



DPAC MEETING MINUTES FOR FEBRUARY 27TH, 2020

Held at the Chilliwack School District Office

Members Present:	Diane Braun Michelle McGrath Alicia Fleetham Jessica Clarke Meghan Reid	DPAC Chair and CMS Rep DPAC Vice Chair Secretary and LME Rep DPAC BCCPAC Rep DPAC Member at Large
	Angela Turner Mallory Tomlinson Katie Bartel Samantha Potts Karen Layte Jill Luesink Elizabeth Beacom Matthew Stevenson	DPAC Rep Cultus Lake Elementary DPAC Rep Robertson Elementary DPAC Rep FG Leary Elementary DPAC Rep Central Elementary DPAC Rep Tyson Elementary DPAC Rep Sardis Secondary DPAC Rep Watson Elementary DPAC Rep McCammon Elementary
Guests:	Stephanie Pemble	Parent, Little Mountain Elementary

1.0 CALL TO ORDER – School District Office

1.1 Called to Order

- Diane Braun, Chair, called the meeting to order at 7:01pm.
- Quorum of 10 voting members met with 18 DPAC Members Present
- Called to order 7:05 PM

1.2 Adoption of the Agenda

- MOVED by Elizabeth that the agenda be adopted as circulated. 2nd Angela. CARRIED

1.3 Approval of the Minutes

- MOVED by Matthew that the minutes be adopted as circulated. 2nd Katie. CARRIED

2.0 SPECIAL PRESENTATION – Gerry Slykhuis, Secretary-Treasurer and Mark Freisen, Assistant Secretary-Treasurer – School District Budget 2020-2021

- There are 3 fund categories
 1. Operating fund which includes instruction, school and district administration, operations, maintenance and transportation.
 2. Special Purpose fund which are funds provided by third parties for the sole purpose to carry out a function or activity e.g. school generated funds, scholarships, strong start programs
 3. Capital fund which is for acquiring land, building, and equipment
- The amended annual budget is 137 million dollars as shown in schedule 2c



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- Salaries account for 89% of the budget with 43% of that allocated to teachers and 17% to employee benefits
- When examining salaries by function 87% is allocated to instruction, 7.5% to maintenance and operations and 2.5% to administration
- A comparison summary reviewing the preliminary vs amended budget, 1.2 million dollars is allocated for vehicles and portables and 1 million dollars towards the new south side school
- Reserve funds are down from 6 million dollars to 2.8 million dollars
- This year has resulted in a structural deficit due to the use of reserve funds to balance the budget
- There is 576,939\$ of unrestricted surplus funds remaining and 2,293,334\$ remaining local capital which is to be used for the new south side school
- The school funds summary shows an operating surplus of 480,125\$, which is money the schools have not spent in their budget, and a trust balances surplus of 1,023,229, which accounts for items such as grad funds and funds for trips abroad
- The December quarterly financial report compares the year to date budget to the year to date actual numbers and is compiled again in March
- The school district was previously saving money on staff prior a grievance that was submitted on collective agreement language due to a failure to fill and a subsequent arbitration decision. This has required the district to now provide appropriate coverage and replacement of absent teachers and therefore resulted in an increase in funds being used for staff
- [Policy 804.1](#), an administrative regulation for school financial transparency was adopted by the district on January 29th.
- This policy ensures clear communication of information to school partners such as PAC and staff. Provides discussion on upcoming priorities for schools and how to align them with achievement goals, school growth plans and the timing of expenditures and revenues.
- The policy also includes a process of an annual meeting in the fall for staff and PAC to discuss financial priorities for the upcoming year and again in the spring to provide an update on the priorities identified in the fall
- By September 30th each year the student count at each school is known therefore, by October/November school administration should have an idea of spending priorities and be able to share these with their PACs
- It should be shared if the school anticipates spending their current year revenue on current year students or if there is a long term spending plan as schools are funded on a per student amount by the MOEd and a small base amount provided by the district depending on the type of school
- The district budget development timeline can be found on the SD website [here](#)
- The district is now looking at some more long-term budgets that encompass a 3 year time frame
- The new funding formula that has been implemented required 500,000\$ be taken from existing funds and transferred to restricted funds for AbEd



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- Portables are not anticipated to be needed to purchase for the coming school year, although some portables will need to be moved. Last year \$750,000 was used to purchase portables
- There are extra costs for the new Arts and Technology cohort as well as the Secondary school which will require the district to hire new staff, including a principal which must be hired 1 year in advance of the school year
- The collective agreement has still not been finalized which will result in additional costs to the district
- The districts share of the funds needed for the new schools is also an additional expense
- FVDES has been costing the district money due to a decreasing rate of enrollment and a restructure of government funding for the program. This will likely result in the district making changes to staff in this area
- The district plans to enroll additional international students to access the funding that accompanies these particular students
- A deficit for the 2020/2021 school year is expected
- The proposed changes to the school site acquisition charges is still in the city's hands at this time
- School district rentals fees are updated annually however are relatively low
- The district continues to seek land to build more schools, however this has proven very challenging as a lot of land is part of the ALR or first nations
- The district plans to make additions to some of the existing schools in the area such as Vedder Elementary, Cheam Elementary and Sardis Senior Secondary
- The public budget presentation will be provided April 7th, 7pm at the BOEd meeting
- The agenda for this presentation will include items such as an introduction, strategic plan, guiding principles, timelines, budget background, questions and comments

3.0 REPORTS

3.1 Trustee Report – submitted to Diane from David Swankey who was unable to attend

- At the February 11th Public Meeting, the Board approved second and third/final reading of the 2019-2020 Amended Annual Budget Bylaw. The public presentation of the proposed 2020-2021 budget is scheduled for the April 7th meeting.
- AD Rundle Integrated Arts Cohort
- The Board received a Strategic Plan update regarding the AD Rundle Integrated Arts and Technology cohort for grades 6-8. Two information nights on the program were held on February 13th and 20th. Registration for the ADR Integrated Arts Cohort is now open for the 2020-2021 school year until March 31st.

3.2 Committee Reports

CYC Committee

- The 27th Annual Conversation on Chilliwack's Children will be on May 8th from 9:00am-3:00pm at the Chilliwack Curling Club



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CHC Committee

- Parents are encouraged to register for the Chilliwack New Matrix Meals Event on May 1st from 5:30-8:30pm at the CCC, please see the flyer attached
- New street cards, a list of resources and services for those in need, created by the city of Chilliwack were distributed to members and are available at City Hall

Special Education Advisory Committee

- David Manuel (Acting Director of Instruction, and District Principal) is now Chairing the committee, Janet Hall was chairing last year
- An overview of the changes made to the Learning Services department and a rationale for the changes were provided
- Learning Services is now able to blend more areas together, so all students are encompassed with a more inclusive model
- There are still district areas, but certain departments have shifted, slides are available from DPAC upon request to better demonstrate these changes
- SLP and ELL are now overseen by Curriculum Department which were previously under Student Services
- District Counsellors have shifted to family of schools counsellors to see connections between elementary and middle levels
- ELL is also now in family of schools, and remains connected to Student Services
- The new mandate for the committee is to provide information and recommendations to the Director of Instruction. This includes following guidelines within the Special Education Manual, watching presentations, exploring issues and helping develop recommendations for priorities and needs related to students with special needs and vulnerable learners as well as fostering public education, parent information and advocacy for the same population of students
- The structure of the meetings has also changed, previously reviewing the audit report, parent surveys, SBT structures, and partial days, will now cover topics such as equity vs equality (how we are educating people), push-in vs pull-out models (how are those decisions made), funding model review, discussion of achievement data, accepting suggestions for upcoming meetings
- Ideas are being discussed for a new committee name to reflect the inclusive work being done in BC and the district
- There was a presentation on Language Matters which reflects the beliefs and values of the schools, district and the education system as a whole demonstrating the importance in our choice of words we use
- EA's, bus drivers, Teachers and District staff have all had training on how to reduce stigmas including resources such as ERASE, Safe and Caring Schools, Mental Health literacy, SOGI and Social Emotional Language
- The next meetings are March 9th and May 25th



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Primary Prevention Committee

- David Manuel is no longer the Chair of PPC which has resulted in an absence of a representative from the school district on the committee
- Parents are encouraged to contact Nicci Hallberg, the healthy schools coordinator, if they would like to arrange for her to provide presentations on vaping to your PAC or to students if staff and school administration are willing to accommodate and provide access

Portal Advisory Committee

- As per the minutes distributed from this committee an announcement on Portal 2.0 is expected soon
- There has been an increase in community police presence in the area

School Naming Committee

- The upcoming meeting on March 5th will address the naming of both new schools

3.3 BCCPAC Report – Jessica Clarke

- Registration is now open for the BCCPAC Conference and AGM held May 1-3 in Richmond
- Early bird pricing is available until Apr 6, the discount decreases the cost for the conference and AGM from \$375 to \$300
- A new attendee rate of \$200 for conference and AGM is applicable when accompanied this year by someone who has previously attended both last year
- DPACs April 16 BCCPAC resolutions meeting will not cover regular business but be exclusive to BCCPAC resolutions and elections in preparation for the AGM. Note this will be at our regular SB office location and 7pm time, this was changed from our original plan for a 6:30 start at the NLC.
- Resolutions packages go to each school if you are a member, PACs should bring their signed proxy form to submit if your PAC is not attending the AGM
- Proxy forms are due by Apr 24 to BCCPAC in order to be registered prior to the AGM
- MOVED by Mallory that DPAC spend 200\$ to provide refreshments at the upcoming April 16th BCCPAC resolutions meeting. 2nd Karen. CARRIED
- Please email [Michelle](#) if additional members of your PAC plan to attend so we can ensure there is enough refreshments

3.4 Treasurer's Report – Heather Attridge

- As of January 31, 2020
 - Gaming Account Balance, after commitments: 6033.98
 - General Account Balance, after commitments: 2938.84

3.5 Chair's Report – Diane Braun

- Nothing to report



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4.0 UNFINISHED BUSINESS

4.1 Transmountain Pipeline Expansion Update

- Following the last DPAC meeting, the CER issued the Hearing Order for Detailed Routed Hearings, TM must submit written evidence to the CER by March 2nd
- Other participants, including DPAC and the BOE must submit written evidence to the CER by March 25th and TM can provide additional reply evidence by April 21st
- DPAC can address both the location and timing of construction in our evidence and hearing while the SB can only address the location, this is decided by the CER based on the Statement of Oppositions DPAC and the SB had submitted
- Oral hearing dates have not yet been released, the commission will issue its decision within 12 weeks after the hearing record closes
- The SB has indicated they are in communication with the city regarding evidence, possibly piggybacking on the City's submission, potentially altering it as needed to address school considerations. DPAC has had several phone conversations with the SB and district staff, but it is unclear how they will be coordinating with DPAC on evidence and in oral hearings.
- Christine and Alicia attended a meeting Ian coordinated on February 23rd with hearing participants, there will be ongoing meetings every Sunday until our evidence is due. We plan to collectively indicate that a number of problems are reduced with an alternate route location we are hoping it will influence the regulators in their final decision.
- Christine spoke with Kelly Malinoski the Director of Emergency Management for TM and asked several questions about some of the processes in place, communication plans etc. which Kelly was mostly able to answer or refer on.

4.2 Dr. Kristin Buhr – April 8, 2020, 6:30pm at Sardis Secondary Theatre on parenting kids exhibiting Stress and Anxiety

- An Eventbrite link will be distributed via email and posted on the DPAC Facebook page

4.3 Gaming Presentation – March 4, 2020, 630-900pm at Sardis Secondary Theatre

- An Eventbrite link has been distributed via email and posted on the DPAC Facebook page, however registration numbers are low. Please encourage parents to attend, this is a unique opportunity to ask questions and provide feedback to the gaming commission rep

4.4 Criminal Record Checks/PICs for DPAC/PAC executive

- Should PACs wish to screen executive members or those with signing authority using a criminal record check bear in mind it is specific to working with vulnerable youth and not criminal activity such as theft
- To ensure financial protection for your PAC maintain 7 years of financial records, diligently review treasurer reports, and ensure signing authorities in place are up to date and options for banking require in person deposits of check rather than photo deposits



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5.0 NEW BUSINESS

5.1 Elections Committee

- A sign-up sheet was circulated for those interested in participating in the committee who are not planning to run for a DPAC executive position for the coming year
- Committee members would update forms, distribute emails and run elections at the AGM meeting on May 21, any other DPAC reps interested can email Diane at dpac@sd33.bc.ca
- Diane does not plan to run for Chair this year and this is Christine's last year with DPAC, therefore at least one position will be vacant

5.2 BCCPAC Conference and AGM

- MOVED by Matthew that DPAC spend \$1000 from gaming to send as many active DPAC reps to conference on May 1st, 2020 as possible. 2nd Mallory. CARRIED
- A sign-up sheet was circulated, any other DPAC reps interested can email Diane at dpac@sd33.bc.ca

5.3 New Ideas or Concerns

- Roundtable on which PACs pay for photocopying at their schools
- CMS, Cheam, Watson, Robertson, FG Leary, McCammon, Cultus, LME, SSS do not pay for photocopying, Tyson and Central do pay for photocopying

6.0 DATE OF NEXT MEETING: APRIL 16TH AT 7:00 PM AT THE BOARD OFFICE

7.0 AJOURNMENT: 9:14pm



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**CHILLIWACK SCHOOL DISTRICT
PARENT ADVISORY COUNCIL
STATEMENT OF REVENUES AND EXPEDITURES
JULY 1, 2019 - JUNE 30TH, 2020**

	Gaming Account 1465970	General Account 1465954
Bank Balance as at July 1st, 2019	3,900.90	1,318.20
2018/19 CSS School Contribution BCCPAC AGM	-	486.29
BCCPAC Mileage from 2019 AGM		107.00
2019/20 Province of BC DPAC Grant	2,500.00	
2019/2020 DPAC Membership		425.00
BCCPAC Mileage from 2019 SUMMIT		106.00
DPAC Member Donation		500.00
Interest	1.09	0.35
Total Funds Available	6,401.99	2,942.84
Expenditures Paid		
<u>BBCPAC Membership Fees</u>		
BCCPAC DPAC Membership Cheque #75	150.00	
<u>BBCPAC AGM & Conference</u>		
<u>DPAC Workshop Costs</u>		
Michelle McGrath PAC 101 Cheque #76	200.21	
Heather Attridge PAC 101 Cheque #77	17.80	
<u>Miscellaneous Expenses</u>		
Bank Stmt Fee		4.00
Total Expenditures	368.01	4.00
Closing Bank Balance January 31, 2020	\$ 6,033.98	\$ 2,938.84
<u>Expenditures Committed:</u>		
Jessica Clarke BCCPAC Membership Cheque #55		1,350.00
Diane Braun Travel Subsidy Summit Cheque #56		106.00
Total Commitments on Account	-	1,456.00
NET Adjusted Bank Balance	\$ 6,033.98	\$ 1,482.84

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SAVE THE DATE

WEDNESDAY APRIL 8TH, 2020

6:30 PM SARDIS SECONDARY THEATRE

DISTRICT PARENT ADVISORY HOSTS DR. KRISTIN BUHR



Dr. Kristin Buhr is a Registered Psychologist and Director at the North Shore Stress and Anxiety Clinic. She specializes in the assessment and treatment of anxiety and mood difficulties in adolescents and adults. Dr. Buhr is a lead consultant and contributor for Anxiety Canada. She has developed numerous self-help resources for adults, parents, children, and teens coping with anxiety problems, including on-line materials and My Anxiety Plan (MAP), a self-directed anxiety management course. She was also the lead content contributor for MindShift CBT, a comprehensive anxiety management app. Dr. Buhr also provides educational lectures and workshops on mental health issues to youth, parents, educators, and mental health professionals.



Chilliwack New Matrix Meals

The NEW MATRIX MEAL PROJECT is an attempt to relocate the often-contentious dialogue surrounding addiction and overdose in our community. Meals include:

HOST (that could be you!) - a person who works with project team members to craft a meal, either at their home or a favourite restaurant

FACILITATOR - a project team partner trained in dialogue facilitation who attends to guide the conversation

LIVED EXPERIENCE CONSULTANT - a person with lived experience of illicit substance use, including having a child or parent with an addiction



PROJECT TEAM: Pacific Community Resources Society, Fraser Health, Stó:lō Service Agency, Cyrus Centre, Wilma's Transition Society, City of Chilliwack, Chilliwack Healthier Community and ad hoc community organizations



Next New Matrix Meal Event:

"Protective Resilience for Kids and Teens: The Link Between Child and Youth Vulnerability and Adult Addiction"

Date: May 1, 2020

Time: 5:30-8:30pm

Location: Chilliwack Cultural Centre, Performance Studio A&B

We have extremely limited seating for this event!

Please contact Jill Luesink at DPAC@sd33.bc.ca

or text/call 604-845-6109 to book your seat asap