



Vancouver District Parent Advisory Council

Meeting date: **April 11, 2013** Started: 19:15 Ended: 21:30

Location: Vancouver School Board

Purpose/Notes: Regular scheduled meeting

Chaired by: Colin Redfern

Minutes rec. by: Claudia Ferris

Attendance:

Present: Melanie Antweiler, Steve Baker, Diana Day, Claudia Ferris, Stefanie Gajdecki, Iraj Khabazian, Ivy Leung, Monica Moberg, Colin Redfern, Jim Smith, Mabel Sun

Regrets:

Absent:

Late:

Guests:

Sarina Auriel (regrets), Jennifer West (absent)

Meeting Documents:

(no documents)

Meeting Minutes:

1. Committee Business

1.1. Review Agenda

Colin Redfern

The agenda may be adjusted to provide for priority items and new items added. Once the agenda is accepted with changes, this will be the order of the business for the meeting.

Minutes:

Report:

Agenda accepted.

Status: Completed

1.2. Approve Minutes of Last Meeting

Colin Redfern

Minutes or notes previously distributed are considered approved once presented. Any changes to the minutes are to be addressed in this section. Should there be any changes, the minutes or notes are considered approved with majority vote.

Minutes:

Motion to approve February 28, 2013 minutes as distributed. Moved by Monica Moberg, Seconded by Iraj Khabazian

Carried

Report:

There was no quorum for the meeting of March 14, 2013

Status: Completed

1.3. Report from Chair

Colin Redfern

The chair will provide an update on any business attended to between meetings and provide a brief summary of activities. Where possible, the chair will include a written report in this section prior to the in-person meeting.

Minutes:

**Report:**

There were 3 motions proposed and passed in association with the Chair report.

1. Approve media strategy to disseminate budget information through Chinese, English and Aboriginal Focus. Moved by Monica Moberg, Seconded by Diana Day - approved unanimously
2. DPAC to donate \$300 towards dinner for the Pride Prom Ctte. Moved by Ivy Leung. Seconded by Jim Smith - approved unanimously.
3. DPAC to organize and host the Gay Pride float decorating party at Gladstone School the evening before the Gay Pride Festival. Moved by Diana Day, Seconded by Monica Moberg - approved unanimously.

Status: Completed

1.4. Treasurer Report

Monica Moberg

The treasurer will provide an update on any business attended to between meetings and provide a brief summary of activities as well as a summary of our financial position. Where possible, the treasurer will include a written report in this section prior to the in-person meeting.

Minutes:

Report:

No Report

Status: Completed

1.5. Other Committee Reports

This will include sub-committees of the DPAC such as the Advocacy Project, the PAC Celebration, Lower Mainland DPAC or other similar activities. If possible, a written summary will be provided in the report section.

Status: Completed

1.6. Communications Coordinator

Steve Baker

The communications coordinator will provide an update on any business attended to between meetings and provide a brief summary of activities. Where possible, the communications coordinator will include a written report in this section prior to the in-person meeting. For on-going projects or activities, there will be sub-reports outlined below.

Minutes:

Status: Completed

1.6.1. Lower Mainland DPAC

Iraj Khabazian

The communications plans included the outreach to other DPACs in the Lower Mainland of Vancouver. The liaison with other DPACs provides the opportunity to identify common issues that are of concern to all Districts in the Lower Mainland. Ongoing communication with other DPACs will assist in Vancouver DPAC being a leader in the parent advocacy.

Minutes:

Report:

Iraj provided a brief overview of the meeting. C. Ferris took notes at the meeting and will be forwarding them to the DPAC Executive for information.

Status: Completed

1.6.2. Meetings with "Partners"

Steve Baker

The communications plan recognizes the importance of maintaining relationships with "partner groups" within the Vancouver School District. Establishing an opportunity to meet with partner groups to share mutual concerns and keep each other informed on our activities assists our DPAC to be effective representatives at various committee meetings of the Board of Education. In addition, the opportunity to establish an informal connection with the representatives of the partner groups assists in addressing



issues of mutual concern as well as understanding the concerns of the other partners.

Minutes:

Report:

The Operating Engineers confirmed they are able to attend on April 25th. S. Baker will follow up with the other Unions to confirm their attendance as well.

Status: Completed

1.7. Media Coordinator

Claudia Ferris

The DPAC Communications Plan includes a coordinated strategy for dealing with education issues within the media. Utilizing a media coordinator provides the opportunity to support and organize the appropriate executive members to speak to issues of interest in the media.

Minutes:

Report:

March was a quiet media month due to spring break closures. Our FB page over the month saw high of 363 views to a low of 90 views per post. Thank you to all the DPAC who share on their personal FB pages to give it profile.

This week Monica responded to a request from Mi-Jung Lee to do an interview with CTV News about the high rate of absenteeism among Vancouver teachers. The subject of creating a mentally healthy workplace was too complex to be properly covered in a :15 sound bite.

For April and the upcoming budget hearings I am expecting media requests for DPAC spokespeople. The budget meetings are April 16, 17, 24 and should be adopted on the 28th. I recommend that we invite the media to interact with DPAC there, and hopefully make it more convenient for you all to fit media into your schedules. We do have parent survey results to disseminate as this group chooses. We need to get more signatures on our on-line petition to fund public education.

Mabel, Ivy and I are proposing to host a Chinese-media press conference around the budget, which will be adopted on April 28th,. Mabel is translating our petition and we would like to use the press conference to help deliver the message that parents want fully funded public education, not more fundraising. We should be able to promote the petition, website and FB. I think this is an excellent investment for us because we will be engaging with a demograph who are truly passionate about education. We hope we have the executives support for going ahead with this.

Respectfully submitted,

Claudia Ferris,

Media Coordinator

Status: Completed

1.8. Communications Plan

The Communications Plan was adopted out of the annual retreat and is the working document for the goals and objectives for the school year. This is the guiding document for activities of the DPAC Executive and the communications coordinator. The plan may be adjusted for unanticipated issues but this is primarily DPACs working document for the school year.

Status: Completed

1.9. PAC Celebration

Steve Baker

In recognition of the volunteers from PACs that assist in parent advocacy and support DPAC initiatives, DPAC has established an annual event for recognizing these volunteers. The annual celebration provides the opportunity for DPAC Executive members and PAC Executive members to meet in a more casual environment to share stories, concerns and celebrate successes in mutual objectives. The entire DPAC Executive is involved in planning and participating in this event.

Status: Completed

1.10. BCCPAC

Steve Baker

Within our mandate, DPAC promotes participation of PACs in the Provincial organization (BC Confederation



of Parent Advisory Councils). This includes promoting membership and active participation at the Annual General Meeting. Liaison with the BCCPAC Executive and other PACs throughout the Province assists in the promotion of our advocacy project on "Invest in our Children".

Status: Completed

2. Past Business

No Past Business

3. New Business

3.1. Volunteer Student Accident Insurance

Colin Redfern

Resolution #: 1

Moved by: Monica Moberg

Seconded by: Ivy Leung

Status: Carried

Vote:

Report:

The Volunteer Student Accident Insurance was put out to tender through the Risk Management Department of the Vancouver School Board. There was only one response to the tender. Industrial Alliance Pacific (IAP) has requested confirmation by May 17th. DPAC has been requested to review the proposed insurance and is expected to confirm our acceptance of Industrial Alliance Pacific (IAP) as the carrier. The details have been sent via email.

3.2. BCCPAC Conference and AGM

Colin Redfern

Move to authorize registration fees for any DPAC Executive Member attending the BCCPAC Conference and/or Annual General Meeting May 3rd to 5th, 2013.

Minutes:

Resolution #: 2

Moved by: Ivy Leung

Seconded by: Jim Smith

Status: Carried

Vote:

Report:

What is not included in this motion is accommodation for anyone attending the Conference and AGM.

Fee Summary:

Conference fee include breaks, lunch, workshop s and conference materials.

NOTE: Early Bird is Monday April 15. Registrations received after this date will be at the regular rate.

Member - Early Bird full conference/AGM (3 days): \$275

Member - Early Bird Daily Conference Rate: \$100/day

Annual General Meeting only (Saturday): \$100

Regular Conference Rate (2 days): \$325 Regular Daily Conference Rate: \$175

3.3. Contractors attending BCCPAC AGM and Conference

Move that fees for the BCCPAC Conference and AGM be authorized for the DPAC Communications Coordinator and Media Coordinator to attend the Conference and AGM.

Minutes:

Although there was discussion to change this motion for clarity, the actions associated with the motion did not actually change the intent of the motion.

The action items arising include authorization for C. Ferris to attend as a volunteer. With respect to S. Baker, if there are any requirements for him to provide assistance to DPAC during the Conference or AGM, the maximum hours for the three days will be four hours beyond the monthly contracted services.



Resolution #: 3

Moved by: Ivy Leung

Seconded by: Diana Day

Status: Carried

Vote:

Report:

Note: Steve and Claudia are presentors at the Conference on the Friday and are eligible to stay for the balance of the first day without charge. The total cost for both of them to attend the AGM and Conference would be \$400.

There was previous discussion about promoting the Petition at the AGM so we will also need to provide some clarity on whether there is an expectation for any paid work by our Media Coordinator while attending the conference and/or AGM. In the case of our Communications Coordinator, there should also be some clarity provided in respect to any work that may be required beyond the "contracted services".

3.4. Accommodation for Attending BCCPAC Conference and AGM

Colin Redfern

Move to approve accommodation to a maximum of \$148.50 per night for any DPAC Executive Member attending any combined days at the BCCPAC Conference and AGM.

Minutes:

There was no mover for this resolution therefore anyone requiring accommodation would be personally responsible for the costs.

Resolution #: 4

Status: Parked

Report:

DPAC has paid for accommodation for Executive members attending past conferences and AGMs. The cost of accommodation is \$148.35 (including taxes). This is for the Junior Suite for the Thursday, Friday and/or Saturday nights.

3.5. PACs Attending BCCPAC AGM

Colin Redfern

Move to authorize reimbursement of the AGM Fees (\$100) to any one delegate from Vancouver BCCPAC Member PACs attending the AGM.

Minutes:

Resolution #: 5

Moved by: Diana Day

Seconded by: Iraj Khabazian

Status: Carried

Vote:

Report:

DPAC has reimbursed PACs attending the AGM when requested. Last year we had one PAC request reimbursement.

4. VSB Committee Business

4.1. VSB Board and Committee Reports and Recommendations

DPAC Representatives to Committees and the School Board have the opportunity to provide input. When reporting on representation to Committees, the purpose of reporting to DPAC is to address issues of concern to DPAC and/or parents. Highlighting issues that are likely to be of future concern to DPAC or parents and to acquire guidance and input from members of the DPAC Executive is what needs to be addressed at Executive meetings. Other Committee or Board information is available publically and is available to the DPAC Executive so there is no need to share other business of the Committees or the Board with the DPAC Executive.

Report:



Budget Process and Proposed Budget.

Status: Completed

4.2. VSB Proposed Budget

Report:

Discussion on VSB Budget

Status: Completed

4.3. Committee I - Management Committee - Matters of Concern to DPAC

Colin Redfern

Report:

Status: Deferred: 25/04/2013

4.4. Committee II - Planning and Facilities - Matters of Concern to DPAC

Colin Redfern

Report:

Status: Deferred: 25/04/2013

4.5. Committee III - Education and Student Services - Matters of Concern to DPAC

Ivy Leung

Report:

Status: Deferred: 25/04/2013

4.6. Committee IV - Personnel - Matters of Concern to DPAC

Monica Moberg

Minutes:

Report:

Status: Deferred: 25/04/2013

4.7. Committee V - Finance and Legal - Matters of Concern to DPAC

Monica Moberg

Minutes:

Report:

Status: Deferred: 25/04/2013



Steve Baker

4.8. Advocacy Committee

Minutes:

Report:

Status: Deferred: 25/04/2013

4.9. Date Next Meeting

Minutes:

Report:

Next meeting is scheduled for April 25th. Depending on the response to our invitation to the Staff Unions, we may be starting at 6:00 PM.

Status: Completed

4.10. Adjournment

Minutes:

Motion by Iraj and seconded by Ivy to adjourn

Report:

Status: Completed

Recording Secretary:

Chairperson:

Date:
