

HUMAN RESOURCES COMMITTEE - PUBLIC MINUTES

Tuesday, December 5, 2017 8:45 a.m. – 9:30 a.m.

In Attendance: Trustee Brown, Trustee Donohue, Associate Superintendent Kim Martin, Rob Millard (WVTA), Renee Willock (WVTA), Bruce Scott (WVMEA), Catherine Ratz (WVAA), Andy Franks (DPAC), Stephanie Mascoe (HR), Amy Rafuse (HR), Nikki Bundevski (HR)

The meeting commenced at 8:47 a.m. and was chaired by Trustee Brown.

1. Memoranda of Agreement Compliance (Kim Martin)

West Vancouver is required to be compliant in two areas: class size & non enrolling ratios.

The data is compiled and measured on 30 September 2017 when all the student data is considered final for funding purposes. We were fully compliant with our non enrolling ratios.

We were not compliant in 7 elementary classrooms and 1 secondary class. In these classes, there are 1 or 2 students who exceed the class size limits. The teachers in these classes are provided with a monthly remedy for each student who exceeds the limit. The remedies are things like: additional enrolling time; additional non enrolling time and additional prep time.

As of today's date, the secondary class has reduced below 30 students and is compliant.

2. Provincial Support Staff LOU update (Kim Martin)

Joint committees were established through the 2014-2019 provincial framework agreement during the last round of support staff collective bargaining.

The Joint Job Evaluation Committee has been working on completing a standardized job evaluation plan. The majority of the work is complete and the committee is now moving into discussions about benchmarking job descriptions, position questionnaires and the logistics of work through a pilot of the new job evaluation plan. The committee was seeking a number of districts to pilot the project. West Vancouver did not volunteer as a pilot. We have a good job evaluation committee and we will wait to see how it rolls out in other districts before engaging in the provincial project.

The joint Education Assistants committee has concluded the work of analyzing a number of conditions affecting the work of education assistants and the committee has prepared a best practice document. A report has been submitted to the Ministry of Education for review and consideration.

**3. Minister's Expert Panel on Immediate
Recruitment and Retention challenges (Kim Martin)**

On October 27, Minister of Education Rob Fleming announced the launch of an expert panel to verify the extent of the current educator workforce challenges and to make recommendations on immediate actions that can be taken to address those challenges. The panel consists of superintendents, BCTF president Glen Hansman, BCPSEA and government officials. Recommendations are being presented to the Minister on December 11th, 2017.

**4. Employment Insurance legislation (Stephanie Mascoe)
Maternity & Parental leave changes**

The federal government announced changes to the parental and maternity leave employment insurance benefits. The federal changes relate specifically to extending the time within which EI benefits can be paid. It is important to note that the money is spread over a greater period of time but does not actually amount to an increase in EI benefits.

Maternity leave provisions remain unchanged. Paternity leave provisions can extend from the current 35 weeks to up to 61 weeks of leave. This may result in some of our employees being off for greater periods of time. However, the lack of increase in funding may make this option unaffordable for many employees.

5. Economic Stability Dividend 2018 (Stephanie Mascoe)

On May 1, 2018 all unionized staff will receive a 0.4% increase to base wages. The amount is determined by a formula driven by the difference between the projected gain in GDP and the actual gain in GDP.

6. Wellness

(Amy Rafuse)

a. Flu Shots

166 employees attended the clinic which reflects a 22% increase

b. Mindfulness

We had a number of participants in the mindfulness bingo competition in the month of November. Winners will be announced later this week.

James Floman from UBC attended to speak to a group of approximately 45 people about mindful practices; mindful movement and how to apply these practices to both their classrooms and their students.

Overwhelmingly positive response from the follow up survey. More to come in the new year.

c. West Vancouver Run

We continue to sponsor entries for staff in the West Vancouver 5km and 10km run. Great opportunity to pursue fitness goals in the New Year.

7. Custodial recruitment

(Nikki Bundeovski)

We are currently fully staffed for all custodial positions. We continue to recruit for casual and on call positions. We have been running advertising campaigns on various recruitment websites to attract candidates.

We are maintaining and building relationships with local post-secondary institutions that offer the Building Service Worker certificate and are attending a session at the school to bring awareness to the opportunities at West Vancouver.

8. TTOC recruitment

(Stephanie Mascoe)

We are in much better shape than some other districts who are truly struggling with their lack of TTOCs. We are continuing to hire and have been reaching outside the province of BC to seek qualified candidates.

While other districts are cancelling professional development opportunities, we are trying to manage the number of offerings and the timing of the offerings to ensure coverage in our classrooms.

9. Professional Development (WVMEA) (Stephanie Mascoe)

a. October, 2017

This is the joint day organized by the Board and the WVMEA. We had a successful day of offerings involving physical literacy; emergency preparedness; international perspective of working with various cultures; and a legal presentation about privacy and working as an Education Assistant.

b. November, 2017

The focus was on first aid and certifying people to be compliant with WorkSafeBC regulations. We also offered basic first aid for supervision employees to familiarize themselves with knowledge of cuts, bumps and bruises.

c. Future sessions

January is the district day where many support staff attend the sessions organized for teachers. In addition, we will be offering a number of technology sessions for employees to upgrade and enhance their skills.

10. Pension Sessions (Amy Rafuse)

There are four (4) pension sessions scheduled in January. Two for Teachers' pension plan members and two for municipal pension plan members.

All sessions will be held at Sentinel in room 304 from 3:45-5:45pm

The meeting concluded at 9:15 a.m.