



Human Resources Committee Meeting Minutes

Tuesday, November 18, 2014 9:45am
School Board Office
Public Portion

Attending:

HR Department: Amy Yu, Stephanie Mascoe
Trustees: Carolyn Broady, Reema Faris
Senior Staff: Kim Martin, Dave Eberwein
WVAA: Judy Duncan
WVTA: Rob Millard
DPAC: Katie Bowkett
WVMEA: Bruce Scott

The public portion commenced at 9:55 am.
The meeting was chaired by Trustee Broady

1. Enrollment (Dave Eberwein)

Dave Eberwein reviewed the enrollment figures for local and international students. The local enrollment was 6647 students with a FTE headcount of 6726.625. The difference results from the number of courses in which a student enrolls. The partial number results from students taking less than or greater than a full course load. Our funding is based on FTE.

International students totaled 624 this school year. That is up slightly from last year.

Deputy Eberwein reported that anecdotally principals reported that we lost approximately 135 students as a result of the protracted labour dispute. The number is not exact because many families do not report a reason for their departure.

When we review our enrollment this year, we have over 1000 students registered in West Vancouver schools with a North Vancouver postal code.

2. Flu Clinic (Amy Yu)

Amy reported that we had a record turnout at the flu clinic this year with a total of 161 vaccines administered. Last year there were only 120.

Rob Millard requested that a day other than Friday be chosen for the flu clinic in future years. He agreed to survey his membership to see if a different day would result in greater attendance.

3. Recruitment (Kim Martin)

Kim Martin reported that the Executive Assistant to Dave Eberwein, Deborah Podurgiel, was leaving the Board mid-January, 2015. Recruitment is in progress and we hope to have the position filled shortly.

4. LIF Funding and Staffing (Dave Eberwein)

Deputy Eberwein reviewed the LIF funding process under the new collective agreements. The LIF Regulation remains in place to provide the funding and the money is now separated into two separate buckets: The LIF fund for support staff and the Education Fund for the teachers.

The LIF fund for support staff totals \$213,910 for this school year. The fund is split into two components: additional time for existing Education Assistants; and additional positions. Both components of the fund have been utilized with the addition of six (6) minutes per day for existing Education Assistants and the hiring of additional Educational Assistants.

The Education Fund for teachers has changed focus. Previously, professional development opportunities and training could be provided out of this fund. Teachers could also request additional in classroom supports like additional Education Assistants. The fund is now restricted to providing additional time and positions to BCTF members. The Education Fund for this school year is \$855,641. The money has been spent on adding time to existing part time teachers and to adding positions in areas identified during the consultation process.

5. Living with Balance (Kim Martin)

This is the BCTF Wellness program which delivers work life balance discussions and information for teachers. This year we were hoping to have two sessions: one in the fall and one in the spring. However, the late start to the school year means that we will offer a single session in the second term.

6. Training / Information Sessions (Kim Martin)

Human Resources, Payroll and the WVTA are having a number of inquiries from teachers regarding their pay and benefits. HR and Payroll will be attending at school sites to walk through what a pay stub looks like and to answer any questions.

A subsequent plan is to produce an interactive document online to review the paystub and benefits entitlements so that teachers can access this information whenever they have an inquiry.

Public portion adjourned at 10:20am