

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: June 15, 2011

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

Attendees:

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

Staff:

H. Gloster, Superintendent of Schools
T. Beaudry, Assistant Superintendent
R. Dumontet, Director of Instruction - Human Resources
J. Colquhoun, Director of Human Resources – Labour Relations
L. McCullough, Director of Instruction, K to 12
E. Sadlowski, Director of Finance
J. McCallum, Human Resources Officer
M. Bennett, Human Resources/Payroll Assistant
C. Ikesaka, Executive Assistant (Recorder)

Partner Group Representation:

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|--------|-------------------------------|------|--------------------------------------|
| COPAC | No Representative | COTA | Crystal Moore, Second Vice-President |
| COPVPA | Gord Kirsch, Executive Member | CUPE | Wendy Johnson, Vice-President |
| DSC | No Representative | | |

Recognition/Presentations/Delegations

1. **Employee Assistance Program (EAP)**

In attendance: Jason Billard, Partner, Morneau Shepell
Rochelle Morandini, Partner, Morneau Shepell

The PowerPoint presentation of Jason Billard, and Rochelle Morandini, Partners, Morneau Shepell, is attached to and forms part of this report. Their presentation provided an overview of the wide range of services and supports available through Morneau Shepell’s Employee Assistance Program to enhance health and wellness for employees. The Employee Wellness Committee was in attendance to review the wellness initiatives that may be used to support the work of their Committee.

Discussion/Action Items

1. **Amendments to Policies and Procedures: Section 3 – Staff (Policy 305 to Policy 325)**

The Committee discussed the proposed amendments to Policy 360 – Criticism About School or District Employees and discussed further amendments.

OUTCOME:

THAT: The Human Resources and Staff Services Committee recommends to the Board of Education the following recommendation:

THAT: The Amended Policy 360 – Criticism About School or District Employees as presented and amended at the June 15, 2011 Public Human Resources and Staff Services Committee meeting, be forwarded to the Board of Education for approval.

The Committee discussed the amendments to Policy 390 – Conflict of Interest.

OUTCOME:

THAT: The Human Resources and Staff Services Committee recommends to the Board of Education the following recommendation:

THAT: The Amended Policy 390 – Conflict of Interest as presented at the June 15, 2011 Public Human Resources and Staff Services Committee meeting, be forwarded to the Board of Education for approval.

The Committee discussed the amendments to Policy 640 – District Tobacco-Free Environment – Effective September 1, 2007.

OUTCOME:

THAT: The Human Resources and Staff Services Committee recommends to the Board of Education the following recommendation:

THAT: The Amended Policy 640 – District Tobacco-Free Environment – Effective September 1, 2007 as presented at the June 15, 2011 Public Human Resources and Staff Services Committee meeting, be forwarded to the Board of Education for approval.

The Committee discussed the amendments to Policy 465 – Student Safety Patrols and Adult Crossing Guards. The Committee concurred that Policy 465 – Student Safety Patrols and Adult Crossing Guards be referred back to the Human Resources and Staff Services Sub-Committee for further review.

2. **Human Rights and Respectful Workplace Policies**

The Committee discussed the rewrite to Policy 350 – Human Rights and Regulations 350R – Human Rights and new Policy 351 – Respectful Workplace and Regulations 351R – Respectful Workplace.

OUTCOME:

THAT: The Human Resources and Staff Services Committee recommends to the Board of Education

THAT: The Board of Education approve the amendments to Policy 350 – Discrimination Toward and By Employees and Regulations 350R – Discrimination Toward and By Employees (Regulations), as presented.

THAT: The Board of Education approve the new Policy 351 - Respectful Workplace and Regulations 351R – Respectful Workplace (Regulations), as presented.

3. **Proposal for Hiring Exemption**

The Committee discussed the proposal for hiring exemption for teachers of Aboriginal Ancestry. The consensus was that another letter be included in the report indicating the names and support provided by the Aboriginal Education Council (AEC) members.

OUTCOME:

THAT: The Human Resources and Staff Services Committee recommends to the Board of Education

THAT: The Board of Education approve the application for a B.C. Human Rights Tribunal Special Program, as presented.

Information Items

1. **Review of Policies and Procedures: Section 3 - Staff**

The Human Resources and Staff Services Sub-Committee reviewed the following: Policy 720 – Volunteers; Regulations 720R – Volunteers (Regulations). The Sub-Committee did not amend the Policy 720 – Volunteers but a date of review will be noted on the footnote of the policy and the Regulations 720R – Volunteers (Regulations) had minor revisions.

2. **Retirement Banquet**

The Committee discussed the Retirement Banquet and reported that it was an outstanding event.

Recommendations/Referrals to The Board/Coordinating Committee/Other Committees

Policy 360 – Criticism About School or District Employees

Policy 390 – Conflict of Interest

Policy 640 – District Tobacco-Free Environment – Effective September 1, 2007

Policy 350 – Discrimination Toward and By Employees Renamed: Human Rights

Regulations 350R – Discrimination Toward and By Employees (Regulations) Renamed: Human Rights (Regulations)

Policy 351 – Respectful Workplace

Regulations 351R – Respectful Workplace (Regulations)

Proposal for Hiring Exemption

Items for Future Human Resources and Staff Services Committee Meetings

Policy 465 – Student Safety Patrols and Adult Crossing Guards

Next Committee Meeting Date: October 5, 2011 – 3:00 p.m. Location: School Board Office Board Room

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