

# **HIGH SCHOOL APPRENTICESHIP PROGRAM**

## **Professional Learning Group**

### **Meeting Agenda**

**DATE:** Friday, May 8, 2020  
**TIME:** 10:00 – 11:30 a.m. (BYO Coffee, Fruit and Pastries)  
**LOCATION:** Virtual Meeting via Microsoft TEAMS

1. Call to Order - Steve Proskurnik
  - a. Review Agenda
  - b. Treaty Acknowledgement
  
2. Meeting Instructions, - Steve Proskurnik
  - a. Turn off video
  - b. Mute sound
  - c. Ask questions via the chat feature, one HSAP member will monitor the chat feature
  
3. Safe Workers of Tomorrow - Andy Reimer
  - a. Torin Proulx asked to forward the following announcement from SWOT:  
The outbreak of Covid-19 has led to the indefinite closure of all schools and non-essential businesses in the province. This is a rapidly changing situation, and we are adapting our services to ensure we can continue to educate young and vulnerable workers on workplace safety and health rights and employment standards legislation.  
  
We are prepared to work with whatever online format is most convenient to provide your school or organization with workshops from our dynamic presenters. As always, these presentations are free of charge.  
  
We are open for business. To set up a presentation, please contact our coordinator Marjorie at [marjorie@workersoftomorrow.com](mailto:marjorie@workersoftomorrow.com).  
  
b. If staff or students have any questions about Employment Standards legislation, the YWRCC, or safety and health practices as they apply broadly, or specifically to these times of social distancing, they are welcome to call or email Torin Proulx @ [torin@workersoftomorrow.com](mailto:torin@workersoftomorrow.com) or (204)792-4654.  
c. Our resources are also being made available on Maple, thanks to Ruth, so our Student Resource book is available there as well.
  
4. Review Notes of Previous Meeting and Mapping mtg - Andy Reimer
  - a. HSAP PLG meeting in February details
    - i. Safe Workers of Tomorrow: First Aid Training – SWOT is working towards providing first aid training to students (full Level C training). Looking for schools to partner with and pilot what this process would look like. Half of the training will

be done online (4 hours) and half will be done as a practical component (4 hours). There will be a fee associated with this training, but it will be more cost effective than it would normally be.

- ii. Manitoba Education and Training – Kim Poirier is looking for feedback from this group to develop an HSAP website. Please forward directly to Kim P.
- iii. Mapping Meetings – AM, MET and HSAP subcommittee have met twice to map out HSAP teacher coordinator activities. The purpose of the mapping activity is twofold:
  1. Provide new HSAP teacher orientation resources for HSAP processes
  2. For AM and MET to look for efficiencies in how HSAP is delivered
- iv. Manitoba Labour Market presentation from Lisa Bukowski
- v. CSAM Safety Trailer Demonstration includes: 1) Safe Lifting 2) Fall Arrest 3) Eye Protection, and 4) Hand Safety.
  1. If you are wanting to book CSAM on Tour, keep in mind the space requirement (18 feet high).
  2. Book CSAM on tour [safety@constructionsafety.ca](mailto:safety@constructionsafety.ca)
  3. Weather dependent if outside (April to late September/early October).
  4. 35-45 min presentations.
  5. Cap at approximately 30 participants.
- vi. Nikanik Ohci Foundation Inc. Raffle. Presented by Garry Neufeld of Frontier School Division extended the raffle to October 30, 2020. Poster Included.

## 5. Reports and Updates

### a. Education and Training

- Jackie Knight/Kim Poirier

- i. Report of Updates – see Kim Poirier’s handout “Manitoba Education Update TVLC/HSAP” and “Support Document”
- ii. Learning is continuing in Technology Education and Career Development Education. The COVID-19 response means that information is constantly being updated. Teachers can get the most recent updates from their Superintendents.
- iii. All work placements were suspended on March 20, 2020.
- iv. Please see Kim’s report for how technical vocational courses are to work during the time of COVID-19 suspension. For now, schools are to focus on theory. Gap training measures for practical hours will need to be looked at by the school divisions and MET.

- v. HSAP has been suspended indefinitely for this school year. As indicated by Apprenticeship Manitoba, hours accumulated to date should be signed off by employers and “held” until the program is reinstated. If parents consent to students continuing their work while the program is suspended, students may request consideration for the hours worked, when HSAP resumes. Options for students to obtain high school credits for the current year are as follows:
- a. **Grades 9-11:** If a student has accumulated 110 hours in an HSAP course, the student will receive the associated HSAP credit. Employers are asked to sign off on the course as at March 20, 2020. If a student has accumulated less than 110 hours, the credit is “on hold” until the program is reinstated. If parents support the student’s continued employment during the suspension of HSAP, retroactive hours may be considered.
  - b. **Grade 12:** Credits required by Grade 12 students for graduation will be granted to ensure that students are able to graduate on time. If a student has accumulated 110 hours in an HSAP course, the student will receive the associated HSAP credit. Employers are asked to sign off on the course as at March 20, 2020. If a student has accumulated less than 110 hours as of March 20th and requires the credit for graduation, hours can be transferred to an alternate course ( see below ) and the student should be provided with the opportunity to continue learning about their trade in the absence of on-the-job hours. For further information on this option will be available by visiting [Mapleforem.ca](http://Mapleforem.ca) or by contacting Manitoba Education.
  - c. **9809 Employment, Training and Workplace Ready** – HSAP course code to allow for grade 12 HSAP students to complete an unfinished HSAP Credit. The resources for this course are in Maple: The Maple Link: <https://app.mapleforem.ca/en/groups/244/wiki/pages/2128> . The amount of content needed to complete the course is left to the professional judgement of the teacher.
  - d. **Questions to MET:**
    - i. If we have students that have completed the hours for HSAP credits, can we still put those courses through at the end of the year? (completed before March 20th) – Answer: Yes. *Credits achieved up to and including March 2020.*
    - ii. Can students who do not need the credit to graduate use the 9809 credit? – Answer: Yes. Students would need to be moved out of the current course code and have the new course code added (9809 Employment, Training and Workplace Ready).

**ADDITION (Jackie Knight):** *The 9809 course code was created to assist students for graduation. A graduating student with less than 110 hours can be transferred into course code 9809 and continue learning remotely to receive the credit. A graduating student with less than 110 hours that does not need the credit for graduation may use the 9809 option, however if the credit is not needed for graduation it may not be necessary. As outlined in our report, for students in grades 9-11*

*with less than 110 hours the credit is “on hold” until the program is reinstated. The 9809 credit was not created for this purpose.*

- iii. Where is the document that parents can sign off to continue HSAP? Answer – HSAP is suspended. Schools don’t get parents to sign off on HSAP. Parents can choose to allow students to work but not as a school program.
- iv. Can students get HSAP credit after the suspension is lifted? Answer - MET may consider the hours but not at this point. Currently, there is no protocol for students to get high school credit.
- v. Why do students need to do the HSAP theory course in grade 12 if they already have a mark? Answer – there needed to be a plan in place to allow learning to continue. Since students could not work during the suspension, an alternative method of learning was needed to allow learning to continue. A theory-based course is the only alternative. If a student is unwilling to engage in the material, that is between the teacher and student to sort out.
- vi. Can the HSAP theory course materials be shared in Brightspace (online MET web courses)? Answer - MET may investigate it but suggested using Maple because it is already there.
- vii. Would students be covered by workers compensation if they choose to “volunteer”? Answer – No.
- viii. With HSAP suspended, is there any information as to what this means for students that have intention of transitioning to post-secondary/apprenticeship route? Answer – MET is in contact with AM and will share the concern.
- ix. What happens to a grade 11 HSAP student who is not able to make up the hours during the summer and is now down three potential credits? Will they need to make up the credits with different courses in their grade 12 year? Answer – If the student was after a SYTEP diploma and need a cluster of 8 technology credits, that student will have to make up the credits with other elective credits or change to the regular diploma. A student not after a SYTEP diploma does not need a cluster of 8 HSAP credits.
- x. Will Manitoba Education consider lifting the suspension on HSAP before the end of June so teachers can help students register for HSAP for summer hours and so Apprenticeship Manitoba has the freedom to process applications for the summer and fall? This is the application season for HSAP’s normal application cycle where we have the most interest from students and parents. How do we set ourselves up for success for next year? Answer - MET is still working under the Provinces Health recommendations. There is no talk currently about lifting the HSAP suspension. MET will inform us immediately when that changes. MET understands the importance of summertime for HSAP students.
- xi. Is AM allowing the baking trade as an option for HSAP students? Answer – MET will connect with AM about this question.

- vi. SSEEf – application due dates will be extended to sometime in September 2020. The date should be posted before the end of this school year.
6. FAQ's for HSAP Suspension/Finishing the School Year – some questions were addressed by MET and the remaining will be brought forward to AM through MET.
    - a. How do we complete partial HSAP credits for grads/undergrads?
    - b. Will the suspension be lifted during summer allowing HSAP to continue?
    - c. Can grads register for post-secondary apprenticeship this July?
    - d. How do I get confirmation letters from AM?
    - e. How do I get blue books from AM to transition grads?

7. Next year's meeting dates:	Location:
	Date
i. Meeting 1	Fri. October 2, 2020
ii. Meeting 2	Fri. December 11, 2020
iii. Meeting 3	Fri. February 26, 2021
iv. Meeting 4	Fri. May 7, 2021
	Apprenticeship MB or Remote

Other possible meeting places include:

1. Portage
  2. Selkirk
  3. CSAM
8. Meeting Fees – leftover fees (\$25/paid member) from last year to be used next year.
  9. Kim Poirier HSAP COVID-19 Encouragement
    - a. Province of MB values HSAP education – HSAP is providing skills for the future.
    - b. HSAP teachers are encouraged to keep taking in applications for HSAP. Take in the applications, put them on hold until AM is able to accept them.
    - c. Keep promoting HSAP. Keep encouraging students to get involved with the HSAP pathway.

**HSAP PLG Members Valued Activities - From previous HSAP-PLG Meeting notes**

1. Members appreciate the networking aspect of the HSAP-PLG and there should be even more time allotted to networking/sharing of ideas structured or otherwise.
2. Members appreciate the professional support and advice from AM, ICAB and experienced HSAP teachers.
3. There is great value in being current with the most recent information regarding HSAP through meeting and email notifications.
4. Continue to review the trades at meetings especially the tricky ones, have more newbie sessions. Intentional mentorship?
5. We all appreciate the value of HSAP and continually find ways to share it with everyone.
6. Employers should continue to be an important part of the HSAP-PLG meetings.