

COMMISSION SCOLAIRE CENTRAL QUÉBEC

PROFESSIONAL DEVELOPMENT / GROWTH POLICY
ð PROFESSIONAL STAFF

(Adopted June 14, 2017)

POLICY

Note: The masculine gender is used throughout this document for the sake of conciseness and is meant to be inclusive of both genders.

LEARNING FOR ALL