

**May 16, 2017**  
*Programs & Human Resources Committee*

## **1. OPENING**

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Friday, May 16, 2017. The meeting was called to order at 12:20 by the Chair, Corey Parsons.

Members present: Corey Parsons, Committee Chair  
Hilary Primmer  
Lester Simmons  
Hayward Blake  
Keith Culleton  
Kevin Ryan  
Scott Burden

Regrets: John George

Also in attendance: Tony Stack, Director of Education (Interim)  
Lloyd Collins, Assistant Director of Education, Human Resources  
Lucy Warren, Associate Director of Education (Programs) (Interim)  
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 Kevin Ryan, seconded by Scott Burden, and carried unanimously that the agenda be adopted as presented.

## **3. CONSIDERATION OF MINUTES**

**MOTION:** Moved by Hayward Blake, seconded by Kevin Ryan, and carried unanimously that the minutes of the March 21, 2017 Programs and Human Resources Committee meeting be adopted as presented.

#### 4. BUSINESS ARISING

Status of CDLI was raised. Tony indicated that there have been no changes since the last update. There will be further discussions happening at the end of this school year regarding the possibility of expanding the program and course offerings, maybe in the form of a pilot project. In particular, the feasibility of Grade 9 math would be investigated.

Lloyd indicated that letters have been sent to all teachers involved and that he would give further information later in this meeting during his HR Staffing Update.

#### 5. NEW BUSINESS

##### 5.1. Programs: Assessment and Evaluation Policy

Tony indicated that this policy was first presented in draft to the working session of the Board on January 15, 2017 together with a consultation plan.

Lucy reviewed the results of the consultation received from principals, school staff and school councils. She indicated that the overall theme was the importance of consistency between schools as well as having a sample guideline for schools regarding mark reduction.

There was some discussion regarding Regulation 4.22 and using zero as a placeholder. Lucy indicated that it puts the onus on the student to complete a test or quiz if they do not want a permanent zero on their record. A student can recover from an error made earlier in the school year as they see the impact of that zero on their overall mark.

There will be supports put in place for administrators in the implementation of this policy. As well, Senior Education Officers and administrators will get together to develop sample school guidelines on how they will apply to their schools.

There was general agreement that this policy is an improvement over the previous policy.

**MOTION:** Moved by Lester Simmons, seconded by Keith Culleton, and carried unanimously that the Programs and Human Resources Committee recommend to the Board approval of the Assessment and Evaluation Policy as tabled at the May 16, 2017 meeting of the Programs and Human Resources Committee of the Board.



## **5.2. Programs: Instructional Use of Time Policy**

Lucy outlined that this policy is intended to protect instructional time by way of direction for general school operations as well as guidance around school activities that support students' holistic development. The development process included a review of four previous regional policies and regulations and the establishment of a committee of Senior Education Officers. It was then sent out to all principals for feedback.

There was discussion regarding Section 5.2 and access requests by political parties. Kevin suggested that it be changed to state, "No access to students or staff be granted to political parties during an election campaign or to individuals seeking election to any office during any portion of the school day. Elected officials may attend school functions where deemed appropriate by a school principal except during an election campaign".

It was suggested that maybe a separate policy might be more appropriate to deal with this issue instead of including in this policy. Tony added that the current wording being suggested does not allow any flexibility.

Hayward indicated that he would prefer to not vote on this policy today but rather defer it until further discussion can happen.

Trustees have been requested to send their concerns and ideas for this policy to Lucy by email over the next two weeks so that it can be considered for a revised version of the policy. The revised policy will be considered at the next committee meeting prior to the August Board meeting with the aim of having the policy in place prior to the start of the next school year.

## **5.3. Programs: Student Support Services Professional Learning**

Lucy brought the attention of the committee to the Briefing Note regarding Professional Development for teachers and support staff in response to the issue of increasing Student Support Services needs.

Corey reiterated the high importance of this issue. The needs of students are increasing, while IRT units are not. He indicated that the district needs to take more leadership on this issue now, before this September.

There was discussion regarding professional development that has been happening over the past several years in many schools.

Lloyd indicated that we have units in holdback now (more than in previous years) to address emerging needs that occur over the course of the school year. It is expected that the Premier's Task Force will have recommendations, which would be implemented in the 2018-19 school year.

Lucy indicated that the district will continue with more professional development, especially for student assistants. She also pointed out that the greatest need coming forward from schools is often with supervision during recess and lunch times.



#### **5.4. Human Resources: Staffing Update**

Lloyd Collins provided the following update on the staffing process to date:

- 205 teachers were reassigned
- 4 teachers in Labrador West were placed in lay off status, 2 of which will be recalled to contracts
- 35 teachers are in lay off status from previous years and we are currently offering contracts to them
- There were 150 teaching retirements

There are currently 505 contracts to be advertised as follows:

- May 26 - 153 Full Time Permanent (including administrator positions already advertised)
- June 16 – 185 Part Time Permanent
- June 23 – 149 Full Time Term Contract
- July 14 – 18 Part Time Term Contract

CDLI – There are 9 vacancies, including a program development position, a principal position, and a guidance position.

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

#### **7. ADJOURNMENT**

There being no further business the meeting adjourned at 1:40. Motion to adjourn by Lester Simmons, seconded by Kevin Ryan.

