

May 28, 2019

Programs & Human Resources Committee

1. OPENING

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Tuesday, May 28, 2019 via Skype. The meeting was called to order at 6:17 p.m. by the Chair, Kevin Ryan.

Members present: Kevin Ryan, Committee Chair
Hayward Blake
Eric Ayers
Pamela Gill

Regrets. Lester Simmons
John Smith
Scott Burden

Also in attendance: Tony Stack, Director of Education
Ed Walsh, Associate Director of Education
Tiffany Stack, Administrative Assistant, Human Resources

2. ADOPTION OF AGENDA

MOTION: Moved by Hayward Blake, seconded by Eric Ayers, and carried unanimously that the agenda be adopted as presented.

3. CONSIDERATION OF MINUTES

MOTION: Moved by Eric Ayers, seconded by Pamela Gill, and carried unanimously that the minutes of the April 2, 2019 Programs and Human Resources Committee meeting be adopted as presented.

4. Business Arising

4.1 Review of Programs and HR Committee Work-plan

Workplan chart provided for updated progress report.

4.2 Guidelines for External Organizations

Mr. Walsh to action Guidelines for External Organizations to be included in the Admin planner for September 2019.

5. New Business

5.1 Policy Performance Accountability and Professional Growth (Decision)

The Newfoundland and Labrador English School District supports a performance appraisal and evaluation process for teaching staff and school administrators that is open and transparent, highlights good practice, supports continuous professional growth and development, fosters improvement and is consistent, fair and timely.

This policy applies to all teachers, teaching and learning assistants, and administrators as defined by the NLTA Collective Agreement with the Newfoundland and Labrador English School District.

The NLESD recognizes that a commitment to the professional growth of employees enhances employee engagement and commitment, and contributes to the growth of the organization. Effective and meaningful performance appraisal is collaborative and self-reflective; is open and transparent; requires a focus on continuous professional growth and skills development of an employee, and identifies areas for improvement.

This policy is an update to the District's original Policy passed on April 14, 2014.

Highlights of the revised policy include:

- a. Adding Teaching and Learning Assistants
- b. Regular review of performance appraisals will be completed by the Director of Schools.

After discussion, the committee recommended the policy for Board approval.

Recommendation:

That the Programs and Human Resources Committee recommend to the Board, approval of the amended Performance Accountability and Professional Growth Policy as presented.

MOTION: Moved by Hayward Blake, Seconded by Pamela Gill, and carried unanimously that the Programs and Human Resources Committee recommend to the Board approval of the amended Performance Accountability and Professional Growth Policy.

5.2 American Sign Language

Discussion regarding the requirements of volunteers requesting to provide an ASL program to students.

The next meeting will be held on Thursday, August 22, 2019, at 6:00 p.m.

6. Adjournment

There being no further business the meeting adjourned at 6:39 pm.