

AGENDA: 6:00 p.m.

1. Call to Order
2. Approval of the Agenda
3. Land Acknowledgement
4. Employee Staffing Report: Recruitment, Unfilled positions
5. Employee Staffing Report: Preparing for the 2023-2024 School Year

We acknowledge our presence on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty.

The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity.

We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.



EXECUTIVE REPORT TO HUMAN RESOURCES COMMITTEE

TO: HUMAN RESOURCES COMMITTEE

FROM: Sheryl Robinson Petrazzini, Director of Education

DATE: April 18, 2023

PREPARED BY: Jamie Nunn, Superintendent, Human Resource Services

RE: Employee and Staffing Update

Action **Monitoring**

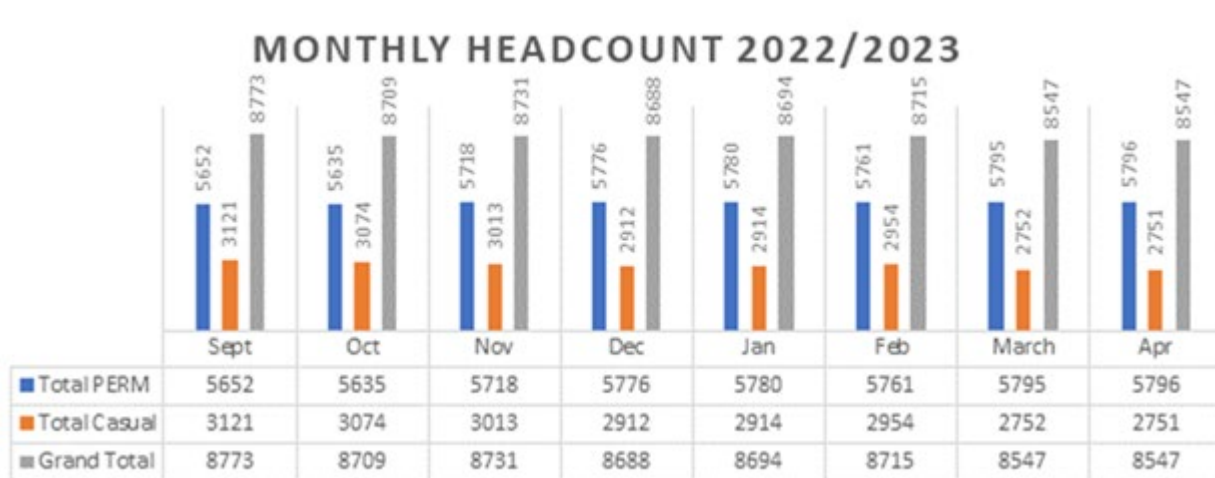
Background

Human Resource Services continues to recruit and hire for occasional positions to maintain healthy pools of staff to call upon for daily positions. Human Resource Services continues this recruitment effort in response to both current vacancies and anticipated future positions due to a variety of factors including:

- Increase in elementary and secondary student enrolment;
- Additional positions funded through Support and Students funding (central bargaining);
- Additions positions funded through COVID Learning Recovery Funding and Non-GSN Funding (funding all school boards have received whereby drawing upon our current occasional pools)
- Employee demographics within certain employee groups.
- Need to expand our occasional pools given the growth in permanent positions.

Total Number of Employees

As of April 1, 2023, HWDSB employed 8,547 employees (5,796 permanent and 2,751 casual staff).



Recruitment

As previously reported to the Board, Human Resource Services has recruited and onboarded 214 new employees for all employee groups since the start of the new school year. The following chart summarizes the hiring for all employee occasional pools as of the time of this report:

Employee Group	Number of Individuals Hired	Current Pool Size	Available for Daily Occasional Work
Elementary Occasional Teachers	10	808	602
Secondary Occasional Teachers	45	446	345
Educational Assistants including Child and Youth Care Practitioners	97	395	197
Office and Clerical Workers	35	192	138
Caretaking Staff	6	134	103
Designated Early Childhood Educators	21	169	108

Unfilled Daily Positions

Despite the Board's ongoing recruitment efforts to maintain healthy pools of occasional staff, staff are unable to fill all posted vacancies on a daily basis. There are a number of reasons for this, including:

- HWDSB is within a large urban setting neighboring on school boards that are all actively recruiting for all positions.
- All school boards have received Ministry COVID-19 funding (and potentially used their reserves) to lower class sizes or hire additional staff (many of whom may already be HWDSB occasional/casual employees thus unavailable for HWDSB occasional or long-term occasional work).
- The Board continues to be in a permanent hiring stance for all employee groups and will be for the duration of this entire school year. As we continue to hire from our pools, it will reduce the number of staff available for daily occasional work if we are unable to recruit enough staff to backfill these occasional pools (despite ongoing recruitment).
- Occasional/casual staff have made the professional decision to take a leave from work in the education sector at this time given the uncertainties of the pandemic and the return to in-person learning. Staff may also have found temporary seasonal work or similar work, however, in a different sector.
- Compared to teachers, hourly rates differ between school boards for Education Workers.

Overall Fill Rates: September 2022-March 2023:

The following chart summarizes the overall fill rates by occasional staff members from September 2022- March 2023:

Month	Overall Fill Rate	Teacher Fill Rate	Elementary Teacher	Secondary Teacher	Education Worker Fill Rate	Educational Assistant	DECE	OCTU
September 2022	85%	96%	97%	94%	72%	48%	93%	89%
October 2022	79%	92%	91%	92%	63%	36%	76%	84%
November 2022	71%	80%	80%	80%	57%	32%	69%	80%
December 2022	69%	80%	81%	77%	56%	31%	68%	79%
January 2023	78%	91%	91%	92%	64%	34%	80%	95%
February 2023	74%	84%	83%	87%	60%	30%	73%	92%
March 2023	74%	82%	81%	85%	62%	32%	84%	92%

(*) – Includes all permanent elementary and secondary Teachers and Teachers in long-term occasional assignments.

(**) – includes all permanent Education Workers and Education Workers in long-term occasional assignments (Educational Assistants, Child and Youth Care Practitioners, Designated Early Childhood Educators, Office and Technical Workers and Caretakers). Further, in some employee groups, not all absences are covered on the first day of absence.

Next Steps

Human Resource Services has launched their spring recruitment plan and will continue to recruit for our occasional pools to minimize the number of unfilled teaching and support positions and attract staff who have been traditionally marginalized through our staffing processes. Our Employment Equity Officer plays a pivotal role in the implementation of focused recruitment efforts for current and future staffing positions aligned to our Employment Equity Audit Action Plan.



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TO: HUMAN RESOURCES COMMITTEE

FROM: Sheryl Robinson Petrazzini, Director of Education

DATE: April 18, 2023

PREPARED BY: Jamie Nunn, Superintendent, Human Resource Services

RE: Staffing Update: Preparing for the 2023-2024 School Year

Action

Monitoring

Background

HWDSB staffing needs are determined during our spring staffing processes based on projected student enrolment and confirmed based on actual enrolment during fall reorganization. Staffing timelines are determined based on Collective Agreement language and can vary depending on each employee group.

Staff Observations

As we prepare for the 2023-2024 school year, staff note:

- Elementary class sizes and secondary class sizes are aligned to local collective agreement class sizes,
- Elementary and secondary student enrolment has increased,
- HWDSB has not received confirmation from the Ministry regarding Support and Students funding (for all groups), Priority and Partnership funding, COVID19 Learning Recovery funding and non-GSN funding,

Impact on Current Staffing Levels

Human Resource Services declared 53 elementary teachers and 7 Designated Early Childhood Educators (DECE) redundant from their positions on Thursday, April 8, 2023. Further, staff within various system roles were declared surplus from their positions on April 11, 2023 as there was not a current funding source for these positions.

Next Steps

Staffing continues to evolve through our staffing timelines within our Collective Agreements and further announcements of the Grant for Student Need (GSNs) and Priority and Partnership Funding.

Secondary school enrolments are currently being determined for the 2023-2024 school year, which will affect our total secondary staff allocation.

HWDSB has received Support for Students funding as part of the OCEW and CUPE Central Agreements and we will add these valuable Education Worker positions back into our staffing complement for 2023-2024.

Human Resource Services staff will bring back a detailed report at the next Human Resources Committee meeting in June in regard to our staffing levels and the impact of various funding announcements including the Grant for Student Need (GSNs).