

DPAC Minutes November 23, 2015

Held at Riverside College

Attendance: Cyndi Polovina (Co-Chair DPAC, HTA), Raymond Kwong (Vice Chair DPAC, ESR), Jennifer Cherry (C.H), Sheneal Anthony (ESR), Dionne Hairsine (Hatzic Middle), Jessica Weismiller (Treasurer DPAC, HTA), Laura Wilson (Communications DPAC, MSS), Patty Ernest (West Heights), Emma Johnston (HPMS, MSS), Lori McComish (ESR, MSS), Sheneal Anothony (ESR), Karen Marshall (Heritage), Chrystal McCallum (Deroche), Ilona Schmidt (West Heights), Erin Osterberg (HTA), Clare Seeley (MSS), Marisa Kerr (Secretary DPAC, HTA), Superintendent Bill Fletcher, Paul Horn (Riverside College), Trustee Randy Cairns, Trustee Shelley Carter, and Ann Titford (MTU).

Meeting commenced at 7:05pm

Welcome: Regrets from our co-chair Nikki who was sick this evening. Apologies for the wrong location being posted on the DPAC web site.

Adoption of Agenda: Lori motioned and Dionne seconded

Adoption of previous minutes: Jenn motioned and Dionne seconded

Guest Presentation:

Paul Horn of Riverside College provided a campus tour, as well as a presentation explaining course offerings & school philosophy. Class sizes are small and mentorship with professionals creates a hands on learning environment. A unique feature of Riverside is that it is part of Mission Public Schools and is open to students aged 16 to over 60. Students under 19 are subsidized and only pay for materials (books / kits). Some students use this route to complete a 10 month (or less) diploma to get a well-paying job to help put them through further education. Courses offered are: automotive, carpenter level 1, hairstyling, esthetics, warehousing, plumber level 1, community support worker, and professional cook level 1. Riverside is hoping to attract welding and electrician courses in the future.

Paul's powerpoint slides were provided to DPAC and have been included as a separate attachment to these minutes for those who want to print a copy.

Reports:

Superintendent's Report: The French Immersion Program will continue running in both Mission Central and Christine Morrison, with both schools remaining dual track. The boundaries will soon be changed retroactively to balance the populations. There is now a very good quality video camera at the parking lot at Mission Central that records even in low-light conditions. December 4th the Mission Central choir will be singing at the parking lot as people park there for the Christmas Parade. Bill Fletcher, Wayne Jefferson and Randy Huth are retiring in the spring. The incoming Superintendent will be involved in the hiring of the new Secretary Treasurer and the new Assistant Superintendent. The annual Christmas dinner hosted by students and school staff for those in need will be held at MSS.

Chair's Report: DPAC Executive met on Friday, November 13, 2015. Most items we discussed are covered below in other reports. PAC email addresses: having an email account that will be passed on to the new PAC board chair or executive, rather than using personal email accounts helps people to contact your PAC after volunteer turn-over occurs, and also means that back emails can be available in case someone has to look back on emailed correspondence.

DPAC Web Page: DPAC executive is looking to be trained to take this over so that we can update it further. Other PACs may want to check over their own sites to see if any information is outdated. There are benefits to being able to provide outbound information only (compared to Facebook, for example).

Robert's Rules of Order: Sticking to an agenda can help be considerate of volunteers' time. Rules of order are important in order to facilitate discussion and action, regardless of which rules are used, although meetings don't need to use stuffy language or rigid rules to be efficient.

Secretary's Report : Correspondence included Prospera Bank Statement, enrolment summary, Education Committee package, Board of Education package, an invoice for group Movie license from ACF and 6 cheques from various PACs for their portion of the movie license.

Treasurer's Report: All information (as well as the cheque book) has been received from the outgoing Treasurer. New signing officers have been put in place.

General chequing account contains \$2643.20

Gaming account contains \$4737.83

Communications Report: Please ensure that DPAC has the most current contact information for you or your PAC, and please remember this after elections.

Education Committee Report: Field trip application to Quebec by French students at Heritage Park (Immersion students, possibly also Intensive Core And Core students) was reviewed. A needle disposal is being installed on the stairwell between 2nd and 4th downtown as well as another location. Mission District received an award from Communities in Bloom. A new computer system "My Education" will be implemented. New K-9 curriculum update was presented.

Report out of BCCPAC Summit: British Columbia Confederation of Parent Advisory Councils held a full-day summit in Burnaby, which Cyndi Polovina attended for DPAC. BCCPAC is the parent voice representing 1.1 million students. The most applicable items for our District were Succession Planning and Improved Communication to parents, which are common problems in many Districts. Constant turnover of parent volunteers comes with a loss of corporate knowledge. Best practices would include year-end reports from each member of each PAC executive on their role and activities for the year so that new members could look back and learn the expectations of their role as well as learn from past experiences and successes. <http://bccpac.bc.ca/> contains many useful resources and manuals including PAC 101 and Treasurer 101. Please take the time to look at these for your PAC. With regards to communication to parents, you may be able to have your school administrator

send out emails to all the parents in the school, so please make sure to ask if this is something that you desire. Some schools who run hot lunch fundraisers use software such as hotlunch.net which allows a bulletin board type communication as well as being able to have parents sign up for volunteer times and more. Look for a replacement of School Planning Councils coming soon.

Ongoing Business

Movie License: 10 schools have signed on to the joint movie license. Funds from the schools will go into the general account and the cheque for the invoice will come out of the same account. Cheques received from 7 PAC's thus far.

Middle/Secondary Reconfiguration : Most seems to be going well. DPAC will continue to monitor the reconfiguration. Anecdotally (as per several attendees at the DPAC meeting) some teachers and parents are concerned that secondary students new to MSS seem to be behind those that remained at MSS during the reconfiguration. Similarly, several former MSS students that are now at Hatzic and H.P. are reported to be bored during school hours. Both Ms. Titford and Mr. Fletcher offered alternative explanations (e.g. school adjustment), but the situation will be monitored into the second report-card period to see if this remains a concern. Bill Fletcher will speak with colleagues regarding this matter and will ask Jim Pearce to perhaps attend the next DPAC meeting.

Middle schools will be getting some new sports equipment and intermurals will run over the lunch hour to better engage students and occupy their time.

Bylaw Enforcement: This item will be removed from "ongoing business" in future as there are no issues needing follow up.

Late Business

Resolution regarding DPAC financial documents: Jessica (DPAC Treasurer) discussed the accumulation of DPAC financial documents and suggested these documents be destroyed after 5 years.

Raymond made a motion stating, "be it resolved that DPAC financial documents over 5 years old be destroyed in a secure manner". This was seconded by Karen.

Discussion was opened to the members in attendance and several people asked for an

amendment to hold the documents for 7 years. Shelley and Laura brought forward information that DPAC has a filing cabinet that used to be located in the school board office, but has now been moved to WIndebank . It was then mentioned that space still exists at the school board offices for DPAC document storage in boxes.

Emma motioned for an amendment stating, *“be it resolved that DPAC financial documents over 7 years old may be destroyed in a secure manner”*. Lori seconded. *Discussion opened, vote taken and all in favour, therefore motion passed.*

A 2nd motion was made by Lori and seconded by Erin stating, *“be it resolved the DPAC Treasurer at her/his discretion can put DPAC documents into archives in the school board office”*. This was opened for discussion and it was suggested that an amendment be made to change *“treasurer”* to *“executive”*.

Motion made by Emma and seconded by Raymond stating, *“be it resolved the DPAC Executive at their discretion can put DPAC documents into archives in the school board office”*. *All in agreement, motion passed.*

Door Prize went to Clare Seeley. Congratulations!

Meeting adjourned at 8:45.pm

Upcoming Events:

School Board Meeting: December 15th, 7:00 pm at Dewdney Elementary

DPAC meeting: January 25, 2016 7pm located at Ecole Mission Senior Secondary