

MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, October 3, 2023

8:45 am – 9:15 am

MS TEAMS

Present: N. Brown (in the Chair); F. Zhu, Trustee; C. Kennedy, Superintendent of Schools; L. Hill, Assistant Superintendent; S. Mascoe (HR), S. Bohonis (HR)

Stakeholder Representation: S. Capier; C. Wigley (WVTA); P Van Rhyn, C. Fota (WVMEA)
M. Finch; S. Slater (WVAA); M. Yang (DPAC)

Growing our Own

Stephanie Mascoe

Three newly appointed administrators were featured: Cari Wilson, Vice Principal of Innovation and Technology; Hannah Rudson, Vice Principal of Caulfeild Elementary; and Stew Baker, Vice Principal at Rockridge Secondary.

Recruitment and Staffing Updates

Samarra Bohonis

The HR team maintains a creative and purposeful approach to their recruitment efforts. In the first month of the school year, team members actively participated in career fairs and recruitment events at Simon Fraser and Capilano University. They consistently seek innovative methods to distinguish themselves and draw top-tier candidates. As part of their strategy, they distributed mock business cards featuring messages such as “Don’t Forget About Us” and “Stay Connected” to make a memorable impact and remain a leading choice for potential educators.

Capilano University also hosted an information and recruitment fair for Education Assistants, which garnered a lot of interest to work for West Vancouver Schools.

The HR Team has scheduled a Spring information and recruitment session to maintain ongoing discussions and connections with individuals they’ve previously engaged with during these initial sessions.

There remains a focus on recruitment for Education Assistants in addition to a posting with our Information Technology department.



Public Interest Disclosures Act

Stephanie Mascoe

PIDA - The Public Interest Disclosure Act (also known as the Whistle Blower Legislation) applies to employees in the public sector and comes into effect specifically for school districts for both employees and trustees on December 1, 2023. This legislation is intended to encourage transparency, accountability and ethical decision making by creating a process for existing and former employees to report serious wrongdoing without fearing risk of retaliation.

Health, Safety and Wellness Updates

Samarra Bohonis

At the end of June, the HR team distributed a feedback survey regarding the TELUS Health Employee Family Assistance Program, which is available to all employees. Based on the responses received, the team has identified an ongoing need to educate employees about various program aspects. The HR team intends to conduct informational sessions for all employees and distribute customized seasonal flyers to enhance awareness and utilization.

District flu clinic scheduled for October 12th at West Vancouver Secondary School (South Campus Gym).

The team is in the planning stages of a Slip, Trips, and Falls prevention month and will share further details with employees in November.

Pay Transparency

Stephanie Mascoe

The new legislation places new requirements for employers to address systemic discrimination within the workplace, in particular the gender pay gap. Notable changes include prohibiting employers from inquiring about an individual's salary history, employers must display salary ranges on postings, and employers may not discipline/discharge an employee for discussing compensation. This Act will also require employers to report salary-related information. Details about these reporting requirements will come later in the fall and they are expected to take effect in the fall of 2024.

French Immersion Recruitment Initiatives

Stephanie Mascoe

The district received \$18,500 to support the French Immersion teacher recruitment efforts. This funding has been allocated towards offering signing bonuses of \$1,500 per teacher; having the HR team travel and participate in a recruitment effort in eastern Canada, and to enhance social media recruitment initiatives.

Adjourn: 9:19am