

# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES

January 21, 2014

### Present

H. Michalopoulos, Principal  
V. Saputo, Chairperson  
S. Wasilewski  
P Byron  
M. Curiale

S. Servello, Vice-Principal  
S. Henderson-Co-Chairperson (**absent**)  
F. Gimeno  
D. Midlash  
B. Bennett  
N. Szabo  
N. Sapounakis  
T. Montroy

**Absent:** S. Henderson  
A. Henderson

### 1 Meeting was called to order at 7:15 PM

- 1.1 Quorum verified - V. Saputo
- 1.2 Nomination of Time Keeper – S. Wasilewski
- 1.3 Nominated Chairperson for meeting – V. Saputo

### 2 Agenda

- 2.1 Agenda with additions adopted:
  - 5.5 Support staff – additional help**
- 2.2 Agenda was approved by: P. Byron, seconded by D. Midlash

### 3 Minutes from December 12, 2013 meeting approved with changes:

Amendment:

- 3.1 **Adoption of Minutes:** S. Wasilewski and D. Midlash

### 4 Business Arising

#### 4.1 Noise Level – City of Montreal

A package was distributed to the Governing Board Members consisting of the correspondence (e-mails, forms, reports) between RTC (EMSB), the City of Montreal and the neighbours. Specifically, the e-mails dated January 10<sup>th</sup>, December 19<sup>th</sup>, and August 12<sup>th</sup> were reviewed to show the inconsistencies from the city and the feedback they gave the neighbours.

The City of Montreal has not been very forthcoming with assistance nor the feedback they have given the community. They stated, that they have responded to the e-mails where information was requested by the contractors. We clearly see that in the e-mail of January 10, 2014, Mr. Sylvain Hebert, inspector with the city, stipulates that he contacted Mr. Mikael Haussman from Inno-Vent. Mr. Haussman was waiting for a reply from a July 30, 2013 conversation and a subsequent e-mail dated August 12, 2013.

Building and Grounds will be meeting with H. Michalopoulos on January 24, 2014 so that a purchase order will be sent to Annie Ross at the Polytechnic (University of Montreal), on how to best rectify the noise problem.

#### 4.2 International Students - Brief

Currently there are 110-120 International Students enrolled at Rosemount Technology Centre.

International Students have been registering at our centres primarily to facilitate their Visa requirements into Canada.

H. Michalopoulos has attended a meeting at the EMSB on January 21, 2014 and suggested that the EMSB hire a liaison officer who is fluent in Mandarin to help with the needs of our Chinese students.

M. Curiale and P. Byron, also attended the EMSB meeting of January 21<sup>st</sup>. The teachers raised the following concerns: 1. Communications – Language Barrier, 2. Preferential Treatment, 3. Placement Problems (internships).

At the meeting of December 12<sup>th</sup>, M. Curial suggested that an online English course be offered, for a small fee, prior to coming to Quebec to better prepare the International Students for the courses they are enrolling for within the EMSB.

The Canada China Business Council has resources available. V. Saputo suggested contacting the Chinese Chamber of Commerce to assist. Also, we can invite members of the CCBC to the RTC.

S. Servello encouraged and praised all of RTC's efforts in making the International Students in feeling welcomed and placed appropriately in classes. It has been noticed, however, in the similarities between international students and inclusion students. Techniques and methods used with inclusion students may be able to better integrate international students into our classes.

International Students are paying tuition fees of approx. \$23,000 to the school board for an 1800hr course. International Students are not funded by the government. MELS will fund an additional 10% if all the paperwork complete and they satisfy all criteria

#### **4.3 Welding Program - Facility**

Mr. Della Rocca, Director, Adult Education and Vocational Services, is looking for a facility to accommodate the increasing number of students enrolling in the Welding & Fitting Program. Also, the CSST will conduct air quality tests. A medical doctor and an Industrial Hygienist have been mandated to perform these tests.

## **5 New Business**

### **5.1 Native Students – Mohawk Band Council Entente**

S. Wasilewski invited B. Bennett to this Governing Board meeting. B. Bennett will be meeting with H. Michalopoulos and C. Della Rocca to draft an entente on Saturday, January 22, 2014 for the Welding & Fitting and Computer Graphics Programs. Bob Bennett will present the entente to the Band Council on Monday, January 24, 2014.

### **5.2 Rosemount High School – Governing Board**

Principal of Rosemount High School has agreed to meet with Rosemount Technology Centre Governing Board. This meeting will take place as early as February or March.

### **5.3 AEVS Department – Mega-Centre**

None of programs from RTC will be affected for the move to the Mega Centre. In Short, all FG courses will be given at JFK and all the vocational courses from JFK will move to the Pius facility.

### **5.4 JFK Facility**

H. Michalopoulos would like the members of the Governing Board to visit the JFK Annex as it is a self-contained facility. H. Michalopoulos suggested that we hold the next governing board meeting there unless the Rosemount High School Governing Board is meeting with us.

### **5.5 Support Staff – Additional Help**

RTC was over staffed for many years. The Centre was staffed for 900 ETP's. The support staff cuts were based on the previous 5 year ETP average. The school's ETP's last year were 726. The numbers went up almost 20%, from 610 to 726.

D. Midlash speaks on behalf of staff council and it has been noticed that the office is less approachable since the cuts have occurred.

M. Curiale suggested that the phone system be upgraded to service the public better.

## **6 Adjournment**

### **6.1 Date of next meeting**

February 26, 2014

March 25, 2014

### **6.2 Meeting adjourned**

Meeting was adjourned at 9:20 by F. Gimeno and D. Midlash

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal



# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES

March 20, 2014

### **Present:**

H. Michalopoulos, Principal

V. Saputo, Chairperson

S. Wasilewski

P Byron

A. Henderson

S. Servello, Vice-Principal

F. Gimeno

D. Midlash

B. Bennett

N. Szabo

N. Sapounakis

T. Montroy

### **Absent:**

M. Curiale

S. Henderson-Co-Chairperson

### **1 Meeting was called to order at 7:25 PM**

1.1 Quorum verified – V. Saputo

1.2 Nomination of Time Keeper – S. Wasilewski

1.3 Nominated Chairperson for meeting – V. Saputo

### **2 Agenda**

2.1 Agenda with additions adopted:

5.6 Lack of administrative staff

4.4 AEVS Department – Mega-Centre

2.2 Agenda was approved by: S. Wasilewski, seconded by N. Sapounakis

### **3 Minutes from January 21, 2014 meeting approved with changes:**

3.1 Amendment:

3.2 **Adoption of Minutes:** P. Byron and D. Midlash

### **4 Business Arising**

#### **4.1 Noise Level – City of Montreal**

Rosemount Technology Centre is hoping that this issue is coming to an end. The new director of Buildings & Grounds, Daniel Hogue, has taken over the file and on Feb 12, 2014, there was a meeting with Mr. Hogue and the City of Montreal. Guiaumme Lavoie, the City Counsellor for the Bourgh of Rosemount, asked as to when the will problem be fixed.

The City of Montreal inspector responded to the contractor's technical questions on Jan 10<sup>th</sup> 2014. The questions were asked on July 30, 2013

Yesterday, on March 19, 2014, the EMSB Advisory Committee had a meeting with representative from Mr. Hogue.

The neighbours of Rosemount Technology Centre were invited to ask questions and voice their concerns at the next Commissioners meeting which will be held on March 26, 2014 at 7:30 pm.

On Feb 20, 2014 an Engineering firm was hired by Buildings & Grounds to help fix the problem.

#### **4.2 Welding Program - Facility**

CSST has taken air samples from the Welding Department at Campus I, the report has yet to come. Mr. Michalopoulos, Centre Principal, is not hopeful that the report will fair well. Mr. Della Rocca, AEVS Director, is aware of the situation and is aiding Mr. Michalopoulos in finding a new facility. Rosemount Technology Centre is hoping to have a new facility by the beginning of the next school year

The Rosemount Technology Centre Governing Board is proposing the following measure be taken.

**WHEREAS** Rosemount Technology Centre moves that they move the Welding & Fitting Program from its current location at Campus I to a new facility. The reasons for this motion are outlined below – Moved by V. Saputo, 2<sup>nd</sup> by S. Wasilewski

1. **Health and Safety Norms.** The CSST has conducted safety and air quality tests: preliminary indications are not good.
2. **Program Demands.** There is strong demand for the Welding & Fitting Program with a waiting list of students that cannot be serviced. At a proper facility Rosemount Technology Centre would be able to offer this program to over 160 students per year compared to the maximum of 40 that we can offer presently.
3. **Space Constraints.** The program cannot be offered in its entirety “in house” since all of the equipment, as per MELS specifications, cannot fit in the allotted space. This contributes to CSST non-conformity of space requirements.

#### 4.3 **Native Student – Mohawk Band Council Entente**

There was to be a meeting on March 17<sup>th</sup> 2014 but due to an unavoidable circumstance this meeting was postponed to this Thursday, March 27<sup>th</sup> 2014.

H. Michalopoulos, Centre Principal, Angie Stagno, RTC, Office Agent I, Mark Curiale, , Frederick Marcil, Computer Graphics teachers and Mr. Della Rocca, AEVS Director, will be making a presentation to the Mohawk Band Council, to offer the Computer Graphics Program to the Kanasatake Mohawk Community in Oka.

For the program to start, it will need a minimum 18 students. If the numbers don't come from the native community then it will be opened to the communities that surround the Kanasatake Reserve.

The curriculum will be as it is within the centres. 1800 hrs / 1½ years but it will be taught at a facility in Oka.

Some of the question that were brought to the table were:

Will the course be taught by one of our teachers? Or will another teacher be hired?

All in all the feedback has been positive.

H. Michalopoulos, received a call from Mr. Bennett advising him that ANY native person from ANYWHERE within North America can take part in the course as part of the North American Native Treaty.

## 5 **New Business**

### 5.1 **Rosemount High School – Governing Board**

S. Wasilewski and H. Michalopoulos met with the Rosemount High School Governing Board. D. Droutsas, Rosemount High School, Principal, went to school and grew up at Rosemount High School so she was pleased to have Rosemount Technology Centre come to offer our courses to their graduating students.

7 color print ☺

Trades are much needed in todays society

Path options – parent is your biggest path hindered or rescued

Not everyone needs university – trades are much needed in todays society

Very fruitful

RHS would like to join us for one of our governing board mtg

S. Wasilewski suggested that William Mason, of whom P. Byron worked with on a prototype with out 3D printer on come to Rosemount Technology Centre in April for a visit with P. Byron to Rosemount High School.

### 5.2 **Skills Olympics – Quebec City**

Competition will be from the 6<sup>th</sup> – 8<sup>th</sup>. Cabinetmaking n graphics will not be participating this year as there was not sufficient enrolment for the competition.

As there was not sufficient enrolment this year there was no regional competition, competing begins at the provincial level.

D. Midlash welding group came in a close 2<sup>nd</sup> place. Only groups that achieved 1<sup>st</sup> place will compete at the provincials.

CAD was eliminated from the competition – WHY? Ask Mario Marazza

- 5.3 JFK Facility Tour**  
Mr. Hodge came to see the facility and he was not impressed that RTC paid for renovations.
- 5.4 Industry Visits**  
Last week there were a few visits made to the Cabinetmaking department. The visits were very positive. The company that deals with Bombardier would like to use our students in their stage.  
Kerry Bullis, Cabinetmaking teacher, did a great job getting the message to the companies that deal with stages, namely RAMAIR. This can prove to be resourceful for students and teachers and a good ally for Rosemount to have.
- 5.5 St. Patrick's Day Parade Brief**  
The Parade was a success, even in the cold. Staff and invited guests had a great time. More staff participation would have been nice though.  
Rosemount Technology Centre rented a LCD truck and handed out beer cozies to the spectators.  
Good time had by all.
- 5.6 Lack of Administration Staff**  
H. Michalopoulos is to speak to someone at the Board level by next week as to when Rosemount Technology will be receiving their new Interim Vice-Principal to replace A. Porchetta who retired as of March 1, 2014.  
Why is there funds for teachers & caretakers substitution but no funds for administration substitution?  
The Governing Board discussed passing a motion for next meeting if nothing has been done by then.

## **6 Adjournment**

- 6.1 Date of next meeting**  
April 24, 2014 @ RTC
- 6.2 Meeting adjourned**  
Meeting was adjourned at 8:40 P. Byron by and N. Szabo

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal

# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES

April 24, 2014

### **Present:**

H. Michalopoulos, Principal	S. Khan, Vice-Principal (Interim)	
V. Saputo, Chairperson	S. Wasilewski	P Byron
D. Midlash	N. Sapounakis	
A. Henderson	T. Montroy	

### **Absent:**

M. Curiale	S. Servello, Vice-Principal	
S. Henderson-Co-Chairperson	F. Gimeno	N. Szabo

### **1 Meeting was called to order at 7:20 PM**

- 1.1 **Quorum verified** – V. Saputo
- 1.2 **Nomination of Time Keeper** – S. Wasilewski
- 1.3 **Nominated Chairperson for meeting** – V. Saputo

### **2 Agenda**

- 2.1 **Agenda with additions adopted:**
  - 5.5 - Confirmation of interim appointment of Sulaman Khan, Vice-Principal
  - 5.6 – Custodian Services for RTC
- 2.2 **Agenda was approved by:** S. Wasilewski and seconded by D. Mislash

### **3 Minutes from March 20, 2014 meeting approved with changes:**

#### **3.1 Amendments:**

- a. In the minutes of March 20, 2014, item **4.2 – Welding Program – Facility**, a motion was made by the Governing Board with V. Saputo moving a motion. It was amended that P. Byron moved the motion of item 4.2 in the minutes of March 20, 2014.
- b. correction F. Gimeno was marked as present, he was absent on March 20, 2014.

#### **3.2 Adoption of Minutes:**

Moved by D. Midlash and 2<sup>nd</sup> by N. Sapounakis

### **4 Business Arising**

#### **4.1 Noise Level – City of Montreal**

H. Michalopoulos, conveyed to the RTC governing board that from this point forward all issues that RTC has been having with the neighbours regarding the noise levels are now the responsibility of the Director of Buildings & Grounds, Mr. Daniel Hogue.

#### **4.2 Native Students – Mohawk Band Council Entente**

RTC received confirmation that the Band Council has approved the course offering at Kahnasetake. This will be confirmed in writing after the election of the newly elected band council on May 5<sup>th</sup>.

#### **4.3 Rosemount High School – Governing Board**

Due to the positive response from RHS' governing board, they would like to meet with the RTC governing board to discuss further possibilities for high school students examining other pathways to continue their education in vocational education.

#### **4.4 Skills Olympics – Quebec City**

This year some of our programs were not eligible to compete. Members discussed why Industrial Drafting and CNC were not eligible in competing at the Quebec City Skills Olympics. When RTC delegation will be at the competition they will address these questions responsible persons. Cabinetmaking, Machining Techniques and the Computer Graphics Programs will be competing this year.

### **5 New Business**

#### **5.1 Welding Program – New Facility & CSST Results**

H. Michalopoulos and S. Khan, presented a 50 page CSSS report to the Governing Board. The attached summary report was presented to Mr. Della Rocca (See Appendix A). The CSST has requested that RTC's Health and Safety Action Plan be updated to address the non-conformity issues in the CSSS report. CSST requested that they receive a response by May 2, 2014 to reflect these temporary corrective measures. With respect to the permanent corrective measures, a report must be submitted by June 15, 2014.

#### **5.2 Advertising – CTV & Global TV**

RTC was able to negotiate a deal with CTV 983 ads totalling \$12 500. Global was able to give us more primetime and news time slots for \$15000 for 712 ads. The current commercial is stale and out dated. RTC is working on creating new and updated ads. M. Curiale informed the Governing Board that the new website should be on line for the evening of April 25<sup>th</sup>

#### **5.3 Printing Program (Internal Name Change)**

The Digital Printing department is looking to internally change their department name to better reflect what the program has to offer. This name change will be for marketing purposes only. The department has brought this issue to the RTC governing board to help choose a name. At the next meeting, the Printing Department will present the Governing Board with a few choices.

#### **5.4 Alternance (Work Study Programs)**

M. Curiale has done an excellent job within the Computer Graphics department in placing his students in the work force. Students at RTC get exposure to the work place through the work study program which makes them more employable.

International students from the Industrial Drafting Program are more difficult to place as French is a hindrance to these students. French tutoring is being offered to all international students.

H. Michalopoulos has met with Chinese Chamber of Commerce and they would like to work with RTC more closely to help accommodate the Chinese students to become more marketable for a better chance for employment in Quebec as it has been very challenging to find employment/internships for students who entering the workforce.

#### **5.5 Confirmation of Interim Appointment of S. Khan**

H. Michalopoulos will correspond with the English Montreal Schhol Board to confirm the appointment of Mr. Sulaman Khan to the position of Interim Vice Principal at RTC.

#### **5.6 Custodian services for RTC**

Due to the nature of the Programs offered at the RTC facility one custodian during the day is not sufficient and as a result the building has become increasingly dirty. Industry partners have commented on the cleanliness in our building.

Governing Board is passing a motion that another custodian be hired during the day to help facilitate the increasing needs of RTC.

A. Henderson moves and seconded by S. Wasilewski

Whereas for health and safety reasons, the RTC governing board moves that due to the nature of the Programs, a request for a full-time custodian be given to the Centre.

**6 Adjournment**

**6.1 Date of next meeting**

May 22, 2014 at the JFK Campus - wine and cheese at 6pm to officially inaugurate the shop

June 5th or 12<sup>th</sup> at the RTC conference room. Date to be confirmed.

**6.2 Meeting adjourned**

Meeting was adjourned at 8:50pm moved by S. Wasilewski and seconded by D. Midlash.

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal

# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES

June 12, 2014

### Present:

H. Michalopoulos, Principal	V. Saputo, Chairperson	
S. Wasilewski	M. Curiale	D. Midlash
N. Sapounakis	T. Montroy	

### Guests:

N. Shasha, Electromechanic Teacher  
P. Kimakovshky, Industrial Drafting Teacher

### Absent:

S. Servello, Vice-Principal	S. Khan, Vice-Principal (Interim)	
S. Henderson-Co-Chairperson	F. Gimeno	N. Szabo
A. Henderson	P. Byron	

### 1 Meeting was called to order at 7:20 PM

- 1.1 Quorum verified – V. Saputo
- 1.2 Nomination of Time Keeper – S. Wasilewski
- 1.3 Nominated Chairperson for meeting – V. Saputo

### 2 Agenda

- 2.1 Agenda with additions adopted:
  - 4.1 Digital Layout & Printing and Industrial Drafting - CAD programs – Name change
  - 4.5 Rosemount High Governing Board – Follow up
  - 5.4 Letter to school board – Appointment of Vice-Principal – Follow up
  - 5.5 Integrity of Building – Safety issues for staff and students

- 2.2 Agenda was approved by: S. Wasilewski and seconded by D. Midlash

### 3 Minutes from April 24, 2014 meeting approved with changes:

- 3.1 Amendments:
  - 2.2 The spelling of D. Midlash's name to be corrected
- 3.2 Adoption of Minutes: moved by S. Wasilewski and seconded by D. Midlash

### 4 Business Arising

#### 4.1 Printing Program – Name Change

Mr. Kimakovshky addressed RTC Governing Board on behalf of the Industrial Drafting program with the concern of new students coming into the Industrial Drafting – CAD program have no idea what the course entails. When students are to look up Industrial Drafting on the Internet the images that they see are not precisely what the course will teach them.

Mr. Kimakovshky handed out print out of some of the Internets image to give the members of the Board a better idea as to what potential clients will see.

Mr. Kimakovshky came to the governing board suggesting that the name of the program be changed to perhaps better describe what the course entails.

The suggested name is, Computer Aided Design – CAD.

H. Michalopoulos explained that internally we can change the name of the program to better suit the course however according to the MEQ the name and the code (5725) would have to remain the main.

**WHEREAS** Digital Layout & Printing program internally change their name from the current name to Computer Aided Design however the name and code (5725) will remain the same according to the MEQ.

Motion was moved by M. Curiale and seconded by S. Wasilewski.

**4.2 International Students - Briefing**

Rosemount Technology Centre has recently acquired 9 students from SHADD Business Centre who will join the accelerated Computer Graphics course. This school year International Students make up 20% of Rosemount Technology Centre population.

**4.3 Welding Program - Facility**

H. Michalopoulos presented V. Saputo with the plans and Legal Tender for the facility located at, 6995 Jeanne Mance, Montreal, QC. This facility has recently been rezoned from residential to commercial/industrial which better suits Rosemount Technology's Welding Program.

Today, June 12, 2014, H. Michalopoulos visited St. Raphael Centre, located at, 8735 Henri-Julien, Montreal, QC, on behalf of Mr. Della Rocca, Director of AEVS as this centre is readily available to open for another facility for another centre with the EMSB. The Council of Commissioners proposed that this facility be looked at as an option for Rosemount Technology Centre.

Mr. Michalopoulos visited this facility and found that it is in a great location however to make this facility ready for the welding program to be housed there it would cost upwards to \$500 000 to ready this facility and this is not included the cost of the equipment required.

Rosemount Technology is waiting for the Council of Commissioners decision.

**4.4 Native Students – Mohawk Band Council Entente**

H. Michalopoulos and M. Curiale visited with the newly elected Band Council of the Kanasetake Reserve where they were greeted with lots of interest of the opening a new Computer Graphics course in Oka.

The reserve does not have the resources to equip the course with the computers and support so Rosemount Technology will facilitate the reserve with the means to open this course including computers and an onsite IT technician. As part of the entente Rosemount Technology is fully covered for fire/theft/vandalism. Advertisements for the course have begun on the radio and the course is due to begin September 2014.

**4.4 Rosemount High School – Follow up**

H. Michalopoulos will extend an invitation to D. Droutsas, Principal of Rosemount High School to join us in the upcoming school year to further the collaboration between RTC and RHS.

**5 New Business**

**5.1 2014-2015 Budget**

The Budget for 2013-14 and 2014-15 was presented to the governing board members. H. Michalopoulos went over the expenses for this year and discussed the proposed budget for the upcoming, 2014-15 school year.

The Governing Board inquired if there is a budget for the new JFK cabinetmaking facility or if that building came out of the Main Campus budget. H. Michalopoulos will further inquire with the department of AEVS. H. Michalopoulos will also inquire as to how and who the expenses for the other industrial buildings are covered?

**5.2 CSST News**

Rosemount Technology has cooperated with the Health and Safety measures that CSST has asked of us. CSST has been using Rosemount Technology as a resource school for other schools to follow. CSST has asked Rosemount Technology to submit a report included out short term and long term goals and the intentions of moving the Welding Program out of the Main Campus building and housing it on its own in a commercial/industrial zone. CSST has made it perfectly clear that if they feel that if

Rosemount Technology/EMS are trying to railroad the progress of this movement they will come in and shut the program down as CSST has been a true partner and has given us positive reviews in all of the measures the RTC has made to make the program a safer place and in finding a new facility to housed the Welding Program.

CSST has been an ally in this whole process with Rosemount Technology Centre.

H. Michalopoulos will extend an invitation to CSST liaison to the end of year and Christmas social functions.

**5.3 End of Year Luncheon**

An invitation was extended to the Governing Board members to join Rosemount Technology Centre for their end of year social function being held on June 27<sup>th</sup>, at L'Academie at 12pm.

**5.4 Interim Vice-Principal – follow up**

Sulaman Khan was appointed as Interim Vice-Principal on March 3, 2014 and at the last Council of Commissioner meeting, Ms. Tina Spridigilozzi was appointed as Vice-Principal. Ms. Spridigilozzi will begin her regular post at Rosemount Technology as of July 1, 2014.

Mr. Khan will assume his previous regular post as CSST liaison.

**5.5 Integrity of the Building Structure – Safety Issue for Staff and Students**

The Governing Board members voiced their concern to the state of which Rosemount's building is in. In place, around 2 main entrances of Rosemount Technology Centre are 2 temporary fences. These fences have been put into place as protection for people coming in and out of the building, as bricks have begun to fall off the top of the building on the southeast side.

The Governing Board has deemed it necessary to send a letter to the Director of Buildings & Grounds, Mr. D. Hogue, notifying him of the upcoming CSST inspection.

The Governing Board sees these bricks as a serious safety issue for Rosemount Technology considering 2 fire exits are blocked.

**6 Adjournment**

**6.1 Date of next meeting**

September 11, 2014

**6.2 Meeting adjourned**

S. Wasilewski moved and seconded by D. Midlash to adjourn at 9:50pm.

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal

# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES September 10, 2014

### Present:

H. Michalopoulos, Principal  
V. Saputo, Chairperson  
S. Wasilewski

S. Servello, Vice Principal  
T. Montroy  
P. Byron

T. Spiridigliozzi, Vice Principal  
N. Sapounakis  
F. Gimeno

### Guests:

T. Leone – Printing and Digital Design Teacher

### Absent:

A. Henderson

M. Curiale

D. Midlash

### 1 Meeting was called to order at 7:20 PM

- 1.1 **Quorum verified** – V. Saputo
- 1.2 **Nomination of Time Keeper** – S. Wasilewski
- 1.3 **Nominated Chairperson for meeting** – V. Saputo

**Scott sends his regrets as he has had personal family business.** The Governing Board will send a card of condolences for his mom. Card was signed by all in attendance.

### 2 Agenda

- 2.1 **Additions to the Minutes:**
  - 5.4 Invite C. Della Rocca to future GB meeting(s)
- 2.2 **Agenda was approved by:** F. Gimeno and seconded by P. Byron

### 3 Minutes from June 12, 2014 meeting approved with changes:

- 3.1 **Amendments:**
  - 4.1 Industrial drafting – CAD
  - 4.2 International Students – Briefing
- 3.2 **Adoption of Minutes:** moved by S. Wasilewski and seconded by N. Sapounakis

### 4 Business Arising

#### 4.1 **Aug/Sept 2014 Intake (Challenges)**

As is usually the case, the RTC office has been a very busy place. Student registrations have been abundant. In fact, as of September 10, 2014, all programs are full. The advertising campaign seems to finally be having the impact we had hoped for. There was a time when students thought that Aviron was the only school offering technical programs but that is not the case anymore.

- 4.2 **International Students – Briefing:** We are pleased to report that the intake of International students for the 2014-2015 school year remains consistent with the previous year.

4.3 **Welding Program – Facility:** As of December 19<sup>th</sup>, 2014 the Welding Program can no longer take place at RTC Campus I. For this reason, H. Michalopoulos along with some help from the school board have been searching for a new building to relocate the program. H. Michalopoulos has visited several buildings and met with the corresponding landlords. We are now waiting for the school board to approve the lease so that we may finalize. Possible locations include Jean talon @ Jeanne Mance or Du College & St. Croix. H. Michalopoulos proposed that the name for this new building be Montreal Welding Centre. Some discussion took place as to whether or not the name of the new facility should include reference to “Campus of RTC”.

4.4 **Native Students – Mohawk Band Council Entente**

H. Michalopoulos was pleased to share with the group that an agreement was signed in Oka to offer the Computer Graphics Program to Native students. This is a very exciting extension of RTC that has the potential to grow and develop further. Courses will begin by the end of September or beginning of October. We are in the process of acquiring equipment and furnishing the facility.

4.5 **City of Montreal - Update**

During the summer months, an email was sent by the school board to the complaining neighbours regarding the ventilation. This email stated that the system would be kept off for the summer. It was also stated that the Welding Department would be shut down in the RTC building as of Dec 19<sup>th</sup>, 2014. S. Khan and S. Servello responded to this unforeseen situation by reworking the schedule so as to suit everyone involved.

4.6 **Printing Name Change**

Despite having the most advanced equipment in Canada, the printing program continues to struggle with enrollment. The Coordinator of Printing, T. Leone is certain that this is in part due to the outdated name of the program. Although we cannot officially change the name of the program we can change it internally and for marketing purposes. A list of suggestion was giving to Governing Board members. The consensus was to change the name of the program to *Digital Graphics Technology*.

5 **New Business**

5.1 **CSST – Health & Safety Action Plan**

S. Khan has nearly finished the CSST Health and Safety Action Plan for RTC. In addition, the CSST and MELS have developed a partnership for which S. Khan will be the liason overseeing the Health and Safety Action Plan for all the EMSB Vocational Centres. It was agreed upon that S. Khan should be invited to attend future GB meetings.

5.2 **Board of Trade – Apéro Evening**

The next event will be hosted by Saputo Inc. at the Saputo Stadium. M. Argiropoulos, C. Della Rocca, V. Saputo and H. Michalopoulos will be attending.

5.3 **Graduation:** The ceremony will take place on November 13<sup>th</sup>, 2014. We are in the process of planning the event and building the list of graduating students. A location has not yet been chosen. An official invitation will be sent out shortly with all the details.

- 5.4 **Invite C. Della Rocca to future GB meeting(s):** It was suggested that an invitation should be extended to C. Della Rocca requesting his attendance at upcoming meetings so that he may take part in round table discussions related to the issues and concerns regarding RTC.
- 5.5 **Tool and Die ASP Program:** It was discussed that we look into offering this program as there may be a demand for it.

## 6 **Adjournment**

### 6.1 **Date of next meeting**

October 15, 2014

December 3, 2014

### 6.2 **Meeting adjourned**

N. Sapounakis moved and seconded by S. Wasilewski to adjourn at 8:50pm.

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal

# ROSEMOUNT TECHNOLOGY CENTRE

## GOVERNING BOARD MINUTES

October 15, 2014

### Present:

H. Michalopoulos, Principal  
P. Byron  
D. Midlash

T. Spiridigliozzi, Vice Principal  
N. Sapounakis

V. Saputo, Chairperson  
S. Wasilewski

### Guests:

S. Khan

### Absent:

A. Henderson  
S. Henderson

S. Servello  
T. Montroy

F. Gimeno  
N. Szabo

### 1 Meeting was called to order at 7:10 PM

- 1.1 Quorum verified – V. Saputo
- 1.2 Nomination of Time Keeper – S. Wasilewski

### Additions to the Agenda

- 5.7 Bill 10
- 5.8 Revenue of EMSB to balance deficit

- 1.3 Agenda was approved by: and seconded by

### 2 Minutes from September 10, 2014 meeting approved with changes:

- 3.1 Amendments:
  - 5.2 Hosted by the Montreal Board of Trade at Saputo Stadium
- 3.2 Adoption of Minutes: moved by Danny and seconded by Nick

### 3 Business Arising

**3.1 CSST – Health and Safety Action Plan:** Action plan will be completed and presented shortly. In addition to the project that was started last year, they will also work on the dust collection in cabinetmaking and other such issues. The addition is the new welding facility. Getting this report approved. Preliminary report will be approved in a few weeks. Working hand in hand with the CSST resources (inspectors and engineers at our disposal). This is an ideal situation to be in because we will be saving the corrective actions that would likely follow when inspections are done after the fact. Stan suggested that we write up the process that we've followed with CSST so as to develop a model or protocol for future use. Stan questioned whether or not signage near equipment is bilingual so as to avoid language barriers/issues with the CSST. Suluman clarified that we are obligated to do so. Harry explained that the CSST is extremely willing to work with us and our experience with them has been excellent.

**3.2 Graduation:** Reminded members that the date is November 13<sup>th</sup>. The hall will be Buffet Marina. We will ask the Grand Chief to be the guest speaker.

**3.3 Welding Program – Facility:** Meeting on site took place yesterday to do a preliminary analysis of the building to make sure it meets the minimum requirements for the program. Some

information was also requested of Suluman. Based on the information gathered, a report will be produced. With this report, the board will decide how to proceed. If everything is deemed ok, we will go ahead with the building. This should be finalized by November 1<sup>st</sup>. The final location is on Jeanne Mance. This location is key in terms of attracting students. Stan suggested getting CSST to establish a contact with the city to help our projects along.

#### 4 New Business

**4.1 Native Students:** There are currently 17 students enrolled. The purpose of this initiative is to serve this community and not to make a profit. We've managed to meet their needs. Next week we will be meeting with their local news and radio station in order to recruit more students. We will also be offering the option of students registering for individual modules. The chief has also expressed an interest in the welding facility because of the pipeline. For this reason he has about 60 students interested in registering for this program. Since the pipeline is going through native land the natives have priority for jobs.

**4.2 CSST Partnership & Le Grand Rendez-vous:** Le Grand Rendez-vous is a big trade show that the CSST hosts every year. RTC is the only school to ever be accepted to win a monetary prize for a project. This year there are 5 prizes available for each school. All we have to do is submit a project and we are guaranteed to be accepted. Participation in these projects also shows great partnership and willingness for RTC to cooperate with CSST. Teachers have been informed of this workshop and have been asked to participate. At the next coordinator's meeting we will encourage teachers to apply for projects.

**4.3 Electromechanics Purchase:** Update regarding the upgrading of computer equipment. Also long term project is to upgrade their work stations in the classrooms. This project was started last year but never finished because the quote was too specific. We are gathering information and will work backwards from the previous quote to create the new quote. We hope to have our part done by January so that the school board can then do its part in terms of Tender.

**4.4 Online Registration:** Harry updated the members that a training session will be coming up soon. Secretaries will be trained soon. Students will register directly online so that secretaries just have to collect the documentation. This should take a lot of pressure off the main office.

**4.5 Electromechanics Space Constraints:** Some of the classes were simply not built for the program. The ventilation is poor, classes are small, etc... Cosmo is going to speak to Ms. Medwid regarding new space for the program. This is very confidential. We should have an answer at the end of the week. Nick Sapounakis also mentioned the space that is being used for archives at Campus 11. This is taking up almost an entire wing of space that could be used for classrooms.

**4.6 Andragogical Support:** We have

**4.7 Bill 10:**

**4.8 Revenue of EMSB to balance deficit:**

#### 5 Adjournment

**5.1 Date of next meeting**  
December 3, 2014

**5.2 Meeting adjourned**

Stan moved and seconded by Danny to adjourn at 8:35pm.

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Virginia Saputo  
Chair

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Harry Michalopoulos  
Centre Principal

**ROSEMOUNT TECHNOLOGY CENTRE**  
**GOVERNING BOARD MINUTES**  
**December 3, 2014**

**Present:** H. Michalopoulos, T. Spiridigliozzi, V. Saputo, P. Byron, S. Wasilewski, T. Montroy, D. Midlash, A. Henderson, M. Curiale, F. Gimeno.

**Absent:** S. Servello, S. Henderson, N. Sapounakis

**1. Meeting was called to order at 7:20 pm**

- 1.1 Verification of Quorum – V. Saputo
- 1.2 Nomination of Time Keeper – S. Wasilewski

**2. Agenda**

- 2.1 Additions to the agenda
  - 5.7 Cabinetmaking exhibition
  - 5.8 Bill 10 Update
- 2.2 Approval of the Agenda: (S. Wasilewski and P. Byron)

**3. Approval of minutes from last meeting**

- 3.1 Amendments
  - 4.5 classrooms are too small instead of classes are too small
- 3.2 Adoption of the Minutes (S. Wasilewski and D. Midlash)

**4. Business arising from the minutes**

- 4.1 **Welding Program – Facility:** The AEVS department met with the newly elected AEVS Advisory Committee. They would like to see the project move forward but have asked to see the figures put forward by the engineers in the Feasibility Study. According to the engineers it will cost \$6.8 million to prepare the new facility. We will get our own quotes to compare to the Feasibility Study. S. Wasilewski proposed that the GB support this process by way of a flowchart that would specify the various responsibilities along with clear deadlines. The members agreed and A. Henderson was assigned the task.

Motion passed by A. Henderson and seconded by F. Gimeno.

**4.2 CSST Partnership:** Last year Rosemount Technology Centre was very well represented at Le Petit Rendez-Vous. We intend to do the same this year by having at least 20 members present. This will show our commitment and partnership with the CSST. More information will be provided to the members of the Governing Board as all are invited to attend.

**5. New business**

**5.1 CTV Advertising:** H. Michalopoulos explained that we are meeting with CTV to acquire 30 new advertisement spots. There will be 2-3 new advertisements and monies will come from AEVS Department.

**5.2 Computer Graphics Space:** Mr. Della Rocca is inquiring about getting more space for the Computer Graphics program. We will also look into getting some extra space at JFK for the cabinetmaking program.

**5.3 Laval/North Shore News; Community Connections:** An article was written about our partnership with the Natives in Kanesatake.

**5.4 Industry Partners Evening:** H. Michalopoulos explained that he would like to host an event with all our industry partners. The purpose of such an event would be first and foremost to thank them for their support of RTC. At the same time it would allow our staff an excellent opportunity to gather information as to what the industry needs are. A survey could be used to gather this information and may even be distributed ahead of time. Tentative date: May 14, 2015.

**5.5 Kanesatake:** H. Michalopoulos explained that the lab at Kanesatake was robbed. M. Curiale and Z. Szaktilla managed to replace all the computers in just one day. The group has dropped to 13 students but we remain in service to this community. We also intend to offer students the option of selecting modules rather than registering for the entire program. Teachers teaching in Oka have only positive feedback about their experience.

**5.6 New Layout – Campus I:** H. Michalopoulos explained that a Korean university student is working with S. Khan. He is currently taking measurements and working on a new plan for use of the space in basement.

**5.7 Cabinetmaking exhibition:** S. Wasilewski referred back to the *vernissage* which took place on September 18, 2014. All were extremely impressed with what the students were able to produce. Eliane Kinsley has assembled a collection of photographs and made them accessible through Drop Box.

**5.8 Bill 10:** The English community took a very strong stance against the government on this issue. The bilingual structure will be maintained in the east and west sector. Buildings belonging to a trust will be able to keep their trust and any monies raised will be spent internally. What remains unclear is whether or not the directors will be removed. If so, there is no indication as to who will do their job. The council will run the senior's homes in all the divisions but more will be known with the final report on January 15, 2015.

**6. Adjournment**

6.1 Date of Next Meeting: February 4, 2015

6.2 Meeting Adjournment (D. Midlash and P. Byron)

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Virginia Saputo  
Chairperson

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Harry Michalopoulos  
Centre Principal

## New Welding Facility Timeline

Action	Responsibility
1. Acquire new space	E.M.S.B.
2. Generate a list outlining needs <ul style="list-style-type: none"> <li>• Number of classrooms</li> <li>• Shop space</li> <li>• Office space</li> <li>• Cafeteria</li> <li>• Locker room</li> <li>• Storage</li> </ul>	Administration Teachers Staff
3. Send request to tender	E.M.S.B.
4. Award contracts	E.M.S.B.
5. Oversee remodel of space	Administration E.M.S.B.
6. Transfer of equipment from Campus 1	Administration Teachers Staff
7. Order equipment	Administration E.M.S.B.
8. Move students to new facility	Administration Teachers Staff