



West Vancouver DPAC General Meeting Wednesday, October 4, 2023

Present: Representatives from the following schools:
Caulfeild, Chartwell, Cypress Park, Ecole Cedardale, Gleneagles, Hollyburn, Irwin Park, Pauline Johnson, Rockridge, Sentinel, West Bay, West Vancouver Secondary, Westcot

Chris Kennedy, WVS Superintendent
Nicole Brown, Vice Chair, WVS School Board

Absent: BICS, Eagle Harbour, Lions Bay, Ridgeview,

Welcome & call to order

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 as we bring this knowledge to the students of our community.

Adoption of the Agenda and Minutes

Adoption of Amended Agenda

Motion to approve the meeting agenda as amended.

First: Nessa van Bergen

Second: Tonia Liao

So moved.

Adoption of Minutes

Motion to approve the June 7, 2023 meeting minutes.

First: Kelly Richter

Second: Joy Zhou

So moved.

Chairs' Report – Tanja Imhoff & Maria Bird

Welcome to the first DPAC General meeting of the year. It was wonderful to see so many of you in person at the opening day event and at last week's welcome luncheon at Trustee Carolyn Broady's house. A big thank you to Carolyn for hosting and to Sogol for taking the annual photo. (sent out in the DPAC meeting reminder email).

DPAC Meetings:

DPAC definition – all parents enrolled in a public school in West Vancouver, underlying goal making sure public schools work well for all students; official stakeholder to the school board. Foster connection to the district and one another.

DPAC General Meetings typically take place the first Wednesday of each month and will be held in person, here at the ILC. At this point we will not be offering any hybrid virtual options. Nor will the meetings be recorded. We keep detailed notes in our minutes and they will be posted in the upcoming newsletter. The agenda will be circulated the week before by email. We will continue to have a morning coffee meet and greet from 8:45-9:15am before meetings.

We have expanded our PAC tip of the month. Typically, there are 2 presentations at each DPAC meeting. This year one of the presentations will have a PAC focus. topics may include, succession planning, budgeting, volunteer recruitment etc. We also know how valuable your time is and to make your lives a little bit easier, we will be providing some key take away points that you can report back to your PAC's in the DPAC minutes.

DPAC EXECUTIVE- Maria

We are actively looking for someone (with typing skills) to join the DPAC Executive in the role of Secretary. They would be joining a fun, dynamic group of people and attend one extra meeting a month. Please email dpac@wvschools.ca if interested.

PAC ENGAGEMENT- Tanja

Our goal this year is to continue engagement between PAC's and how the DPAC can best support the needs of PAC's. We are hoping to share the wealth of resources and knowledge each PAC has to offer. We have contact information for various parent ed speakers, a list of hot lunch vendors used by PACs and hope to put together a list of vetted after school programs. These resources can be found on the west van DPAC age under resources. We also hope to continue our DPAC Pub nights to keep building the DPAC community.

WhatsApp and Mailchimp- Maria

We will continue using WhatsApp as a tool to share information and resources and as a quick way to connect with other PACs. We encourage all of you to click on the WhatsApp link located at the bottom of the DPAC newsletter to join in the conversation. Our WhatsApp channel is open to all PAC members so encourage your exec team to join as well. There are several channels to join including chairs, hot lunch, fundraising etc. Please make sure relevant members of your PAC execs are subscribed to our Mailchimp emails. We will add the link for people to sign up on the bottom of our emails; seems to work better if you follow the link yourself and confirm your sign-up. Note: issues with Gmail accounts not receiving emails; Nessa has posted on the WVDPAC instagram site how to resolve delivery issues with Gmail.

Website updates- Tanja

We are very excited that the district will be taking over the responsibility of updating the parent section of the school website. More details of the process will be discussed at the communication meeting on October 11th. PAC's will be responsible to send minutes/agendas and updated bylaws to IT department.

Treasurer's Report: Nessa van Bergen

Financial Statement attached.

- Recap of 2022/23 year ending June 30, 2023.
 - \$25.62 in interest earned
 - \$2800 parent ed costs
 - \$3126 meeting/luncheon costs
 - \$1694 net income loss; ok as we had funds in the bank
 - \$71.11 in Gaming Account June 30/23
 - \$6144.92 in General Grant June 30/23
- As of Sept 30th, 2023
 - \$2.33 interest earned
 - \$7 in banking fees, due to fees in gaming as we were above cheque limit for the month
 - \$5826 in General Account
 - \$66.44 in Gaming Account (waiting for this year's gaming funds to be deposited)

Committee Reports

Finance & Facilities: Kelly Richter

Meeting held September 12

Review of financial statements for year ended June 30, 2023.

- Operating Revenue: budget \$78.9 million, actual \$82.9 million increase of \$4 million based on changes due to provincially bargained salary lifts.
- Operating Expenses: increased by \$3 million due to provincially bargained salary lifts and corresponding increase to benefits
- Note: 88% of budget is salaries and benefits, 12% is services and supplies, therefore limited flexibility
- Net improvement over budget: \$1 million
- Looking ahead – goals:
 - Eliminate 23/24 structural deficit and balance the budget
 - Rebuild reserves of approximately \$2 million or 3-5% of total operating expenses
 - Continue to advocate with MOECC for technology funding
 - Potential income boost – increase in local enrollment, increase in international enrollment (unlikely, current trend is international students flipping to funded students)

School Traffic & Safety: Jatinder Sidhu

- Away due to injury; report at November meeting
- PACs with traffic & safety concerns should reach out to Jatinder to connect through DPAC (dpac@wvschools.ca)

Human Resources: Marisa Yang

HR Committee meeting was held October 3.

- Employee Spotlight – highlighting three employees who moved to new positions this year:
 - Hannah Rudson – Vice Principal at Caulfeild
 - Cari Wilson – Vice Principal of Innovation and Technology
 - Stewart Baker – Vice Principal at Rockridge
- Recruitment & Staffing update
 - HR team attended the SFU career fair and collected approximately 80 student contact for future info session. Also attended fair for Educational Assistant program at Capilano University and hired one person for a casual position.
- HR Team explained two Acts that have impacted the school district as an employer: Public Interest Disclosure Act (PIDA) and Pay Transparency Act
- Health & Safety and Wellness: reported on the usage survey of Telus Health for employees. Most popular services are counselling, nutrition, and guidance. Teacher representatives expressed support for the program. HR prepares to promote the service more to increase usage.
- French Immersion Update: Provincial & Federal governments provided \$18.5k to help – HR used most of this for recruitment incentives.

Audit: Tonia Liao

- One meeting in May, nothing to report currently

Enhance West Van: Ling He

Meeting held September 21

PumpkinFest – Sunday October 15, 10am – 2pm at West Vancouver Community Centre

- Please help promote event through PAC communications
- High school student volunteers needed: students who might be interested in volunteering at PumpkinFest this year to sign up [here](#). PumpkinFest is a fun local community event taking place on Sunday October 15. Should you have any questions, please refer them to Janet Hicks (jhicks8@hotmail.com)

Upcoming events:

- October 19 – Live Music Series: Gergana Velinova Jazz Trio
- October 28 – Coast Salish Wool Weaving Workshop
- November 4 - Portobello West Holiday Market

Community Center programs:

- Most popular programs: Skating/Gym/Swimming (long waiting queue in swimming lessons due to instructors going back to university, staff shortage)
- Enhance WV would like to hear feedback from PACs/DPAC about things they would like to see happening at the community centres

Board of Education Trustee's Report – Vice Chair Nicole Brown

- Appreciation to DPAC executive team and PAC teams for their work again this year.
- New strategic plan will be released this fall; most things stayed true to core values of the district. Last document stood the test of time. Childcare will change and be a shift in the next four years as childcare is now part of the Ministry of Education and Childcare. Mental health and wellbeing continue to be a priority.
- Boards of Education to meet MLAs and cabinet next month; Nicole Brown and Carolyn Broady to participate. Meeting with health, transportation, housing – all of this impacts our schools and district. Appreciate Carolyn's advocacy to make this meeting happen.

Superintendent's Report – Chris Kennedy

- Enrollment: in-district enrollment is steady, rely on students from outside of the district. Funding driven 100% by student numbers. Up by 100 students this year over last. For the first time in a decade it appears that local enrollment is up; question – is it more young families in the district, or more families choosing public.
- 7346 total students in 18 schools throughout the district. Fundable 6982 / 364 international students. We are pretty much at capacity in our schools, some flexibility in western schools.
- WVSS is the largest school again this year; Irwin Park is the largest elementary school.
 - 1552 ELL students within the district.
 - 127 Indigenous ancestry
 - 715 grade 12 students / 391 kindergarten. Very small number of K's, concerning enrollment trend. Note – many international students come in grades 11 & 12.
- Academies – 438 students, up 9% from prior year. 128 are out of district students.
- Ignite your Passion programs – 215 students, also up 9% from prior year; 46 are out of district students.
- District Programs – 255 students. Combined programs for all high schools (eg. Outdoor Recreation, District Honour Choir, YELL entrepreneur program). Students go to any high school, but travel to the host school for the program. Ensures enough students to run these programs.
- Framework for Enhanced Student Learning (FESL) – focus on meaningful transitions into kindergarten, grade 7 to high school and into post-secondary; strengthen numeracy competencies; improving sense of belonging to enhance student success and positive mental health.
- Indigenous Education
- Equity in action – helping improve educational outcomes for students
- Protocol agreement – government to government agreement with Squamish Nation, WVS works side by side with Nation.
- Physical Literacy program – in year 8. Strong partnership with UBC & VCH. Parent education component.
- Feeding Futures Food Program – MOECC program, \$900,000 for our district. WVS will implement a universal K-3 snack program, enhance CONNECT program for secondary, redesign Inglewood Foods program, and create a WVS District Food Security Plan.
- Looking at link between access to barrier free food, and academic achievement and well-being.

- \$10,000 grant from WV Municipality to plant trees on schools; will work with facilities as now to April is the time to plant trees so time is of the essence.

Upcoming Events

PAC Communications Workshop	October 11, 9:30 am ILC
Mastering PAC Finances	October 19, 6:30 pm Board Office
DPAC General Meeting: Cultivating Community Connections: PAC Interactive Forum	November 4, 9:15 am
BCCPAC: 2023 DPAC Leadership Summit	November 17 & 18
DPAC General Meeting: Specialty Programs & Unique Options in West Vancouver	December 6, 9:15am (followed by holiday luncheon)

Presentation #1: Getting Involved: Unveiling PACs for Better School Connections

Tanya Imhoff & Maria Bird

Powerpoint

Presentation #2: Collaboration: School Principals & PAC Leadership

Kelly Richter, Trevor Kolkea & Aron Campbell

- Aron, Trevor & Kelly spoke to key facets of positive PAC / Administrator relations
- How you work together:
 - Effective communication on various levels (meetings, emails, texts)
 - Open and honest – sharing the latest news or vibe from school or parent community
 - Objective voice from PAC sharing pertinent concerns
 - Understanding of Principal's goals and objectives (FESL: Framework for Enhanced Student Learning)
- When you meet and what do you meet about:
 - Set meetings between exec & general meetings, to share agenda, key points arising from exec team
 - Ongoing emails and meetings as needed on ongoing, larger projects
 - Quick, frequent updates via text as needed / trust develops
 - Sharing information not always ready for public dissemination, for example events or ideas that need further development or an sounding board.
- Role of Principal at PAC Meetings:
 - Principal's Report – often what parents come to hear. Opportunity to ask questions in a group setting with other present helps to move everyone's understanding of school situations forward.
 - Checking in with PAC in advance for Principal to know what will be helpful to communicate / elaborate on
 - Principal is an active participant in PAC meetings, helps to build morale and community. However, it is a PAC meeting and should be chaired and managed by the PAC Executive.
 - Question: does Principal attend Exec meetings? No, only if needed for a specific issue and asked to attend.
- How do you determine budget priorities:
 - Refer to bylaws and gaming regulations – make sure financial decisions are in line with rules and regs
 - Attempt to ensure funds are utilize to benefit the majority of students.
 - Clear goals articulate from the school
 - Needs of staff and students are discussed/considered
 - PAC needs to be part of, and knowledgeable about the school goals to target and align funds to support those goals

- Characteristics of a strong PAC Chair – from a Principal’s perspective:
 - Understands the roles of the PAC and operation guidelines, bylaws and rules
 - Knowledgeable about the school, community and WV schools
 - Knows people in the school community
 - Participates in school events and traditions, but also things about ways the PAC can be more involved and visible
 - Understands the constraints Principals work within balancing the needs of all students, staff, district and ministry
 - Awareness of complexities of a unionized workplace
- Characteristics of a strong Principal – from a Chair’s perspective:
 - Trust – building a collaborative relationship so PAC leadership can support the Principal’s school goals. Not “us and them” but “us together”.
 - Team approach to challenges and opportunities. How do we improve by working together.
 - “Working beyond the easy no”: parents often ask for things that are difficult or complicated; appreciated when response is not “no, we can’t” but instead an open minded curiosity about what can be done to meet that need. Openness to figuring out what has worked before / in other schools, and working together to find a compromise. Often this approach allows PACs to learn about how the district functions and why, which in turn helps us to be more thoughtful in our requests.

Q&A

Parent delegation present voicing concerns about resources available and content being delivered at the elementary school level. It was noted that an email was received by DPAC within 12 hours of today’s meeting requesting an open forum with stakeholders to discuss SOGI123 in the future. Attendance sheet identified Lucinda Jones attending representing “entire district involved”.

- Chairs requested information on what specific parent concerns are
- Concerns have not been brought to the DPAC level through the PAC in writing, or as a formal request before this response
- Concern expressed about resources in children’s class, discussed direction to speak to teacher/principal. There is a process in place to review these concerns. Safe inclusive and caring schools for all students is a priority in our district.
- Noted that if there are specific concerns about what is happening in your class, process is to go to teacher first and have an open conversation
- Reminder that DPAC General Meetings follow Robert’s Rules of Order; speakers to identify themselves to the Chairs to be asked to speak in order, not to yell over one another otherwise uncivil participants will be asked to leave.
- Chairs requested group send an itemized list of concerns to DPAC in a letter. DPAC can take those concerns to the team/move forward. Noted that this meeting is not the forum.
- Parents asking for resources; noted that information is available on the WV School district site, the DPAC website (under the Resources tab) and the MOECC site.

Adjourn meeting – 11:54 am