

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: June 2, 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
Trustee J. Watson

Staff:

L. Paul, Secretary-Treasurer
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	COTA	Alice Rees
COPVPA	Leanne Zorn	CUPE	Bill Zeman
DSC	No Representative		

Agenda

Add: 7.0 Shared Services - Payroll

Committee Members Queries/Comments

1. Trustee Baxter made reference to an article published in the The Peachland View entitled SD23 to Stick Peachland With \$4,500 Charge. The article discussed the installation of playground equipment at Peachland Elementary School.

The Secretary-Treasurer explained to the Committee that the article was referring to the 2010 School Community Connections Grant. The initial application indicated that the District of Peachland staff would install the playground at Peachland Elementary School. The Secretary-Treasurer requested that the District of Peachland change the application to reflect that School District No. 23 staff would install the equipment at a cost of \$4,500. District of Peachland expressed their dissatisfaction that School District No. 23 would not offer the installation cost as an in-kind contribution.

The Secretary-Treasurer clarified that the grant application has just been submitted but not yet approved.

Information Items

1. **Shared Services - Payroll**

In response to a recent Ministry of Education announcement, the Secretary-Treasurer explained that four school districts will be piloting the Government Human Resources/Payroll system. The Government has the capacity to host other organizations and is considering expanding the service to all school districts. The plan for the four school pilot is to roll out over a period of 18 months. There is no mechanism to force other districts to sign up for this service. The Secretary-Treasurer fails to see where the efficiency is without a common collective agreement, and suspects it will be a fairly long roll over process, probably a seven to eight year timeline.

Trustee Hunt-Binkley asked whether they have the capacity to do this.

The Secretary-Treasurer said that the Government says they have the capacity, but as the BCeSIS rolled out major capacity issues were realized. It is not anticipated that this service as currently presented will work well.

2. **Employee Wellness Committee Update**

The Employee Wellness Committee reviewed the Employee Wellness budget of \$5,000. The Employee Wellness Committee will also review the corporate rates for various fitness facilities that are available to all staff.

The Director of Instruction – Human Resources reported that a number of items came out of the wellness survey and a report will be ready for the next Employee Wellness Committee meeting.

The next Employee Wellness Committee Meeting is June 7, 2010. It is planned to be a working meeting to develop a 2010/2011 action plan based on the results of the survey.

3. **Use of Cell Phone – District Wide Practices**

This Administrative Procedure was reviewed by the Employee Wellness Committee. The Employee Wellness Committee suggested that we solicit someone from the Motor Vehicle Branch to present at the next Public Human Resources and Staff Services Committee meeting regarding the use of cell phones and other hand held devices while driving.

Trustee Hunt-Binkley expressed concern with having provisions from the Motor Vehicle Act imbedded into the Administrative Procedure.

Trustee Hunt-Binkley requested that staff look into whether or not there are any other existing policies regarding the use of cell phones and other hand held devices in School Districts.

Outcome:

THAT: The Human Resources and Staff Services Committee recommends that the Director of Human Resources – Labour Relations research the development of procedures for the next Human Resources and Staff Services Committee meeting in September.

4. **Policy 335 – Occupational Health and Safety**

The Director of Human Resources – Labour Relations explained that the amendments to Policy 335 – Occupational Health and Safety is just a housekeeping issue. The Committee discussed the minor changes to Policy 335 – Occupational Health and Safety.

Outcome:

THAT: The amendments to Policy 335 - Occupational Health and Safety as presented and amended at the June 2, 2010 Public Human Resources and Staff Services Committee meeting, be forwarded to the Board for approval.

5. **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. The Kelowna Secondary School's Jazz Combo Band, In the Pocket, will be performing as the entertainment. There are currently 77 retirees and notices of retirement are still being received.

6. **Teacher Recruitment/Staffing Process**

The Director of Instruction – Human Resources provided an overview of the Teacher Recruitment/Staffing Process.

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

Use of Cell Phone – District Wide Practices

Next Committee Meeting Date: September 15, 2010 – 4:30 p.m. Location: School Board Office Board Room

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