



District Parent Advisory Council
No. 57 Prince George
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Minutes - DPAC General Meeting

Monday January 11, 2021 @ 6:30p.m.

ZOOM Meeting ID: 656 7488 7171 Password: Kd5t*1cv

Attendance:

DPAC Executive: Andrea Beckett (Chair), Gillian Burnett (Vice-Chair/STKRSS), Arlene McKibbin (Treasurer), Rickie Mitchell (Secretary/Blackburn), Amie Thibodeau (Director), Laura Weller (Director/CLA), Christa Porter (Director)

PAC Representatives and Parents: Nicole Laferriere, Tara Gauthier (Spruceland), Wendy Wedman (Pineview), Crystal Martin (Glenview), Jodi Wilson (Heritage), Andi Duperron (Edgewood), Julie Anderson (ELDB/DPSS), Kaitlyn Anderson (Buckhorn), Erin Tulle (EHPE)

Respecting the beautiful unceded ancestral lands, culture, and people of the Lheidli T'enneh.

- 1) Call to order, Territorial Acknowledgement @ 1833hrs by Andrea Beckett (Chair); Minutes being recorded by Rickie Mitchell
- 2) Adoption of Agenda and Adoption of Minutes from previous meeting(s):
 - a) Adoption of the January 2021 Agenda *Motion:* Gillian Burnett *Second:* Christa Porter
 - b) Adoption of the December 2020 Minutes *Motion:* Tara Gauthier *Second:* Amie Thibodeau
Correction: Julie Anderson DPAC Rep for Ecole Duchess Park Secondary; not Nicole Laferriere
- 3) PAC Networking and discussion
 - Younger kids at the high school level are often not wearing their masks; they are often asked to but do not. As for older high school kids, most do wear them, but it is typically the same kids who consistently don't/won't wear their masks.
 - Parents brought up making masks mandatory as some feel the repercussions for a student not wearing their mask is out of proportion in terms of severity. Curiosity as to what the consequences are. Answer is that it is treated as a breach of conduct and each district has their way of administering progressive discipline.
- 4) Review and Adoption of Executive Reports - as circulated
 - a) Executive Board Report (Chair and Vice-Chair) *Motion:* Amie Thibodeau, *Second:* Nicole Laferriere
 - b) Treasurer's Report and copy of Bank Statement – *Motion:* Christa Porter *Second:* Gillian Burnett
Arlene adds: For FoodSafe, we will be reimbursing the PAC, NOT the individual
 - c) Director's Reports – None

5) Approval of Constitution & Bylaws

In order to facilitate the task of updating our Bylaws and Constitution, we have circulated a copy of the revisions. We are voting tonight on the content and not the formatting. Formatting will be corrected prior to posting. We will work through the proposed changes by dealing with one segment at a time. I will open by providing the rationale for the changes, then members will be given the opportunity to comment on and discuss the proposed changes. Once discussion has concluded, I will make an appropriate motion based on the discussions.

**See Working Document attached - revisions are indicated in purple and green, amendments made during the meeting are in red.*

Article 2: Purpose of the Council

Rationale – There are proposed changes to this section to better reflect the current practices of DPAC.

Motion: Gillian Burnett – That the proposed changes to Article 2: Purposes of the Council be approved as amended.

Second: Crystal Martin. All in favor – motion carried.

Bylaw 1: Terms

Rationale – To update and expand the list for clarity.

Gillian recommends rejecting the change #1

#2 a parent is defined as per the school act - a parent or guardian of a child or children registered at a school in the district according to the School Act

Take community organizations and partner groups part out

Motion: Gillian Burnett – That Bylaw 1: Terms be **referred to committee** to confirm the definitions for stakeholders and rightsholders.

Motion: Laura Weller – That the proposed changes to Bylaw 1: Terms to be approved as amended.

Second: Julie Anderson. All in Favor – motion carried.

Remainder of Item 5 Approval of C&B – deferred until after the Partner Groups

7:30pm – Partner Groups enter

Cindy Heitman (Deputy Superintendent), Tim Bennett (SD57 Board Member), Parrish Child (District Principal and Vice Principals Association), Joanne Hapke (PGDTA), Karen Wong (CUPE Local 3742), Olivia Wankling (DSAC)

6) Partner Group Presentations & Reports *(no questions submitted by DPAC this month - requested updates)*

a) Senior Administration Report: Cindy Heitman

- 29 exposures out of 15,000 people in 5 months; only effected 15 out of 41 schools in the District
- Reiterating communication of COVID exposure notifications, definitions of exposure, cluster, outbreak in schools.
- They are trying to provide communication in the quickest way possible. SD57 Board goes by Northern Health criteria what "close contact" means and who. More information on the website to come (simplified flow chart, definitions, explaining delays/why, etc.).
- Planning review of restart plan. Looking for SD57 participants.

Q: What have symptoms been/children sent home with symptoms? What has attendance been like?

A: (Cindy) has asked the schools for data because they would like to see these numbers as well and information around attendance (and why students might not be at school). Also taking a closer look at weekly absence numbers in schools.

Q: Where to find Northern Health numbers?

A: (Tim) Front page SD57 site - exposure events

Q: Can you tell us how many of the 29 exposures happened as a transfer in the school?

A: (Cindy) There is no indication that any of the 29 exposures were transmissions from the school. Can't say none as (I am) not a medical expert and SD57 only knows the information that they have been given (by Northern Health).

b) School Board Trustee Report – Tim Bennett

- Thanking all staff, students, parents who are following the rules to help minimize the risk/exposures in what they do each and every day.
- SD57 board had special meeting looking at:
 - 1 To record & archive school district meetings (videos will stay up for at least a year).
 - 2 Passed the terms of reference for the ADHOC Truth and Reconciliation for review - hoping to have it back for June.
 - 3 Looking at the amended annual budget.

Q: Lottery at LDB for catchment?

A: 60 limit because of lack of teachers for it. Also, they only do the lottery process if more than 60 apply.

Q: Is the registration process for kindergarten the same? In past, parents were instructed to print off registration and bring it into the school, but with COVID now is there a specific school policy on how that will look?

A: We DO have to establish a new process, COVID compliant, for each school - looking online to streamline it a bit more and so that the paperwork is less. Will receive extra information online on the site soon.

c) Prince George Principal and Vice Principals Association Report: Parrish Child

- Staying positive that most of the kids are back and feels like we're getting back to normal and that it's encouraging (like that light at the end of the tunnel).

d) Prince George District Teachers Association Report – Joanne Hapke

- FSAs delayed, testing by teachers is better than standardized tests particularly now. Appreciative of the fact that schools have daytime custodians now, and sick people are staying home (not just for Covid but for all illnesses)...happy for the upcoming review of restart plan.

e) CUPE Report: Karen Wong

- Gossip control? CBC interviewed her as they heard that janitors were not feeling safe, but CUPE is not sure where that is coming from as they have not heard that & safety measures are there in place as well as much more means to keep the schools clean. Also, everyone is more respectful and appreciative of the janitorial staff. (January 5th, 2021 on CBC Daybreak Karen Wong 5 minute interview)
- Youth care workers who work in multiple cohorts recommend face shields as well as masks.
- Why not make masks mandatory? Stores can't control handwashing, who comes in, etc. but schools can so consideration for mandatory masks will be different. If cohorts are crossing at all then they will be requesting that they wear a mask. Face shields are not a negative connotation, but simply a safety measure to not cross/contaminate cohorts (please remind students of this).

Q: Will Face Shield be mandatory?

A: No, just recommended for those who are crossing cohorts. Wants kids to know that face shields do not mean danger, but just an added measure for safety.

No questions. Statement: 2 weeks to go and each day feels like we've worked a week and each week feels like we've worked a month. We are struggling with the Covid and know we are working in one of the safest environments possible if everyone adheres to rules.

f) DSAC Report – Olivia Wankling

- With all of the sanitation in the school, hasn't been sick since last January which is nice. Everyone is appreciating the janitors a lot more now. Feeling as safe as possible at school. No recommendations from DSAC.

Q: Is your school managing bottlenecks and crowded hallways well?

A: making sure kids leave through nearest entrances rather than down hall to the main entrance so they are managing as well as they can.

Partner Groups exit

5) Resuming Approval of C&B

Bylaw 2: Membership

Rationale – There is a need to clearly state that each PAC only has 1 vote regardless of how many representatives from the PAC are present at a meeting. Although stated in Bylaw 4, it does no harm to repeat here.

Motion: Gillian Burnett – That the proposed changes to Bylaw 2: Membership be approved as amended.

Second: Christa Porter. All in Favor – motion carried.

Bylaw 3: Meetings

Rationale – Although DPAC has policies that reference conduct, it is appropriate that we spell it out in our bylaws as well.

Motion: Gillian Burnett – That the proposed changes to Bylaw 3: Meetings be approved as circulated.

Second: Laura Weller. All in Favor – motion carried.

Bylaw 4: Voting

Rationale – it is important that clear and consistent language is used throughout the Bylaws.

Motion: Gillian Burnett – That the proposed changes to Bylaw 4: Voting be approved as circulated.

Second: Arlene McKibbin. All in Favor – motion carried.

Bylaw 5: Election of Executive Officers

Rationale – Over time, the workload of DPAC changes. The more individuals elected to the Executive, the more people we have to do the work. This past year, the AGM was moved from May to October and this made the language around eligibility problematic.

Motion: Gillian Burnett – That the proposed changes to Bylaw 5: Election of Executive Officers be approved as amended.

Second: Laura Weller. All in favor – motion carried.

Bylaw 6: Term of Office

Rationale – There was much discussion about this during our last AGM, so there is a need to provide clear direction in the bylaws.

Refer bylaw 6 to committee to gather info regarding having two people share a position (pros & cons) to formulate a recommendation.

Motion – That the proposed changes to Bylaw 6: Term of Office be **referred to committee** to research and come back with recommendations for possible changes in the future.

Second: Rickie Mitchell. All in favor – motion carried.

Motion: Gillian Burnett – That proposed changes to Bylaw 6 be approved as circulated.

Second: Laura Weller. All in favor – motion carried.

Bylaw 8: Duties of Officers

Rationale – Over the last several years, DPAC has struggled to determine who should be doing what and this section did not provide enough detail to answer the many questions that came up. Upon review, this section is still incomplete and additional work is needed. We will cover sections 1 through 5 tonight and refer section 6 back to committee.

Several positions required that the individual filling that position be a signing officer, including the Treasurer. There is extensive evidence to suggest that having separation of duties in regard to financial information is the best prevention for fraud. It is therefore suggested that changes be made to allow for decisions that are in the best interest of the Council to ensure appropriate measures are taken to protect the Council's assets.

The position of District Associate to BCCPAC was once recognized and promoted by BCCPAC. It is no longer as the organization runs quite differently today. Rather than have these duties the sole responsibility of one executive member, they have been added to the purpose of the Council in our Constitution.

Motion: Gillian Burnett – That Section 6 of Bylaw 8: Duties of Officers be **referred to committee** to formulate a list of all additional responsibilities and duties of DPAC that will be assigned to Directors.

Second: Laura Weller. All in favor – motion carried.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers section 1 be approved as circulated.

Second: Laura Weller. All in favor with the exception of Nicole Laferriere who is opposed – motion carried.

Nicole would like for the treasurer not to be of the 3 with signing authority. (Gillian) rationale not wanting to leave future DPAC without sufficient signing authorities if the executive membership is lacking.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers section 2 be approved as circulated.

Second: Laura Weller. All in favor – motion carried.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers section 3 be approved as circulated.

Second: Laura Weller. All in favor – motion carried.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers section 4 be approved as circulated.

Kaitlyn Anderson recommends striking G and keeping the second one.

Second: Laura Weller. All in favor – motion carried.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers section 5 be approved as circulated.

Second: Laura Weller. All in favor – motion carried.

Motion: Gillian Burnett – That the proposed changes to Bylaw 8: Duties of Officers the district associate BCCPAC be approved as circulated.

Second: Christa Porter. All in favor – motion carried.

Bylaw 12: Finances

Motion: Gillian Burnett – That the proposed changes to Bylaw 12: Finances be approved as circulated.

Rationale – Self-explanatory.

Second: Nicole Laferriere. All in favor – motion carried.

Bylaw 13: Amendments to the Constitution and Bylaws

Motion: Gillian Burnett – That the proposed changes to Bylaw 13: Amendments to the Constitution and Bylaws be approved as amended.

Second: Laura Weller. All in favor – motion carried.

7) Form a Financial Review Committee

- 2-3 volunteers needed, people without signing authority. Gillian Burnett and Laura Weller = Financial Review Committee

8) Motion and vote on the potential purchase of Microsoft Office Suite for SD57 DPAC to streamline work and document sharing

- Andrea motions to postpone to February DPAC monthly meeting, Second: Gillian Burnett

9) Review and Adoption of Advising School District Reports - none

10) Unfinished Business

- Gillian motions to remove Nicole Laferriere as signing authority, Second: Amie Thibodeau
- DPAC website currently not working (Dreamhost can be confusing/hard to deal with) so do we continue with Dreamhost or explore other options? Do we pay to keep it running for another 2 years and switch when/if we find something else? Would have to pay by credit card and then DPAC reimburse whoever does that. Are there fees with Dreamhost to cancel if we do not continue with them? Dreamhost can only email for communication and it is inconsistent who answers the emails/automated responses. Andi Duperron volunteers to research a Canadian replacement for Dreamhost and help look into other options. By this weekend find a new host for DPAC.
- MailChimp email group is another option to share meeting agenda (especially with the website not functioning right now).

12) Upcoming Committee Meetings

- a) SD57 Public Board Meeting on January 26th, 2021 (Chair and/or Vice-Chair)
- b) Education Services Committee on January 11th, 2021 (Christa Porter) – confusion with emails/notifications causing meeting to be missed. Agenda showed Enviro Ex selected to demolish old Kelly Road Secondary building to cost just under 5 mil, Gillian to confirm cost of whole project. No other POs or information items to note.
- c) Policy and Governance – *cancelled*
- d) Education Programs and Planning Committee on January 19th, 2021(Nicole Laferriere) – Andrea to confirm date and time.

13) Andi Duperron motions to extend the date for PACs to submit for reimbursement of FoodSafe to February 28, 2021, Second: Rickie Mitchell

14) Adjournment @ 2151 hrs - Next meeting is February 1, 2021 at 6:30pm