

*September 17, 2020  
Programs & Human Resources Committee*

## 1. OPENING

The Programs & Human Resources Committee meeting of the Newfoundland & Labrador English School Board was held on Thursday, September 17, 2020 via Zoom. The meeting was called to order at 6:00 p.m. by Kevin Ryan.

Members present: Kevin Ryan,  
Hayward Blake  
Pamela Gill  
Scott Burden

Regrets. Keith Culleton, Committee Chair  
Eric Ayers  
Raymond Bennett

Also in attendance: Ed Walsh, Associate Director of Education (Programs & Human Resources)  
Georgina Lake, Assistant Director of Education - Student Services - Avalon  
Tiffany Stack, Administrative Assistant, Human Resources

## 2. ADOPTION OF AGENDA

**MOTION:** Moved by Kevin Ryan, seconded by Pamela Gill, and carried unanimously that the agenda be adopted as presented.

## 3. CONSIDERATION OF MINUTES

**MOTION:** Moved by Hayward Blake, seconded by Pamela Gill, and carried unanimously that the minutes of the May 28, 2020 Programs and Human Resources Committee meeting be adopted as presented.

## 4. Business Arising

### 4.1 ASL Immersion Site - Eastpoint Elementary

Mr. Walsh introduced Ms. Georgina Lake, Assistant Director of Education - Student Services to provide an update on the ASL Immersion Program at Eastpoint Elementary. Ms. Lake advised that the program currently has 7 students enrolled. These students come from the greater St John's Metro Region.

## **5. New Business**

### **5.1 Programs/HR Work Plan 2020-2021**

The Programs-Human Resources Work plan chart was presented. This document is intended to be dynamic and can have items added to it during the year. Committee members requested that the following be added to the work plan for the upcoming year.

1. French Programming
2. Student Violence that occurs away from school property
3. Performance Appraisal for Probationary Teachers

The committee had some discussion regarding the bussing policy and how it might be reviewed. Mr. Walsh will review this with Mr. Terry Hall, CFO/Assistant Director of Education - Corporate Services to determine the next steps.

### **5.2 Performance Appraisal Probationary Teachers**

The District's Performance Appraisal Policy for Probationary Teachers was discussed. Committee members requested more information on the process of performance appraisal as well as how a substitute teacher progresses through the various forms of appraisal prior to becoming a permanent tenured teacher.

### **5.3 French Programs**

The committee discussed the potential for delivering french programs through video conferencing software, such as Zoom. The committee requested that staff further review the possibilities of offering French Immersion virtually.

### **5.4 Staffing update**

Mr. Walsh provided the committee with a review of the staffing statistics from April 24, 2020 to the present day. The report contained statistics on term substitutes, administrator and guidance positions. Student assistant recall, remote learning and employee wellness and safety.

## **6.0 Next Meeting**

Mr. Walsh will advise the committee of the next meeting date.

## **7.0 Adjournment**

There being no further business the meeting adjourned at 7:30 pm.