

March 21, 2017

Programs & Human Resources Committee

1. OPENING

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Tuesday, March 21, 2017. The Chair, Corey Parsons, called the meeting to order at 12:05 p.m.

Members present: Corey Parsons, Chair
Goronwy Price, Board Chair
Hilary Primmer
Lester Simmons
Hayward Blake
Kevin Ryan
John George
Scott Burden

Regrets: Keith Culleton

Also in attendance: Darrin Pike, CEO/Director of Education
Tony Stack, Associate Director of Education
Lloyd Collins, Assistant Director of Education, Human Resources
Cathy Martin, Administrative Assistant, Programs

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 Lester Simmons seconded by John George, and carried unanimously that the agenda be adopted as presented.

3. CONSIDERATION OF MINUTES

MOTION: Moved by John George seconded by Scott Burden, and carried unanimously that the minutes of the October 1, 2016 Programs and Human Resources Committee meeting be adopted as presented.

MOTION: Moved by Kevin Ryan seconded by John George, and carried unanimously that the minutes of the January 15, 2017 Programs and Human Resources Committee meeting be adopted as presented.

4. NEW BUSINESS - Updates

4.1. Transfer of CDLI to District

The District received notification on March 2, 2017 that the Centre for Distance Learning and Innovation (CDLI) would be transferred to NLESD control, along with human and financial resources to conduct operations, effective April 2017. Meetings were held with the outgoing Director of CDLI and the Assistant Deputy Minister on March 3, 2017, with CDLI Teaching and Contracted staff on March 9, 2017 and with the current CDLI Administrator on March 16, 2017. The District is working with the impacted staff and their unions to ensure an orderly transition. CDLI is comprised of thirty teaching units and two technical support positions, which will be added to District staff. There is also a technical support contract with Memorial University that will be renewed by the Department of Education & Early Childhood Development before the transition takes place. These employees are contracted through MUN and their costs are covered from the contract fees paid to MUN.

No recommendation. Update is for information purposes only.

4.2. Review 360 Update

Mr. Darryl Feener, Senior Education Officer – Programs/Human Resources joined the meeting and presented a PowerPoint overview on Using Review 360 in the province.

Review 360 is computer software that allows teachers and administrators to record and analyze inappropriate student behavior in schools.

It will replace all current systems of office discipline referrals.

Review 360 summarizes all discipline entries and produces reports such as: types of incidents; consequences for incidents; location of incidents; timing of incidents; grade level reports; gender reports and bullying reports, etc.

Schools regularly review their data and use this information to guide their safe and caring school goals.

Reports are submitted to the Education & Early Childhood Development (EECD) three times annually.

Provincial data collected informs the District / EECD on the future requirement for focused work and programs.

No recommendation. Update is for information purposes only.



4.3. OH&S Update

District staff are working with Workplace NL to develop a training plan to address deficiencies leading to deficits in compliance with legislation. Monitoring by Workplace NL and NLESD Human Resources is proving to be effective, as the rate of compliance with reporting has improved since Fall 2016. Another round of reports is due from worksite committees on March 31, 2017.

The draft policy on Workplace Violence has been edited following consultation with NLTA and will be circulated for feedback this month. The policy should come back to committee before our June board meeting and, if acceptable to the committee, be on the board agenda for June 2017.

No recommendation. Update is for information purposes only.

4.4. Instructional Resource Teacher Staffing

Mr. Eugene May, Acting Assistant Director of Education, Western Region, joined the meeting. He provided an overview of the process used to assess students to determine pervasive needs. This process helps Human Resources determine the deployment of resources to schools.

The District receives allocation of teaching from the Department of Education & Early Childhood Development in two steps:

1. IRT units are allocated by a formula of 7/1000 (66,00 students = 462 units)
2. A second allocation of IRT2 units is given to the District to deploy to schools to meet the pervasive needs of students. This has been 314.50 units for the past 5 years.

District Programs staff gather data from schools during the months of Jan – March each year and recommend deployment to Human Resources.

Units are deployed to schools with the complete staffing deployment following the provincial budget.

District staff are eagerly awaiting the recommendations of the Premier's Taskforce as it is anticipated that there will be commentary and recommendations on staffing resourcing and deployment in the report.

No recommendation. Update is for information purposes only.

5. The next meeting will be held at the call of the Chair.

6. ADJOURNMENT

There being no further business the meeting adjourned at 1:38 p.m.. Motion to adjourn by Lester Simmons.

