

## SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: April 21, 2010

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

### Attendees:

Trustee A. Hunt-Binkley - Chairperson  
Trustee M. Baxter - Committee Member  
Trustee G. Given – Committee Member  
Trustee R. Cacchioni

### Staff:

T. Beaudry, Assistant Superintendent  
R. Dumontet, Director of Instruction - Human Resources  
J. Colquhoun, Director of Human Resources – Labour Relations  
J. McCallum, Human Resources Officer  
M. Bennett, Human Resources/Payroll Assistant  
C. Ikesaka, (Recorder)

### Partner Group Representation:

COPAC No Representative  
COPVPA Leanne Zorn  
DSC No Representative

COTA No Representative  
CUPE No Representative

### Information Items

#### 1. **Employee Wellness Committee Update**

The Director of Instruction – Human Resources confirmed that the April 1, 2010 meeting was postponed. One of the items from the April 1, 2010 Employee Wellness Committee Agenda which will be going ahead is the Employee Wellness Survey for all district employees. Once the data is collated, the Employee Wellness Committee will develop an action plan for September.

#### 2. **Use of Cell Phone – District Wide Practices**

The Director of Instruction – Human Resources provided a summary on the information received from BCPSEA and other districts. The Director of Instruction – Human Resources provided a Draft Administrative Procedures.

### Outcome:

THAT: The Human Resources and Staff Services Committee recommend that staff continue to draft a Policy on the Use of Cell Phones and other Hand Held Devices in Vehicles while on School District No. 23 Business. Staff will provide the Human Resources and Staff Services Committee members an opportunity for further review at the next Human Resources and Staff Services Committee meeting.

#### 3. **Employee Recognition Reception – Thursday, March 25, 2010**

The Committee was in agreement that the Employee Recognition Reception was excellent and well attended.

Trustee Hunt-Binkley commented that moving the event to a different day was advantageous.

The next Employee Recognition Reception will be held on Thursday, April 7, 2011 at the Coast Capri Hotel.

4. **Retirement Banquet – June 12, 2010**

The Director of Instruction – Human Resources reminded everyone that the Retirement Banquet will be held on Saturday, June 12, 2010 at the Coast Capri Hotel. The event starts at 6:00 p.m.

Leanne Zorn, Principal, Belgo Elementary School, requested if there could be something on the invitation that said that due to time constraints speeches are not allowed.

5. **Employment Standards Act: Pregnancy Leave Entitlement**

The Committee reviewed the responses from C.O.T.A. and BCPSEA. This issue is now concluded.

**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

BCPSEA – Website / Data Warehouse

Principal / Vice-Principal Revised Appraisal Process

Next Committee Meeting Date: June 2, 2010 – 4:30 p.m. Location: School Board Office Board Room

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