

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Human Resources and Staff Services DATE: February 3, 2016

CHAIRPERSON: Trustee D. Butler STAFF CONTACT: J. Simonson, Director of Instruction - Human Resources

*The Committee Chairperson acknowledged that the meeting was being held on the
Traditional Territory of the Okanagan People.*

Attendees:

Trustee D. Butler – Chairperson
Trustee J. Fraser – Committee Member
Trustee L. Tiede – Committee Member
Trustee M. Baxter

Staff:

K. Kaardal, Superintendent/CEO Designate
J. Simonson, Director of Instruction - Human Resources
J. Colquhoun, Director of Human Resources – Labour Relations
C. Ikesaka, Executive Assistant (Recorder)

Partner Group Representation:

COPVPA	Leanne Zorn, Executive Member	CUPE	No Representative
COTA	Susan Bauhart, President	COPAC	Shelley Courtenay, President
DSC	No Representative		

Agenda – Additions/Amendments/Deletions

February 3, 2016 Agenda – Approved.

Reports/Matters Arising

The November 4, 2015 Committee Report, Employee Wellness Day should read February 19, 2016.
November 4, 2015 Committee Report – received as amended.

Recognition/Presentations/Delegations

1. Teacher Leadership Academy

In attendance: Maeve Buckley, Leadership Academy Facilitator
Graham Johnson, Teacher, Okanagan Mission Secondary School
Lindsay Hamilton, Vice-Principal, Chute Lake Elementary School
Katherine Kohlen, Teacher, North Glenmore Elementary School

The PowerPoint presentation of Maeve Buckley, Graham Johnson, Lindsay Hamilton, and Katherine Kohlen, is attached to and forms part of this report. The Superintendent of Schools/CEO explained to the Committee that it is really important to continue to build capacity in leadership, particularly those who are willing to step forward and lead. These leaders are doing work that matters to them and that is improving instruction for our learners. The Committee discussed the financial impact of the program, realizing that this is an inexpensive way of cultivating and improving instruction for our learners.

Discussion/Action Items

1. Policy 165 – Human Resources and Staff Services Committee

Trustee Butler explained to the Committee that the last Board of Education implemented a review process for all policies and these reviews should take place every three (3) years. This is to help ensure that the policies that help guide our work are current. Trustee Butler also explained to the Committee that any policies that are related to Human Resources will be brought forward to this Committee to review, change, and/or update. The Committee agreed to refer this policy to the Ad Hoc Committee for review. The Ad Hoc Committee is comprised of Trustee Butler, Trustee Baxter, Kevin Kaardal, Superintendent of Schools/CEO, April Smith on behalf of C.O.T.A., and Kevin Auclair on behalf of COPVPA. Shelley Courtenay volunteered to be a member of the Ad Hoc Committee on behalf of COPAC.

Information Items

1. Employee Wellness Committee Update

The Director of Instruction - Human Resources reiterated that the Employee Wellness Day is on Friday, February 19, 2016 and the theme for this day is Mental Health. There is a wide range of different opportunities for all work groups.

Susan Bauhart, President of C.O.T.A., inquired how many teachers are taking part of the Employee Wellness Symposium, as there are professional development sessions that are provided by C.O.T.A. The Director of Instruction – Human Resources estimated that the attendees for the Employee Wellness Symposium consisted of 80% C.U.P.E. members and 20% C.O.T.A. members. The President of C.O.T.A. explained to the Committee that BCTF has a Professional Development Lens that identifies what is considered professional development and what is not considered professional development for their teachers.

2. Years of Service Recognition and Welcome Reception for New Employees

The Director of Human Resources – Labour Relations reminded the Committee that the Years of Service Recognition and Welcome Reception for New Employees will be held on April 5th at the Capri Hotel. The event starts at 4:00 p.m.

3. Recognition of Staff and Volunteers

Trustee Butler explained that the Recognition of Staff and Volunteers occurs twice a year, once in the fall and once in the spring. This year plants were delivered to all the School District sites in October. The Committee discussed a variety of ways to recognize staff and volunteers (i.e.: chocolates or baked goods). Leanne Zorn, COPVPA representative, suggested that anything food related is a popular choice as it brings the staff together. Trustee Baxter suggested that staff and volunteers be recognized separately. Trustee Baxter suggested that the date to recognize staff should be discussed at the next Incamera Board Meeting.

4. Update of BCPSEA AGM

Trustee Butler provided the Committee with the BCPSEA NewsLinkexpress, Conference Report: Annual General Meeting, which is attached to and forms part of this report

February	March	May
	- Recognition of Staff and Volunteers - Employee Recognition Reception - Retirement Banquet	- Employee Recognition Reception - Retirement Banquet
November		
- Recognition of Staff and Volunteers - Annual Report on Special Program: Hiring Exemption		

Future Human Resources and Staff Services Committee Meeting

March 2, 2016 – 4:30 p.m.

Questions – Please Contact:

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