

**West Vancouver DPAC General Meeting
Inglewood Learning Centre
Wednesday, October 3, 2018**

School Attendance:

All West Vancouver parents and guardians are invited to General DPAC meetings. Please try to send at least one representative to meetings.

Representatives present from the following schools:

Cedardale	Sentinel	Westcot
Chartwell	Eagle Harbour	Irwin Park
WVSS	Bowen Island	Pauline Johnson
West Bay	Lions Bay	Hollyburn
Gleneagles	Ridgeview	Caulfeild
Rockridge	Cypress Park	

Regrets:

Absent:

Welcome and Call to Order: 9:24 am

Adoption of Agenda: Kelly and Alys

Amendment/Approval of Minutes: June minutes approved.

PAC Highlight – Canoe Update – Liz Hill (Director of Instruction)

[Background: DPAC had raised funds from parent education series and wanted to make a contribution to an initiative in the school district that would have the potential to be used by all students. In consultation with District staff, DPAC learned that there were plans to buy a canoe, however it would be smaller than they would have liked. It was decided by special vote at the June 2018 DPAC AGM that \$5000 would be donated to augment the budget and allow for the purchase of a larger canoe which would accommodate more students.]

Thank you to DPAC for the \$5000 contribution toward the purchase of a canoe. A structure has been built to house the canoe (near Inglewood Secondary). The canoe will hold 12-14 students. A class can be divided into two groups; one group goes out in canoe, one group does an activity on land. Two groups then switch. Opportunity to partner with the WVPD’s canoe, allowing an entire class to go out together. Bob Baker is writing up some protocols and procedures for everyone in the canoe.

President’s Report – Danielle Katerberg

- Welcome to our first general meeting of the 2018- 2019 School Year. It is nice to see many new faces joining us this year. Thank you to District Staff and Trustees for joining us this morning for coffee.

- For those who are new to DPAC: DPAC is the legislated parent voice at the school district level, representing the collective views of PACs in a school district. Together, we promote parental views to the West Vancouver Board of Education and work with the West Vancouver School District to build the learning environment we want for our children. DPAC, just like PACs, is not a forum to discuss individual student/staff problems or conflicts.
- The role of a DPAC Rep is to act as a liaison between the PAC and DPAC by attending DPAC meetings, and to communicate and obtain information to and from their PAC.
- There is also a provincial level PAC, The British Columbia Confederation of Parent Advisory Councils. More information about BCCPAC, and useful PAC resources can be found at the website, www.bccpac.bc.ca.

District Opening Day

- As PAC Chairs, DPAC Reps, and DPAC Executive members, we are fortunate to have been invited to attend the District's Opening Day on August 30th. I hope that many of you were able to attend and hear the keynote speaker, Ivan Coyote. Ivan is such a wonderful story teller, and I would encourage you to look up their Ted Talk if you haven't heard it already. We also got to hear Sentinel's R & B Band perform. Thank you Chris for inviting us to take part in this event.

Annual Welcoming Luncheon

- We also had a wonderful lunch at Board Chair Carolyn Broady's house last week. It is such a nice way to start the year. Thank you to Carolyn for hosting us.

World Teachers Day - Friday, October 5

- Many PACs will choose to do something nice for teachers on this day.

SLACK

- As many of you know, DPAC has a workspace on Slack. This is a messaging app for teams. Anyone from your PAC is welcome to join. We have channels for treasurers, hot lunch coordinators; Deanna posts updates on traffic and safety, and new channels can be added anytime. I will post announcements and share resources there. Please feel free to post public events hosted by your PAC, and to ask questions about anything PAC related. It is meant to be a way for communications to continue beyond our DPAC meetings. The link to join went out by email.

Upcoming DPAC Events:

PAC Website training

- PAC website training is on Wednesday, October 10th here at the ILC. The first half hour will offer hands on help with connecting to wifi, and logging in to your website dashboard. If you are a beginner, please plan to be here for 9:00. If you already have experience and are coming for a refresher, you can arrive closer to 9:30 when the overview of the Wordpress Manual will begin. Please be sure to register for this event so that we can have a sense of how many beginners we will have in attendance. The link to register has gone out by email.

All Candidates Meeting

- Also on October 10th, in the evening, DPAC is hosting an all candidates meeting for school trustee candidates. Please help spread the word around your school community. It is really important for parents to be engaged in order to ensure that we are electing trustees who will act in our best

interest. Parents are the experts in what is best for children and youth. Please join us at the Kay Meek Studio Theatre (downstairs). Doors open at 6:30 pm, the meeting starts at 7:00 pm. The evening will wrap up around 8:30/9:00pm.

- At our all candidates meeting, attendees will have the opportunity to hear from each school trustee candidate. We will have moderated questions, and will be accepting questions from the public, both by e-form, as well as at the event itself. Please give us your question suggestions, as we want to address the topics that are of most interest to families in our community.
- It is important to note that the general election day is on October 20th, which for families in the West Vancouver School District, is over a long weekend with a Professional Day on the Friday, and a non-instructional day on the Monday. Please help get the message out to parents that if they are going to be away on election day, there are several advanced voting opportunities. It is even often faster anyway!
- Please spread the word about election day, advanced voting, and our all candidates meeting. We hope to see you all there.

Treasurer's Meeting

- On Thursday, October 11th, we will have our PAC Treasurer's Meeting at 5:30 pm at the School Board office. PAC Treasurers and Chairs will meet with Margot Pritchard, Manager of Accounting, and Karen Johnson, Assistant Secretary Treasurer. They will review topics including School Cash Online, Purchasing Cards, and Tax Receipt information. Following Margot and Karen's presentation, we will have some roundtable discussion time so that treasurers and chairs can share and gain tips from one another. Please ensure that at least one representative from your school attends this meeting.
- *A reminder to treasurers: be sure to have your gaming grant summary reports in. This year's gaming grant for PACs has been increased by 20%, now \$24 per student.

Next DPAC Meeting

- A reminder that DPAC meets once a month, usually on the first Wednesday of the month; all meeting dates are posted on the website—please mark your calendars. The next meeting will be on November 7th; our guest speaker will be Stefan Huskison, Head Teacher of Inglewood Secondary. Inglewood Secondary is West Vancouver Schools' Alternate Graduation program for senior secondary students, located here at the West Vancouver Secondary School campus. We will hear more about this unique small scale school—who they are and what they do— next month.

Upcoming Events:

Advance Voting Opportunities – October 6, 9, 10, 11, 12, 14, 15

PAC Website Training – Wednesday, October 10, 9-11:30am

All Trustee Candidates Meeting – Wednesday, October 10th, 7-9pm

PAC Treasurer's Meeting – Thursday, October 11th, 5:30-7pm

Chartwell Babysitting Course – Friday, October 19th, 8:30am-3:30pm

Civic Election Day – Saturday, October 20th

Next DPAC Meeting – Wednesday, November 7th, 9:15am

Treasurer's Report – Nina Cheema

General Chequing Account

Balance Forward \$8,985.12

Gaming Account

Balance Forward 188.80

Gaming grant of \$2,500 to be deposited within the next month or two.

Committee Reports

Finance & Facilities – Danielle Katerberg

- Finance and Facilities met on September 11th, 2018
- The audited financial statements for 2017-2018 that were presented to the Audit Committee were reviewed.
- Facilities crew were busy over the summer, and next month there will be an overview of those completed projects. Irwin Park was the big project over the summer, with a new building envelope and HVAC system, scheduled to be completed by mid-November. There is still some interior work left to be done, however students are able to be in classrooms; most of the remaining work is on the exterior of the building.
- The Sprung Structure gym at Sentinel was delayed for a variety of reasons, but they should be breaking ground on that project soon.
- The district's redesign process in schools has been successful in addressing both the needs of aging buildings and the needs of teachers and students. Combining these projects has allowed for savings and efficiencies.
- Every building in the district is being assessed by engineers and architects, which combined with enrolment projections will aid in the completion of the district's 5-year capital plan.

Traffic and Safety – Deanna McDonald

- September 12 meeting, next meeting November 7?
- All visuals on Slack channel #school_traffic_safety: <https://wvdpac.slack.com/home>
 - "I love transit" poster on slack for download:
https://wvdpac.slack.com/files/U7ELW7S20/FCRJ94AF2/ilovetransit-poster-2018_final.jpg
 - BCAA "Pavement Patty" reflective road sticker in Victoria this year.
- Walk and Wheel to school week October 1-5, 2018.
 - More info: <https://dashbc.ca/what-we-do/programs-initiatives/walk-and-wheel/>
 - Poster: <https://wvdpac.slack.com/archives/C7Z107CAK/p1536777191000100>

Comprehensive School Health – Kelly Richter

- The Comprehensive School Health Committee met on September 24; Danielle attended in Kelly's place
- Review of the 2018 MDI (Middle Years Development Instrument) results; discussion on best ways to share the information to interested parties
- Sleep Week is being organized for February 18-22; ideas discussed included having each day of the week focus on one of the 5 tips. Tips to include "Every Day and Every Night", Electronics, Environment, Eat & Drink, and Exercise.
- Sleep week events to include contests, PJ days, give aways, etc. at each school
- Next meeting: Monday November 5th

Parent Education - Kelly Richter

- Finalizing plans with Dr. Kimberly Schonert-Reichl to speak to parents about the biological importance of sleep, and the impact of lack of sleep on student health and well being.
- Dr. Schonert-Reichl is an Applied Developmental Psychologist and Professor in the Human Development, Learning and Culture area in the Department of Education and Counselling Psychology, and Special Education at UBC. She is also the Director of the Human Early Learning Partnership in the School of Population and Public Health in the Faculty of Medicine at UBC. She started her career as a middle school teacher, and then was a teacher for “at risk” adolescents in an alternative high school.
- Proposed DPAC Parent Ed date: Wednesday February 27, 2019 at Kay Meek Centre (evening)

Human Resources – Andy Franks

- Unofficial enrollment numbers –
 - Regular: 6797 students
 - International: 537 students
 - Total: 7334 students
 - Increase in Indigenous learners
 - Increase in ELL from 1167 (last year) to 1191 this year
- Some schools have reached capacity. New kindergarten class at PJ; Grade 2 at Irwin Park; new division at Caulfeild.
- 15 Academies with strong enrollment; 3 Ignite your Passions courses for Grades 6-8 are well subscribed.
- Class size limits: this year, all primary classes are fully compliant, 2 secondary class over 30 students (If not resolved, remedies offered to the teacher)
- Resignations/retirements since January 2018: Teachers – 65, Support staff – 64, Exempt – 6
- More support staff exits, fewer teacher exits
- Postings: Teachers – 160; Support staff – 84; Exempt – 6
- TTOC – 150 TTOCs/Teachers
- Infilled positions: Teachers – 9, Support staff – 3, Exempt – 1. Infilled teaching positions are last minute medical leaves and small pieces of assignments.
- 65% of WVMEA and 65T WVTA employees live on the North Shore (Bowen/North/West Van)
- Mentorship program in place – partnership with WVS and WVTA for teachers to connect with an experienced colleague. 30 teachers have requested mentors.

Board of Trustees Report – Carolyn Broady

- Nice to see everyone at luncheon. Congratulations to DPAC on all work that you do and collaboration with everyone.
- Role of Trustee: aware of unique needs of North Shore, and West Vancouver in particular. In charge of budget, in charge of overseeing it, we approve it an ensure correct programming is in place. Leader in Academies, 18 academies, more than sports academies, STEM program, Environmental Sciences academy. We are agile and small enough that we can implement these kinds of programs.
- Vote! Encourage parents get out and exercise your right vote, encourage parents to advance vote also.
- Poster for all candidates meeting to be sent out again.

Superintendent's Report – Chris Kennedy

Overview

- 9th year as superintendent, 12th year in the district
- Work with trustees, with governance side, and advocacy work (MLAs, housing and traffic, BC ferries), work with systems with principals, teachers, and parents
- Offered to teach/co-teach/attend K-12 classrooms, had 70 teachers accept
- Classrooms are far more engaging than when we were at school.
- Cultureofyes.ca blog
- More reliance on out of district families, number of West Vancouver young families is declining.
- McCreary Results, MDI, are health surveys that give us a “state of the nation” for student health and how we compare to other areas in the province

Parent communication

- Ensure we are using contact info for the right reasons.
- Talk to principal about how to communicate with families/parents
- Class parents are entitled to class family emails, if families have ticked the box agreeing to share information
- Social emails: Responsibility of class reps to send out email that there has been interest in sharing a class contacts list for social purposes and to obtain consent.

Presentation – North Shore Schools Emergency Preparedness – Jocelyn Henson and Bernadette Voit

- See powerpoint presentation
- Additional notes:
 - Lower mainland/west of Vancouver Island is the most “boring” part of the “Ring of Fire”. Not a lot of large activity. Minor earthquakes release pressure, is not a bad event.
 - Discard the “Triangle of Life” email if you have received it. It is not accurate for North America.
 - Each school has 2 yellow binders in the school office containing info on Emergency Preparedness Procedures in the schools/municipality.
 - Comfort kits can be put into students’ backpacks when move on to high school. There are also “professional” kits in all classrooms.
 - Water provided by school district
 - Amy Rafuse is the contact at West Vancouver Schools office.
 - Must register annually for ShakeOutBC. Third Thursday in October.
 - www.nsem.info – rapid notify service. Receive phone or text notifications for the North Shore. Contains emergency alerts, senior/silver and amber alerts.
- Related websites:
 - www.nsem.info – North Shore Emergency Management Office
 - www.earthquakescanada.nrcan.gc.ca – earthquake information – Ecological Survey of Canada – Pacific Geosciences Centre
 - www.embc.gov.bc.ca – Emergency Management BC
 - www.shakeoutbc.ca – ShakeOutBC
 - www.publicsafety.gc.ca – Public Safety Canada
 - www.getprepared.gc.ca/index-eng.aspx - Get Prepared brochure “72 Hours”
 - <http://quakes.globalincidentmap.com>

- Jocelyn Henson – Emergency Preparedness Consultant, North Shore Schools - Schoolsprepare@gmail.com, 778-984-4040

PAC 101 – Sharing of Ideas and Resources

- Breakout groups and discussion

Adjournment.