



ROSEMONT TECHNOLOGY CENTRE  
GOVERNING BOARD MEETING  
JANUARY 21, 2010

The Governing Board Meeting took place at Rosemount Technology Centre, 3737 Beaubien East, Montreal on January 21, 2010.

**MINUTES:**

**CALL TO ORDER: TIME: 7:15 PM**

1.0 **Present:** Chairman James Bouchard, Don Selkirk, Stan Wasilewski, Fernando Gimen, Jacob MacDonnell (student), Harry Michalopoulos, Danica Lewington, Sulaman Khan, Ms. Virginia Saputo, Linda Kurylo

1.1 **Chair:** Welcome Address

1.2 **Timekeeper:** Stan Wasilewski

1.3 **Secretary:** Linda Kurylo

1.4

**2.0 Agenda:**

2.1 Additions to the agenda

2.2 Approval of the agenda

Motion: Moved: V. Saputo / Seconded: S. Khan CARRIED

**3.0 Minutes of the meeting of December 10, 2009:**

**3.1 Corrections:**

6.0 First time RTC will be hosting the Skills Olympics for CNC Machining at the ASP Level.

7.0 680,000.00 was secured from MELS

**3.2 With Corrections: True & Correct**

Motion: Move d: S. Wasilewski / Seconded: V. Saputo CARRIED

**4.0 Business arising from the minutes:**

**4.1 Web page & Marketing Plan**

- Harry Michalopoulos and Peter compiled results of 120 students surveyed.
- Five (5) expert opinions were sought.
- A meeting will take place in the early weeks of February to finalize work and award the contract.
- A lingering concern is language.

**4.2 Health and Safety Action Plan:**

Crucial that the plan is respected so as to ensure modifications are done in a timely and correct manner.

**4.3 Printing Program – Tour New Equipment**

Tour will take place at the close of the Governing Board's meeting.

**5.0 CSST – Future Endeavors:**

- One rep from every school board – role is to pass on information.
- List of inventory and bringing machinery up to specification.
- Everyone on the committee is to attend the meeting with Mr. Ortona or Harry.
- OK with CSST.
- Less machinery needs to be overseen (they have safety features).

## 6.0 Skills Olympics:

- Mr. Khan is hosting the Skills Olympics.
- Mr. Atef is hosting for CAD – Three (3) candidates are entering the competition.
- Computer Graphics Department is sending two (2) students.

Mr. Fernando suggested that portable cameras be used to film events during the Grand Opening as RTC will air a press vignette on CTV/Global. The Event will be take place on February 24, 2010. Officials are predicting a day-long event.

## 7.0 Printing Program – Ministry

A partnership with Pointe D'ile School Board may be created. The Ministry will approve of this joint venture; however we are unsure of the amount of money it will provide. To successfully run the Program, all the required equipment will be procured. The approximate value of this machinery is \$480,000.00. The new equipment will undoubtedly increase enrollment in department. Printing teachers will enroll in a 40-hour training program to familiarize themselves with the new equipment. Ms. Saputo suggested we get in- house training through companies. The equipment is not to be used for revenue purposes. RTC is offering the full printing program in- house.

## 8.0 Governing Board – Graduation Resolution:

Payment for Graduation will not be withdrawn from Fund 3. Rather, Fund 5 will be used. Students will have to pay for one (1) guest ticket; RTC will allot one ticket to the graduate. The Graduation Ceremony is scheduled for November. Possible venues are: The Old Montreal Public Library or RTC Auditorium. Once expenses are calculated and finalized for this year's Graduation Ceremony, a budgetary revision will take place for the next calendar school year.

## 9.0 Welding & Fitting – Present Strategy:

One way to offer this Program to student is to run it as an *Alternance Program*. This way, the two new welding teachers hired will be asked to bring in ten (10) companies each. These companies will apprentice the students on site. The Theory portion of the Program will occur at RTC. The Ministry has expressed approval and has also provided a 1% tax credit to employers of student stagiaires.

## 10.0 Varia:

- Sidewalk Safety: Mr. Wasilewski mentioned that there is not enough grit or lighting on the sidewalks.
- The EMSB is involved in a Sec 4 initiative.
- RTC Business Partners will attend two-day Event at Pius
- 1969 Volkswagen: Mr. Fernando is donating a 1969 Volkswagen Mini Van. New technologies are to be used to refurbish the vehicle.

## 11.0 Next Meeting:

Date:

March 4, 2010

There being no further business:

**Meeting Closed**

Motion:

CARRIED

**ADJOURNMENT:**

**TIME:**

**8:35 PM**



**Rosemount Technology Centre  
Governing Board Minutes  
March 4, 2010**

The Governing Board Meeting took place at Rosemont Technology Centre on October 29, 2009.

**MINUTES:**

**1.0 CALL TO ORDER TIME: 7:20 PM**

**PRESENT:** James Bouchard, Chairperson, Fernando Gimeno , Scott Henderson, Sulaman Khan. Linda Kurylo, Danica Lewington, Vice-Principal, Jill Loughheed, Virginia Saputo, Don Selkirk Stanley Wasilewski , Harry Michalopoulos, Principal.

1.1 Chair: Welcome Address

1.2 Timekeeper: S. Wasilewski

1.3 Secretary:

**2.0 AGENDA:**

2.1 Additions made to the agenda.

**Motion:** Moved: S. Wasilewski/Seconded: S. Henderson CARRIED

**3.0 Minutes of the January 27, 2010 Meeting:**

3.1 Corrections made:

**Motion:** Moved: S. Wasilewski /Seconded: S. Khan CARRIED

**4.0 Business arising from the Minutes:**

**4.1 CSST and Health and Safety Plan:**

4.1.1 RTC is expected to live up to the *RTC Action Plan* that was submitted to the CSST in December. Machines must be up to code by the upcoming October inspection. The Governing Board recommends the following *four addendums* to the *Action Plan*:

- 1) To audit the machines.
- 2) To develop a cost plan and budget to correct deficiencies.
- 3) To add a budget for ongoing preventative maintenance.
- 4) To take corrective measures that will assure that CSST codes are met and that adequate space allocation per machine/student is developed and adhered to.

**Motion:** Moved: F. Gimeno/ Seconded. V. Saputo CARRIED

4.1.2 Following an informal CSST warning, Mr. Michalopoulos has advised the School Board that measures must be taken to provide an immediate solution to dangerous space constraints in Machining. Mr. Michalopoulos advised that the soap machine will be moved to Curtis George Campus, freeing up two rooms for the Machining Program. Other renovation options include using the hallway (the "L" shaped configuration) for additional Machining space, were discussed.

**4.2 Advertising:**

The ongoing television campaign is performing well.

#### **4.3 Welding Program:**

A Welding Alternance Program is being developed and will be submitted to the Ministry upon completion. A tremendous amount of planning is involved. On a recent tour, School Board Officials commented on the messy, cluttered area in and around the welding booths.

#### **4.4 Partnership Agreement:**

A Ministry, School Board and Centre partnership is being developed. RTC must prepare a Strategic Plan based on Ministry Goals.

#### **5.0 Web Page Development:**

The new website was appointed a lower priority status. At present time, RTC has been consumed by equipment purchasing responsibilities in the last month. The Web Page contract will be awarded soon.

#### **6.0 Electromechanics & Curtis George Campus:**

Support, financial and otherwise, will be given to the Electromech Dept. to help accomplish this.

#### **7.0 Business Advisory Meeting:**

This year's event will be held Thursday, May 13. Administration is looking for feedback from last year's event and suggestions for this year. Students have expressed interest in hosting an exhibition of student and teacher art. The format will include a vernissage with wine and cheese, departmental meetings, followed by dinner.

#### **8.0 Skills Olympics:**

All six departments have students competing in this year's Skills Olympics. Results will be announced on March 10. The CNC Olympics were held at RTC.

#### **9.0 Varia:**

Mr. Bouchard announced that he will be retiring in April. It follows suit that he will be retiring from the RTC Governing Board. On behalf of all the members, F. Gimeno expressed gratitude to Mr. Bouchard for the many years of excellent service he has contributed to the RTC Governing Board.

#### **10.0 Next Meeting:**

Date for next meeting: Monday, April 19, 2010

**ADJOURNMENT:                      TIME:                      9:35 PM**

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ROSEMONT TECHNOLOGY CENTRE  
THE GOVERNING BOARD MEETING  
MAY 4, 2010

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THE GOVERNING BOARD MEETING TOOK PLACE AT ROSEMONT TECHNOLOGY CENTRE ON MAY 4, 2010.

**MINUTES:**

**1.0 CALL TO ORDER: TIME: 7:30PM**

**PRESENT:** James Bouchard, Chair, Scott Henderson, Sulaman Khan, Linda Kurylo, Danica J. Lewington, Vice-Principal, Jill Loughheed, Virginia Saputo, Dan Selkirk, Stanley Wasilewski, Guest, Oceans 5.

1.1 **CHAIR:** Welcome Address

1.2 **TIMEKEEPER:** Mr. Wasilewski

1.3 **SECRETARY:**

**2.0 Agenda:**

2.1 Additions to the agenda – Re: New Chairperson

2.2 Approval of the agenda:

MOTION: Moved: Mr. Wasilewski /Seconded: Ms. Saputo CARRIED

**3.0 Minutes of the previous Meeting:**

3.1 Amendments:

3.1.1 Not available

3.2 Adoption of the March 4, 2010 Minutes

MOTION: Moved: Mr. Wasilewski /Seconded: Mr. Selkirk. CARRIED

**4.0 Business arising from the Minutes:**

4.1 CSST Inspections: June 2010 & October 2010

June 2010 – Printing, Cabinetmaking will be inspected in June. It was requested we send pictures to show what we have done and will be advised on adjustments we have to make.

October 2010 – Balance of the school will be inspected.

4.2 Health & Safety Action Plan – has been revised.

4.3 Printing Program – Tour: *new equipment*: Equipment was presented to the Governing Board and our guest. Questions were asked and members left with a series of pictures that had been printed by the students.

**5.0 Business Advisory Evening – May 27<sup>th</sup>, 2010:**

Invitations have been sent to our business partners.

**6.0 Skills Olympics:**

Mr. Khan and Mr. Messiha attended the Quebec City Events with their students; we extend our thanks to Mr. Gimeno for judging.

**7.0 New Printing Program:**

Complete offering! All that is left to do is to buy a *die cutter*. Planning purchase for 35,000 – will complete the new program. RTC is the only school in Quebec that can present this type of program.

**8.0 Governing Board-Graduation Resolution :**

Resolution tabled until the next Governing Board Meeting.

**9.0 Welding & Fitting Present Strategy:**

The *Alternance Plan* will be submitted to the Ministry on June 1, 2010. A 25-page report outlining what will be taught in-house at RTC and what will be *apprenticed* out will be included.

**10.0 New Governing Board Chair:**

We will need to obtain the rules and regulations the rules regarding the upcoming election of a new Chairperson; however, should any member be interested in forwarding their candidacy, please contact Mr. Michalopoulos.

**11.0 Next Meeting:**

Date for the next Meeting: June 2010

**12.0 ADJOURNMENT:**

TIME:

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ROSEMONT TECHNOLOGY CENTRE  
THE GOVERNING BOARD MEETING  
JUNE 21, 2010

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THE GOVERNING BOARD MEETING TOOK PLACE AT ROSEMONT TECHNOLOGY CENTRE ON JUNE 21, 2010.

**Minutes:**

- 1.0 CALL TO ORDER:** TIME: 7:05 PM  
**Present:** Scott Henderson, Sulaman Khan, Linda Kurylo, Virginia Saputo, Don Selkirk, Stanley Wasilewski, Harry Michalopoulos, Principal.  
**Chair:** Stan Wasilewski, Acting Chair  
**Time Keeper:** Appointed; not noted

**2.0 Agenda**

- 2.1** Additions to the agenda  
**2.2** Approval of the agenda

**Motion:**

**CARRIED**

**3.0 Minutes of the previous Meeting:**

**4.0 Business arising from the Minutes:**

**4.1 School Budget for 2010-2011:**

The School Budget for 2010-2011 was approved by Mr. Ortona on June 3, 2010 in the absence of the Governing Board Chair, Mr. Bouchard, who has retired. The School Budget was presented to The Governing Board at the June 23, 2010 meeting. The budget was reviewed in detail. Mr. Michalopoulos stated that approximately \$500,000.00 has been reserved for CSST modifications so that Rosemont Technology Centre is in full compliance with CSST Norms.

**4.2 CSST Inspections:**

Mr. Michalopoulos briefed the Governing Board that the Machine Shop would be completely reconfigured during the summer shut down. The logistics are constrained as the machining office has to be removed and machinery repositioned as per the architects plan. The Centre has severe time constraints, as all work must be completed before the construction holiday (July 16, 2010).

The architects plan was illustrated to everyone and members of the Governing Board took a tour of the shops to see first-hand what work will be done.

**4.3 End of Year Luncheon:**

- Mr. Michalopoulos invited everyone to the Centre's End of Year Luncheon and thanked members of the Governing Board for their service.
- A motion was passed by Mr. Barclay to honor Mr. Bouchard for his 12 years of service as Chair of the Board by building him something on the part of the Centre.

**5.0 Next Meeting:**

TBD – After CSST Inspections in the fall.

**6.0 Adjournment:**

**8:45 PM**

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