



Date: October 12, 2017  
Time: 19:00 - 21:00

Location: Room 120  
Vancouver School Board

EXECUTIVE MEETING MINUTES

Chair: Rob Peregoodoff Minute Taker: Amanda Hillis  
Executive: Shaun Kalley (Vice-chair), Amanda Hillis (Secretary), Crystal Smith (Treasurer, arrived at 7:15), Erin Arnold, Stephen Filbey, May Ke  
Absent: Anne Montgomery, Morgane Oger

In Attendance:

Parents: Alan Patola Moosmann (Hudson, DPAC Rep), Corine Willems (Tyee, DPAC Rep), Erin Bartlett (Lord Byng, DPAC Rep), Leanna Warman (Queen Elizabeth Annex, DPAC Rep), Galen Hutcheson (Maple Grove, PAC chair), Jen Stewart (Simon Fraser, DPAC Rep), Ele Cavallin (Van Tech, PAC chair), David Schaub (False Creek, DPAC Rep), Sarah MacKinnon (AR Lord), Elisa Gutierrez (Begbie, PAC treasurer), Barbara Lee (Norquay), Janet Fraser (Churchill), Estrellita Gonzalez (Hamber)

Observers: Judy Zaichkowsky - VSB Trustee Candidate

Called to order at 7:00pm

<b>1. Standing Items</b>
<b>1.1. Welcome, Acknowledgement</b>
<b>1.2. Introductions</b>
<b>1.3. Approve agenda</b>
<b>1.3.1. MOTION: Shaun made motion to accept the agenda. Seconded by Erin. Motion passed.</b>
<b>1.4. District update</b> (Dianne Turner)
1.4.1. Questions raised by parents at the last general meeting:
<b>1. Funding for playgrounds</b>
○ NDP platform but no clarity from government yet. Suggests DPAC ask through BCCPAC.
<b>2. Hiring issues</b>
○ Discussed in detail during Committee IV meeting yesterday. Additional information:
○ SFU and UBC looking at French immersion boot camps for secondary school French teachers to be comfortable as French Immersion teachers.
○ This year expected to be the toughest year. 2000 new teachers expected to graduate next year.

- BCPSEA went through Vancouver teachers' old contracts and calculated VSB's numbers. Unclear how they came up with a lower number than VSB, but VSB still working on it.
- 3. Technology guidelines, i.e. does it have to be Apple only products**
  - VSB tech advisory committee can give better answer. DPAC has a representative spot on the committee.
- 4. Need for portables**
  - Some that were requested weren't approved. Still trying to work out/prove need. Partially because we have portables here we can move, but being used for seismic swing space.
  - NOTE: Minister of Education Rob Fleming has asked Dianne Turner to consider how to get seismic mitigation project complete by 2025 instead of 2030. Dianne Turner told him it would require building new schools instead of retrofits (would require significantly less swing space).
- 5. Textbooks/learning materials that go with new curriculum**
  - Should be new materials coming. Indigenous education materials well done by BCTF and Ministry. Much is still in draft form but teachers are using.
  - Have asked for financial clarity from Ministry of Education for materials which will be brought to the Superintendents/board chair/Ministry meeting in Richmond at the end of October.
- 6. Propane storage in earthquake bins**
  - Shouldn't be.
- 7. Having defibrillators at schools**
  - VSB has asked Vancouver Coastal Health and Ministry of Education for direction as VSB doesn't have a clear policy.
- 1.4.2. Additional methods for parents to get information include: DPAC officer meetings with VSB senior management team (SMT) (also called 4x4); talk with principal who will discuss with their executive and take to their 4x4. There are lots of ways to get answers.
- 1.4.3. Role as Special Advisor**
  1. Governance structure
  2. Policies - some old and not matching standards (room for parent input)
  3. Hiring staff and orientations for senior staff
  4. Orientation of the board of trustees
  5. Seismic mitigation program - keep moving forward
- 1.5. Delegations:**
  - 1.5.1. Elisa Gutierrez - Earthquake response protocol
    1. [Handout](#)
    2. Would like DPAC to promote that all schools, especially those at high seismic risk, to learn VSB's earthquake protocol for their school.
    3. Suggestion to form an ad hoc DPAC committee to see what information we should put out: Stephen volunteered.
    4. Dianne Turner noted that VSB is ahead of other cities in BC in terms of earthquakes in 1) release of kids; 2) people in each school trained to

access structures after minor events; and 3) staff should know specific plan for their school.

- 1.5.2. Sarah MacKinnon - Anaphylaxis Support
  1. [Notes](#) provided by Sarah
  2. ASK: We would like DPAC to use any and all official channels to help MVAG get a seat at the table to work on this with the VSB.
    - **ACTION: Erin will request this to be added to Committee IV agenda**
- 1.6. **Approve minutes from September 14 executive meeting ([attached](#))**
- 1.6.1. Shaun motioned to accept minutes; Erin seconded. One change request (change in role of attendee). Minutes passed as amended.
- 1.7. **Officer reports:**
  - 1.7.1. Chair report
    1. Has done a fair amount of media. Request for feedback.
    2. Good tone at DPAC's officer meeting with VSB senior management team
    3. 2 interventions: 1) school governance around funds; 2) legacy funding challenge when administration assumed legacy but new PAC wanted change.
    4. Time and communication continue to be challenges.
  - 1.7.2. Treasurer report
    1. October report [here](#)
    2. Gaming grant was approved (\$2500).
    3. Still waiting to hear from one Tier 1 school before can submit to VSB to disperse last year's excess funds as agreed at June AGM.
- 1.8. **Committee reports:**
  - 1.8.1. **VSB standing committees:**
    1. Committee II - September 20 (click [here](#) for agenda; [here](#) for minutes). Attended by Anne and Amanda.
      - VSB requested \$2,862,188 for Classroom Enhancement Fund (CEF): Student Facilities of which the Ministry approved \$1,616,688. They also Requested and received \$1,392,450 for CEF: Overhead (school supplies, furniture and equipment). This is all one time funding. Discussed how funds were used. No childcare spaces were lost creating extra classroom space needed.
    2. Committee IV - September 20 (click [here](#) for agenda; [here](#) for minutes). Attended by Erin and Amanda
      - ~140 staff retired this year compared to the usual 80 - 90; 120 teachers left Vancouver to go to other districts, only 50 returned to Vancouver. There are around 1000 teaching jobs left to fill in BC. Currently only 400 TOC's, about 1/2 of what is usually available. Also recruiting principal, vice principals and district staff. Some discussions on recruitment methods including traveling to Ontario and Saskatchewan and connecting with student teachers coming out of Simon Fraser in December but currently in our schools for their long practicum.
    3. Committee V - September 20 (click [here](#) for agenda; [here](#) for minutes). Attended by Crystal and May.

- Report on annual audit. No fraud found. Government requires non-standard accounting practice which makes it look like VSB has a deficit because it has buildings. Request to form an audit committee.
- 4. Committee III - October 11 (click [here](#) for agenda; [here](#) for minutes).  
Attended by Amanda
  - Communicating Student Learning (K-9) update: second year of pilot which should go district wide next year. Three significant changes to previous method: 1) Shift from primarily focusing on summative assessment to formative assessment; 2) 5 required communications with parents during school year (doesn't need to be all students at the same time) including midterm and end-of-year written reports; and 3) Student self-assessment of core competencies with report in June. No grades unless parent requests.
  - Preliminary enrolment report: Sept 30th headcount: 48,687. VSB's projections have been within 0.3% variance since 2012 for year to year; projection made in 2012 for 2017 had a variance of 1.1%.
- 5. Committee IV - October 11 (click [here](#) for agenda; [here](#) for minutes).  
Attended by Amanda
  - 342.9 FTE teaching positions were added to the district as a result of the Memorandum of Agreement and Classroom Enhancement Fund. 298 teachers resigned or retired. 351 teachers have been hired. As of October 10<sup>th</sup>, there were 113 full and part-time postings (84.09 FTE). Most difficult areas to fill are French immersion, special education, math, sciences, counseling, tech studies, Mandarin
  - See agenda for more details, hiring efforts and deployments.

**1.8.2. VSB advisory committees:**

1. SEAC - September 25. Attended by Erin - see [notes](#)

**1.8.3. VSB ad hoc committees:**

1. Naming committee for Crosstown Elementary
  - No DPAC rep at this committee despite an internal callout
2. French Immersion choice program review committee. Attended by Shaun and Gord Lau
  - On table for first part of review process: equitable access - primary catchment zone; not on table: capacity. Have asked for more information on enrolment including applications and what else applicants are applying for.
  - Shaun also met with PAC chairs of FI schools. Concern that VSB may not follow through with previous promise to reintroduce K spaces. Do we want to advocate strong for these spaces?

**1.8.4. Internal committees:**

1. Finance Committee

- **MOTION: Shaun made motion to strike Finance Committee and, in general, to adopt the previous terms of reference. Stephen seconded.**
- [Previous terms of reference](#) (#2 & #12 were not read aloud).
- Shaun and Amanda agreed to be on committee along with Crystal as Chair and Rob is ex officio as DPAC Chair.
- Main goal is to support and protect treasurer.
- **Motion carried.**

**1.9. Executive nominations**

1.9.1. None received.

**2. Old Business**

**2.1. Approval of advisory committee reps**

- Active Transportation Advisory Committee - Mike Lang (Kerrisdale) (continuing)
- Aboriginal Education Enhancement Agreement Implementation and Monitoring Committee - Crystal Smith (DPAC exec)
- ICT Advisory Committee (Information and Communications Technology) - David Schaub (False Creek)
- Diversity Committee (NEW) - Celena Benndorf (L'Ecole)
- School Calendar Committee - Crystal Smith (DPAC exec), alternate: Amanda Hillis (DPAC exec)
- Special Education Advisory Committee - Sandra Bell (Queen Alexandra), alternate: Erin Arnold (DPAC exec)
- Sustainability Advisory Committee - Bippan Dhillon (Queen Mary) (continuing)

**2.1.2. MOTION: Erin made motion to accept list as presented. Seconded by May. Motion passed.**

**2.2. BCCPAC DPAC summit**

**2.2.1. MOTION: Shaun made motion that DPAC send Rob and Shaun to BCCPAC's DPAC Summit in November. May seconded. Motion passed.**

**2.3. DPAC submission to Select Standing Committee on Finance and Government Services**

2.3.1. Recommendation that every individual do the survey before October 16th 5pm deadline.

- **ACTION: Shaun volunteered to submit for DPAC.**

**2.4. DPAC 2017/2018 goals**

2.4.1. Tabled to next executive meeting.

**2.5. General meetings:**

2.5.1. PAC 101 - Well received. Spending the first 5-10 minutes on agenda items before starting workshop worked well and should continue.

2.5.2. October meeting - Indigenous focus with workshop "Building resilient communities: What role do schools play?" led by Jolene Andrews, Aboriginal Focus School parent who also works at Mount Pleasant Neighbourhood House. To provide more insight on how schools and indigenous community can work

together in a good way versus schools being a negative place for indigenous youth. Child care has been lined up.

- **MOTION: Erin made a motion to pay Jolene Andrews \$400 to cover her fee and materials. May seconded. Motion passed.**

2.5.3. November meeting and January meeting will include a workshop on Student Assessment/Communicating Student Learning with a side of new curriculum organized by Rob and a workshop on Special Education organized by Amanda. Order will be determined by presenter availability. Recommendation that a future workshop be on seismic.

- **ACTION: Amanda will contact potential presenter for SE workshop this week and their availability will determine workshop order.**

**2.6. Trustee candidate forum recap**

2.6.1. Please email Amanda ([secretary@vancouverdpac.org](mailto:secretary@vancouverdpac.org)) with any feedback as next election is only a year away.

### 3. New Business

**3.1. Rebroadcast of school-based initiative**

3.1.1. Tabled to next executive meeting.

**3.2. Questions for Superintendent and Associate Superintendent interviews**

3.2.1. Questions for Superintendent deferred

3.2.2. Questions for Associate Superintendent - School Services received. Request to ask about engagement with parents in general and connecting and building relationships with Indigenous parents in particular.

**3.3. Executive capacity and communications**

- **ACTION: Shaun to start email thread discussion.**

**3.4. AOB?**

3.4.1. Request by Crystal to replace the term 'aboriginal' with 'indigenous'. Agreed to bring to next executive meeting as an agenda item with documentation and a motion.

- **ACTION: Rob to include on next agenda under new business.**
- **ACTION: Crystal to write motion and supporting documentation.**

Meeting adjourned at 9:08pm