

West Vancouver DPAC General Meeting Minutes

Hybrid meeting

Wednesday October 5, 2022

Schools Present

| | | | |
|--------------|--------------|-----------------|------------|
| Bowen Island | Caulfeild | Chartwell | Gleneagles |
| Hollyburn | Irwin Park | Pauline Johnson | Ridgeview |
| Rockridge | Sentinel | West Bay | Westcot |
| WVSS | Cypress Park | | |

- DPAC Exec – Nessa Van Bergen, Nikta, Kelly, Danielle, Tanja, Jatinder, Tonia, Ling, Marisa, Anya
- WVS – Chris Kennedy & Carolyn Broady

Adoption of the Agenda and Minutes

Adoption of Agenda

Motion to approve the meeting agenda.

First: Kelly Richter

Second: Tonia Liao

So moved.

Adoption of Minutes

Motion to approve the June 2022 meeting minutes.

First: Genevieve

Second: Marissa

So moved.

Chair's Report

DPAC Meetings:

- DPAC General Meetings typically take place the first Wednesday of each month and will be held in a hybrid format, here at the ILC and by Zoom.
- Agenda and Zoom link will be circulated the week before by email.
- In the past we ended the meeting with an open discussion to allow people to share ideas and brainstorm challenges PAC's are facing. We will continue with this tradition so please write down any questions you have on the white board outside.

DPAC EXECUTIVE:

- We are actively looking for someone (with typing skills) to join the DPAC Executive in the role of Secretary.
- Please email dpac@wvschools.ca if interested.

School Board Trustee Liaison:

- We also remind all PACs to be sure to invite your School Board Trustee to one of your meetings later this year.
- The list of Trustee school assignments will be listed after the municipal Election on October 15th.
- A reminder to PACs that you can invite your school trustee to come into your school.

Treasurer's Report – Nessa van Bergen

General Chequing Account

There has been zero transactions.

Balance Forward-

- Current Balance \$7,793.86

Gaming Account

Balance Forward –

- Gaming grant: \$2,500
- Interest: \$45.90
- Current Balance as of September 30th: \$2,545.90

Committee Reports

Finance & Facilities – Kelly Richter

The committee met on Sep 20th.

Student and Family Affordability Fund

- Secretary-Treasurer Leiterman spoke to the one-time fund aimed to support families who may have been struggling to cover regular school costs this year due to Covid; WV School District has been allocated \$656,000.
- The special fund is to be used only for the intended purposes as directed by the Ministry of Education and must be spent by June 30, 2023. The two main targets of the fund are food security and regular school costs. The distribution of funds will be determined over the fall and will follow the existing WVS hardship procedures and be made in collaboration with our schools.

2021-22 Financial Statements

- Secretary-Treasurer Leiterman discussed the Financial Statements for the Year Ended June 30, 2022, summarizing the financial results for the Capital, Special Purpose, and Operating Funds.
- Goals moving forward will be to reduce the budgeted 2022-23 structural deficit, table a balanced budget for 2023-24, and shift use of reserves from supporting structural deficits to one-time special costs. Increases in international student enrolment and local enrolment will be key to future funding.
- For any other information, the minutes are posted on the district website.

School Traffic Advisory – Jatinder Sidhu

- Assist parents/ schools address Traffic/Safety concerns
- Get kids out of car
- Increase uptake of Active Transportation - biking & walking
- Increase bus ridership
- Reduce the number of cars driving right up to the front doors of schools (by increasing the awareness and practice of 'Drive to 5')• Increase understanding of climate/ health benefits of alternatives to driving
- And how do we do this? By working with schools and promoting alternatives.
- Work with the District to make school zone streets safer
- Walking Wednesdays, Bike to School, and other initiatives (Very least we can do is not drop off our kids at the very front of the school gate.)
- More and more schools are going to shut off the drive to school in a near future. It's a pilot project happening in Ontario and other parts.
- Update school maps to help drivers find places to park away from school
- Bike/walk, park 5 or 10 minutes away.
- Lobby Blue Bus to improve services, increase bus ridership.
- Awareness campaigns, including Safety blitzes and videos
Our first step - please make sure you/ your traffic and safety rep (if you have one) lets me know about concerns/ issues.
- One success story at Sentinel, we drew a map and it shows where you can park safely and legally and where you can walk with your child to school. I like to do the same and make sure all parents at all schools are equipped with that information.
- I'm in direct conversation with managers with blue bus. Maybe special routes, like the 3'oclock bus can be in operation (however this bus was missing kids who got off just at 3- but they've adjusted it).
- There is a campaign for Eagle Harbor to get a bus going in that route. A meeting coming up with the engineering department in west van visiting all the schools for safety. If yours is not set up, reach out to me and I'll talk to them so they visit your school.

Human Resources – Anya Yashkina

- The meeting was on Sep 27.

- The topics covered were:
 - recruitment challenges, successes and initiatives
 - the bargaining process
 - professional development inside the district
- It's been a busy year with recruitment. Number of postings for teaching positions doubled. Support staff positions remained the same. They've been able to fill all the educational assistant positions. There are challenges with early childhood education. They are in the process of hiring a vice-principal.
- There are initiatives that the district is taking: working in partnership with Langara College and Capilano University to hold information sessions for students and to help with recruitment of educational assistants.
- West van community centre offered a recruitment fair in September which was quite successful and attracted over 20 prospective candidates.
- The HR team also works with "Make a Future" to host educational information sessions about our district. They also participated in a career fair at SFU where they had a booth. And hopefully that attracted some candidates. They also advertise on social media and place posters in community centres as well as posting QR code posters in schools.
- New initiatives regarding retaining and training of educational assistances:
 - promoting the position in the leadership and inclusion support team leads
 - the role is to help with an engagement committee
 - provide mentorship to the educational assistance
 - help promote career exploration
 - peer lead professional learning
- The bargaining process: The BC public school association and k-12 residence council reached a framework agreement. It is a 3-year agreement which includes increase of wages, as well as some funding for the district to help with the negotiations and labour management. Also the funding helps support enhancement in health and welfare benefits.
- The detailed information is available online.

Audit – Tonia Laio

The meeting took place on Sep 21st.

- Highlights of the auditors' report for our school district in the last fiscal year:
 - They did a good job because they explained rule changes.
 - The school district showed that they had a good balance.

Board of Education Trustee's Report – Carolyn Broady

- QP ratified. So support workers in BC which means West Van employees in our district have ratified the agreement. There is not chance of strike for support staff which is wonderful. That's great news. Because of the

settlement, the dollar figure has been set. The raise is over the next 3 years.

- QP came in and settled and got the same money as the other two unions. Some local money has come in which we had not seen before to do things to support our staff or our EA's. Some local negotiations will need to finish to distribute the money.
- As for teachers money, raises, ratios of special teachers in schools, etc, will come to the provincial table. Another settlement is happening locally but it is structured differently- there is no money involved. It's on-going a bit more slowly and maybe into the new year.
- After the election, the new board is in place. The first 6-8 weeks will be board orientation. The new board in the new year will go visit every single department in every school- from facilities to HR to international to get a broad understanding of what is going on.
- Once that is completed, usually around spring break or early April we will get to our strategic plan which will set the direction for the board for the next 4 years. There will be opportunities for input from DPAC as we go forward with that strategic vision which will be released late June or possibly Sep.
- The liaison from PAC can come to the table, from there Chris and his team will work out a plan. This will set the tone and the goals for the 4 years.
- The election: The October board meeting has been cancelled. The election is on the 16th of October. The old board is still in place but there is a 10-day period while election results need to get certified.
- In the province people are running for trustee and trying to make decisions that are not in their role to make. For example, topics such as banning books in schools. That is not a role of a trustee. That is based on the ministry of education and the curriculum.
- The other issue to come out was around SOGI. SOGI stands for sexual orientation and gender identity. That is a program that is protected provincially and federally under the human rights acts. So people are confusing that with other things, such as SOGI 123 (a set of resources created by the art foundation) these are not lesson plans or curriculum. These are just resources if a teacher wants to use them. Any teacher has the right to use hundreds of resources.

[Superintendent's Report – Chris Kennedy](#)

Connecting to your principle

- Mostly around communication, this time of year you are talking to your principal how you're doing communication.
- There isn't one way that works. Each school is different but have the conversation with the principal. H

- Hopefully by now, you've had this talk with your principals. There are many new principals this year, it is worth having this conversation.

Accessing resources for PAC meetings on various topics:

- Whether it is truth and reconciliation, technology, curriculum, SOGI, etc etc., go to your principal first and we'll come present.
- We'll come to a PAC meeting- 20 or 30 minutes. I can come or any folks in my team. Bring an interesting topic to even grow your PAC.
- In each community, the topic may be different. We can also get someone with expertise to come and talk at your meeting.

Enrollment

- A big date is September 30th for getting funding for our enrollment.
- We are 18 schools (including 14 elementary school, 4 high schools including ILC) and just over 7,200 students including 400 international students. Enrollment is up slightly from last year this time. (1,500 from outside of district- North Van mostly and those close to the highway draw from Vancouver).
- West Van enrollment is declining but other districts have students coming to us. We all know challenges in housing affordability, transportation, and these challenges. But we are able to attract students from outside the community which keep our buses full.
- The international students' enrollment has not gone down. They're great for our local economy but we rely on home-stay especially seniors who have extra bedrooms.

Indigenous Education

- New movement from the Ministry: every student will take an indigenous-focused course as part of their graduation requirement. All of our grade 10/11 students are taking First People's 11 as their English credit.
- This rule applies to everyone grade 11 and younger.

Student and Family Affordability Fund

- This is about \$650,000 which was intended by the government to offset some challenges of inflation for parents. I'll be more clear vision on this and how we can apply it.
- PACs can create a fund to offset those needs; for example, for those who cannot afford outdoor school. Thus, this year the PAC does not have to raise the money for that. The district will come in and pay for this. So hopefully some pressure is taken off of PACs especially when PACs cover the cost of families who could not afford field experiences. High school, we can pay and support families around course fees.
- Likely, we will take enrollment and demographics as a factor and create allotments for schools as where and how this support is given.

- There will be an allocation procedure. So PACs decide where and how they apply this money. PACs will make priorities around the money they receive.

Early Learning and Care Update

- All the work 0-5 falls under the Ministry of Education. This is all new work for me and my team and just hired a new district vice-principal for early learning.
- Now we are fully funded by the federal government for their work around childcare.
- This is now a childcare position fully funded by the federal government.
- Where kids float through from early care to the primary class to the after-care all in the same place, we are beginning to have work done around that and also reductions in cost for families.

West Van Place for Sports

- Tenders are closing the new date to break ground: Dec 1st
- All PACs have made donations in the last decade. A tour is coming hopefully in December with the majority of the construction happening through spring time.

Trustee Elections and why you should care

- It is important that you have strong local leadership in education. Some places are doing creative stuff others places are stagnant. Decisions are made locally and that should be enough. I'm vested in this because they are my bosses.

DPAC website training (Oct 26th) and Survey will be coming.

- Tricia Buckley (communications manager) is sending out a survey: what kind of support do you want around website training and resources for PAC.

Upcoming Events

October 5th, 7 pm (tonight) - All Trustee Candidates Meeting encourage all to attend.

October 5, 6, 8, 10 - Advanced Voting Opportunities

October 15th - Civic Election Day

October 24 - PAC Treasurers Meeting (by zoom)

October 26, 9:15 am - Communication Training

November 2, 9:15 am - Next DPAC Meeting with presentations on Mental Health and Open Parachute

- Events are all listed on the DPAC webpage which is updated regularly
- We are exploring speakers to host in the upcoming year for parent education. If anyone is particularly keen on a speaker, or have

been to a worthwhile presentation that would benefit our community please bring it to our attention.

- We are in talks with Haley Watson- the opening speaker. She was really fantastic.
- Any other topics that are of interest to you pls reach out and we'll try and arrange.

[Guest Speaker – Kyra Smiljanic - PAC 101](#)

What is PAC?

- The official, recognized collective voice of the parents/guardians of your school community. If there is good energy among the PAC, you have good energy among the parents.

Purpose

- to advocate for excellence in education for the safety and well-being of our students and the effective and meaningful involvement of the parents as partners.

What is your family's journey and where are you going?

- Foundations: effective inclusive PAC meetings- fobert's rules of order
- Meaningful current bylaws – easy to understand so you can work within them
- (We can change bylaws to suit our needs if they have been out of date- we just need a certain amount of interest and vote.)
- Transparency and accountability to make sure there is a balanced budget. You need a strong team.

Resources:

- Previous PAC chairs
- DPAC EXEC – there is years of experiences among the PAC members; just ask! (SLACK, mailchimp, FB or Instagram or electron e-bulletins)
- BC confederation of parent advisory councils (BCCPAC) bccpac.bc.ca
- Leadership manual
- Budget template
- Constitution ad by-law samples

Team building

- Find your leaders, but also everyone else- idea people, organizers, techies, DOERS
- Support your team players to succeed and make volunteering easy- tons of online tools, allow for strengths, differences and quieter voices to be heard.
- Streamline processes in order to repeat past successes. Succession planning (if you're not constantly talking about next year, you won't have new perspective coming in).

- Build a strong supportive team, exec, principal, DPAC (it is a beautiful thing when there is respect between your PAC and your principal). Applaud and appreciate your team. (Feeling rewarded and making a difference is a great environment!)

WORKING WITH THE SCHOOL: build a solid relationship (if we got through covid, we'll get through anything).

- Alignment of parent and administration goals
- Clear budget to align with school goals
- Support school initiatives as best you can
- Ask for accountability and transparency

FUNDRAISING

- Keep it simple: find things that have worked and add your own twist. Also, use recipes that have been proven. Come up with your priority list and vote on it while setting realistic ideas. Again, repeat success stories!
- Online options: virtual bingo, or trivia night, online auctions, drive in movies student art auctions, live or online
- Old strategies: hot lunch, gelato booth, cheque drive, golf tournaments, gaming grants, galas pub nights (getting to know parents)

COMMUNICATION WITH PARENTS

- Personal- human connection
- Purposeful- strategy for end goal (what is our purpose? Enhance our PAC? Handle the playground? Increase zoom? etc.)
- Do it the old fashion way and walk up to people.
- Creative- capturing attention
- Caring- checking in, getting feedback, appreciation
- Be wary of late-night emails and communication overload

WHAT HAS CHANGED FOR PACs?

- Many more tech-skills are needed
- Saturation: the average schedule has twice as many online meetings
- Recognize the need for moderators
- Welcome fresh parent participation and appetite for connection
- Create a working group that creates support and improves communication (a parent who is involved in PAC has a much deeper connection and success rate with their children's education.)
- Share and network – what is and isn't working at various schools
- Work together- celebrate all successes, recognize individual effort, respect all voice

Technology: blessing vs burnout

- Make meetings creative: props, good coffee, stretches, mantras

- Get a PAC Zoom licences and administrator / PAC zoom rep (they help you troubleshoot and set up your own meetings). This is great for parents who cannot attend an in-person and do so online from work.

Guest Speakers – Tara Zeilinski and Robin Turnill - PJ PAC Engagement Survey

PJ PAC community engagement survey

What it entailed was:

- 15 questions, concise and not time-consuming
- kids who did the survey got a sweet treat so they had to motivate their parents
- we also talked about it on our facebook page
- announced it at our pac and put it in our bulletin
- response rate was 30%
- there was a real desire for more connection, engagement with new parents, and parents wanted face to face interactions
- We restructured the bulletin so it wasn't too lengthy
- We found that a class parent is the person people go to get their information
- We found that social media is necessary
- Principal's report was regarded as highly valuable information
- People knew how to get involved if they wanted to
- People know where to send donations

How to engage our PAC?

- New parent information in September so parents can get to know me and my leadership style. Also, we did curriculum night virtually for better participation rates.
- We go to ministry and provincial and then we go district to talk about ELL. What does it look like for parents who do not speak English? What does SWISS do and how can I get support?
- We organized an event in September and offered parents' cheese and wine afterwards. It helped bring people together and it was well-received.
- We made a community call-out for our park from our PAC to ask parents to come out every Friday afternoon. Parents now bring their own tools and get in the shed and get dirty with their kids. It's wonderful!
- We made the e-bulletin less repetitive. We changed our format to new and reminders.
- Class parent rules: we made it more inviting, how are we presenting that invitation, how are we making it more inclusive?
- Our social media is where both parents and teachers go to. The images are beautiful. Even international parents are noticing it. As a leader this makes me proud.
- Our alumni is why we are proud to celebrate our centennial.
- We set up a town-hall concept meeting which is great so parents can hear from me.

- I do a principal's report: what children are doing, courses, sogni, hot lunch, etc. This allows parents to be a part of the conversation and ask questions from me. It is through PAC but I'm the only principal talking.

Other ways to engage parents that we are trying:

- We are doing parent French lessons Fridays 1:30-2:30 at west van library
- Canadian parents for French at the West Van chapter: Asking parents to get membership. They will screen movies in French.
- Renting a theatre at park royal and families can buy tickets (eventbrite page)
- It's a fundraiser (but very little money is raised). A private screening of any movie currently showing. This is a movie fundraiser.
- We brought back the welcome back coffee. At this event we asked people to sign up for PAC. We've increased our general volunteer sign up this way.
 - We made people aware of PAC and volunteer opportunities.
 - We found out day time and evening meetings: so now we alternate each month from daytime to evening online meetings.
 - We brainstormed on the question that once we raise money, how can our school donate to the community.

Adjourn meeting 11:33