

MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, November 26, 2024

8:45 am – 9:30 am

MS TEAMS

Present: F. Zhu (in the Chair); N. Brown, Vice Chair; C. Kennedy, Superintendent; L. Hill, Deputy Superintendent; S. Mascoe, Executive Director of HR; S. Bohonis (HR); M. Ruiz (HR); Buckley, Manager of Communications

Stakeholder Representation: C. Wigley (WVTA); T. Kolkea (WVAA); M. Yang (DPAC)

1. Strategic Plan in Action (Successful Transitions)

Stephanie Mascoe

Three employees from our secondary schools were recognized for their exceptional work in supporting Careers and Post-Secondary Transitions for Grade 12 students.

2. Flu Clinic Update

Stephanie Mascoe

The format of the flu clinic was changed from a drop-in model to one requiring pre-registration. Operationally, the change improved cost predictability, attendance, and timing, leading to a smoother event. However, participant numbers dropped to about 200, down from over 300 in previous years. The HR team will consult with stakeholders to determine the best approach for the next school year.

3. Recruitment and Staffing Updates

Samarra Bohonis, Marcela Ruiz

Several teacher and support staff positions have been posted. A notable change is the new staffing and dispatch assistant, Isabella Dino, who is pursuing a Human Resources Management certificate and aims for a long-term HR career.

Two recruitment initiatives were highlighted. The first involved participating in a virtual career fair for French, French Immersion, and English teaching positions hosted by the University of Ottawa. This event showcased innovative approaches by post-secondary institutions to create immersive virtual experiences and modernize recruitment platforms using technology effectively.



The second initiative was an information session for prospective teaching candidates, hosted in collaboration with Make a Future. Updates on the outcomes of these initiatives will be provided at the next HR committee meeting.

4. Health, Safety, and Wellness Updates

Samarra Bohonis

Wellness initiatives, including a schedule of wellness sessions offered from December to May of this school year were discussed. These sessions cover diverse topics such as stress management, healthy eating, and sleep, facilitated by certified health practitioners through TELUS Health.

The Perkopolis program, launched in mid-September, provides employees access to a free perks and discount website at no cost to the District.

5. WVMEA Professional Development Day

Stephanie Mascoe

The recent PRO D Day saw support staff having an excellent day of learning, highlighted by Superintendent Kennedy's keynote session on Artificial Intelligence. Additional sessions included topics on registration, communication skills, IT security, and first aid.

6. Learning Spotlight: Criminal Record Check Processes

Marcela Ruiz and Stephanie Mascoe

The HR team implements the Criminal Records Review Act, which requires all employees, volunteers, and contractors working with children or having unsupervised access to them to undergo criminal record checks through the PSSG's CRRP. Individuals must consent to checks for relevant offenses, with updates required every five years. Any new charges during this period must be reported, and a new CRC authorization submitted.

Adjourn: 9:34 am