

**January 25, 2018**  
*Programs & Human Resources Committee*

## **1. OPENING**

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Thursday, January 25, 2018 via teleconference. The meeting was called to order at 12:05 by the Chair, Kevin Ryan.

Members present: Kevin Ryan, Committee Chair  
Jennifer Aspell  
Hayward Blake  
Lester Simmons  
Hilary Primmer

Regrets: John George  
John Smith  
Scott Burden  
Bruce Cluney

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, Kevin Ryan, 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 Jennifer Aspell, and carried unanimously that the agenda be adopted as presented.

## **3. CONSIDERATION OF MINUTES**

**MOTION:** Moved by Kevin Ryan, seconded by Jennifer Aspell, and carried unanimously that the minutes of the November 1, 2017 Programs and Human Resources Committee meeting be adopted as presented.

#### 4. BUSINESS ARISING

No new business arising.

#### 5. NEW BUSINESS

##### 5.1. Programs: Policy GOV-109 Political Activity in Schools

The Political Activity Policy is intended to limit the impact of political activities on students and their learning; provide direction for employee involvement; and, ensure that District resources are not misused for political purposes.

The policy content was collaboratively determined by the Programs and Human Resources Committee through a Google document. A draft policy was developed based on the information generated through that process. The Committee further discussed and refined the draft policy in their face-to-face meeting on November 26, 2017. Following that, the draft policy was further revised and reviewed by the senior leadership team. Minor modifications were made based on their feedback.

Lucy confirmed for the committee that the draft policy in today's package is the final version that will be presented to the Board at the upcoming meeting on February 3, 2018.

**MOTION:** Moved by Hilary Primmer, seconded by Jennifer Aspell, and carried unanimously that the Programs and Human Resources Committee recommend to the Board approval of the Political Activity in Schools Policy as tabled at the January 25, 2018 meeting of the Programs and Human Resources Committee of the Board.

##### 5.2. Programs: Policy PROG-309 Research Studies and Surveys

This policy stems from the Research Studies and Surveys Policy of the former Eastern School District, the only district that had a public policy prior to amalgamation of the Boards. The NLESD has been using and revising the former Eastern District policy since 2013.

The policy revision process has included ongoing feedback from schools as well as District staff involved in the approval of research projects and surveys. The feedback has informed policy improvements in a number of areas. It has led to strengthening of policy statements around privacy as well as the documentation required for approval. There is reinforcement around the requirements that research is expected to benefit teaching and learning, and cannot negatively impact instructional time or cause undue interruption with school/District activities. The policy also makes it clear that organizations (e.g., media outlets, business enterprises, non-profit groups) cannot access students/staff to undertake surveys to meet their own agendas

The Research Studies and Surveys Policy and accompanying Administrative Regulations have been vetted by the Senior Education Officers and Assistant Directors - Programs.



There was some discussion regarding the number of requests that are received in a school year. While 30 to 50 may be received, approximately 20 of those are usually approved. It is also important that all researchers follow appropriate ethics regarding confidentiality in the use of surveys.

**MOTION:** Moved by Hayward Blake, seconded by Lester Simmons, and carried unanimously that the Programs and Human Resources Committee recommend to the Board approval of the Research Studies and Surveys Policy as tabled at the January 25, 2018 meeting of the Programs and Human Resources Committee of the Board.

### 5.3. Programs: French Policy Discussion

The Provincial curriculum in Newfoundland and Labrador includes several French programs and all students are required to complete Core French in Grades 4-9. Beyond Grade 9, students have the option to complete additional Core French courses.

There are also a number of optional French programs available in select schools throughout the District. These include Intensive Core French (Grade 6), Early French Immersion (EFI) beginning in Kindergarten, and Late French Immersion (LFI) beginning in Grade 7.

The NLESD does not have a French Programs policy but registration information specific to French Immersion programming is included in the Administrative Regulations of the School Zoning, Student Registration and Transfers Policy. The Administrative Regulations also contain a link to additional information pertaining specifically to French programs in the Eastern Region of the District.

Lucy indicated that the purpose here was to discuss some of the larger issues in developing a French policy. The enclosed document was a starting point to some of those issues.

Some discussion took place regarding class sizes, the need for a minimum number of students interested in French Immersion, and issues regarding multi-grading. The point was raised that this is an optional program. We should review attrition rates and how French Immersion affects the core curriculum. It should also have a clear communication piece so that parents new to the school system are aware of the policy.

It was agreed that the best approach would be for staff to develop some initial guidelines for the committee to review before the policy is drafted. This will be discussed again at a working session of the committee at the next Board meeting.

This being the last meeting to be attended by Lloyd Collins before his retirement on January 31<sup>st</sup>, Mr. Stack thanked Lloyd for his dedication and contribution to education with NLESD.

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

### 7. ADJOURNMENT

There being no further business the meeting adjourned at 12:55. Motion to adjourn by Jennifer Aspell.

