

Date: October 17, 2024

Location: Ecole Glenbrook Middle School and online

Time: 7-9 pm

GENERAL MEETING MINUTES

Chair: Laura Kwong (Chair, Qayqayt)

Minute Taker: Heather Kamitakahara (Secretary, Connaught)

DPAC Executive: Shawn Sorensen (Vice-chair, Qayqayt), Krista Macaulay (Treasurer, Tweedsmuir), Cyrus Sy (MAL, NWSS DPAC Rep), Sue Kenny (MAL, QMS), Alison Ytsma (MAL, Qayqayt)

Guests: Superintendent Mark Davidson, Trustee Cheryl Sluis

Regrets: Pamela (Hume Park), Eryne (Lord Kelvin)

DPAC Reps: Natalie Taha (Herbert Spencer), Lorena Cardenas (Connaught Heights), Charmaine Urbano, Temitope Adewale (FRMS), Sheila Xie (Queen Elizabeth), Alison Ytsma (Qayqayt), Shawn (Howay), Cyrus Sy (NWSS), Joana Henrey (Skwo:wech), Laura Kwong (Qayqayt), Krista Macaulay (Treasurer, Tweedsmuir), Manisha (EGMS)

Attendees: Natalie Taha (Herbert Spencer), Lorena Cardenas (Connaught Heights), Charmaine Urbano, Temitope Adewale (FRMS), Sheila Xie (Queen Elizabeth), Alison Ytsma (MAL, Qayqayt), Mark Davidson, Cheryl Sluis, Shawn (Howay), Cyrus Sy (MAL, NWSS), Joana Henrey(Skwo:wech), Laura Kwong (Chair, Qayqayt), Heather Kamitakahara (Secretary, Connaught Heights), Krista Macaulay (Treasurer, Tweedsmuir), Manisha (EGMS)

Meeting called to order at 7:03 pm

Time	Item	Owner
7:03	Welcome, Call to Order & Territory Acknowledgement, Attendance	Laura
	Adoption of October 2024 Agenda Amendment - to add Discord Server, under New Business MOTION TO APPROVE by Cyrus S SECOND by Laura K CARRIED	Laura
	Approval of September 2024 Meeting Minutes MOTION TO APPROVE Laura K SECONDED by Krista CARRIED	Laura

<p>7:08</p>	<p>Superintendent Update</p> <ul style="list-style-type: none"> ● We had a presentation about digital devices policy. <ul style="list-style-type: none"> ○ What we talked about mostly was how is it going. ○ It was noted that there is a significant decrease in average bandwidth being used every day - about 30% decrease. ○ It was reported that students seem to be more engaged. ○ Middle school kids seem to be playing more actively at breaktimes, and games that they sometimes leave behind when they go to middle school such as tag. ○ There are exceptions to use devices for the purposes of learning. ○ There was some concern from parents about getting ahold of their child during the day. Same as when we were kids - call the office. There hasn't been aggressive pushback to that. ● Enrollment and staffing. <ul style="list-style-type: none"> ○ In 2017, the percentage of English language learners in the school system was about 17% and today it is about 23%. ○ Having conversations about setting up a strong system to support English language learners. ○ 70% of new students are English language learners. Want to set up to meet the needs of English language learners. ● Summer learning report <ul style="list-style-type: none"> ○ There were a lot of summer learners. We think that those numbers will rise. ○ The challenge we have is having enough staff to accommodate all those who are interested. ● Hiring <ul style="list-style-type: none"> ○ Will be looking at hiring in May instead of later. ● AI framework <ul style="list-style-type: none"> ○ Engaged in work on systems for AI ○ Have a set of principles that guide the way we approach AI. The problem is that it would be very hard to write a policy because the change is so fast. IT will be about the principles we apply to how students and staff are asked to use it. ○ Our hope is that by the end of this year, we will be able to share with the Board. ● Those are the major updates that came out of the last meeting. <p>Board of Education Update</p> <ul style="list-style-type: none"> ● Thank you for advocacy of late, and for all of the media, and raising awareness of the challenging situation we are in. ● Gradual entry - we committed last year to making sure there was some follow-up. Right now there is a survey out with teachers who have been supported with TOC time. Those are due tomorrow. Surveys have also been sent to parents. Those results will be shared with the Board once available. 	<p>Mark Davidson</p> <p>Cheryl Sluis</p>
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	<ul style="list-style-type: none"> ○ The surveys were about the burden that gradual entry puts on families. There were a few changes this year, and these surveys are soliciting feedback. ● We have a Kindergarten information session coming up. 282 families have registered. There are going to be presentations, booths with community organizations and partners, each family will be provided with a package of information. ● Capital Projects update - Queen Elizabeth Elementary construction is underway. The site is showing how challenging it is. Contractors are having to beef-up their dewatering. Piles are expected by the end of the month. They are delayed due to some storms etc. While we wait to start, the contractor is focused on moving the sewer mains. ● Question 1 from the DPAC: What advocacy is occurring at the board right now around capacity and the need for new schools/expansions, both at BCSTA and from our board directly working with other boards? <ul style="list-style-type: none"> ○ A lot is happening. ○ Some of it involves BTSTA and other districts. ○ We are very focused on local advocacy. Ongoing dialogue with the Ministry and Minister, and elected officials. We need them to understand our specific and critical challenges that we have here in New West. ○ The same conversations are happening at the staff level. ○ So when opportunities present themselves, they will be able to streamline processes. ○ There is an opportunity twice a year for staff in high growth areas to meet. That forum has been highly valued by our staff. ○ District staff meet regularly with counterparts at the city as well. ○ Advocacy work is a marathon. <ul style="list-style-type: none"> ■ The BCSTA capital working group report. This report outlines clearly the challenges of all districts in BC. This will continue to be a resource as we move forward. ■ Queen Elizabeth Elementary - we have been able to secure a third floor to deal with the increase in capacity. 760 student capacity. ■ Columbia Square. First, Second and Third Readings on Monday. Included in the summary - an option for the School District to purchase or lease space. So essentially, first right of refusal. Next year, the master vision document, and then school district indicates desire to purchase. ■ Conversations about truly urban schools have to be done. ■ These are just a few examples. ■ To get back to the specific question - the BCSTA advocacy has a cycle. The AGM is in March. That is going to guide our efforts. 	
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- Post-Election we know how important it will be to brief our MLAs and the new Minister of Education.
- Question 2 from the DPAC: What is the progress on the work to address the lack of K-12 school planning in the CNW OCP?
 - OCP - doesn't drive the District's request for Capital Planning with the Ministry. Guided by our Long Range Facilities Plan.
 - District staff and board do want to see things going into the OCP.

Q&A for District and Board of Education Updates

- Cyrus - has there been any increase in the number of counsellors?
- Mark - The enrollment increase didn't push to hire more counsellors. At this point just over 16 counsellors. The Collective Agreement would dictate 14, so we have more than what the requirement is.
 - High Schools no matter what the size is challenging. Not sure how much is due to enrollment or to the Fall in schools.
 - We are having conversations to see what other kinds of staff we need to support learning, to support the work that counsellors do.
- Q - Air quality in schools.
- Mark - Working on it. Open doors, open windows, fans. We have hundreds of fans that we move around the system. The challenge with donated devices, once it is donated, school is responsible for maintaining it. True cost of ownership even when something is donated, that needs to be considered.
 - If we learn something that we didn't know before, that doesn't have us trying to monitor and care for a number of different devices throughout the system, we would look at that. We have to be mindful.
 - The document on this is available to the public.
- Mark - whatever we come up with, we will have to work with CUPE and NWTU. Examining if there should be another position, to take the load off.

Questions for Cheryl:

- Laura: we need a new school in New West. There is no model for that process. Suggested she champion a pilot in our District. We hope that whoever is our MLA will take up that mantle.
- Cheryl - we have questions too. Advocacy is a marathon. These things don't happen because of one letter, or one thing. It is the relationship building and making sure they're aware of the opportunities, and the challenges. The systems are not agile.
- Krista added to chat - Reimagine Nanaimo OCP (2022). Schools are mentioned throughout in every section. Fantastic policy-making, and a great precedent.

7:42

Standing Reports

Laura

Laura - PAC 101 Presentation

Krista

Intro to Parent Advocacy

- 2 quick parents - the purpose of the PAC, and advocacy.
- The purpose of a PAC
 - Improving parent representation at the school level
 - building inclusivity, respect and belonging
 - Advising and communicating
 - building community
 - fundraising
- Building community needs to come first before the others. Focusing on building community can be really helpful if you are struggling with the other pieces.
- What is the purpose of your PAC?
 - According to the School Act: Advise the school board, principal and staff on any matter related to the school.
 - According to your PAC bylaw?
 - According to teachers and school admin?
 - According to families in your school?
- Remember the School Act purpose and what you are empowered to do under the School Act.
- Sometimes there is a gap between what everyone’s understanding is of the PAC.
- There is a lot of work to be done to get the information out about who the PAC is, what they do etc.
- Families might not know that the PAC is there to support them, not just for fundraising and events (even though those are important too!).
- Public Education in BC: School → School Board → Ministry of Education (Graphic shown).
- Slides will be shared.
- The PAC-School Partnership
 - Two sides of the same coin, working in the best interests of the students.
 - The admin are stewards of the building. The admin are accountable for what happens in the building.
 - The PAC is the voice of families and students. We are guests in the building. You are autonomous but only exist because the school exists.
 - Everyone is acting in the best interest of the school as a whole.
- PAC purpose - community building
 - “When schools, families and communities work together to support learning, children tend to do better in school, stay in school longer, and enjoy school more” (Henderson and Mapp, “A New Wave of Evidence: the Impact of School, Family and Community Connections on Student Achievement”).

	<ul style="list-style-type: none"> ● Community Building - the Power of PACs <ul style="list-style-type: none"> ○ PAC execs have political, social and cultural power ○ Understand that power is something to be aware of. ○ Execs set the tone for what kind of community you want to build. ○ Execs set the agenda for the community and establish committees. ○ Choosing events to hold and what type of work you take on actually does have a big impact on your school community. ○ Keep that in the back of your mind and ask yourself sometimes, what is the purpose of this event? Are we reaching all the different groups/individuals in our school? ● You may not be able to change the world, but you can help change the school community that your children inhabit. ● PAC Advocacy <ul style="list-style-type: none"> ○ Advocacy is acting to influence policy, systems, or decisions about resource allocation. ○ Engaging with the goal to bring about change or influence opinion. ○ Problem solving approaches centered on the students. ● Advocacy is not sharing information, administrative tasks, non-participation, whining or complaining, punishing or getting someone fired. ● Parent Advocacy through PACs <ul style="list-style-type: none"> ○ The goal of advocacy is to ensure the issue at hand is addressed, by helping the students and their families to: <ul style="list-style-type: none"> ■ be heard ■ receive fair treatment on the basis of law, policy or procedure and ■ understand the decision made ○ The New West DPAC believes: <ul style="list-style-type: none"> ■ You are your child's best natural advocate ■ You can make sure your child's rights, needs and opinions are respected ■ You can make sure that decisions affecting your child are made fairly ■ You can be your child's best advocate because you know your situation best ○ Simply giving information is really valuable, powerful and helpful. ● PAC Governance - Framework for PAC Advocacy <ul style="list-style-type: none"> ○ The BC School Act - Part 2 Division 2 Section 8(4) ○ PAC Bylaws ○ DPAC Bylaws ○ School Policies - Code of Conduct ○ SD40 District Policies - Policy Handbook ● SD40 Complaint and Mediation Process 	
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- Infographic up on the District website.
- 4 steps
 - 1. self-resolution - going party to party
 - 2. Principal mediation - go first to the principal after party to party
 - 3. - district mediation
 - 4. Section 11 of the School Act - appeals process
- DPAC can help with all steps.
- Usually things can be resolved in Step 1 or Step 2.
- Other important PAC stuff!
 - PACs are not level playing fields.
 - Does your PAC represent the diversity of your school?
 - Succession planning
 - Keep in mind.
 - Knowledge transfer before people leave.
 - Keeping records
 - Sometimes minutes don't feel important until you need them later. Make sure that things are recorded.
 - Best practices
 - Being open to hearing new ideas, establish rules and listen.
 - DPAC reps are the link between the district level and the PACs. We want to do our best to get that knowledge back to our PACs and school community.

Questions/Comments

- Cyrus - succession planning. NWSS treasurer moved on. He helped to put together a PAC Handbook. All the details like the website, Google drive, different tasks. It is a great document/resource. Would be happy to share it. It can provide an outline/framework.

1. Chair Report - Laura - 8:13

- Don't forget to vote!
- Two events coming up Monday night:
 - Both NWSS 6:30-8pm
 - Fraser Health - Sibling Group, being held by Kinsight. Group provides peer support and education in a low-pressure play-based context.
 - Kindergarten information night.

2. Treasurer's Report - Krista - 8:16pm

- Gaming account at - \$1,584.56
- Got our Gaming Grant
- Got funding from SD40 - \$2000 stipend

	<ul style="list-style-type: none"> ○ Note there are a few missing cheques so the number should be a little bit lower. ○ Reminder: Gaming Grants - have to do a Gaming Report Summary within 3 months of the end of the year. Not every PAC needs to have had it in... make sure you get yours in by your PAC's deadline. ○ Krista has put together a Treasurer 101 for the November meeting (November 21st). ○ Big thank you to all the treasurers and other volunteers! 	
<p>8:20</p>	<p>School Reports</p> <ul style="list-style-type: none"> ● FRMS (Temitope) <ul style="list-style-type: none"> ○ Not much of an update for now. ○ Right now, trying to sort out the logistics and financials. ● Queen Elizabeth (Sheila) <ul style="list-style-type: none"> ○ PAC meeting September 25th - first meeting. ○ Still waiting for the meeting minutes. ○ After PAC meeting, organized first pizza hot lunch. That was lots of work, and they raised about \$800-\$900 profit. ● EGMS (Manisha) <ul style="list-style-type: none"> ○ Has chatted with Natalie on the Diversity Calendar that could be adopted by not just our schools, but by the District. ○ Was in touch with Kenneth Hedley - Director of Diversity, Equity and Inclusion. Chatted with him about a Diversity Calendar and whether it is something that could be brought forward by the District. They have something in the works. Haven't received a copy. Manisha has asked if there is something that can be shared. ○ (Laura - Ken and DPAC - sit on the Anti-Racism Advisory Committee - that is a great space to bring this to for discussion and actioning. Mita Naicker sits on that committee - we can pass this information along to Mita and she can bring it to the Committee. Laura will send to Mita.) ○ Had first fun lunch. Freezie Fridays, Krispy Cream donut sales. Those are going to raise money for the French Quebec trip. ● Hume Park (Pamela) <ul style="list-style-type: none"> ○ Not present. ● Lord Kelvin (Eryne) <ul style="list-style-type: none"> ○ Not present. ● Skwo:wech (Joana) <ul style="list-style-type: none"> ○ We have switched from Whatsapp chat to Discord. It has made it a lot more organized. Board Members are not as overwhelmed. ○ It is taking some time to get used to it but it has been really amazing. Every event has its own channel so if you need information, you go to that channel. ○ Busy with the Halloween Howl. 	<p>DPAC Reps</p>

	<ul style="list-style-type: none"> ○ Asking the Middle Schoolers to come back and volunteer. They are very excited to come back. ○ Fundraisers: bake sale, freezies, fun lunch, movie night, purdys, readathon. Kinderbooks has a fundraising thing - can set it up with the owner Ann. ○ Last year was the first bike to school. This year will do two. Lots of scooters, bikes. ○ Little Miss Coffee - was fantastic, will do again. ○ Halloween clothing swap this year. AFter family reading. Families drop off dress up, and then pick up. ● QMS (Sue K) <ul style="list-style-type: none"> ○ Not present. ● Connaught (Lorena) <ul style="list-style-type: none"> ○ Had our PAC meeting last week. ○ PAC presented a budget for the year. ○ We have some events that are exciting - a winter event, and a pumpkin event. ○ In our next meeting we will be talking about if we want to do the carnival, or if we want to skip a year. We will discuss that at the next meeting. ● Howay (Shawn) <ul style="list-style-type: none"> ○ Had also presented our budget for the year and approved that. All the events, dance, etc and fundraising things. ○ Working on getting Spirit Wear sweaters, and figuring out which company to use. Trying to figure that out. ○ Teacher Appreciation Day with Little Miss Coffee for the teachers and a little snack, and they really enjoyed that. Still trying to get the budget for that. ● Tweedsmuir (Krista) <ul style="list-style-type: none"> ○ Started off the year a little bit in disarray. Always seem to get more than we plan for. Have filled all the empty teaching positions, there were 3 this year. ○ Last year 2 positions were not filled until NOvember. THis year those classes have been filled. Those parents are feeling relieved. ○ A lot of parents are asking why is this always an issue at Tweedsmuir. ○ First fun lunch happening at the end of the month. Otherwise no fall fundraisers. Planning big carnival that will be our one big fundraiser this year. ○ Question - for those who do carnivals, is it set as a community event or a school event? If community event, what insurance do you go through? <ul style="list-style-type: none"> ■ If it is a school event with admin present, then it is covered. ○ Question - gym - how often do other schools get gym time? <ul style="list-style-type: none"> ■ Heather/Lorena - at Connaught Heights, 2-3 times a 	
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	<p>week.</p> <ul style="list-style-type: none"> ■ Krista - Tweedsmuir - 2 times a month ■ Qayqayt - once a week ■ Skwo:wech - once a week inside and once outside ■ Natalie - Discord can collaborate more easily - to see for each grade, how often do kids get access to the gym etc. <ul style="list-style-type: none"> ● Qayqayt (Laura) <ul style="list-style-type: none"> ○ Planning first movie night. ○ Last year had some - low-barrier event that families just show up for. They were wildly successful. Principal commented that she saw families attending that she had never saw before. ○ Doing that again this year. Do 2 events - one for K-2 and one for 3-5. Adams Family. ○ Tip: when you pick a movie, look at the running time. ○ Have a bunch of fundraisers - Jan and Jul fundraiser. Opening the schedule soon, as we head into rainy season. Things will arrive in November. Could be Christmas gifts, etc. ● NWSS (Cyrus S) <ul style="list-style-type: none"> ○ PAC just had first meeting in SEptember. Have meetings every other month. ○ Really good start, a lot of new members. ○ A couple topics that are top of mind: whole counsellor issue is a recurring challenge. The school is getting well beyond capacity - 2500 students and school was built for 1900. One area is on the counsellor side, where you really feel it. It has been happening every year. Spent a long time with the principal. It is a process and a system challenge as well. The process (myedbc) is antiquated. ○ The other topic is the fundraising side. Traditionally, NWSS doesn't do a lot of fundraising. One area where we do use gaming for is school bursaries. 4 bursaries. Gaming rules changed so we are not allowed to use funds for those purposes so have to start looking at some fundraising. Looking at spirit wear. Looking to promote fact that parents are able to donate to a particular school if they go through the district website. They are able to accept donations and provide the tax receipt. There is a donation form. If you go there now, you can ask the District to put a particular purpose or initiative in there. For example, Musical Theatre is on the list at NWSS. ● Natalie Taha (Herbert Spencer) <ul style="list-style-type: none"> ○ Committees are getting sorted out for fundraising, events. ○ Halloween Howler coming up. ○ Couple of requests were about recognition of accessibility, inclusivity and diversity. Accessibility Act - posted links in the Zoom chat. Mentioning whether holidays other than the ones that are normally celebrated are discussed. Acknowledging the existence of other events. Neurodiversity... 	
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	<ul style="list-style-type: none"> ○ Vancouver School Board calendar has a number of dates listed. We could use that as a template. ○ Document from BC Government about how to create a calendar that is inclusive. ○ If anyone is interested in taking that on, happy to be a part of it. 	
<p>9:05</p>	<p>Old Business</p> <ul style="list-style-type: none"> ● Feedback on implementation of personal digital device restrictions <ul style="list-style-type: none"> ○ 95% were aware ○ over 90% supportive ○ 2% against ○ 7% neutral ○ Less peer pressure noted - positive benefit ○ Too soon to say what is not going well ○ Want to see consistency in enforcement ○ Concern that it is added work for teachers ○ One issue is translation services ● Responses to MLA candidate questions received to date <ul style="list-style-type: none"> ○ Up on the website <p>New Business</p> <ul style="list-style-type: none"> ● DPAC Coalition open letter <ul style="list-style-type: none"> ○ Thank you to everyone who shared and signed. ○ People can still sign their names. ● Free Transit for Teens advocacy <ul style="list-style-type: none"> ○ Have been approached by a group called Movement to ask if we could help them get some information about how children and youth get to school so we will ask in the survey. ○ What sort of advocacy would you like to see? ○ What are the issues in the community? ○ Free transit for teens is a big issue. Should we take up the mantle again and do some planned advocacy? Ideas about what that could look like? ● Provincial election party platforms <ul style="list-style-type: none"> ○ There is a website called Votemate that has a summary of party platforms. ● Discord Server. Laura will send an email as well. Share for any PAC exec. 	<p>Laura Kwong</p>
<p>9:15</p>	<p>Adjournment: 9:20pm - MOTION by Laura, SECOND by Heather, CARRIED</p> <p>Next Meeting: November 21, 2024, Queensborough Middle School Library and Online</p>	