

MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, September 27, 2022

8:45 a.m. – 9:15 a.m.

MS TEAMS

Present: N. Brown (in the Chair); Board Vice Chair; S. Donahue, Trustee;
C. Kennedy, Superintendent of Schools; S. Mascoe (HR), S. Bohonis (HR),
L. Bagk (HR)

Stakeholder Representation: S. Capier (WVTA); S. Price (WVTA);
P Van Rhyn (WVMEA) M. Finch; S. Slater (WVAA); A. Yashkina (DPAC)

Growing our Own

HR Team

We are pleased to feature two Education Assistants, Tyler Mishima and Teresa Javier, who are stepping into a leadership position as Inclusion Support Team Leads. Tyler and Teresa are excellent education assistants who bring passion, kindness, and knowledge to the position to help support and grow education assistants throughout the district.

Staffing Update

Stephanie Mascoe

This has been a busy year with respect to recruitment. We have seen a significant increase in the number of teacher postings this year up from 68 last year to 142 this year. Support staff posting numbers remain consistent with previous years. We have filled our Education Assistant positions and are continuing to hire casual education assistants and casual clerical workers. We are experiencing particular challenges with the recruitment of our Early Childhood Educators needed for our Seamless programs. We are in the process of recruiting for our Vice Principal of Early Learning as well as to fill a Vice Principal vacancy and create a pool of Vice Principals. This recruitment process is on-going.

Recruitment Initiatives

Laura Bagk & Samarra Bohonis

In partnership with Langara College and Capilano University, the HR teams is working together and holding information sessions to help with the recruitment of education assistants.

One of the newest initiatives was recently launched as a recruitment fair at the West Vancouver Community Centre – the fair attracted over 20 prospective candidates.

Continuing will be the “Talent Tuesdays”, where the HR team will be partnering with “Make A Future” to host an information session about our District. The HR team will continue to



advertise on various social media platforms, place posters in the community, and will be introducing QR codes in schools to seek the interest from parents. Members of the HR team recently attending a Career Fair hosted at SFU, where graduating students were able to browse the booths, and our team was successful attracting maybe prospective applicants.

Telus Health Update

Samarra Bohonis

Since the initial rollout of TELUS Health in June 2022, the District's Employee and Family Assistance Program (EFAP), has reported 33% usage from district employees. The platform is efficient and easy to navigate, and HR will continue to encourage staff to access this service.

EA Development and Engagement Committee

Laura Bagk

As we continue to face recruitment challenges with respect to our education assistant group, we are continually looking for ways to attract applicants to West Vancouver Schools. In addition to a stronger focus on advertising our Spring Break Hours program, we have decided to launch an Education Assistant Development and Engagement Committee. This will be headed by our Inclusion Support Team Leads, with support from HR. We anticipate a group of 4-5 who will be responsible for arranging monthly professional development and engagement opportunities for their colleagues. Some ideas that we are hoping to action through this group include career exploration opportunities, such as BCBA or Counsellor, as well as supportive peer-led professional development.

Exempt Compensation Disclosure Process

Stephanie Mascoe

As a public board of education, we are required to report to the Public Sector Employers Council (PSEC) Secretariat about exempt compensation. We have annual and on-going requirements to report to PSEC about our executive employee compensation (CEO plus next four earners with salaries in excess of \$125,000) as well as on-going reporting requirements for senior employees – all exempt employees with a base salary of over \$125,000. The reporting looks at all elements of compensation includes salary, benefits, allowances, etc. The reporting is coordinated by BCPSEA. This reporting needs to be submitted by October 7, 2022.

Support Staff Bargaining Update

Stephanie Mascoe

BCPSEA and the K-12 President's Council reached a framework agreement. This framework agreement sets the guidelines for support staff bargaining in school districts throughout the province. The framework had a lot of details but here are the highlights: 3-year term July 1, 2022 to June 30, 2025.

General wage increases as follows:

July 1, 2022: \$0.25 per hour wage increase plus an additional 3.24%

July 1, 2023: 5.5% and up to 1.25% Cost of Living Adjustment (COLA) adjustment



July 1, 2024: 2.0% and up to 1.0% COLA adjustment

The COLA adjustments will be the annualized average of BC CPI over twelve months

Other changes include:

Funding to support local bargaining priorities; provincial committees including Labour Management, Support staff Education and Adjustment, Job Evaluation, etc.; funding to support enhancements to health and welfare benefits; Employee Support Grant to provide funding protection in the event of lost wages due to a lawful BCTF picket line.

The parties have to negotiate and have this ratified by no later than January 25, 2023. The full settlement can be found here: [Collective Agreements - BC Public School Employers' Association \(bcpsea.bc.ca\)](http://bcpsea.bc.ca)

Upcoming Events

There will be various training and professional development events in the coming months. To date, the HR and Payroll teams have completed orientations for all new hires. There will be additional training initiatives on the next Pro D Day on October (23rd). Members of the HR team will be attending a Health and Safety conference in October and look forward to sharing their information.

Adjourn: 9:24am