

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: March 7, 2007

CHAIRPERSON: Gail Scanlan STAFF CONTACT: R. Odlum

Attendees:

Trustee G. Scanlan (Chairperson)

Trustee W. Horning (Committee member)

Trustee A. Hunt-Binkley (Committee member)

Trustee M. Baxter

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 No Representative

DSC No Representative

COTA No Representative

CUPE Bill Zeman, President

Agenda

Add: 6.2 Overview of Public Relations Budget

Query

Trustee Hunt-Binkley inquired on the approximate number of retirements expected for this year.

Rod Odlum, Director of Instruction – Human Resources expects sixty to seventy retirements for the 2006/2007 school year.

Action Items

- 1. Amended Policy 240 – District-Level Administrative Staff: Evaluation of Performance**
The amended Policy 240 was presented. The Committee discussed further possible amendments.

Outcome:

THAT: The Human Resources and Staff Services Committee Chairperson and the Director of Instruction - Human Resources research other School Districts Policies on District-Level Administration Staff: Evaluation of Performance and send out to the other committee members a draft policy with recommendations, and report back to the Human Resources and Staff Services Committee meeting of May 2, 2007.

- 2. Overview**

Rod Odlum, Director of Instruction – Human Resources, provided an overview. The Committee discussed the budget. Trustee Baxter inquired about the carry over in the 2005/2006 school year but noted that the carry over did not occur in the 2006/2007 school year.

Outcome:

The Committee recommends that the Public Relations Budget be revised and brought back to the next Human Resources and Staff Services Committee meeting of May 2, 2007.

Information Items

1. Update on Employee Recognition

Rod Odlum, Director of Instruction – Human Resources, provided an update on the Employee Recognition. Trustee Hunt-Binkley suggests we send out a letter to all our partner groups to inform them that the Recognition Reception needs to be reviewed.

Outcome:

The Committee recommends that the Years of Service and New Employee Reception needs to be reassessed and a new format needs to be addressed.

The Chairperson confirmed that the week of April 23rd through April 29th is the Support Staff Recognition Week. Flowers will be ordered and delivered to the School Board Office on April 25th for Trustees to deliver to the various sites on April 26th.

2. Summary of February 21, 2007 Job Fair (Vancouver, BC)

Ross Dumontet, District Principal – Human Resources, provided a brief report of the February 21, 2007 Job Fair. It has been the first time in many years that we have participated in a Job Fair. This Job Fair was attached to the British Columbia School Personnel Association Conference. There was approximately 29 other public school districts and over 350 potential employees registered for the 2007 Job Fair.

The following week Rod Odlum, Director of Instruction – Human Resources and Jon Rever, District Principal – Hollywood Road Education Services, attended the University of Victoria Campus and conducted onsite campus interviews.

Next Committee Meeting Date: May 2, 2007 - 4:30 p.m. Location: School Board Office Board Room

Questions: Please Contact: Trustee Gail Scanlan Phone: (250) 764-2469