

Meeting Minutes

DPAC District 39

Date: Thursday, May 12, 2016

Time: 19:00 - 21:00

Location: Room 120 - Vancouver School Board

Chair: Mabel Sun (regrets)
Secretary: Morgane Oger (chair)

Vice-Chair: Farah Shroff
Treasurer: Alex Dow
Minute Taker: Kim Trehan

Members at Large:
Bippan Dhillon
Amanda Hillis
Iraj Khabazian
Lianne Wang

Gwen Giesbrecht
Shaun Kalley
Kelly Read

Guests:
Barbara Onstad
Valerie Peters
Janet Fraser

1. Standing Items

1.1. Call the meeting to order, and Acknowledgement of Territory*

*Acknowledgement of Aboriginal lands : "We acknowledge that we are on the shared traditional territories of the Coast Salish peoples and the Musqueam, Squamish, Sto:lo, and TsleilWaututh Nations... and for this we are thankful."

Morgane informs the group that Mabel sends her regrets and requests that Morgane chairs the meeting. Shaun forwards motion for Morgane to chair the meeting. Seconded by Amanda. Motion carried.

Meeting determined to be quorate and called to order at 7:10 p.m.

1.2. Welcome & Roundtable:

Present: Amanda, Shaun, Gwen, Iraj, Alex, Janet, Lianne, Morgane
Regrets: Mabel

1.3 Approval of Agenda and previous meeting minutes

Agenda amended with addition of new items:

- 1.5 Committee Reports
- 3.6 AGM and Executive Election Preparations
- 3.7 PAC Funding
- 3.8 Organizing a meeting with Lower Mainland PACs
- 3.9 Discussion of organizational functionality and issues ahead of Scott's report

Shaun forwards motion to adopt amended agenda. Seconded by Amanda. Motion carried.

Meeting Minutes from April 14, 2016 reviewed. Amended paragraph 1
Motioned by Shaun. Seconded by Amanda. Motion carried.

1.4 Treasurers Report

Last meeting, the chair, treasurer and staff attempted to process some of the expense reports and invoices digitally. Unfortunately the VSB is being audited this year, presumably every year, and all expense forms and receipts will need to be handed in hard copy and original receipts. Expense reports and invoices from last meeting are being resubmitted.

Also attached is the VSB update. Reviewing the VSB update:

The second invoice for contracted staff has been paid. a third invoice has been received. Some child minding expenses were paid out.

All DPAC expenses and invoices submitted before December 15 have been paid out. It appears that some of the expenses may have been accounted in the incorrect line item. Governance training was accounted for under contracted services and BCSTA was accounted for under Membership fees. The QMUNITY Invoice (meeting space and projector) from November's governance training was paid (awkwardly) and has been accounted for correctly in outside meeting space (Rentals - Building).

Catering provided for the retreat in early September has been accounted for under (Travel/Conf). Catering (outside) provided, due to miscue in ordering catering in house, is accounted for under supplies - meeting.

Milage from forms submitted prior to Dec. 15 have been paid out.

Travel expenses to workshops and events (not scheduled meetings) and bus receipts to anything appear to be accounted for as Travel Expense - Other.

Catering for the April 7 and 14 meeting are accounted for under supplies meetings.

The charges to request reassigning include the Vantage point training and BCSTA event.

Upcoming:

The DPAC secretary was kind enough to provide outside catering for the April 21 meeting (receipts received, and will be reprocessed). The Meeting/Reception/Rally April 28 (at the second Committee of the Whole) was exceptionally successful. Outside catering was employed, pizza ran out of pizza and pop just as the meeting got started (6:55).

Expected catering charges for this month include meetings conducted May 5, 12, and 26.

Vancouver DPAC had 2 + 1 representation for the BCCPAC conference. Total expense was much less than the original 6 + 1 representation. Consideration should be given to assigning staff a credit card on behalf of DPAC. First, expense prepayment can result with higher discounted rate, such as travel and accommodation. Also, prepayment of expenses can also aid in the viability of volunteers to be accommodated. Up front costs proved prohibitive for participation.

For future note:

Next year's BCCPAC conference and AGM schedule has not been set. Prince George was suggested as a possibility for a conference (fall) and somewhere in lower mainland for conference/AGM in the spring. Something to keep in mind for budgeting for 2016 - 2017

As it is now officially a provincial election year, we should plan and budget for all candidates debates.

Motioned by Shaun to accept the treasurer's report. Seconded by Gwen. Motion carried.

2. Old Business

2.1. Debriefing of Celebrate Public Education Rally

Deferred.

2.2 Debriefing of LRFP Roundtable

David Nelson and Amanda Gibbs come in for the LRFP Roundtable. Had an engaging discussion. The focus of the LRFP plan has changed. It is now being focused on as a budgetary issue. The other thing that has changed is that they are going to present the full closure list upfront of the 18 - 21 schools on the closure list. Other participants included Allan Wong and Christopher Richardson.

Floor opened for discussion amongst executives about DPAC Statement to the VSB.

Concerns raised about the lack of process to reopen programs. It is always painful to see schools close. We appreciate that there may be financial constraints and that school may have to move but the experience has to be better.

2.3 Committee Meeting Reports

Committee III Report main topics brought up were about sanctuary city. VSB has done a study on how to support this. They have confirmed that they are going to be able to support completely non-compliant students but there is no funding for it. They strive to and will be able to support the sanctuary city initiative.

Mandarin Programs was on the list of topics. The board is moving away from the proficiency testing. No decisions were made.

Band and Strings program: the staff came up with a recommendation of a feasibility study to pay \$500 per student. There was very little support from the stakeholders.

The last presentation was for more support for the home-school program. The questions were passed on to staff for analysis.

3. New Business

3.1. VSB international student program

Barbara begins with a brief introduction about the international programs;

(Kelly Read joins at 7:44)

Valerie Peters presents more information about the Langara Home Stay program followed by open floor to question/answer period.

3.2. DPAC CityWide's for 2016-2017

(Morgane recuses herself from discussion).

October 13, 2016 - Welcome Citywide

February 09, 2017 - TBA

April 06, 2017 - Budget CityWide

3.3 Outreach Plans and parent rally

Shaun has sent an email but has not received any response yet.

3.4 DPAC Statement

Discussion around the email sent by Farah regarding possible source of funding for Vancouver's Ailing Public System.

General consensus around the table was not in support of the statement letter presented by Farah via email.

3.5 Discussion about practical ways to support the trustees in their decision to not pass the budget.

Questioned raised to Janet Fraser if the Trustees are feeling supported. General discussion took place.

(Iraj left the meeting at 9:02 p.m.)

(Farah arrives at 9:10 p.m.)

3.6 AGM and Executive Election Preparations

The AGM is for hearing the Chairs Report, Treasurers Report, electing executive for the next year.

Form of the meeting on June 23rd was agreed upon as an executive meeting that would dissolve into a general meeting for the purposes of presenting the annual report, approving the budget, and holding executive elections, following which we would rise from the general meeting to resume the executive meeting and hold the chair election.

Kim to send out a nomination call out for executive membership to be received by June 13, 2016.

Motion for executives to contacts their own schools to ask their PAC Chairs to subscribe to our newsletter and obtain phone numbers and a report/update at the next DPAC meeting. Seconded by Kelly. Motion carried.

Motion forwarded by Shaun that we chose to interpret our bylaws, Article 6 section 4, where it says that "the chair will ordinarily be an executive council member who has already served one year on the executive council" be interpreted as the chair should have served on the executive council but is not required to have done so. Seconded by Amanda.

Motion amended by Alex to put a stipulation that the chair be an executive council member for a minimum amount of time on council for at least 6 months. Seconded by Farah. Motion defeated to the original motion.

Original motion voted in favour by Amanda, Shaun, Gwen, Kelly, Alex. Morgane and Farah vote against. Motion carried.

3.7 PAC Funding

Action: Alex to look into whether or not we are allowed to top up the PAC Funding from DPAC Funding and report back to the executives at the next meeting.

3.8 Organizing a meeting with Lower Mainland PACs

There was a meeting of Lower Mainland PACs and Chairs. Consensus was formed that it would be a good idea for all to meet up. No action from that.

(Gwen left the meeting at 9:54 p.m.)

3.9 Discussion of organizational functionality and issues ahead of Scott's report

Shaun addresses concern that much of the dysfunctionality of DPAC are still present.
Addresses some concerns:

- 1) Table officer elections were nasty, involved bullying and collusion, and were done in private rather than at a public meeting;
- 2) Meetings are consistently poorly run;
- 3) Meeting agendas are distributed with insufficient notice;
- 4) Insufficient notice is given for events such as citywides;
- 5) Tabled agenda items are not automatically added to the following meeting's agenda;
- 6) Table officers are on record as not attending meetings with VSB SMT;
- 7) There is no official membership list or reliable means of communicating with members;
- 8) There are no regular communications with the membership as a whole;
- 9) Members concerns about DPAC not fulfilling its organizational requirements were ignored and they had to brought to the VSB in the form of a request to have DPAC's funding suspended until the requirements were fulfilled;
- 10) Our funding was suspended;
- 11) Our funding was not restored for more than four months;
- 12) We have still not completed all the work that Scott originally required of us to restore our funding;
- 13) The first financial report for the year was only minuted in April;
- 14) There is little to no transparency between table officers and members at large;
- 15) Decision making seems to be done among the table officers only and not among the executive as a whole;
- 16) There is little to no reporting out from executive activities such as attending VSB standing committee meetings;
- 17) Finance committee was struck in October but has not yet established terms of reference nor has it had a full meeting;
- 18) Governance committee was struck in February, but chair has not been selected and terms of reference have not been established;
- 19) Bylaws committee presented terms of reference to executive in December that have not been fulfilled;
- 20) Budget published in June had not been approved by either the membership or the executive;
- 21) Budget published in June had not been disseminated to all executive members as of September;
- 22) Budget published in January had not been disseminated to or approved by either the membership or the executive;
- 23) Report from Scott was ignored by table officers for nearly 6 months despite it being brought up at the retreat and several executive meetings and having two motions passed to act on it;
- 24) In camera meetings have been held under false pretense and are treated by some table officers as forums for bullying and making false accusations;
- 25) All executives at the time, plus Amanda, attended a governance workshop in the fall, but nothing presented in that workshop has been incorporated into the way we do things;
- 26) Potential courses of action are publicized through social media as actual courses of action before they are voted on by the executive which has caused confusion;
- 27) Table officers who were selected as signatories on the gaming funds bank account have not visited the bank to put their signatures on file;
- 28) A retrospective of our first citywide in October was asked for but never done;
- 29) Parents who tried to contact DPAC to volunteer for VSB committees were never responded to;
- 30) Scott had to publish a report in June to outline the organizational changes required by DPAC in order to make it functional.

The concern and frustration is what can we do to have better processes. Discussion ended without conclusion. Shaun to send the full list of concerns to Kim.

Motion to have each executive prepare a report of their activity for the year. Seconded by Farah. Three votes casted for and 2 against. 1 abstained.

Meeting adjourned at 10:25 p.m.

The next DPAC executive meeting is scheduled for Thursday, May 26, 2016 at 7 p.m. at the VSB. All VSB parents are welcome to attend as observers.

Please contact DPAC chair Mabel Sun in advance by email at chair@vancouverdpac.org if you wish to attend as a delegation.

DPAC - Org 172														
April 30, 2016														
Unit	Year	Period	Source	Fund	Account	Dept	Site	Journal ID	Date	Ref	Line Descr	Descr	Amount	Voucher
VSB	2016	1	AP	11	2049	172	327	APAC000043	7/7/15				609.60	01021847
VSB	2016	4	AP	11	2049	172	327	APAC001759	10/19/15				43.75	01032505
VSB	2016	4	AP	11	2049	172	327	APAC001759	10/19/15				240.63	01032512
VSB	2016	9	AP	11	2049	172	327	APAC004925	3/16/16				1,018.54	01052744
VSB	2016	10	AP	11	2049	172	327	APAC005474	4/14/16				1,500.00	01056505
VSB	2016	10	AP	11	2049	172	327	APAC005625	4/21/16				50.00	01057728
VSB	2016	10	AP	11	2049	172	327	APAC005739	4/27/16				1,412.48	01058521
											Contracted Services - Other		4,875.00	
VSB	2016	9	ONL	11	2058	172	327	2016005219	3/31/16	EMAIL	DPAC Bus Cards	Printing Charges Mar 2016	19.10	
											Printing - In-House		19.10	
VSB	2016	5	AP	11	2204	172	327	APAC002124	11/3/15				150.00	01034696
VSB	2016	5	AP	11	2204	172	327	APAC002124	11/3/15				375.00	01034697
VSB	2016	10	AP	11	2204	172	327	APAC005625	4/21/16				107.29	01057728
											Travel/Conf - Out-of-District		632.29	
VSB	2016	4	AP	11	2208	172	327	APAC001759	10/19/15				7.67	01032503
VSB	2016	4	AP	11	2208	172	327	APAC001759	10/19/15				3.19	01032507
VSB	2016	4	AP	11	2208	172	327	APAC001759	10/19/15				25.01	01032508
VSB	2016	4	AP	11	2208	172	327	APAC001759	10/19/15				126.45	01032509
VSB	2016	4	AP	11	2208	172	327	APAC001759	10/19/15				138.37	01032512
VSB	2016	6	AP	11	2208	172	327	APAC002841	12/7/15				6.60	01039772
VSB	2016	10	AP	11	2208	172	327	APAC005625	4/21/16				20.53	01057725
VSB	2016	10	AP	11	2208	172	327	APAC005625	4/21/16				29.78	01057726
VSB	2016	10	AP	11	2208	172	327	APAC005625	4/21/16				19.85	01057727
VSB	2016	10	AP	11	2208	172	327	APAC005625	4/21/16				36.58	01057728
											Mileage Allowance		414.03	
VSB	2016	10	AP	11	2210	172	327	APAC005625	4/21/16				11.70	01057726
VSB	2016	10	AP	11	2210	172	327	APAC005625	4/21/16				8.25	01057735
											Travel Expenses - Other		19.95	
VSB	2016	10	AP	11	2222	172	327	APAC005625	4/21/16				125.00	01057724
											Course/Workshop Fees		125.00	
VSB	2016	10	AP	11	2252	172	327	APAC005625	4/21/16				200.00	01057734
											Rentals - Buildings		200.00	
VSB	2016	10	AP	11	2302	172	327	APAC005625	4/21/16				254.00	01057723

										Membership & Assoc. Fees			254.00	
VSB	2016	10	AP	11	3002	172	327	APAC005625	4/21/16				13.99	01057725
										Supplies - Office/Printing			13.99	
VSB	2016	10	AP	11	3020	172	327	APAC005625	4/21/16				43.31	01057735
										Supplies - Meetings			43.31	
VSB	2016	3	ONL	11	3021	172	327	2016001385	9/30/15	SEP24/15	dpac	Ed Ctr catering Sep/15	148.75	
VSB	2016	4	ONL	11	3021	172	327	2016002068	10/31/15	OCT8/15	dpac exec	Ed Centre Catering-Oct 2015	128.75	
VSB	2016	4	ONL	11	3021	172	327	2016002068	10/31/15	OCT15/15	dpac city wide	Ed Centre Catering-Oct 2015	339.50	
VSB	2016	5	ONL	11	3021	172	327	2016002699	11/30/15	NOV12/15	dpac exec	Ed Ctr Catering Nov/15	143.50	
VSB	2016	6	ONL	11	3021	172	327	2016003197	12/31/15	DEC03/15	dpac exec	Ed Ctr catering Dec/15	143.50	
VSB	2016	6	ONL	11	3021	172	327	2016003197	12/31/15	DEC7/15	dpac/smt	Ed Ctr catering Dec/15	36.00	
VSB	2016	6	ONL	11	3021	172	327	2016003197	12/31/15	DEC17/15	dpac exec	Ed Ctr catering Dec/15	143.50	
VSB	2016	7	ONL	11	3021	172	327	2016003936	1/31/16	20160119	Catering-Ed Ctr	Ed Ctr Catering Jan 2016	143.50	
VSB	2016	7	ONL	11	3021	172	327	2016003936	1/31/16	20160129	Catering-Ed Ctr	Ed Ctr Catering Jan 2016	143.50	
VSB	2016	8	ONL	11	3021	172	327	2016004540	2/29/16	20160212	Ed Ctr Catering	Ed Ctr Catering Feb 2016	143.50	
VSB	2016	8	ONL	11	3021	172	327	2016004540	2/29/16	20160229	Ed Ctr Catering	Ed Ctr Catering Feb 2016	143.50	
VSB	2016	9	ONL	11	3021	172	327	2016005151	3/31/16	20160311	Ed Ctr Catering	Ed Ctr Catering Mar 2016	125.50	
VSB	2016	10	ONL	11	3021	172	327	2016005837	4/30/16	20160411	Ed Ctr Catering	Ed Ctr catering Apr 2016	252.00	
VSB	2016	10	ONL	11	3021	172	327	2016005837	4/30/16	20160418	Ed Ctr Catering	Ed Ctr catering Apr 2016	143.50	
										Supplies - Meetings - In-House			2,178.50	
										Total			8,775.17	

School District # 39, Vancouver, British Columbia, Canada

Vancouver School Board

FAST System
- (Financial
Administration
Support Tool)

Report: Current Year Period: Apr-2016 Sum By: Acct Budget: Annual Budget FORM: SUMS

0.00

You are viewing User: HYEE SetID VSB Orgn 172 Last Updated : 5/11/2016 4:46:12 AM

Acct	Description	Annual Budget	Cur Month	YTD Actuals	O/S Encumb.	Balance Available	Fav./Unfav. Variance
2049	Contracted Services - Other	16,800.00	2,962.48	4,875.00	0.00	11,925.00	F
2058	Printing - In-House	80.00	0.00	19.10	0.00	60.90	F
2204	Travel/Conf - Out-of-District	5,500.00	107.29	632.29	0.00	4,867.71	F
2208	Mileage Allowance	1,500.00	106.74	414.03	0.00	1,085.97	F
2210	Travel Expenses - Other	400.00	19.95	19.95	0.00	380.05	F
2222	Course/Workshop Fees	7,770.00	125.00	125.00	0.00	7,645.00	F
2252	Rentals - Buildings	500.00	200.00	200.00	0.00	300.00	F
2302	Membership & Assoc. Fees	80.00	254.00	254.00	0.00	-174.00	U
3002	Supplies - Office/Printing	22.00	13.99	13.99	0.00	18.01	F

3002	Supplies - Office Printing	33.00	13.77	13.77	0.00	19.23	F			
3020	Supplies - Meetings	0.00	43.31	43.31	0.00	-43.31	U			
3021	Supplies - Meetings - In-House	4,500.00	395.50	2,178.50	0.00	2,321.50	F			
3049	Supplies - Other	2,870.00	0.00	0.00	0.00	2,870.00	F			
3094	Budget Transfers	5,955.00	0.00	0.00	0.00	5,955.00	F			
	Total	45,988.00	4,228.26	8,775.17	0.00	37,212.83	F			
Click here if you would like to return to the Menu			Click here to download to Excel for printing				U = Unfavorable			