

**West Vancouver DPAC General Meeting
Virtual – Zoom Meeting
Wednesday, November 3, 2021**

School Attendance:

All West Vancouver parents and guardians are invited to General DPAC meetings. Please try to ensure that at least one representative from your school attends these meetings.

Representatives present from the following schools:

Caulfeild	Chartwell	Cypress Park
Eagle Harbour	Gleneagles	Hollyburn
Irwin Park	Pauline Johnson	Ridgeview
Rockridge	Sentinel	West Bay
WVSS		

Also present: Carolyn Broady - Chair, Board of Education; Chris Kennedy, Superintendent
28 participants attended in total.

Regrets: BICS, Cedardale, Lions Bay, Westcot

Welcome and Call to Order: 9:15 am

Adoption of Agenda: Renee Bouchier and Nessa van Bergen

Adoption of Minutes: October 2021 minutes approved; Monica Scoles and Tanja Imhoff

We would like to recognize that we are gathered together on the traditional lands of the Squamish Nation and want to thank our friends and colleagues in the Nation who are working with us to guide our understanding of the history of this land and its people. We respect and honour the Elders past, present and future as we bring this knowledge to the students of our community.

Chair's Report: Kelly Richter

- Further to last month's discussion around parent contact information and PACs, Chris will be updating us in his report on how this is to be managed. We have also been provided with the WVS Administrative Procedure 183 concerning Parent Email Databases to provide further guidance going forward:
<https://westvancouver.schools.ca/wp-content/uploads/2021/07/Parent-email-databases.pdf>
- Related to this, there has been interest in putting together a workshop on PAC communications, use of social media, tips and best practices.
- The DPAC is also trying to assess whether or not a Web Training session is needed again this year. We will be sending out a poll to gather your feedback in the coming week, so you can let us know what will be useful for your PAC team.

- The Annual PAC Treasurer's Meeting was held October 17th; the updated Treasurer's Manual and Shayle's PowerPoint presentation were circulated to all PACs last week and are available on the Treasurer's channel on Slack.
- BCCPAC Zoom License – we have just been advised that BCCPAC have negotiated Zoom licenses, similar to what was done last year. We are working through the process right now – Marisa Yang will be coordinating the license for us this year. More information to follow in the coming week.
- At the October 19th School Board meeting, Trustee Brown brought forward an item regarding the availability of updated information on upgrades to HVAC and filtration systems at the schools; this item is posted on the WVS website; we will attach a link in the minutes and they are also available on Slack:
<https://westvancouver.schools.ca/about-wvs/facilities#1634677816545-8441ee7f-1ffb>

Upcoming Events

DPAC December 1st General Meeting (Virtual)
 9:15 am – Guest Speaker Todd Ablett, Robotics Academy & Future Careers

Treasurer's Report - Kelly Kerklaan

General Chequing Account

Balance Forward- 1 July 2021 \$7,885.20

- Current Balance as at October 31st (statement) \$7,885.20

Gaming Account

Balance Forward – 1 July 2021 \$47.38

- Current Balance as at October 31st (statement) \$2547.38
- During October, DPAC received our gaming grant of \$2,500 and interest of 1 cent. No expenses were incurred
- For the year to date, we have a net income of \$2,350.04.
- All school PACs should have received their gaming grant funds in their bank accounts in October. PAC gaming grants based on \$20 per student.

Committee Reports

Finance & Facilities – Kelly Richter

- Finance & Facilities met October 12; Secretary Treasurer Julie Leiterman reviewed the Long Range Facilities Plan document, which is a snapshot in time of all WVS facilities, their condition and the impact of changes in the delivery of education on the facilities. Within our district, the focus is on maintaining the existing structures; the focus for Facilities is to keep the existing buildings in good shape. [Long Range Facilities Report.](#)

School Traffic Advisory - Renee Bouchier

- We have been advised that this group are changing their meeting dates to the second Wednesday of every second month, so we will have a report at the December DPAC meeting.

Human Resources – Anya Yashkina

- First meeting was held November 2, 2021

- New District Principal of Inclusive Education hired – Corrine Kinnon. She will start January 1, 2022.
- Have started reviewing potential candidates for future elementary Vice-Principals
- New Manager of Information Technology hired, Peter McGraf
- EA (Educational Assistants) recruitments – reaching out to universities and job fairs
- Discussed safety on playgrounds and violence protection
- Survey coming out regarding diversity of all district employees

Enhance WV – Kyra Williams Smiljanic (read by Kelly Richter)

- Focus on the Program Guide and getting programs up and running with required Covid restrictions, plus integration with immigrant groups that need more support than what has been available during the pandemic. Kyra is working with Julia Wang, heading a special interest group for parents from China on helping families find the supports they need within the parent community.

Inclusion & Diversity – Kyra Williams Smiljanic (read by Kelly Richter)

- Kyra & Amy are working towards the first committee meeting mid-November, to brainstorm topic discussions and what programming will be offered this year. There was a great list of learning topics carried over from last year – including SOGI, Neural Diversity, local racism. More to follow; if you are interested in getting involved with this team, contact dpac@wvschools.ca and we'll put you in touch.

Board of Education Trustee's Report – Carolyn Broady

- We are entering a bargaining year for teachers and support staff. Current contract expires end of June 2022. Local bargaining with teachers is beginning which includes anything not related to money. Provincial bargaining is expected to begin early Spring. WVMEA (support staff) will start later this spring. Working with BCPSEA.
- Board met with West Van's MP Patrick Weiler last week; discussions included International Students and streamlining their process and the need for a strategy to tackle the opioid crisis as a national emergency; this crisis has impacted both West Van citizens and people around the province.
- No formal in-person Remembrance Day ceremonies this year either in schools or in the community due to Covid. Ceremonies to take place within classrooms; individual schools and the district will lay wreaths at the WV Cenotaph individually over the coming week.
- Graduation activities during Covid will be examined as the situation unfolds. WVD working through this; all venues are being held for spring for convocations and grad banquets with the hopes they can proceed but patience is requested during these changing Covid times. Working with local health officers, superintendents through the region, trying to find solutions. Aware that planning is underway with grad committees.
- Recent PHO mandate requiring proof of vaccination for volunteers working with youth (coaches, Brownie leaders, etc.), caused confusion. This is separate from what is taking place through community centres, etc.
- Consultation regarding a potential vaccine policy for WV school staff has begun. This is primarily a labour relations issue and as such the board will be meeting in camera (in private), so you will not be hearing much as the process unfolds. [Boards of Education

hold meetings pertaining to land and land acquisition/disbursement, labour relations and law or legal issues in camera]. Board has started consultation and is in stage one: is collecting data from various stakeholders. Five steps to follow, which will include consultation with community/parents.

- Board are happy to receive any communications throughout the process, but due to the in-camera nature of the process questions/correspondence will not be communicated about publicly. Please feel free to mail or email in your views which will be considered.
- Informal discussions have been had with DPAC; more formal process to follow.
- Will be taken the time needed to do this work correctly and respecting all parties.

Superintendent's Report – Chris Kennedy (PPT presentation distributed with minutes)

- Enrollment 6772 + 411 International students = 7183 total students in WVS. Sentinel 1130, WVSS 1026, Rockridge 810; elementary student enrollment broken down in slides. Bounce back in international student numbers; on track to be over 500 international students next year.
- ELL numbers are down slightly – first time in years.
- Indigenous 118 (fairly consistent), Homeschool 18 (up from 13 LY, due to pandemic), French Immersion 703 (fairly consistent) - Elem 703+ SS 319 = 1022
- Parent Communication Emails [AP183](#) – serious issue with privacy, policies were tightened due to bad practices in the past, please speak to your principals regarding individual needs. PAC Chairs need to have conversation around communication plans with school Principal; policies on how parent databases are to be used need to be clarified. If misused, must be reported to the privacy commissioner, so need to be thoughtful and guarded on how parent emails are used.
 - Social media – communicate “where parents are”. Try to use tools that can easily be passed on to other parents year to year.
- WVS Long Range Facilities Plan document: there are 19 facilities in WVSD. Sentinel should have a rebuild due to seismic issues; all other schools only require ongoing maintenance. (Document included in minutes above).
- Parents in schools – hopefully moving towards more parents allowed in the schools in the new year.
 - Parents allowed to watch secondary sports due to the larger size of the gym facilities, bleachers/viewing area. Elementary schools do not have the additional space to safely accommodate parent audience. Sign-in procedures and masking in place.
 - PAC meetings – ask to stay virtual until end of December; open to in person meetings in the new year. Challenging for larger numbers with protocols in place.
- X-Block – provides flexibility for students to get any extra help they may need on Tuesday and Thursday afternoons. Students need to find value in this time. There have been some challenges so far this year that are being worked out; parents should reach out to their principals if their child appears to have nothing to do.
- Vaccine passports & implications for schools. Provincial health gathering orders last week clarified that vaccine passports do not apply to school events, anywhere. Have been challenged however as venues insist that they need anyone 12+ to show passports. Last week's clarification helps, still working through with venues. Challenging issue. Guided by MoE not to put students into a position where they need to show a passport, some flexibility around extra curriculars. This is the reason why there have been some limitations around school trips, but that is opening up. Overnight field trips

being worked on now, patience needed as this is being worked through. More work needed on planning with venues, how to deal with positive Covid cases arising on a trip.

- No update on the Harry Jerome Oval at this time; more money needs to be raised to meet the target.
- Hot Lunch beverage question – Principal working group prefer not to include beverages again, for three main reasons: 1) drinks are messy and require more clean-up, 2) additional parent volunteers needed when drinks added, trying to keep hot lunch tight, 3) work being done to get kids to bring a water bottle every day – having additional beverages runs counter to this messaging.
 - Understand this is a good fundraiser; noted that PJ runs a good after school, PAC run gelato sale which works and does not complicate the issues above.

Questions and Answers for Chris & Carolyn:

- Q: Kelly K: What does a PAC Chair need to do to comply with CASL
 - Chris: Do not send out communications that are for business purposes, solicitation, marketing. PAC communications are largely covered and not considered solicitation. Some grey area (i.e. fundraiser at a business), but generally ok.
 - Nessa: Comment about quick text option that Principals can use for fast, brief communications. Chris to look into this as an option, believes this is in the suite of tools available through WVS.
- Q: Kelly K: Regarding a grade 7 student who will likely go on to his in catchment high school, however parent does not know anything about academies or other specialty programs in high schools that might change this decision. How should parents find out about this earlier in the year and since registration opened on Oct 15th, how difficult is it to get into an out-of-catchment high school if we apply later this year?
 - Chris: January 15 date for HS registration; academies and high schools all have information evenings for parents in advance of the registration deadline.
- Q: Amy C: Deliberations regarding vaccine mandate: on what basis was it determined that the deliberations should take place in-camera?
 - Carolyn: Stakeholder information is publicly received; board will be following labour relations requirements and the law and conduct deliberations in private, based on legal advice and BCPSEA's legal advice.
- Q: Amy C: Consistency of approach question
 - Carolyn: consistency within the province, this is a BC based approach, all collective agreements are based in BC. Consistency in approach refers to guidelines provided to boards in the K-12 sector guidelines pertaining to potential vaccine mandates. Consultation will be methodical and include all stakeholders, including DPAC.
- Q: Amy C: Has the board taken a position on parent volunteers requiring vaccine passports to volunteer within schools, based on Amy's understanding that some PACs have voted in favour of this?
 - Carolyn: to my knowledge no board in BC has taken a position on this publicly.
- Q: Amy C: Request for steps to be taken to verify efficacy of many positive steps the district has taken to improve upon ventilation in the schools.
 - Chris: as replied to last month, there are no plans in place for further testing to test efficacy. Comfortable that we are meeting the guidelines and recommendations set out by the Ministry of Education.

Guest Speakers – WVPD Chief Constable John Lo and Cst. Nicole Braithwaite

- Strategic Plan for 2022-2025 currently being discussed
- WVPD requires all employees to be fully vaccinated by Jan 11, 2022, as does the WV Fire Dept.
- Staffing is always an issue. 14% of staff is currently non-deployable. Aggressive recruiting in progress – 9 new staff this year and hopefully 12 for 2022.
- Cst. Nicole Braithwaite is part of a 5-person team of Community Policing: Block watch, Schools, Homelessness, Substance Use, Mental Health, Seniors
- Any crime (theft, bullying, harassment) in schools is mainly dealt with in school with parents, school admin, student
- Coming in April 2022 for Grades 10-12: consent in relation to sexual assaults
- Youth outreach @cst_braithwaite – over 3000 followers, many questions asked
- Many school-based programs for all grades including a Police Youth Academy
- Social media posts: @cst_braithwaite on twitter, Instagram; many youth followers, reaching out about consent, bullying, etc.
- Contact Cst. Braithwaite for questions at nicolebraithwaite@wvpc.ca

Q&A for speakers:

- Q: Jenny C: Parents at GEC have brought up concerns regarding vaping at high school on buses, in bathrooms, etc. Looking for vaping speakers, initiatives – is there a play to education children & parents on this subject:
 - WVPD does not offer programs, but recommend reaching out to your schools for speakers, or go to Foundry. More of a public health presentation.
- Q: Cindy N: Felt most impressionable group is grade 7/8/9; would love to see girls educated about consent in relation to sexual assault. Grade 10-12 seems too late for this content.
 - Great question, Chief Lo & Cst. Braithwaite will discuss presentation for introduction to high school years, with consent, drugs, related topics that are an issue for this age group.

Adjournment: 10.50 am



Superintendent Report to DPAC

Chris Kennedy, Superintendent of Schools
November 3, 2021

Topics for the Month

- Enrolment Report for this year
- Communication Protocols for PACs with Email Lists
- Long Range Facilities Plan
- Parents in schools
- X-block in secondary school
- Vaccine passports and implications for schools
- Harry Jerome Oval
- Hot Lunch Updates

Headcount and FTE September 2021

Year	Regular Enrollment (Headcount)	FTE	International (Headcount)	Total Enrollment (Headcount)
2021	6772	6950	411	7183
2020	6826	6949	309	7135
2019	6865	6996	536	7401
2018	6797	6916	537	7334
2017	6804	6898	539	7343

Elementary numbers

School	1701 headcount
BICS	288
Caulfeild	350
Cedardale	288
Chartwell	245
Cypress Park	73
Eagle Harbour	55
Gleneagles	260
Hollyburn	230
Irwin Park	379
Lions Bay	33
Pauline Johnson	415
Ridgeview	369
West Bay	399
Westcot	405

Secondary FTE

School	Headcount	FTE	%
Sentinel	1130	1198	1.06
Rockridge	810	858	1.06
WVSS	1026	1088	1.06

Special Education 2020-2021

Year	Total
2021	704
2020	706
2019	670
2018	595
2017	564

Special Education

Level	1	2	3	4
Total	4	219	46	437

Level 1

- Physically Dependent (A)
- Deafblind (B)

Level 3

Intensive Behaviour or
Serious Mental Illness
(H)

Level 2

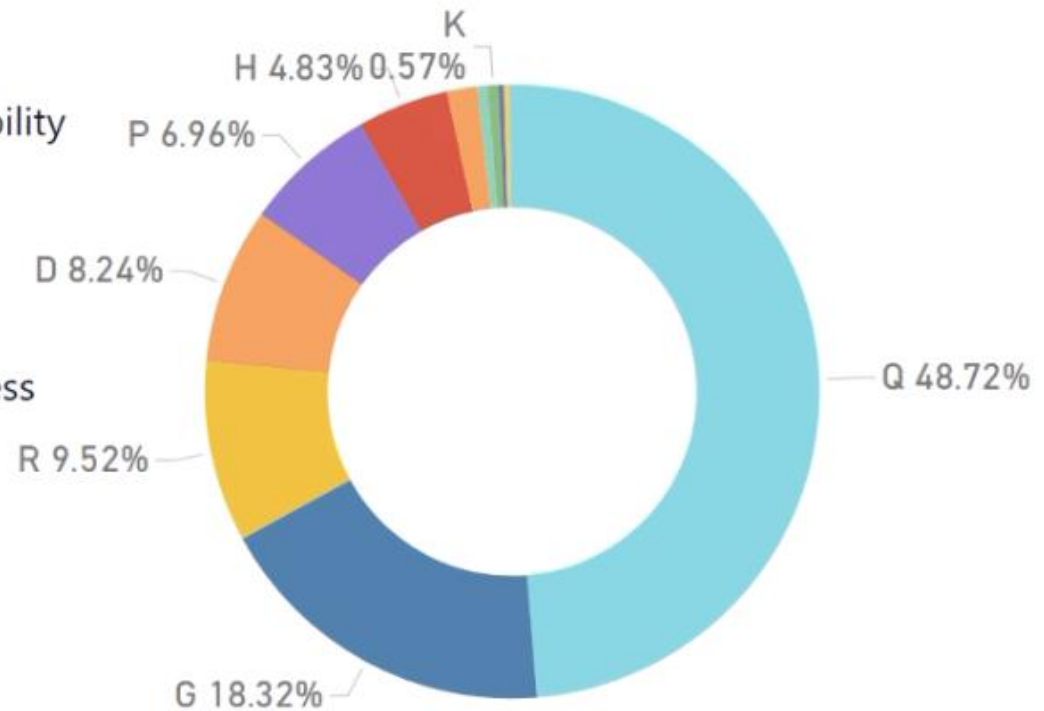
- Moderate to Profound Intellectual Disability (C)
- Physical Disability or Chronic Health Impairment (D)
- Visual Impairment (E)
- Deaf or Hard of Hearing (F)
- Autism Spectrum Disorder (G)

Level 4

- Mild intellectual disability (K)
- Gifted (P)
- Learning Disability (Q)
- Moderate Behaviour/Mental Health

Special Education

- A Physically Dependent
- B Deafblind
- C Moderate to Profound Intellectual Disability
- D Physical Disability or Chronic Health
- E Visual Impairment
- F Deaf or Hard of Hearing
- G Autism Spectrum Disorder
- H Intensive Behaviour/Serious Mental Illness
- K Mild Intellectual Disability
- P Gifted
- Q Learning Disability
- R Moderate Behaviour/Mental Illness



ELL 2020-2021

Year	Total
2021	1268
2020	1347
2019	1312
2018	1193
2017	1166
2016	1089

Indigenous Students 2021

Year	Total
2021	118
2020	121
2019	116
2018	105
2017	90
2016	67

Homeschool

Year	Total
2021	18
2020	13
2019	8
2018	6
2017	7
2016	6

French Immersion – Elementary & Secondary 2021

Year	K-7	Gr 8-12	Total
2021	703	319	1022
2020	720	327	1047
2019	679	344	1023
2018	667	365	1032
2017	641	403	1044

Administrative Procedure 183



Administrative Procedure 183

AP 183 – Parent email databases

Background

The District recognizes that it is becoming increasingly important to connect electronically with parents. The District also recognizes that FOIPPA regulations guarantee that private information provided to the school, including personal e-mail addresses, is not to be shared without explicit permission and used only for the purposes as outlined in Personal Information Release agreement.

Procedures in this area will ensure that personal information is protected, and shared only with those entitled to have access to the database.



Chief's
Update

Community
Projects

School
Initiatives

**District Parent Advisory
Council Presentation**

November 3, 2021



**WEST VANCOUVER
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Chief's
Update

Community
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Initiatives



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Chief's Update

- 2022 – 2025 Strategic Plan
- Covid-19 Vaccinations
- Staffing



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2022 – 2025 Strategic Plan

- Final draft near completion
- To be released to the public in Jan 2022



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Covid-19 Vaccinations

The WVPD requires that all employees be fully vaccinated by January 11, 2022.



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WVPD Staffing

- 14% non-deployable (WorkSafe, LTD, various leaves)
- Hired 9 police officers in 2021 and expecting to hire 12 police officers in 2022
- New recruiting campaign:
 - joinwvpd.ca



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Chief's
Update

Community
Projects

School
Initiatives



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Community Services Team Resources

- Who We are
- What we do
- Resources



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Crime and Schools

- Matter dealt with by School/Parents
- Involvement of Police
- Restorative Justice
- Criminal Charges



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Chief's
Update

Community
Projects

School
Initiatives



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School Presentations

- K-2 Basic role of police as community helpers
- 3-4 Role of police expanded
- 5-7 Cyberbullying / Cyber safety
- 10-12 Legal (The Law and You)
- 10-12 Consent in relation to sexual assaults
(April 2022)



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Other Projects and Responsibilities

- Social media- @cst_braithwaite
- Youth outreach
- K-5 library reading
- Canoe program
- Lockdown drills
- Student Work Advisory Team
- Law 12 mock trials
- Police youth academy



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Youth Academy

Purpose: To empower youth through developing teamwork, mental resiliency, leadership, mentorship, and a variety of basic law enforcement skills, which they will be able to use throughout their everyday lives.



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Youth Academy

Who: West Vancouver youth in grades 10-12

What: Participants will be exposed to different areas of policing including:

- Police physical training (running, hiking, and weights)
- Police Dog Services
- Traffic Services
- Community Services
- Forensic Identification
- West Vancouver Fire Dept.



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2nd Week of School - Sept 14 Classroom Assignments

Room	Teacher	Subject
101-1011	Handwriting Class	Reading (Mrs. Brown)
101-1012	Language Arts/Book Club	Math (Mrs. Green)
101-1013	Art	Science (Mrs. White)
101-1014	Music	Physical Education (Mrs. Black)
101-1015	Art	Math (Mrs. Green)
101-1016	Art	Science (Mrs. White)
101-1017	Art	Physical Education (Mrs. Black)
101-1018	Art	Math (Mrs. Green)
101-1019	Art	Science (Mrs. White)
101-1020	Art	Physical Education (Mrs. Black)

Questions?



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