

DPAC Meeting Minutes (AGM) May 29th 2017
Held at Silverdale Elementary

Meeting Commenced: 7:01 PM

Attendees Present: (See far bottom)

Welcome: Cyndi welcomed everyone to the AGM

Presentation by Rob Clark, principal of Silverdale Elementary

Presentation by Stave Falls Community Association, followed by Q&A

Adoption of Minutes: Dionne motions; seconded by Lori Motion passed

Adoption of Agenda: Dionne motions; seconded by Raymond Motion passed

Correspondence: BC Teachers Magazine, Agenda from Committee of the Whole (COTW)

Superintendent report:

- Main budget meetings in action - The board has to go through and choose from the requested budget additions
- Administrative shift in action for the new year
 - Tina Phelps moving from West Heights to Christine Morrison
 - Darran Forrest from Cherry Hill to West Heights
 - Shane Sliziak from Hillside to Cherry Hill
 - Trisha Alderson from Windebank to Hillside
 - Jordan Klassen to Windebank from Cherry Hill
 - Posting Principal position for ESR as Melinda is retiring
- Right now not much more happening as we are waiting on the GP/NDP Coalition // see what happens to Christy Clark's government - Everything is on pause; Ministry of Education is in limbo
- Spoke with Mission Secondary Principal regarding awards and they will be revisiting the awards model for the school while also keeping in-class awards.
- Busing problem has been resolved, it will change a bit for September:
 - Re-doing walk limits for Elementary (4.0 to 3.2 km) and middle schools from 4.8 to 4.0 km
 - Courtesy riders will pay starting in September and only students on the manifest can ride the bus; all others will be declined boarding.
 - Cost: Courtesy ridership will be \$40 a month per student/ \$60 per month for a family.
 - Public buses will adjust their schedules to cater more to students in the 2018 year so that is always possible for students.

Chair Report:

(Attached below)

Treasurers Report:

- \$1747.95 in CHQ; \$ 4740.33 in gaming
- We are able to do e-transfer next year
- Babysitting cheques have cleared; we are waiting for the speaker cheque and Clarke theatre cheque to clear.
- \$2000.00+ in gaming to be left over.
- **JUNE 30TH – GET YOUR PAC GRANT SUBMISSIONS IN**

Communications report:

- Will be sending out a survey for the event brite attendees, **(annual report at bottom)**

COTW Report:

- Committee discussing:
 - Respectful schools (policy not ready)
 - Transportation Policy
 - Five Year Capital Plan, Annual Facilities Grant Expenditure Plan
 - Preliminary 2017/2018 budget
 - Curriculum update
 - new report card templates, reading levels targets for students
- Elders + 2 events for National Aboriginal Day- Local Bands joining in

- There is not a huge pot of money for the wish list items because Teaching Staff and facilities costs take up a huge chunk. The trustees have a wish list – they will prioritize and then bring back to the board for approval

Movie Ad Hoc Committee report:

- We need someone to take over for next year – it is a very simple job
- Hardest part is the pre-release coordination (don't know when and what is coming out)
- Best deal for schools is to do a group buy in the beginning of the year

YEAR END REPORTS (SEE ATTACHED)

Old Business:

- Gabor Mate must qualify us first (We have applied to hire him and he needs to accept us.)
- Oct 4th is tentative date @ Clarke theatre – they have held this date for us
- We should send out a survey to parents to find out what kind of DPAC events they want
- Karah will message admins on Facebook Mission groups to request ideas
- Essentially: *What kind of Parent Education Events do we want to see in Mission?*
- A satisfaction survey has gone out in Mission for grades 4, 7, 10 + 12

Nominations:

- Chair - Trisha Hansen Bell nominated by Cyndi Polovina; Trisha accepts nomination; no other nominations brought forth. Acclaimed.
- Vice Chair: No nominations/volunteers – position will remain vacant until September.
- Treasurer: no nominations received - Jessica will continue but if someone else can step up, that is great.
- Secretary: Karah Hutchison nominated by Dionne; Karah accepts nomination; no other nominations. Acclaimed.
- Communications: Clare Seeley nominated by everyone. Clare accepts nomination; no other nominations received. Acclaimed.
- Members at Large: Destiny + Sheneal agreed to stay on. No other volunteers/ nominations.
- Positions to begin in July 2017:
 - Chair: Trisha Hansen-Bell
 - Vice Chair: VACANT; REVISIT SEPT 2017
 - Treasurer: Jessica Weismiller; REVISIT SEPT 2017
 - Secretary: Karah Hutchison
 - Communications: Clare Seeley
 - Members at Large: Destiny Cunningham and Sheneal Anthony
 - Past Chair: Cyndi Polovina

Thank you to all our past and present volunteers! Special thanks to Laura Wilson for attending so many meetings on our behalf. Thanks also to Dionne Hairsine for attending Board meetings on our behalf. And a big thank you to Raymong Kwong for all his hard work on the movie committee.

New Business:

- Draw Winner: Karah Hutchison

Motion to Adjourn: Dionne, seconded by Lori; motion passed

Upcoming Events:

******* JUNE 30TH – PAC GRANT SUBMISSION DEADLINE*******

- June 4th Community picnic
- June 11th Circus
- June 18th Father's Day Old Car Sunday 9am-5pm

Executive:

Past President: Nikki Hawes
Vice Chair: Trisha Hansen-Bell
Treasurer: Jessica Weismiller
Members at Large: Sheneal Anthony, Destiny Cunningham, Raymond Kwong

Chair: Cyndi Polovina
Secretary: Karah Hutchison
Communications: Clare Seeley

Attendance:

Hillside: Jessica Weismiller, Cyndi Polovina(PAC) Riverside: Laura Wilson; Hatzic Middle School: Dionne Hairsine, Lori McComish (MSS&HMS); Mission Secondary: Clare Seeley; Christine Morrison: Karen Thompson (PAC);ESR: Sheneal Anthony (PAC), Raymond Kwong; Silverdale: Shannon Haig, Ashley Hopkins (PAC), Leah Todd (PAC), Katie White (PAC), Tiffany Bishop (PAC), Deanna Zgrablic (PAC);Dewdney: Destiny Cunningham(PAC); McMahan: Niki Rosche, Heritage Park: Karah Hutchison(PAC) ; Mission Central: Trisha Hansen-Bell(PAC); Special Guests: Angus Wilson (Super), Julia Renkema (SFCA), Courtney Cardy(SFCA), Brooke Christensen(SFCA), Trustee Randy Cairns

2016 - 2017 Chair's Report

My goals for this year were to:

- 1) follow the constitution more fully and amend it to reflect what is being practised if necessary. We succeeded in meeting each month, as per the constitution, and in amending the constitution to allow presidents as voting members, which had been in practice.
- 2) to host an education event in the fall AND one in the spring/ late winter. Done!
- 3) To keep records and email list updated. I was able to keep the website mostly up to date each month. Thank you to Karah for keeping our records current, thank you Jessica for keeping our accounting records in order, and thank you Clare for keeping the email list current and for creating and maintaining the Facebook page!

Some things done as Chair this year:

I attended Education Committee Meetings and COTW meetings when Laura Wilson was unable. Thanks to all the others who stepped up when we were both unable! Thank you Laura Wilson for attending so many meetings on our behalf! Special thanks also to Dionne Hairsine who attended and reported out of many School Board meetings on our behalf.

I attended the BCCPAC Summit in Richmond on November 18/19, 2016. Present at the Summit were DPAC Chairs from around the province, as well as several staff members from the BC Ministry of Education, including Minister Mike Bernier and Deputy Minister Dave Byng. Highlights:

- ❖ About 1 in 3 children, or about 14,000 kindergarten students in the province, are starting school with vulnerabilities in one or more areas that are critical to their healthy development. Child vulnerability in the province has meaningfully increased over the last decade. Early diagnosis and intervention is critical to get the best results for vulnerable students.
- ❖ Many parents have completed the online survey at: engage.gov.bc.ca/yourkidsprogress with regards to student report card changes that will come with the implementation of the new curriculum.
- ❖ Support safe, inclusive, supportive schools. A culture of belonging and acceptance must be cultivated for students to thrive. Inclusiveness starts with us (modelling behaviour).
- ❖ PACs are not merely tasked with fundraising. The role of PAC is to inform and empower parents as the best advocates for their students.
- ❖ Mental Health: Emerging Trends in Schools: Screen time is a reward / privilege. Less than 2 hours per day is good practice. No cell phones in bedrooms at night!!! Sleep deprivation harms emotional as well as physical well-being and most "problem" activities occur between 3 and 5 am. While the system we have isn't "everything for everyone", the Ministry recognizes that more supports in the classrooms in the early years will be the foundation to success in later years. They know that 50% of mental health

concerns take root by the age of 15 and 75% by age 24.

I helped with the planning and implementation of the two education events we held, but Sheneal did most of the hard planning for the 2nd event, so thank you Sheneal. And the volunteers on our executive supported both events so that child care, registration, advertising, food bank donations, theatre arrangements and speaker arrangements all pulled together. So thanks to everyone who was able to help.

In February DPAC received an email from Stave Falls Community Association asking for our help with regards to their ongoing efforts to have the Board of Education re-open Stave Falls Elementary School. I gathered information on the phone from Julia Renksma of the Association, from Joanne Anderson of BCCPAC and from Superintendent Wilson of MPSD. In addition, our constitution was reviewed to determine what assistance is allowed in this case. It appeared to be something that needed a level of care and attention that was not possible with my schedule, so I asked at our meetings, and asked our executive if anyone was able to help out on this project. There were unfortunately no takers. As much as I was able, I continued to first try and determine if there is an opportunity for DPAC to be helpful, aligned with our purpose as set out in the constitution. Seeing that there was an angle that aligned, I gathered more information and acted briefly as a go-between (albeit in a very minimal way, due to time constraints.) I gave what information I had to the SFCA, clarified some disputed facts by going to the source, and made sure the information was communicated back to the SFCA. I also made sure that the SFCA was aware of the meeting format planned for June 6th, and that if they wanted to be on the agenda, they needed to request that of the Superintendent.

Aside from the above specific items, I generally just coordinated the actions of the fabulous group of volunteers on the executive. Once again, thank you all for everything you do to support public education!

I also want to thank Trisha who was an excellent support to me all year.

Cyndi Polovina
Chair, Mission DPAC

DPAC Communications Report 2016/17

E mail:

- 76 people are signed up to our regular e mail list
- An average three e mails are distributed each month.
- Content included DPAC Minutes, Ministry of Education correspondence, School District information and PAC event notifications.

Social Media:

- A Facebook page was created in October, 2016 – Mission Parent Advisory Council.
- 93 followers, 88 page likes
- DPAC members are encouraged to share events and information regarding their schools.
- Several parents/groups reached out for DPAC assistance as a direct result of this page.

Events:

- We took a new approach to communicating for the second event (May 3, 2017) and created registration via Eventbrite. Using Social media to boost the profile. This saw attendance increase to approximately 93 attendees.

DPAC Secretary Report/ Position Outlines

SECRETARY shall:

- keep accurate and official minutes of the Council
- distribute minutes to Council members as soon as possible after the last meeting
- keep an accurate copy of the Constitution and Bylaws and if and when changes are made they shall be done so in red and the copy amended shall be dated and initialed
- Make available on request, to any member of the Council, a copy of the Constitution and Bylaws
- Be responsible for maintaining files
- Conduct the outgoing correspondence of the Council under the direction of the President (or Co-Chairs) and the Executive
- Cooperate with the President (or Co-Chairs) in providing information to the local news media
- Submit an annual report
- Take attendance at all meetings
- Mail to members of the Council, any material approved by the President(or Co-Chairs) and the Executive

Karah's notes:

As Secretary, I kept in a Binder a Copy of All Minutes, both rough copy and the final draft as well as a copy of any handouts given out (event posters, agenda, printed enrollment reports etc.)

Once the meeting is over it is best to try and type out the minutes right away so that the President has an abridged copy of the minutes for the next School Board Meeting which this year was always the day after the DPAC Meeting.

You must keep hold of the attendance records from every month → VERY IMPORTANT

You must email the minutes and all related docs to the minutes to the Communications person for distribution.

Volunteered items:

For the 2nd DPAC event, I volunteered to do the handout sheets/posters for the event using templates found online and MS Paint to edit. During meetings and via email I requested and accepted constructive criticism for the posters to make sure they had all necessary information on the posters.

Mission DPAC Executive Member-At-Large 2016/17 Annual Report for Raymond Kwong

Per Mission DPAC bylaw section ix (f) an executive member-at large is to:

- 1) serve in a capacity to be determined by the Council at the time of their election, and at other times throughout their tenure as the needs of the Council might require
- 2) submit an annual report

Beyond being on the executive, attending executive and general meetings, participating in seminars and such, I was asked to oversee our movie license agreement with ACF Films (Montreal). This is our second agreement which ends November 14, 2017.

It begins after September, when we receive a) our FTE head count of each public school in the district from Mission Public Schools District, and b) contact information of each member PAC. We then ask for interest from each PAC. As movie nights and Club Kidz are associated with elementary schools, all the elementary school PACs this year participated.

We then contact Audio Cine Films (Montreal) for a quote. They had asked in October 2015 for a two year commitment to get the \$0.75 per FTE per year licensing fee which ends this November 14, 2017. Change of contact information, which we use MPSD office as our mailing address and my personal email address and phone number as primary contacts. Contract is then sent out. From there, costs are sent out to each participating PAC.

You must work with treasurer to ensure proper accounting of money. Mission DPAC is a conduit, and not a lender, for this process.

After that, you must ensure each PAC lets you know what released film has been shown (outside curriculum) and when and report it. The license cover most popular English speaking children's films (e.g. Disney). You then must enter it onto ACF's reporting website. I generally ask Mission District Parks department in early June for their list (from Club Kidz).

The hard part. Pre-release.

ACF reports on their website and twitter feed on pre-releases available for rental. (Their streaming service doesn't seem to work for us yet). It has been decided that we charge per FTE on participating PACs, but ACF charges per showing. Cost savings is found if we share the DVD, but the turnaround time is short which is why it did not work well this academic year.

Recommend we plan for movie night mid-September to early October and ask for near full or full participation to receive the maximum discount for each PAC, and it would allow the smaller schools to realize this potential.

Since about December 2016, I have had some issues on my end which did not allow me to fully operate this program like I did the previous year. I hope that future members may better utilize this.