



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

Minutes - DPAC General Meeting

Monday April 6th, 2020 @ 6:30p.m., ZOOM Meeting ID: 123 229 189 Password: 023332

Attendance:

DPAC Executive: Andrea Beckett (Chair/ECHE), Kim Pryschlak (Vice-Chair/Quinson), Trudy Klassen (Volunteer Director), Arlene McKibbin (Treasurer/ECHE), Amie Thibodeau (Director/Buckhorn), Nicole Laferriere (Director/DPSS), Christa Porter (Director/Glenview)

PAC Representatives or Guests: Lisa Parker (Malaspina), Trista Spencer (Malaspina), Lotte Andersen (KRSS), Jodi Wilson (Heritage), Gillian Burnett (BCCPAC Treasurer), Tara Gauthier (Spruceland)

- 1) Call to order @ 1838hrs by Andrea Beckett (Chair); Minutes being recorded by Christa Porter
- 2) Adoption of Agenda and Adoption of Minutes from previous meeting(s):
 - a) Adoption of the April 2020 Agenda *Motion:* Kim Pryschlak *Second:* Christa Porter
 - b) Adoption of the March 2020 Minutes *Motion:* Amie Thibodeau *Second:* Kim Pryschlak
- 3) PAC Networking and discussion
 - a) Question: Can SD57 add PACs to their Zoom license?
 - b) Question: Can BCCPAC add DPACs to their Provincial Zoom license?
 - c) Question: (Andrea) How are parents getting communication from Teachers? How is it going?
Teachers using various apps to communicate: Email, Fresh Grade, Remind, Web Portals
Lots of variety in the ways teachers are communicating, but that is causing some confusion.
 - d) Question: (Trista) When will we receive communication about the long-term plan?
Currently going back second week of June, but quite unlikely. Medical update from Andrea.
 - e) Encouragement: (Trudy) Former homeschooling parent of six: kids are still learning and it is going to be okay, take pressure off of yourself and your children.
 - f) Suggestion: (Christa) Follow BCCPAC news releases/website/Facebook posts that are directed to parents and are quite reassuring.
- 4) SD57 Budget Discussion – Gillian
 - a) Gillian and Nicole attended first ECOW Meeting in March. Supposed to be looking at spending plans for next year. Waiting for revenue numbers from the Ministry and some schools need to submit School Organization numbers. Not much information presented. Ministry has allowed an extended timeframe for consultation, but won't defer it completely. Next 2 meetings are now in May (7th and 21st). Once revenue numbers are released, determine whether there is a surplus or deficit, and then plan next steps.
MOTION: After next ECOW Meeting on May 7, a special DPAC Meeting will be held to discuss the Budget on Monday May 11 at 6:30pm on Zoom. *Motion:* Arlene McKibbin *Second:* Nicole Laferriere
- 5) Executive, Officer, and Committee Reports
 - a) Executive Board Report (Chair) – Andrea
 - i. Executive working on sending communication to parents and answering their questions.
 - ii. Andrea and Kim attending SD57 'Daily Huddle' to discuss COVID-19 updates.

- iii. Feedback to Senior Administration from DPAC about communicating clearly and respectfully with parents has been taken seriously and positive changes have been made. Jason Peters, Communications and Community Relations Officer, is sending Media Releases to DPAC before posting. Having follow up meetings for more frank discussions after monthly DPAC meetings.
- b) Treasurer's Report - attached to Agenda as a separate PDF
 - i. Not much activity, working on reimbursing Andrea for Zoom subscription.
 - ii. Email today from Northern Interior Communities Association (NICA) regarding Gaming Grants. Still do Gaming Grant Application. Continue with Fiscal Yearend Report and likely defer spending to next year. **ACTION:** DPAC will share Gaming info on social media (Christa).
 - iii. PAC insurance reimbursement cheques were ready to mail to schools but then pandemic happened. **ACTION:** Contact each PAC/School to find the best way to get the reimbursement cheques to them. (Arlene)
- c) Director's Reports - none

****Amend Agenda:** Move the rest of the Agenda (#6, 7) until after partner groups (#8).

Partner Groups enter at 1933hrs - Anita Richardson (Superintendent), Cindy Heitman (Deputy Superintendent), Sharyl Warrington (School Board Trustee), Joanne Hapke (Prince George District Teachers Association), Karen Wong (CUPE), no DSAC Rep

8) Partner Group Presentations

- a) Review questions and discuss
- 1. Update on the SD57 Response Plan for COVID-19.
 - a. Answer: (Anita) Working according to the Ministry's Guiding Principles:
 - 1. Healthy and safe learning environment – Pandemic Response Plan; Exposure Control Plan; Worksite Safety Protocols – keep staff and students safe at all levels.
 - 2. Services for essential workers – Starting with children of frontline workers: healthcare professionals, social workers, emergency responders. Application was online at SD57 website. Currently 70 students have been selected to receive In-Person Services (care) at several sites: Southridge, Heather Park, Ecole Lac de Bois, Valemount, McBride, Mackenzie – Some sites (especially remote locations) will not be in operation every day but as needed for family groups. Often parents are on shift work so the days/hours of the week are flexible, based on specific needs. Staff started today to collaborate on plans regarding safety and programming. Most sites are starting Wednesday (some not needed until end of the month). After the program gets going and is found successful, there may be a second round of intake (approx. 40 more applicants) and assess space. Currently the Ministry has Tiers of Essential Workers – hoping to expand over time in order of priority/tiers.
 - 3. Supports for vulnerable families – Food security is top of mind. Currently 367 students have been identified to receive meals. A glitch with food wholesaler has caused a scramble to start by Wednesday, now starting on Thursday. It will be a centralized program. Example from a school today: 7-10 lunches were provided – Parent come to the door, Staff put a bag lunch on a cart, wheeled it out the door for the parent/guardian to take the lunch. Safely transferred without contact. Wrap around supports for students and families working with Ministry of Children and Family Development (MCFD) Inclusive Education Team (formerly Student Support Services) working on strategies for students with exceptional needs and therapy requirements (speech, behaviour support). Also assessing how Support Staff (EAs, Youth Care Workers) can support Teachers with students. English Language Learners (ELL) Staff trying to bridge language gap between Staff and Parents.

4. Continuity of Learning – Teachers have only been directed to connect with families to re-establish the relationship and find out what is needed to support learning at home. Received Guidelines from the Ministry late last Friday. Reviewing and rolling it out to Teachers to explain what is expected for education. Debbie Kaban, Director of Instruction, held an online presentation to Secondary Teachers outlining the minimum requirements for instruction; doing the same with Elementary staff.

Our plan is in strong alignment with Ministry Guideline. SD57 took time to plan and implement unlike other School Districts who jumped the gun and implemented plans that aren't in the direction that the Ministry has mandated.

Office 365 email rolled out early to Staff to have better platforms to connect virtually including Microsoft Teams; Zoom being rolled out provincially.

Question: Will Zoom be released province wide? When? (Nicole)

Answer: (Cindy) Yes, province wide release. Not sure when. Zoom is working to put it on secure Canadian network for privacy reasons.

Question: Will all with SD57learn emails be able to access? Will PACs have access to BC Zoom platform? (Kim)

Answer: (Cindy) No access through SD57learn email. **ACTION:** Cindy will look into whether PACs will be included in provincial Zoom license.

Question: Can Anita offer some reassurance to parents about learning? (Trudy)

Answer: (Anita) Continue with videos to parents and emailed letters. Ministry said, and will be upheld, that students who were on track to move forward to the next grade will do so. Expect extra review at beginning of next year (or whenever school starts again) to assess what level students are at.

Question: Can Anita share that reassurance publicly? (Trista)

Answer: (Anita) Yes.

Question: What do we say to graduating students and their parents? (Nicole)

Answer: Difficult, unfortunate situation for our grads. Looking at best timing for a celebration.

2. Update on the Kelly Road Engagement Process

- a. Media Release today opened up phone lines to submit a survey rather than going online or mail. Speaking with someone to go through the questions and responses. 1763 responses Lots first few days, started tapering off now. Shared 50 paper copies with Hart Community including self-addressed envelopes. Already received 6 by mail.
- b. Board is meeting, holding workshops to review the information. Able to review each response specifically, data can be collated to present trends once the survey collection has ended.

3. Update on the Giscome Elementary evacuation and lessons learned.

- a. Answer: (Anita) Positive response from community was there was a fast response to get students moved away from the site. Changing muster station from church to community centre. Appreciation to the staff for how quickly, calmly, and efficiently they responded. Blackburn accommodated. Staff at Diversified worked hard to bus kids and adjust bus routes/times. Appreciated YRB communication about road closures.
- b. Hired contractor to check air quality; testing water. Facilities Department has good historical record on water quality data, will compare with post derailment to ensure no contamination. Ensure it will be safe when students return.

4. Clarification on the ability of uncertified teacher to apply for SD57 positions.

- a. Answer: (Anita) An ad went out for uncertified teachers to be hired as Teachers Teaching On Call (TTOCs).
- b. Only working on-call and not apply for regular teaching contracts. Rare exceptions – Letter of Permission to teach specific subjects for determined amount of time. Mackenzie example: needed a construction teacher, uncertified TTOC had worked in trades, taught shop class for one semester. Similar situation for a band teacher.
- c. This is not new. District regularly hires student candidates who are in training as Teacher Teaching Uncertified (TTUCs).

- d. District hired less than ¼ of applicants; Rigorous hiring process: application, interview, written responses. Committee (6) deliberated and made the final decisions on those suitable to teach.
- b) QUESTIONS:
 - i. Please explain the Family Meals Program. (Andrea)
 - a. (Cindy) A centralized program out of PGSS with the District Chef – preparing meals utilizing meals workers from various schools; distributing once per day; larger portion
 - b. If families have Elementary/Secondary School students, they arrange to go to one site.
 - c. Delay in food supply from wholesaler so scrambling to find supply. Packages will still be ready for families starting Wednesday.
 - d. 400 identified; compared to typical day 700-1000 students being fed; so program may grow
 - e. Schools who don't currently have program are reaching out to schools who do (Phase 1). Then roll out to other sites (Phase 2).
 - ii. Put together a video message for parents. Request it be shared widely. (Anita)
 - iii. Consider including a teacher with a good news story about continued learning. (Trudy) Anita made a note.
 - iv. Comment on how well Buckhorn Elementary staff have reached out, spoken with kids directly, created a YouTube video, showed initiative and creativity with communication. (Amie)
 - v. DPAC is thankful for how the School District is responding, adapting, and communicating. (Andrea)
- c) District Student Advisory Council – no Representative
- d) Senior Administration Report - Anita Richardson – see previous discussion
- e) Prince George District Teachers Association Report - Joanne Hapke
 - i. Bargaining - BCTF has reached tentative agreement. Needs to be ratified with the membership. Delay because of coronavirus. Working on getting the information out and then members vote online.
 - ii. All teachers who were employed March 13 (before Spring Break) are all working in some capacity, in schools and from home. Teachers were encouraged once they started speaking with students/parents. Working hard to continue learning.
 - iii. Teachers are being harder on themselves than they need to be so let's encourage them.
- f) CUPE Report – Karen
 - i. Members are working: on-site care, meals workers, various educational support. 425 staff reported to work today.
 - ii. Reporter Ted Clarke wrote article based on interview with Karen Wong – went well, although she has suggested a proper title.
 - iii. Each day we work toward a new norm
- g) School Board – Sheryl Warrington
 - i. Understand parents are working and having to support student's learning.
 - ii. Appreciation for how students need to adapt and continue learning.
 - iii. Board is fully behind our staff in all they are doing to ensure our students are well served during this very difficult time. We will come out better for what we've learned during this process.

Partner Groups left at 2137hrs

- 6) Additional Committee Reports and Advising School District
 - a) Extended Committee of the Whole (Mar 5) – see item #4 in the minutes for an update on Budget
 - b) President's Table (Apr 6) – received Board Book, emailed to DPAC Executive; Andrea and Kim will attend Board Meeting tomorrow - sign in via Zoom, login details will be on SD57 website. Review info about draft Policies and Administrative Procedures; notice of a Motion to approve for 60 day consultation. **ACTION:** Write a summary to assist Andrea during her 5 minute speaking time. (Gillian)
 - c) Policy Review Committee – Gillian
 - i. They've had one meeting, deciding how to do the work, created a Google Doc to compare
 - ii. Several concerns: 1) – How to access to the Board, when Partner Groups and Public allowed to provide input, no requirement for consultation on policy updates, 2) – Transportation and registration/transfer process not in policies anymore or significantly limited. Specifically courtesy

bussing; students who are in split homes outside of catchment, 3) – No policy around rights and responsibilities of students, parents, employees

- iii. Administrative Procedures are not as transparent, can be changed anytime; Policy has a level of review, consultation required
- iv. Possible access to specific procedures at District office – meeting to review ‘map’ **ACTION:** Request meeting with Senior Administration to discuss policy/procedures. (Andrea)
- v. Missing statements about multiculturalism. (Trudy)
- vi. New draft looks a lot like other Districts now. We don’t necessarily want to be like others. Our District is known around the Province for our collaborative relationships. We’ve always been better.
- vii. Need 60 day consultation period. Just starting to get somewhere with our research.
- viii. Prepared Terms of Reference forwarded to the Exec; Reviewing draft policies. Does DPAC want them prepare a written submission? Yes, present at May Meeting.
- ix. Committee Members: Gillian, Trudy, Amie (Lotte has regretfully resigned)

7) Unfinished Business

- a) First Aid Course – **MOTION:** To defer hosting a course until next school year. *Motion:* Arlene McKibbin *Second:* Kim Pryschrak
- b) Online FoodSafe
 - i. Variety in fees, ensure course is sufficient **ACTION:** Put a table together with accepted service providers and their fees. (Andrea)
 - ii. Gaming may allow grant funds to be used to subsidize online course. **ACTION:** Email Gaming to inquire. (Arlene)
 - iii. Write draft steps/procedure for people to apply, register, and be reimbursed. **ACTION:** Prepare a draft to be discussed and voted on for the March Meeting. (Christa)
 - iv. It will take time so we don’t expect the courses to be approved until next school year.

9) New Business

- a) DPAC AGM Online in May – no official Nominations Committee but Executive Members will work together to prepare.
 - i. **ACTION:** Email Andrea whether you will put your name forward to continue on the Executive and in what role. (Executive Members)
 - ii. **ACTION:** Post descriptions of roles from Bylaws with an invitation for parents to put their names forward for all positions open for elections in May. (Christa)
 - iii. **ACTION:** Look into Zoom polling options and clarify directions for voting online. (Andrea)

10) Other Business

- a) PAC and Parent Engagement
 - i. PAC Bootcamp Postponed
- b) BCCPAC Conference and AGM Attendees (online) – Gillian
 - i. Limited AGM on May 2. PACs who are BCCPAC Members will be given a URL that includes a token to ensure only one person per Membership is in attendance and voting.
 - ii. Nominations for Executive have been received, 4 people for 5 positions; all acclaimed
 - iii. Will be polling through Zoom
- c) BCCPAC Proxy Vote Forms – no longer required
 - i. Since proxy votes are not required, do we still reimburse PACs? Yes.
 - ii. Gillian reminded that the purpose of gathering proxy votes is to increase engagement and parent voice from the North at the Provincial level. Suggest reimbursing PACs who attend. **ACTION:** Ask BCCPAC for a list of SD57 PAC that attend the meeting. (Kim)
 - iii. **MOTION:** Reimburse the 2019/2020 Membership Fee for PACs who are BCCPAC Members and attend the AGM online on May 2. *Motion:* Kim Pryschrak *Second:* Amie Thibodeau

- d) DPAC Constitution and Bylaws Review Committee – Andrea, Nicole, Arlene
- e) Partner group questions for next month
 - i. Ask about policy, budget, and more questions about COVID-19
 - ii. **ACTION:** Post process for submitting questions to DPAC@sd57learn.com. (Christa)
- f) Upcoming Committee Meetings – assign DPAC Reps to attend
 - i. School Board (Apr 7) – Andrea, Kim
 - ii. Education Services Committee (Apr 14) – Christa
 - iii. Policy & Governance (Apr 15) – Is it open? If so, Nicole will attend. **ACTION:** Email Darlene about DPAC attendance. (Nicole)
 - iv. Education Programs and Planning Committee (EPPC) (Apr 21) – Nicole, Gillian
 - v. Extended Committee of the Whole (May 7, May 21) – Nicole, Gillian

11) Adjournment 2128hrs - Next meeting **Monday May 4th, 2020 @ 6:30pm** on Zoom