

January 15, 2017
Programs & Human Resources Committee

1. OPENING

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Sunday, January 15, 2017. The meeting was called to order at 12:55 by the Chair, Corey Parsons.

Members present: Corey Parsons, Chair
Hilary Primmer
Lester Simmons
Hayward Blake
Keith Culleton
Kevin Ryan
John George

Regrets: Scott Burden

Also in attendance: Tony Stack, Associate Director of Education
Lloyd Collins, Assistant Director of Education, Human Resources
Lucy Warren, Assistant Director of Education (Programs) East Region
Elaine Cross, Administrative Assistant, Human Resources

The Chair, Corey Parsons, welcomed the trustees and staff and thanked everyone for making the time to attend the meeting.

2. ADOPTION OF AGENDA

MOTION: Moved by Hayward Blake, seconded by Kevin Ryan, and carried unanimously that the agenda be adopted as presented with a minor change in the order of business to accommodate staff schedules. New Business is to be discussed before Business Arising.

3. CONSIDERATION OF MINUTES

MOTION: Moved by John George, seconded by Lester Simmons, and carried unanimously that the minutes of the January 4, 2017 Programs and Human Resources Committee meeting be adopted as presented.

5. NEW BUSINESS

5.1. Programs: Student Supervision Administrative Regulations

Tony Stack reviewed with the committee the Student Supervision Administrative Regulations. The policy was approved by the previous board in 2014 and these regulations are being brought to the committee for information purposes only. They include feedback received from legal and other external sources. It is the intent that the District will publish this as a working draft for the balance of this school year and would go into effect in September 2017.

Discussion followed regarding item number 2.14 involving the wording of gender diversity. It was agreed that further consultation would be sought from the LGBTQ community to ensure no one is prohibited from participating because of gender.

5.2. Consideration of Draft Policy: Prevention of Workplace Violence

Lloyd Collins presented the draft policy to the committee. He indicated that this is a first draft of the policy and has not yet gone for consultation. He also brought to the committee a more updated version of the policy that contained edits not in the original board package. It is the updated version that would be discussed today.

Lloyd briefed the committee on the policy and pointed out where updates had been made. He indicated that every employer is required to have a Workplace Violence Prevention policy. He also pointed out that the employer cannot guarantee that there will be no violence and that the purpose of this policy is to reduce the potential for violence.

It was pointed out that the scope of the policy should also include “outside contractors”.

Lloyd indicated that the vast majority of injuries to employees come from students with exceptionalities. We have other policies that govern student behaviour and have supports in place to deal with those issues. Care needs to be taken when completing the Hazard Assessment Form as a student cannot be labeled a hazard. It is the behaviour, not the student. These forms must be kept confidential.

It was suggested that the Hazard Assessment Form include a time, a place for a second signature, and that the scale be made clearer.

Lloyd asked that the committee agree to further consultation on this policy and review again at a future meeting before it is sent for Board approval.

MOTION: Moved by Lester Simmons, seconded by John George, and carried unanimously that the Programs and Human Resources Committee recommend that the District continue further consultation of the Prevention of Workplace Violence Policy as tabled at the January 15, 2017 meeting of the Programs and Human Resources Committee of the Board.



4. BUSINESS ARISING

The Chair gave an opportunity for committee members to have an open discussion on what topics they would like brought forward for discussion at future committee meetings. He also indicated that he would send out the Terms of Reference for the committee.

Lloyd Collins indicated that part of the role of the committee is to review and approve policies from both the Human Resources and Programs divisions.

Discussion took place regarding the role of trustees in general and the role of this committee. It was pointed out that this needs to be clarified now and cannot wait until the next scheduled board meeting in April. The chair indicated that he would discuss this with Board Chair, Goronwy Price.

Future meeting topics:

Chair:

Support Services and the need for an increase in supports for students with identified needs.

Hayward Blake:

Role of trustees, especially in terms of interacting with principals, school councils, and parents.
International Education

Lester Simmons:

Student Assessment Process

Hilary Primmer:

Student Assessment

Kevin Ryan:

CDLI

Difficulties faced by teachers who have small allocations in several schools

John George:

Terms of Reference for the committee

School Review Process

Finally, Lloyd Collins indicated that the first teacher bargaining meetings with the NLTA are scheduled for February 13th and 14th. All other unions have already started negotiations.

6. The next meeting will be held April 2, 2017 or at the call of the Chair.

7. ADJOURNMENT

There being no further business the meeting adjourned at 2:25pm. Motion to adjourn by Lester Simmons and seconded by Keith Culleton.

