



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

Minutes - DPAC General Meeting

Monday September 9th, 2019 @ 6:30p.m., Van Bien Training Centre

1. Call to order @ 1839 hrs

Attendance: Arlene McKibbin (EHCE) , Andrea Beckett (ECHE), Kim Pryschlak (Quinson) , Christa Porter (Glenview), Trudy Klassen (honorary member at large), Lotte Andersen (Kelly Road), Amanda Peters (Blackburn), Laura Zapotichny (Heather Park), Julie (Lac De Bois); Lisa Parker (Malaspina); Tasha (ECHE); Christy (Foothills); Teresa (Hart Highlands); Christa (Hart Highlands)

2. Adoption of agenda and Adoption of Minutes from March 2019 and February 2019

Deferral of minutes for May 2019 and June 2019 to next meeting - October 2019

3. Officer and Committee Reports

a) Executive Board

- Updates on Insurance issues, Criminal Record checks, PAC events and PAC volunteers
 - o Currently still waiting for draft forms from the District – See Partner Group discussion
- What concerns do the PAC's have with regards to the above:
 - o Issues and barriers around parent and PAC volunteers and criminal record checks; this is a barrier to getting parent volunteers due to the time and work required to run around getting the criminal record check completed
 - o Who is responsible for managing criminal record checks? Who manages the "results"?
 - o What is the level of due diligence for the PAC with regards to ensuring that their volunteers have them completed?
 - o Confidentiality of criminal record checks – how is this ensured? Who is responsible?
 - o Roles and responsibilities: who is responsible for managing and owning the information?
 - o Screening process; what level of administration and staff is responsible for what?
 - o Will require increased workload on PAC's upfront and initially until process and communications are clarified

b) Treasurer's Report

- Review of budget for the year
- Approval of budget for the year
 - o Motion to approve: Lisa Parker
 - o Seconded: Laura Zapotichny
- Budget approved and passed

c) Directors Reports

- Deferred as nothing new to report at present

4. Advising School District

- a) Education Services Committee Report – no updates as no meeting yet
- b) Education Programs and Planning Committee Report - no updates as no meeting yet
- c) Policy and Governance – no updates as no meeting yet
- d) Extended Committee of the Whole – no updates as no meeting yet
- e) Suggestions for School Board Report – deferred

5. Plans for upcoming year

- PAC and parent engagement
- DPAC calendar
 - consensus to put on Food Safe x 2 again
 - PAC café's? November 2019 and maybe March 2020
 - BCCPAC AGM is in March 2020: need to determine how many attendees we want to send; only 1 is paid for/sponsored by BCCPAC in terms of travel and accommodations
- what other plans or events do PAC's want to see or are interested in having DPAC host?
 - First aid was raised as a likely one – will be explored further at the October DPAC meeting

6. Partner Group Presentations

- a) District Student Advisory Council
 - no representative & no report
- b) CUPE Report
 - no representative & no report
- c) Prince George District Teachers Association Report – Joanne Hapke
 - Still negotiating; no strike talks happening, and no plans for a strike
 - In a break/cooling off/pause period x3 weeks and then bargaining will resume September 23rd; proposals are being reviewed by both sides
- d) Prince George Principal and Vice Principals Association Report
 - no representative; no report
- e) Senior Administration Report – Cindy Heitman (Vice Superintendent) and Rod Allen (interim Superintendent)
 - Policies that need to be addressed and PAC's need to be informed and aware of when booking and planning events which will be part of the insurance form include:
 - Freedom of Information and Privacy
 - Healthy Food Choices in School
 - First Aid
 - Anti-Vandalism
 - Smoking & Vaping
 - What space is being used and capacity – fire code
 - Facilities form will be updated and specified for PAC's use vs. public use – this is still in progress but draft version to be coming out within the next week or so
 - Rebecca Mundie will come to DPAC meeting next month and review new forms and how to use them at October's DPAC meeting
 - Master list of parents/volunteers who have a criminal record check done/up-to-date will be maintained by the school district
 - PAC's will submit list of volunteers to the school office, and the school office will submit them to the SD57 board office who will then answer "yes/no" to which ones have their criminal record check
 - Food Safe – PAC's will be responsible for ensuring that their volunteers and members have their Food Safe
 - Child minding will be researched in more detail and more answers provided from senior administration with regards to this – more information coming within the next month
 - Hardship policy – auditing, review and discussion between each school and the SD57 office on how each school is communicating the policy out to parents

f) **Trustee Report – Ron Polillo**

- Board and administration have made the commitment to review and update the SD57 policies (over a 100); heavy auditing and review being done of the policies by Policy and Governance Committee, along with the assistance of a hired external consultant. No P&G meetings until further notice.
- Search for a new superintendent; job was posted and closed a week ago; short list within next few weeks; interviews end of this month and beginning of next with goal being to hire by end of October or beginning of November
- Final enrollment numbers for the district will be available end of September, beginning of October
- Catchment & capacity is an ongoing issue and there are some decisions being made with regards to changing the catchment areas for some local schools – decisions with regards to this will be made within the next month

7. **PAC Networking and discussion**

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

9. **Agenda items for next meeting**

10. **Adjournment** - Next meeting is scheduled for **Monday, October 7th, 2019 @ 6:30pm** at the Van Bien Training Centre