

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: April 1, 2009

CHAIRPERSON: Anna Hunt-Binkley STAFF CONTACT: R. Odlum, Director of Instruction - Human Resources

Attendees:

Trustee A. Hunt-Binkley - Chairperson
Trustee W. Horning - Committee Member
Trustee G. Given – Acting Member
Trustee J. Watson
Absent: Trustee Baxter – Committee Member

Staff:

R. Odlum, Director of Instruction - Human Resources
R. Dumontet, District Principal
J. McCallum, Human Resources Officer
C. Ikesaka, Confidential Secretary (Recorder)

Partner Group Representation:

COPAC No Representative
COPVPA Leanne Zorn
DSC No Representative

COTA No Representative
CUPE Bill Zeman

Public Question/Comment Period

1. Bill Zeman, President, C.U.P.E. Local 3523, requested clarification on 1.8 and 1.11 of Policy 225 – Role of the Principal and Vice-Principal and there being specific reference for following the collective agreement for exempt staff.

Outcome:

THAT: The Human Resources and Staff Services Committee recommends that the staff investigate whether there is a policy and procedure for exempt staff.

Discussion / Action Items

1. BCPSEA

- **Website / Data Warehouse – Scope – Demonstration of the Website**
- **Other Provinces – Do they have this?**

The Director of Instruction – Human Resources provided an overview of the data collection that will be available on the BCPSEA website including for example sick leave, leave use, WCB, retention rates, retirement dates, retiring ages. This website will provide many districts a wealth of information on things like sick leave trends across the province and it should be divisible into school districts. School District No. 23 (Central Okanagan) data and how it compares to Richmond, Vernon, similar size districts, or similar regions will be available. Every district will have access to it and have the ability to go in and look at the data. Who will have access and whether it will be broad based is not currently known.

The Director of Instruction – Human Resources suggested that this item be added to a future Human Resources and Staff Services Committee Meeting once the data has been uploaded to the website.

2. **Review Employee Recognition Program**

Trustee Hunt-Binkley praised the Human Resources Department for a wonderful event. The Committee discussed the possibility of increasing the number of people attending the reception suggesting that holding the reception during education week may not be a good time. It was requested that the Human Resources Department investigate holding the Recognition Reception on a different day.

Outcome:

THAT: The Human Resources and Staff Services Committee recommends that staff investigate other possibilities of holding the Recognition Reception on a different day that might tie in with something other than Education Week.

3. **Discipline / Conduct**

The Director of Instruction – Human Resources provided a detailed look at this facet of the human resources department in order to obtain some insight into this particular area of operation in the school district.

Trustee Hunt-Binkley thanked the Director of Instruction – Human Resources for providing such a detailed informative look at the discipline / conduct procedures.

Information Items

1. **Employee Wellness Committee Update**

The Director of Instruction – Human Resources summarized the events held on February 20, 2009. The Employee Wellness Committee received some grants to help offset the cost for that day, hopefully next year more programs options will be available.

Items for future Human Resources and Staff Services Committee Meetings

Tobacco Control Act Update

Comparison of Number of Staff in the Human Resources Department to other School Districts

Policy for Following the Collective Agreements by Exempt Staff

Review Change the Date of the Employee Recognition Program

Next Committee Meeting Date: June 3, 2009 - 4:30 p.m. Location: School Board Office Board Room

Questions: Please Contact: Trustee Anna Hunt-Binkley Phone: (250) 766-5690