

## SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: October 4, 2006

CHAIRPERSON: Gail Scanlan STAFF CONTACT: R. Odlum

### **Attendees:**

Trustee G. Scanlan (Chairperson)  
Trustee S. Nicholl (Committee member)  
Trustee A. Hunt-Binkley (Committee member)  
Trustee M. Baxter

### **Staff:**

R. Odlum, Director of Instruction - Human Resources  
C. Ikesaka, Confidential Secretary (recorder)

### **Partner Group Representation:**

COPAC	Violet Frost, District Associate to BCCPAC (arrived at 4:50)	COTA	No Representative
COPVPA	Scott Sieben, COPVPA Member (arrived at 4:14)	CUPE	Bill Zeman, President
DSC	No Representative		

### **Minutes**

*Note: Detailed Minutes of Committee meetings are available on request. To obtain copies of Minutes of the Human Resources and Staff Services Committee Meetings, please phone the office of the Director of Instruction – Human Resources at 470-3237.*

The Committee adopted the Minutes of the April 5, 2006 meeting.

### **Information Items**

#### **Review of Policy 355 – Employee Recognition**

(attachment)

Referral from Co-ordinating Committee meeting of September 5, 2006

The Committee Members discussed possible amendments to Policy 355 – Employee Recognition.

During the discussion of Employee Recognition suggestions were made about honouring those employees for 30 years of service differently. The Director of Instruction – Human Resources will look into this and report back to the Committee.

Trustee Hunt-Binkley suggested that an Outstanding Service Award/Recognition be included in Policy 355 – Employee Recognition. The Director of Instruction – Human Resources will research this and report back to the Committee.

#### **Outcome:**

**THAT: Policy 355 – Employee Recognition be referred to the Coordinating Committee for placement on a future Board Agenda.**

#### **Overview of Definitions of Teacher Priorities**

In attendance: Rod Odlum, Director of Instruction – Human Resources

The Director of Instruction – Human Resources presented an overview of the definitions of Teacher Priorities explaining the different levels (Band 1, Band 2, Band 3 and Band 4) and conditions of how to move from one level to the next.

### **Update on Teacher and Support Staff Postings**

In attendance: Rod Odium, Director of Instruction – Human Resources

The Director of Instruction – Human Resources presented to the committee an overview of the spring staffing. Spring staffing started in May and resulted in 219 teacher postings for the 2005/2006 school year.

### **Allocation of Public Relations Budget**

At the November 9, 2005 Public Board Meeting the Board passed the following:

MOVED by Trustee Wiebe, SECONDED by Trustee Scanlan,

**THAT: The Board allocate the Board's Public Relations Budget as follows:**

- **\$3,500.00 to General Affairs Committee**
- **\$4,000.00 to spending authority of the Secretary-Treasurer**
- **\$4,500.00 to Personnel and Staff Services Committee**

Trustee Scanlan brought forward the Allocation of Public Relations Budget. This budget is to cover in part or as a whole expenses for events such as retirement, employee recognition, world teacher's day, support staff appreciation day, etc.

### **Update on World Teacher's Day**

Trustee Scanlan briefly updated the Committee on World Teachers' Day. Flowers were sent to all School District No. 23 locations that house teachers.

### **Items For Future Human Resources And Staff Services Committee Meetings**

Trustee Nicholl requested the Director of Instruction – Human Resources to report at the next Human Resources and Staff Services Committee meeting on how the funds from the Public Relations Budget are spent.

Next Committee Meeting Date: December 6, 2006 - 4:00 p.m. Location: School Board Office Board Room

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