

**HUMAN RESOURCES COMMITTEE - PUBLIC MINUTES**  
**Tuesday, February 4, 2020 8:45 a.m. – 9:30 a.m.**

**In Attendance:** Trustee Brown, Trustee Donahue, Associate Superintendent Kim Martin, Renee Willock (WVTA), Spencer Capiere (WVTA), Cathie Ratz (WVAA), Monica Scoles (DPAC), Stephanie Mascoe (HR), Megan Lau (HR), Samarra Bohonis (HR), Bruce Scott (WVMEA)

---

The meeting commenced at 8:45 a.m. and was chaired by Trustee Brown.

**1. Recruitment**

Teachers (Stephanie Mascoe)

In January we went to UBC and SFU Faculty of Education career fairs. Later this month, we are going to McGill, two days at the University of Ottawa and then Toronto in March. The tour of central Canada is new, but we are hoping to attract French speaking candidates.

We are also trying to reach candidates using social media. We have been working with communications to post great photos that we send by twitter and Instagram to direct candidates to our booth at the career fairs. We are hoping to raise awareness and increase traffic at our booth.

In terms of the current school year, we are still seeing high levels of turnover on our TTOC list. We are continuously recruiting for TTOCs and that is likely to continue through to next school year.

Support Staff (Megan Lau)

We have visited colleges and have been invited to provide brief presentations to Education Assistant classrooms. Alex Campbell, Director of Instruction, Student Support Services and a current Education Assistant employee attend these sessions with HR to speak to their direct experience and day to day tasks in West Vancouver.

We attended at CDI college and Vancouver Career College with Mr. Campbell and an EA from Ridgeview elementary. We also attended at Langara college with an EA from West Bay Elementary.

The discussion is focused on what sets West Vancouver apart from other districts and why it's a great place to work. The students seem particularly interested in the fact that we provide an opportunity to get paid for spring break and that we pay support staff on professional development days.

## **2. Practicums**

Teachers

(Stephanie Mascoe)

We have had great success with our practicum students and are working with our teachers and principals to encourage people to take on practicum students. In this current school year, we had 4 SFU practicum students and will have 24 UBC practicum students starting this spring.

We are pleased to confirm that we have been able to place a practicum student from Montreal. She is French speaking and teaches music. She will be going to Rockridge Secondary School to do her practicum. Make a Future provides the practicum student with an allowance of \$1,000 to cover some costs. We are seeing more schools from eastern Canada ask about practicum placements and we hope we can accommodate more in the future.

Education Assistants

(Megan Lau)

This school year we started a practicum program for Education Assistants. The successful student practicum experience in teaching led us to explore this opportunity with colleges. Colleges and students are receptive. Currently, we have five (5) practicum students that began their four week session at the end of January. At the end of March, we have an additional six (6) students starting with West Vancouver Schools. All students are applicants from the colleges we attended in October and November, 2019.

### **3. Support Staff Collective Agreement Administration Matters**

**(Stephanie Mascoe)**

We concluded our negotiations with the WVMEA in June 2019. All other school districts have now also successfully negotiated their 2019-2022 agreements.

The safety of Education Assistants was a focus of discussion at the provincial table. The parties negotiated a Joint Health and Safety Task force. This Committee is focused on “procedures to eliminate or minimize the risk of workplace violence.”

The Committee has three key tasks:

- Deliver messages to all employers to acknowledge the importance of compliance with Worksafe regulations – completed.
- Review and develop a joint health and safety committee survey tool - This is going to be finalized later this month with an implementation goal of April 2020.
- Identify and develop training which may include Non Violent Crisis Intervention, ABA, training on worker rights and responsibilities including the right to refuse unsafe work. This is targeted for implementation in March 2021

### **4. Professional Development**

**(Samarra Bohonis)**

The January professional development day hosted by our West Vancouver professional development committee was a success. In addition to the general sessions, we had requests for more health and safety training. We hosted a session about the health and safety committee at each location as well as offering another “Bumps, cuts and bruises” course.

We are beginning to prepare the shape of the day for the May Professional Development Day. We will be starting this day with a celebratory breakfast for our Education Assistants. More to follow.

### **5. BCPSEA AGM**

**(Kim Martin)**

The BCPSEA AGM was held Thursday & Friday last week. We reviewed the regular business items: financial statements; selection of auditors and reports from the BCPSEA CEO and the Chair of the BCPSEA Board of Directors.

We received bargaining updates for each union. Stephanie reviewed the collective agreement next steps for support staff. On the teacher side we are in a holding pattern. Both Parties remain committed to engaging with the mediator. As long as the mediator remains engaged, no job action can occur. We are waiting to set meeting dates with the mediator.

Trustee Brown noted the historic overview of bargaining at the meeting and reminded everyone that 50% of the districts saw massive change in the composition of their Boards of Education. Many Trustees are new to the process and need to understand the history.

**The meeting concluded at 9:00 a.m.**