



District Parent Advisory Council
No. 57 Prince George
DPAC@sd57dpac.ca / www.sd57dpac.ca

Minutes - DPAC General Meeting
Monday October 7th, 2019 @ 6:30p.m., Van Bien Training Centre

1. Call to order @ 1833hrs

Attendance:

DPAC Executive: Andrea Beckett (Chair), Kim Pryschrak (Vice-Chair/Quinson), Arlene McKibbin (Treasurer), Amie Thibodeau (Director), Christa Porter (Director - Media Support), Nicole Laferriere (Director/DPSS)

PAC Representatives or Guests: Rickie Mitchell (Blackburn), Marnie Fraser (ECHE), Christine Taylor (Edgewood), Andi Duperron (Edgewood), Courtney Whelan (Glenview), Jodi Wilson (Heritage), Lotte Andersen (Kelly Road), Julie Anderson (Lac de Bois), Tara Gauthier (Spruceland), Leslie Turner-Barclay (Springwood)

2. Adoption of agenda and Adoption of Minutes from previous meeting(s):

- a. Motion to adopt agenda: Rickie Mitchell - Blackburn; Motion seconded: Arlene McKibbin (ECHE)
- b. Motion to adopt minutes: Jodi Wilson (Blackburn); Motion seconded Rickie Mitchell
- c. Corrections to previous minutes: add Jodi Wilson (Heritage) and Rickie Mitchell (Blackburn)
- d. Feedback – correct previous meeting minutes Attendees to reflect the DPAC executive as separate from the DPAC representatives for improved clarity – overall consensus by all present and minutes will be adjusted accordingly
- e. Round table introductions of executive and DPAC representatives present

3. Officer and Committee Reports

a. Executive Board Report

- i. Update about the status of the PAC insurance forms; Rebecca Mundie and Senior District Administration to provide updates at tonight's meeting
- ii. Invitation by the SD57 Administration to have 1:1 meetings with DPAC executive monthly in advance of DPAC meetings
- iii. Board Table meetings: new Superintendent is working to change the culture within the school board office to one of open communication; has a very open-door policy
- iv. School calendar is attached to today's agenda
- v. Chair and Vice Chair registered for BCCPAC Summit, but need to vote and approve flight/travel costs
- vi. Review of the previously passed motion for purchasing a DPAC laptop and cell phone; floor opened to questions and concerns – none raised

b. Treasurer's Report

- i. Gaming grant was approved (\$2,500.00); denied the previous missed years application for gaming grant funds
- ii. Got a \$10,000 deposit from the District
- iii. Still awaiting 8 PACs to cash their reimbursement cheques (School names on the Treasurer's report)
- iv. Need to vote on costs on for travel for the November 2019 Summit; no hotel cost for the Summit (accommodation pre-booked and prepaid by BCCPAC)

c. Directors Reports

- i. No Policy & Governance meeting until the ongoing audit review is complete.
- ii. Education Services had the Kelly Road construction tour today @ 1600 hrs

- iii. No EPPC meeting to report on
 - iv. No Extended Committee of the Whole
 - v. No DSAB rep; Christa's son on the committee and reports that they just had elections and their first meeting, however not a full board;
 - d. Insurance and booking policy updates (see Executive Board Report)
- 4. Advising School District (see above)
 - a. Education Services Committee Report (see above)
 - b. Education Programs and Planning Committee Report (see above)
 - c. Policy and Governance (see above)
 - d. Extended Committee of the Whole (see above)
 - e. Suggestions for School Board Report – deferred to next month
- 5. Plans for upcoming year
 - a. PAC and parent engagement initiatives
 - b. DPAC calendar (PAC café's; conferences; meeting dates, etc.)
 - c. BCCPAC DPAC Summit (Nov 15h & 16th for 2 chair and vice-chair)
 - i. Vote to approve travel expenses per person (flight only required)
 - Max should be about \$500/person

7:30pm – Partner groups enter

(questions may be taken about the topics in question or general topics - detailed and specific questions are best kept to the break)

6. Partner Group Reports, Q&A

Communications and Public Relations – Jason Peters. Review of job role: update SD57 website; increase communication and awareness of the new platform being built; getting the information about the new SD57 website – how to get “get the word out”; increase engagement and communication

- a. District Student Advisory Council – N/A
- b. CUPE Report – Karen Wong
 - i. Bargaining completed on June 30th
 - ii. Ratified July 28th
 - iii. Quinson Elementary: first elementary school in this district to staff all of their EA staff @ 30hrs/wk
 - iv. New CUPE 7342 website is going up and the new contract will be going up on it soon
- c. Prince George District Teachers Association Report – Joanne Hapke
 - i. 873 full time teachers in SD57
 - ii. Zone meeting happening next weekend with regional representatives and BCTF where more updates will be provided
 - iii. Still without a collective agreement; but no job action will be happening
- d. Prince George Principal and Vice Principals Association Report – Kelly Johansen
 - i. October is National Principals and Vice Principals month
 - ii. The provincial association provides quite a bit of additional learning available; lots of professional development happening at a provincial level
 - iii. A new leading student success series will be coming out; Brad Baker, Shelly Moor, Linda Casey are presenters

- iv. Connecting Leaders (10 attending from SD57) is the annual conference being held in Penticton next week
- v. Association has started Nuance (Micheal Fullan)
- e. Senior Administration Report – Cindy Heitman (vice Superintendent) and guest Rebecca Mundie; Rod Allen (Interim Superintendent)
 - i. Interviews for the new Superintendent are starting on Wednesday
- f. Trustee Report – Bob Thompson (trustee for Robson Valley)
 - i. Nothing to report; observing and reporting back to the Board
 - ii. Appreciates the opportunity to be a part of the DPAC collaborative discussion and will bring the discussions that occurred tonight, along with issues raised, back to the board as a whole

Partner Group Questions

Question: what is the status of improving the internet connectivity across the school district?

Answer: Internet improvement continues to be in progress – likely to be completed sometime in the new year

Question: How are the school districts policies on Vaping being enforced and what are the plans to address an issue that is continuing to grow and get worse?

Answers: Communicate with school administration and principal and discuss the potential of creating a designated area (but must be off grounds)

- ACTION ITEM: Andrea Beckett to connect with NH and invite Chief Medical Officer or other appropriate delegate to attend the November DPAC meeting to address the issue further
- ACTION ITEM: Andrea Beckett and Kim Pryschrak to bring the issue to the BCCPAC Summit and connect with other DPACs to assess what strategies are being used across the province to combat this issue
- Trustee Bob Thompson to take question back to Trustee meeting for discussion
- PACs welcome to give suggestions as well

Question: Insurance Update

Answer: Review attached version of the PAC insurance booking form with all in attendance and the following updates/adjustments agreed upon:

- Event Info: general information about the event being planned
- Activity leader – person who is in charge of organizing the event
- Change “business phone” field to “cell/other”
- “Days of the Week” and “Frequency” fields will be removed
- “Start Date” and “End Date” will be removed and replaced by “Event date and times”
- PAC’s concern about the term “Licencee” – add a clarification statement about PAC’s being the licensee – can and will be updated
- Who can sign on behalf of the Licencee – either a member of the PAC executive, or the event organizer (needs to be attending the event)
- “First Aid” as a relevant policy on the checklist is under review as to whether or not it is needed
- “Official Position with the Organization” will be changed to the Event Applicant”
- Once the form is filled out and completed, the event organizer or PAC delegate will submit to their school administration for review and to have the school administration sign; once that is completed the school administration will submit the form to SD57 office

- Child-minding during PAC meetings: refer to <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/licensed-unlicensed-child-care>
- Further discussion about this is still happening at the school district level; in the meantime SD57 asks PACs to refer to the above link from the Ministry of BC as reference as this is what SD57 is using to review the issues

Question: Update on email addresses from the SD57 for all PAC's:

Answer: All PAC will have Office 365 email as set up by the SD57

- Ask will be going out to all schools tomorrow asking all for confirmation of current members
- Extension will be @SD57learn.com

Question: Criminal Record check procedure could be too labour intensive for some volunteers – solutions?

Answer: Moving to an online Criminal Record process which is coming ASAP – emails will be sent out as soon as it is live. Will be able to start using the online site.

Question: Please clarify providing childminding during PAC meetings.

Answer: The District will follow guidelines laid out on the Ministry of BC website

(<https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/licensed-unlicensed-child-care>) that states:

Licence-Not-Required Child Care

Licence-not-required child care providers can operate legally in B.C. Since they are not registered or licensed, they are not monitored or inspected and they do not have to meet standards for health or safety.

Unlicensed child care providers are allowed to care for up to two children (or a sibling group) who are not related to them. They may be operating illegally if they have more children in their care than is allowed.

Parents and guardians are responsible for overseeing the care and safety of their children in these care arrangements.

It is further up to individual school Administration's discretion. Discussions continue at the District level.

Question: Has there been any further discussions with regards to moving the Catchment and Capacity ad hoc committee to a standing committee that meets on a regular basis?

Answer: In short, no.

7. PAC Networking and discussion

- a. Concerns raised by a PAC about not being comfortable completing the PAC Insurance Form, specifically not completing it properly and then not being insured if something went wrong during the event; stated this is what has kept them from booking a dance
 - i. DPAC executive response: it is the PAC's responsibility to access the additional resources available to them (school administration, DPAC, etc.) if they need assistance or have questions about processes and forms after the DPAC meeting. If PACs choose to cancel events due to concerns they have about booking an event but they have not reached out for assistance, it is not the fault of the District that an event is not held – that decision is then on the PAC itself
- b. FoodSafe course is being offered by DPAC November 17th at the Van Bien Training Centre for \$30 each. FoodSafe is valid for 5 years. Sign up using EventBrite links on the DPAC Facebook page or website.
- c. White Hatter has been rebooked to give an internet safety talk for students in the DP Todd family of schools and parents District-wide. Wednesday, November 20th, 7 to 9 p.m. at DP Todd Secondary School.
- d. Discussion about BCCPAC Summit expenses. All present agreed that daily per diems for meals were to be used unless the meal was provided as part of the Summit. The following motion was voted on and passed:

***Motion:** to reimburse up to \$600.00 per person for round trip tickets for the Chair and Vice Chair to fly to the BCCPAC Summit*

Motioned Amie Thibodeau Seconded: Ricki Mitchell Carried

- e. PAC Café: discussion about booking Cafés ASAP for proposed November date. Consider seating participants with others in their family of schools?
- f. Vaping – it is illegal for youth under 19, but what is the actual law? What is the existing protocol or policy? PACs present asked if anyone knew RCMP personnel who may be able to answer these questions. Maybe a Community Policing presentation?

8. List of questions for partner groups for next month:

- a. We would like an update on the Vaping discussion from the Trustee meeting
- b. We would like to continue to encourage further discussions with regards to moving the Catchment and Capacity ad hoc committee to a standing committee that meets on a regular basis.

Additional questions should be submitted to exec@sd57dpac.ca by October 24th for submission to Partner Groups on the 25th.

9. Agenda items for next meeting

- a. Please email them to the DPAC by October 25th, 2019

10. Adjournment at 9:30 p.m.

Next meeting is scheduled for **Monday, November 4th, 2019 @ 6:30pm** at the Van Bien Training Centre