



# Vancouver District Parent Advisory Council

Meeting date: **March 13, 2014**    **Started: 7:10 PM**    **Ended: 9:55 PM**

Location: VSB Education Centre - Room 120

Purpose/Notes: Regular scheduled meeting

Chaired by: Monica Moberg

Minutes rec. by: Claudia Ferris

## Attendance:

Present: Melanie Antweiler, Steve Baker, Diana Day, Claudia Ferris, Stefanie Gajdecki, Iraj Khabazian, Ivy Leung, Monica Moberg

Regrets:

Absent:

Late: Colin Redfern, Mabel Sun

## Guests:

(none)

## Meeting Documents:

- Committee 3, January 15 2014.docx
- Committee 3, February 26 2014.docx
- Committee 3, February 27 2014.docx
- Committee 5, January 15 2014.docx

## Meeting Minutes:

### 1. Committee Business

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#### 1.1. Review Agenda

Monica Moberg

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.

**Status:** Completed

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#### 1.1.1. Approval of Previous Minutes

Monica Moberg

##### Minutes:

Defer approval of January 9th, 2014 minutes until next meeting.

**Status:** Completed

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#### 1.2. Report from Chair

Monica Moberg

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:

Discussion around creating a list of committees that we need members for so that DPAC executives can recruit parents. Direction to staff that we are to create a summary of the committees and what the parent representatives who volunteer for vacant positions might expect and what the responsibilities are. This information should be sent via email and be on the VDPAC website. We can also send the newsletters to the principals and ask the PACs to send out our newsletter to their parent lists.

Note that DPAC should bring up with senior management that we would like to see tracking of children leaving the system with exit interviews that will give valuable information about why families are leaving the district.

##### Report:

Chair reports that she has been representing parents on the VSB hiring committee. Note that DPAC executive members who have daytime availability should volunteer for this important committee as hiring the



right administrators is very important and DPAC has an equal vote with all other stakeholders. Chair attended several events, including a UBC School of Nursing film screening about the effects of marijuana use. SACY will be rolling these out more - it has been piloted in a few schools already. Report that the DPAC budget meeting on February 27th went well and was well attended. One of the concerns brought up is that there does not appear to be tracking for kids leaving the system.

**Status:** Completed

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### 1.3. Treasurer Report

Iraj Khabazian

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:**

Stefanie moves that we approve \$445.00 for Heritage Hall for the May 15th PAC celebration seconded by Melanie. Passed unanimously.

#### **Report:**

A motion is required to authorize a cheque for the rental of Heritage Hall and additional expenses.

We have received reimbursement from the VSB for our expenses. There were some cheques that did not get sent to the correct mailing addresses. Suggestion that Iraj lead the creation of a list of correct spelling and mailing addresses of DPAC executives to be forwarded to Donna Wong at the VSB.

Treasurer is recommending that DPAC table officers speak to senior management about the 4X4 meetings to establish a policy about the DPAC reimbursements and a shorter timeline for payment of reimbursements. These expenses include items such as; child care, mileage, catering and professional development.

Note that Iraj should ask Lisa Landry for an updated copy of the expense requirements to be discussed at the table officers meeting and then forwarded to the rest of the executive - this would need to be done before the next 4X4 meeting on April 30th.

**Status:** Completed

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### 1.4. Internal Sub-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.

BCCPAC Conference and AGM

#### **Report:**

The BCCPAC AGM is May 31, June 1st, 2014. Early bird registration is May 16th. Note that this should be added to the agenda for the May 18th, 2014 meeting.

**Status:** Completed

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### 1.5. 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.

**Status:** Completed

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### 1.6. Communications Plan

Steve Baker

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

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### 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:**

Colin moved motion: that DPAC initiate a letter writing campaign to address the provincial government's three year freeze in public education funding. This campaign will take place over 30 days, from April 1st to April 30th, 2014.

Seconded by Iraj, passed unanimously.

Letter and action plan to be led by Colin and Stefanie and circulated to the executive via email.

**Report:**

Discussion about DPAC media message inviting parents to conduct a letter writing campaign. There is support from the DPAC executive to encourage PACs to undertake a letter writing campaign.

April 1st to April 30th would be the window to do a letter writing campaign to MLA's.

**Status:** Completed

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**1.8. Workshops**

Steve Baker

**Minutes:**

Stefanie moved motion: that DPAC create an April workshop around parent engagement with SACY, with a date to be confirmed with SACY.

Iraj seconded, passed unanimously

**Report:**

The latest workshop was promoted for the Churchill PAC for Parents as Career Coaches. The targeted audience was for Secondary Schools which resulted in over 40 participants signing up.

The next workshop proposed is for Parent Engagement. Our last discussion on this workshop, it was suggested that we plan for April 10th (in lieu of the DPAC Executive meeting). This requires a motion to confirm the date and proceed with planning for the event.

(Added March 8th) In addition, there is an offer to provide a Parent Ed day or a Special Education Parent Network day with the assistance of BCCPAC. The promoter has suggested the end of April or sometime in May for this event. If we provide the space, they will provide the workshop. This has been offered successfully in other Districts. It may even compliment our Parent Engagement. This would require a motion to proceed.

**Status:** Completed

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**1.9. Lower Mainland DPAC**

Steve Baker

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.

**Report:**

West Vancouver DPAC is planning the next LMDPAC Meeting. They are looking at the last two weeks in April. We will likely be invited to send two or three DPAC Executive members to this event. In preparation for this, we should designate who our representatives to this meeting will be.

Monica, Stefanie, Mabel and Colin are all interested and once we have a date we will confirm who is actually attending.

**Status:** Completed

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**1.10. Firefighters Charity**

Monica Moberg

**Minutes:**

The firefighters will be invited to the April 10th or the April 24th DPAC meeting.

**Report:**

Firefighters would like to meet to discuss partnership with their Charity program. With our current agenda, the earliest we could meeting with them is April 24th. Another possibility is to designate a sub-committee to meet with them as soon as possible to explore what this program might entail with an opportunity to bring some more information forward via e-mail or on April 24th.

**Status:** Completed

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Monica Moberg

### 1.11. Chevron Fundraising Opportunity

#### Minutes:

Monica and Steve to craft responses to both Chevron and the VSB (all trustees) expressing DPAC's disappointment with the process and lack of consultation on this funding opportunity. Recommend to Chevron that we open up opportunity to go directly to Vancouver teachers to access the funds for non-curriculum items. We need to let Chevron know that we will have a response to them before their March 31, 2014 deadline. Stefanie, as Secretary, will inform Chevron that there is a formal email from DPAC coming. Letter should note that we had a very short timeline to have contact with our PAC's. The letter will be circulated to the DPAC executive prior to sending it out to the VSB and Chevron.

#### Report:

Chevron has proposed a fundraising initiative which was declined by the Vancouver School Board. Chevron has contact DPAC to make them aware of this issue. Chevron would like to be able to discuss this funding opportunity with Vancouver parents and teachers. The deadline for this funding opportunity is March 31st, 2014. DPAC executive members received this correspondence from Chevron on March 06, 2014. Chevron contacted the media with this information the same day as sending it to Vancouver parents. Discussion about why this grant was turned down by the VSB without a broader discussion with stakeholders. Question about why the company has to deal with the district and cannot offer this grant to individual schools.

**Status:** Completed

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### 1.12. Life Fundraising Initiative

Ivy Leung

#### Report:

As per Ivy's request, this item is included on the agenda.

Life Fundraising Initiative has a crowd source funding program - this is an on-line program that does not require entertainment books. It is sponsored by the City of Vancouver and the Greenest City Initiative 2020. This may fit with the goal of better collaboration between school, parks and municipal programming.

#### WEBSITE INFO

<https://life.is/vancouver/>

Information Received about program

Hello Mike and Ivy,

After reading the Georgia Straight article from earlier this year as well as this month's BBCPAC post, both of which address fundraising fatigue, I wanted to reach out with a new idea.

I'm sponsored by the City of Vancouver's Greenest City 2020 Action Plan to help Vancouverites make healthier, more sustainable choices. My team and I have worked on fundraising campaigns with schools in the past and understand the various issues associated with fundraising: Parents don't like their kids selling things to pay for their education. Parents get tired of being asked to buy things they don't need. School staff effectively run side-businesses when they should be focused on teaching.

Ten days ago we launched a new fundraising platform aimed squarely at addressing these very issues. It doesn't involve students at all. Parents don't have to buy anything and the task of planning and managing fundraising programs by school staff is reduced by some 80%. Fundraising campaigns happen online and promote people making healthier, more sustainable choices, inline with our mandate.

In an ideal world, school boards would cover the full cost of education programs. In the meantime, I'd like to help relieve some of these issues by working with school administrators and PACs to make our platform available.

I would like to invite you both to learn more about our platform and possibly take it for a test drive. If we can be of service, I'd be happy to schedule a phone or in-person meeting to discuss how I can help. Please visit us at [life.is/vancouver](https://life.is/vancouver) and click on "start a fundraising campaign" toward the bottom of the page.

If you have any questions or require additional information, please contact me at 604-888-0808.

Regards,

Julien

**Status:** Completed

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Colin Redfern

### **1.13. Promotion of "Splash 'N' Dash"**

#### **Minutes:**

Motion made by Colin: that Splash and Dash should be endorsed by DPAC in order to recruit parent volunteers. Seconded by Melanie. Passed unanimously.

#### **Report:**

This is a triathlon event available to elementary schools which DPAC can promote for students. Colin will provide promotional information for sharing with the appropriate PACs. This is for provided for information. Coaches offer triathlon clinics, and teachers sign up to take students to the pools and do a swim and a dash. 5,000 kids in 10 schools are doing it and there is a need for parent volunteers. This event takes place in May.

**Status:** Completed

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### **1.14. In Camera Item**

Monica Moberg

#### **Minutes:**

Motion made by Stefanie to go in camera, seconded by Iraj. Motion made by Stefanie to go out of camera passed at 9:40 pm Motion to come out of in camera at 9:55 pm.

#### **Report:**

This item is dealing with the services provided by the Contractors. The information for this item is confidential and is provided via e-mail to the Executive.

**Status:** Completed

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## **2. Past Business**

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No Past Business

## **3. New Business**

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### **3.1. Central Registry for C&B**

Monica Moberg

#### **Report:**

At the last meeting (without quorum), Monica suggested we establish a central registry for PACs to electronically file their Constitution and By-laws with DPAC. To allow for this, DPAC would need to maintain an electronic filing point administered through the website. To proceed with this, there should be a motion to authorize this to be developed.

**Status:** Completed

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### **3.2. Funding Letter Template**

#### **Report:**

Our DPAC Executive has been promoting PACs and Parents to write to their MLAs calling for more funding for Education. While this has been promoted, there has not been an authorizing motion to facilitate a template letter to be developed. A motion to authorize this would be in order.

**Status:** Completed

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## **4. VSB Committee Business**

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### **4.1. VSB Board**

DPAC Representatives to the School Board are only able to observe the Board meetings although there is an opportunity to ask questions as the second last item on the agenda. Highlights of the meetings are appropriate for those matters that have not already been discussed at the Committees.

#### **Report:**

Schedule for Executive attending School Board Meetings.

Mar 10 2014 - 7:00pm Board meeting - All Executive Members to attend

Apr 7 2014 - 7:00pm Board meeting - Monica, Iraj alternate



Apr 15 2014 - 7:00pm Special Board/Committee-of-the-Whole - TBD  
Apr 16 2014 - 7:00pm Special Board/Committee-of-the-Whole (if necessary) - TBD  
Apr 22 2014 - 7:00pm Board meeting - TBD  
Apr 28 2014 - 7:00pm Special Board/Committee-of-the-Whole - TBD  
Apr 30 2014 - 7:00pm Special Board Meeting - TBD  
May 5 2014 - 7:00pm Board meeting - Ivy, Colin alternate  
May 20, 2014 - TBD  
June 2, 2014 - TBD  
June 16, 2014 - TBD  
June 30, 2014 - TBD  
**Status:** Completed

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#### **4.2. Board Highlights of Interest to DPAC**

**Status:** Completed

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#### **4.3. Committee I - Management Committee**

Monica Moberg

**Status:** Completed

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##### **4.3.1. Advocacy Committee**

Ivy Leung

**Status:** Completed

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#### **4.4. Committee II - Planning and Facilities**

Colin Redfern

**Status:** Completed

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##### **4.4.1. Sustainability Committee**

Melanie Antweiler

**Status:** Completed

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#### **4.5. Committee III - Education and Student Services**

Melanie Antweiler

**Status:** Completed

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##### **4.5.1. Aboriginal Enhancement Agreement**

Diana Day

**Status:** Completed

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#### **4.6. Committee IV - Personnel**

Mabel Sun

**Status:** Completed

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#### **4.7. Committee V - Finance and Legal**

Iraj Khabazian

**Status:** Completed

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#### **4.8. Date Next Meeting**

Steve Baker

##### **Report:**

The next meeting is proposed to be an open workshop on April 10th. The subsequent meeting would be on April 24th.

**Status:** Completed

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#### **4.9. Adjournment**

Monica Moberg

##### **Minutes:**

Mabel moved to adjourn the meeting at 10:00 pm, seconded by Ivy and passed unanimously.

**Status:** Completed

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Recording Secretary:

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Chairperson:

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Date:

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