

MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, January 30, 2024

8:45 a.m. – 9:30 a.m.

MS TEAMS

Present: N. Brown (in the Chair); F. Zhu, Trustee; C. Kennedy, Superintendent of Schools; L. Hill, Assistant Superintendent; S. Mascoe (HR), S. Bohonis (HR); M. Ruiz (HR)

Stakeholder Representation: S. Capiet; C. Wigley (WVTA); C. Fota, P. Van Rhyn (WVMEA);
M. Finch; S. Slater (WVAA); M. Yang (DPAC)

1. Employee Spotlight!

Stephanie Mascoe

The District's French Immersion Coordinators were highlighted. Gabrielle Ayotte (Pauline Johnson), Stephanie Davenport (Cedardale), and Julie Pla (Sentinel) work collaboratively to foster connections between the three French Immersion schools. They represent the district at French Immersion opportunities, act as liaisons supporting parents, students and staff, and continue to advocate for French literacy supports.

2. Recruitment and Staffing Updates

Samarra Bohonis

- Currently there is a posting for Elementary Vice Principals to create a pool of possible Vice Principals for opportunities that arise during the 2024/25 school year.
- The board office recently filled the payroll and benefits positions with a new hire.
- HR recently participated in two careers fairs: UBC Education Career Fair and University of Alberta Career Event, collecting contact information from potential candidates.
- Upcoming initiatives include organizing both in-person and virtual recruitment sessions in Spring 2024.
- HR is collaborating with the communication department to create a French and French Immersion recruitment video, aiming to increase awareness of the District's French Immersion schools and opportunities.

3. Health, Safety and Wellness Updates

Stephanie Mascoe

Duty to Cooperate and Maintain Employment

Workers and employers, under the duty to cooperate, must collaborate with each other and WorkSafe BC to identify and provide suitable work after an injury. Open communication is crucial for both parties, and workers must work with employers to identify modified job duties.

The employer must maintain the injured worker's employment, and if fit, the employer must offer either the position or a comparable alternative. Mutually, workers must not unreasonably refuse suitable work if they can no longer perform their pre-injury job but are fit for another position.

The new legislation emphasizes cooperation, communication, and employment maintenance. The District is grateful to have working relationships with the WVTA and WVMEA.

4. Backgrounder – Joint Early Intervention Service (JEIS)

Samarra Bohonis

The JEIS is a confidential program that complements the District's long-term disability benefit plan, aiming to facilitate members' return to work promptly and safely. It's an integral part of the Core Long Term Disability LTD benefit, mandatory for all members under the [PEBT LTD](#) program.

5. Support Staff Education Committee Report

Stephanie Mascoe

The Support Staff Education Committee flows from the Provincial Framework Agreement for Support Staff Employees. We received funding for training initiatives to build capacity of our WVMEA employees. The district collaborated with WVMEA to create a framework for training initiatives and is involved in facilitating provincial-level training opportunities, such as the EA (Education Assistant) Training Module.

Adjourn: 9:30am