

**DPAC Meeting Minutes October 16<sup>th</sup> 2017**  
**Location: Ecole Christine Morrison Elementary School**

**Meeting commenced:** 7:02PM

**Meeting Facilitator:** Clare Seeley

**Attendees Present:** (See Far Bottom)

**Regrets:** Trisha Hansen-Bell, Sheneal Anthony, Cyndi Polovina, Raymond Kwong

**Adoption of minutes:**

- Elysia motions; Cheryl seconds MOTION PASSED

**Adoption of Agenda + Changes** (Added fundraiser discussion at end)

- Lori motions, Jason seconds MOTION PASSED

**Correspondence:**

- BC Teachers magazine
- Agenda for the COTW meeting
- Bank statement

**Superintendents Report:**

- Enrollment is way up; total is 6200+ (including international students)
- Some schools are over full, we are collecting info on which classes need help with composition
- We are also finding out which classes have more than 3 IEP students.
- The struggle right now is finding additional teachers
- They had 52 vacant teaching spots in Vancouver and now there are 78. Mission has 12 or so vacant.
- There is a heavy focus on middle & high school on attendance.
- Technology revitalization/reintroduction on technology in district right now:
- *Presentation by Colleen Hannah below superintendent's report.*
- Stave Falls meeting was last Tuesday. There will be another Board meeting where there will be an "Intent to Enroll" survey enacted. There will be both an electronic survey and a paper survey given out. The electronic one will be available to everyone while the mailed copies will be centered in the Stave Falls area.
- These surveys will also be available at the school board office.

**Special Presentation from Colleen Hannah:**

- Essentially our district is doing everything all over again.
- Getting the servers updated to a better system with new Wi-Fi in schools.
- Planning new mobile devices with laptops in 60 classrooms.
- New Student devices available (Tablet/Laptop combo)
- Aiming to have a cart of 30 at every school.
- User agreement for Office 365 and Blueprint has been sent out. This is a new online program for kids. It is in the cloud.
- There will be access on all devices with their passwords + login to use Office 365 all around. Home,

school, mobile, etc.

- “All about me” career education is very important for this year. Career education is starting as early as kindergarten
- It has been available at MSS for 2 years now, and is now accessible for younger kids.
- This is a Canada Wide program now.
- Considering doing a parent education night district wide for parents to learn about the My Blueprint system.
- Regardless of the district providing schools with new tablets, PACs can still donate money for Ipads, laptops, etc.

### **Chair Report (by email):**

This past month most of my activities have centred around the education event that we held on October 4th and emails and phone calls with information and resources to support three or four PACs who have had questions and concerns.

One of the most common problems with which DPAC is asked to help is with picking up where the last volunteer left off. Whether it is the chair or treasurer or secretary who has been replaced, a clear record of past policies, procedures and actions that have been taken is a huge help in someone being able to step into their shoes. It is particularly important that a clear account of all money coming in and going out is kept. Minutes of meetings should be clear on whether or not adequate notice of an AGM was given, for example, and whether or not a quorum was present. For meetings at which a constitutional change are to be made or executive elected (AGM), it is recommended that a minimum of 2 weeks written notice go out to parents. The suggested change to the constitution should be in the meeting notice. When a constitutional change is made, it must be clearly documented how many votes (quorum) and how many for, against or abstained. The school should receive a copy of the amended constitution and if DPAC is sent a copy it will be updated on our website.

To avoid discontinuity of information when volunteer positions change, it is a really good idea for PACs to have a resource binder that contains all their important documents such as their policies/ procedures and/or constitution, a copy of Robert's Rules of order, contact information for DPAC and BCCPAC, and copies of resources like PAC Treasurer 101 and Money Handling Guidelines 101, which are available on the DPAC website. A copy of each meeting's attendance and meeting minutes should also be in the binder.

It is important that each PAC's accounting is kept well in order, with clear records of income, grants, and expenses. PACs should either be following the Money Handling Guidelines available on the DPAC website, or they should be creating their own set of guidelines on which their members vote to approve.

PACs are reminded that when a question or concern arises, the first place to look to is the school PAC's own constitution, but DPAC is happy to assist in interpreting the constitution and in finding other resources and information as needed.

Sorry to have to be absent this month!

### **Treasurer report:**

- Gaming Grant received: \$2,500
- Eventbrite payout: \$6,272.00 (received from education event.)
- Right now we have \$10,179.00
  - need to pay Clarke Theatre and Dr. Gabor Mate

- We will have under \$4000 after payments are made
- Cheqing balance: \$1,832.21

**Communications report:                    Nothing to report**

**Committee of the Whole Report (COTW):**

- Stave Falls meeting occurred
- Reported to cost at least \$300,000 just to open the school and make it functional (sewage, repairs, etc)
- We would need at least 100 students without depending on hurting Silverdale and Dewdney.
- Stave Falls Association was requested to get proper numbers on interest to reopen the school.

**Movie Ad HOC Committee:**

- Must renew by Nov 15<sup>th</sup> for the movie license.

**Ongoing:**

- Parent education event with Dr. Mate; world-renowned speaker and retired doctor.
  - All 700 available seats sold, 522 attended.
  - Wendell's sold 108 books
  - Clarke Theater staff did a great job

**New Business/ Fundraising:**

- We need a spring presenter
- Upcoming fundraisers in the District:
  - Magician Night at West Heights November 3<sup>rd</sup>
    - Doors open 6:30PM; \$5 per person, \$18 for family of 4.
    - Event starts at 7:00PM sharp.
- Challenge Day is approaching. Grade 9's from Heritage Park and Hatzic Middle schools and grade 10's from Mission Secondary. Need parent volunteers for this event.

**Adjournment:** Lori motions, Karah seconds. 9:10pm.

**Attendees:** ESR: Kirstin Heise; Albert McMahon; Cheryl Blondin; Cherry Hill: Elysia Artinian, Jennifer Maddison; Hatzic Middle School: Lori McComish (+MSS), Clare Seeley (+MSS); Hatzic Elementary: Jessica Weismiller, Heather Burke; Hillside: Susie Taylor; Heritage Middle: Melissa Crapo, Karah Hutchison, Jason Elliot; West Heights: Elisa Williams; Dewdney Elementary: Destiny Cunningham, Christie Lindgren; Silverdale: Leanna Zgrablic; ECM: Christy Sandison; Laura Wilson (Early Childhood Committee), Colleen Hannah, Superintendent Angus Wilson.