

AGENDA: 5:30 pm

1. Call to Order
2. Approval of the Agenda
3. Staffing, Recruitment and Hiring Update
4. Resolution Into Private Session as per the Education Act, Section 207.2

(b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee member, an employee or prospective employee of the board or a pupil or his or her parent or guardian

5. Meeting resumes in public
6. Adjournment



EXECUTIVE REPORT TO HUMAN RESOURCES COMMITTEE

TO: HUMAN RESOURCES COMMITTEE

FROM: Manny Figueiredo, Director of Education

DATE: Tuesday, May 21, 2019

PREPARED BY: Jamie Nunn, Superintendent of Human Resources

RE: Staffing, Recruitment and Hiring Update – Spring 2019

Action

Monitoring

Background

Throughout this school year, the Human Resource Services Division has maintained a focus on recruiting, hiring and staffing occasional pools and permanent positions (as they arise). Given our needs, we have been actively hiring for all board positions. As we continue to move through the budget development process in preparation for 2019-2020, regrettably, we have had to announce redundancies for the both the Secondary Teachers (OSSTF) and the Professional Student Services Personnel (PSSP) bargaining unit. The following report provides a summary of our work to date, including the current staffing outlook for each group.

Staff Observations:

Elementary Teacher Staffing

Throughout the 2018 -2019 school year, the Board has hired 101 permanent elementary teachers. As of the time of this report, we have received 57 retirements for June and we anticipate we will hire an additional 20 permanent teachers for September given our needs. The Board did not declare any elementary teaching staff redundant.

Considering the needs in elementary, we have completed two rounds of hiring for our Elementary Occasional Teacher Roster. In total, we have hired 262 occasional teachers since September 2018. We continue to actively recruit and interview monthly for French-speaking positions. We also attended Teacher Employment Fairs in Montreal, Toronto, Sudbury, Ottawa, and London.

Secondary Teacher Staffing

Throughout the 2018-2019 school year, the Board hired 41 permanent secondary teachers. As of the time of this report, we have received 33 retirements. On May 1, the Board declared 99 secondary teachers redundant. At the time of this report, we have been able to recall 12 secondary teachers; however, 87 teachers remain redundant.

Similar to elementary, we have been actively recruiting and hiring secondary occasional teachers. Since September, we have hired 122 occasional teachers.

Professional Student Services Personnel (PSSP)

Our Professional Student Services Personnel group represents kinesiologists, psychologists, social workers, speech & language pathologists and psychoeducational consultants. We hire for these positions as they become available within the school board. On May 15, due to budget constraints, we were required to declare seven PSSP staff members redundant for 2019-2020. Staff will provide an updated PSSP recommendation for Trustee discussion and decision at the appropriate time within the budget development process.

Support Staff

Our support staff play a valuable role within our schools. Throughout this school year, we have held a variety of postings for Educational Assistants (COPE), including occasional staff, Designated Early Childhood Educators (DECE) including occasional staff, Office Clerical Technical (OCTU), including occasional staff, and Canadian Union of Public Employees (CUPE) including supply staff.

We have conducted Job Fairs at the Education Centre for both CUPE and OCTU employees to hire occasional employees, and these events were highly successful and well attended.

In total this year, we have hired 82 Educational Assistants to the occasional supply list, 35 Designated Early Childhood Educators to the occasional supply list, 67 Office and Technical Workers to the OCTU supply list and 39 casual CUPE staff to the CUPE occasional supply list.

As we continue the staffing process for 2019-2020, we will not declare any Designated Early Childhood Educators, Office and Technical Workers or Caretakers and Maintenance staff redundant. The Board anticipates we will hire staff from these groups into permanent vacancies this fall.

Recently, Board staff reached an agreement with the Canadian Office and Professional Employees Union Local 527 (COPE Local 527) to formally introduce Child and Youth Care Practitioners as a distinct job class within the collective agreement. We currently have a job posting for this position for both internal and external candidates on our Careers website.

Principals and Vice Principals

We want to ensure we have healthy pools of leaders available for Principal and Vice-Principal vacancies as they arise. To ensure this focus, the Board offered three (3) principal promotion processes since September. In the fall, we placed five names in the Elementary Vice Principal Pool (three internal candidates and two external candidates). All five are now appointed and working as Elementary vice Principals within HWDSB. During the second process, we placed two names in the Elementary Vice Principal pool - one internal and one external. Finally, last month, we placed two names in the Elementary Vice Principal pool - one internal and one external.

Next Steps

The Human Resources Team is committed to increasing the number of staff available for occasional and daily supply work within our schools. We are working closely with Corporate Communications to promote and encourage interested candidates to apply to the postings. We have also worked closely with Human Rights & Equity Officer, Yohana Otite, to review our practices and identify additional locations to post jobs that will assist with communication to a more diverse candidate pool.

The Board is also working with Turner Consulting to complete an Employment Equity Audit that will review the Board's current hiring practices. We look forward to the recommendations from this Audit. We anticipate the Audit will be complete by December 2019.