

DPAC Minutes General Meeting

Thursday June 20, 2019.

1. Call to order @ 7:05 p.m.
2. Attendants: Carl Cooper, Corryn Grayston, Erna Jacobs, Melissa Parmenter, Sandy Thon, Christy Wright.
Guests: Trustee Marty Gibbons, Trustee Tennile Lachmuth, Trustee Marianne VanBuskirk.
3. Motion was made by Christy W. to adopt the minutes of the general meeting May 15, 2019, seconded by Erna J.; carried.
4. No business arising from the previous meeting.
5. BCCPAC membership renewal:
The Membership year runs from September 1 - August 31 and should be renewed annually and is payable at the beginning of the membership year per their Bylaws. There is an annual fee for maintaining Membership for both DPACs (now increased to \$150.00) and PACs (\$75.00).
Membership payments for the new membership year (Sept. 2019 – Aug. 2020) must be received to ensure one retains access to the benefits of membership.
Membership payments received by December 31 will ensure your PAC/DPAC has voting privileges at their Annual General Meeting (AGM) and that your membership is not terminated per their Bylaws. New Membership Applications received after December 31st will still be members but won't have voting rights at that year's AGM.
Motion to maintain membership was made by Christy W.; Seconded by Melissa P. (and supported by Corryn G.); carried.
6. DPAC Bylaw and Constitution amendments (Underscored words and numbers reflect the changes):
 - Amendments are proposed at this general meeting June 20, 2019 (Front Page).
 - Call for nominations shall begin in September (Page 5).
 - Proposed amendments circulated May 15, 2019 (Page 8)
 - The Constitution and Bylaws of SD83 North Okanagan-Shuswap DPAC have been reviewed and passed as amended at the DPAC meeting dated this 20 day of June 2019 (Page 8)
 - Signed by the current 2018-19 DPAC Executive members (Page 8).
 - Monica Seys, Vice-President, Erna Jacobs, Secretary, Corryn Grayston, Treasurer (Page 8).

Motion to adopt the changes to the Bylaws and move the AGM to October made by Christy W.; Seconded by Melissa P.; carried.

7. **Proposal** for 2019/2020 DPAC meeting dates and venues:

**DPAC Meeting Schedule
September 2019 - June 2020**

Date	Location (proposed)	Special Interest Topic/Guest
September	Falkland	Strategic Planning & Call for Nominations
October	DESC	Inclusive Education & AGM
November	Sorrento	
January	DESC	Budget
February	Enderby	
April	DESC	Operations - Individual Projects
May	Armstrong	
June	DESC	Year in Review / Plans for Future

No meetings: December & March

N.B. Meeting dates will be consistent throughout the fiscal year (i.e. 3rd Thursday of each month - date to be determined)

We will create a survey for DPAC reps for them to identify timing and venues with a focus on certain topics which will be emailed out. We may schedule behind Partner Group Liaison meetings so Trustees have a chance to join us after that meeting. Other topics for the meetings could be parent education sessions, anti-bullying, best practices concerning social media for parents etc. DPAC Executive positions will be part of the survey as well.

DPAC is also looking into Zoom Video Communications that provides remote conferencing services; another option is to use Microsoft Teams which is a unified communications platform to use for video meetings. Mr. Cooper will talk to the District IT team to look into this option for DPAC. We would like to test run one or the other in September.

8. DPAC Executive positions: All six positions will be up for (re)election, as terms are set for one year. DPAC Executive members can represent parents in the Policy Committee, Budget Committee, Equity Committee, and Communications Committee as well as in the Partner Group Liaison. Also, preparing parent education sessions and representation at the Principal/Vice-Principal pool can be part of one's schedule apart from regular DPAC meetings.
9. Special Needs Subcommittee has a good foundation. Now we have momentum, we would like to keep this going. Proposal to share what is of interest and get feedback from the Subcommittee. DPAC will make Terms of Reference with feedback from the Subcommittee and PACs. A date will be set to get together as soon as possible to talk about a collaborative approach with the School District.

INADS (Individual Needs Assessment Designated Student) is a process implemented by the District which addresses student needs of every identified student. There is an increase in assessments and an increase in designated students. There is a great need amongst parents for communication and information. The old system categorized identified students in 3 categories. Nowadays, students are identified under 5 categories.

10. Report Mr. Carl Cooper:

It was clear to senior leadership from our previous DPAC meeting that comfort for parents is very important. A meeting with principals and LRTs was held. Training will be provided for principals to make parents more comfortable with the IEP process. Resources are still a problem and the budget will be augmented.

Between 5-10% of CEAs were laid off at first, but hired back after the approval of the 2019/2020 budget. Literacy Team is in place for next year. The MDI (Middle Years Development Instrument) is a self-report questionnaire completed by children in Grade 4 and Grade 7. It asks them how they think and feel about their experiences both inside and outside the school. Both the Grade 4 questionnaire and the Grade 7 questionnaire include questions related to the five areas of development that are strongly linked to well-being, health and academic achievement. Questions involve the following areas:

- Physical Health & Wellbeing
- Connectedness
- Social and Emotional Development
- School experiences
- Use of after-school time

One remarkable outcome and of great concern is sleep deprivation among students.

The District has a new Vice-Principal of Music for 0.6 FTE. Hiring of music teachers needed for Bastion, North Canoe, North Shuswap, Sorrento and Salmon Arm West is being finalized.

11. Financial Report:

- Gaming Account :
 - Balance as of May 31st, 2019: \$1,555.45Income: \$0.12 interest.

- General Account:
 - Balance as of May 31st, 2019: \$2,293.11Income: \$0.19 interest;
\$164.00 FTE cheque from Carlin PAC
Expenses: Childminding \$18.00 at SMS and \$18.00 at A.L. Fortune Secondary during Saleema Noon workshop; Spelling Bee contribution of \$500.00.

Motion made by Melissa P. to accept the financial reports for the general account;
Christy W. seconded; all in favor; Carried.

12. DPAC will work on a handbook containing guiding documents for PACs struggling with succession planning and explains how to operate itself. The plan is to have 3 workshops how to keep your PAC viable. \$750.00 will be set aside to pay for this planning process.

Hillcrest PAC has its own PR with photos on the website about what PAC has accomplished for their school (playground, computers etc.)

Trustee Marty Gibbons mentioned that Carlin Elementary/Middle School has received 2 donated AEDs. The Trustee Survey had great feedback from parents with a recurrent theme: Inclusive education. Also, operational efficiencies is a focus of the Board.

Trustee Tennile Lachmuth reported that PACs in Armstrong are working together; a playground is coming to Highland Park Elementary School.

13. Motion made by Melissa P. to adjourn the meeting; seconded by Christy W.
Meeting adjourned at 8:46 p.m.

Respectfully submitted,

Erna Jacobs, DPAC Secretary