



## SD33 DPAC GENERAL MEETING MINUTES

for NOVEMBER 24, 2022

HELD via ZOOM

Meeting ID: 623 8072 1527 / Passcode: 824271

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<b>Members Present:</b>	<b>Katie Bartel</b>	<b>DPAC Chair &amp; ADR DPAC Rep</b>
	<b>Meghan Reid</b>	<b>DPAC Vice Chair &amp; SSS DPAC Rep</b>
	<b>Stacey Gould</b>	<b>DPAC Secretary</b>
	<b>Jessica Clarke</b>	<b>DPAC Treasurer</b>
	<b>Alicia Fleetham</b>	<b>DPAC BCCPAC Rep &amp; LME DPAC Rep</b>
	<b>Jenna Noppen</b>	<b>DPAC Indigenous Rep</b>
	<b>Deirdre O'Connor</b>	<b>DPAC Member at Large</b>
	<b>Vrushali Khot</b>	<b>DPAC Member at Large &amp; LME DPAC Rep Alt</b>
	Brian Leong	Promontory & Stitos DPAC Rep
	Matthew Stevenson	McCammon DPAC Rep
	Amy Kelly	Unsworth DPAC Rep
	Kristi Dryden	RTCS DPAC Rep
	Tai Weatherhead	VMS DPAC Rep
	Allyson Hockin	Tyson DPAC Rep
	Joanne Johnson	Robertson DPAC Rep
	Kristin Kelm	MSMS DPAC Rep
	Angela Wilkinson	Vedder Elementary DPAC Rep
	Pollaris Raymond	Cheam DPAC Rep & Chilliwack Middle DPAC Rep Alt
	Jaime Steegstra	Cultus DPAC Rep Alt
	Gena Phillips	Imagine DPAC Rep
	Jessica Masee	Yarrow DPAC Alt
<b>Trustee Liaison:</b>	Trustee Margaret Reid	

### 1. CALL TO ORDER (7:04pm)

- .1. Welcome and Ensure Quorum
  - Quorum confirmed.
- .2. Adoption of Agenda
  - MOTION by Kristi Dryden THAT we add 4.1 Emergency Preparedness to the agenda, and it be adopted as amended.
    - Seconded by Vrushali Khot.
    - APPROVED.
- .3. Approval of Minutes
  - MOTION by Brian Leong THAT the minutes of the October 27<sup>th</sup> General meeting be approved as distributed.
    - Seconded by Vrushali Khot.
    - APPROVED.



## 2. REPORTS

### 2.1. Chair Report

- It's been a slower month which has been nice coming out of the elections and the busyness from the start of the school year. A lot of DPACs work and advocacy from this month is addressed in old business.
- DPAC would like to highlight some of the advocacy that reached the media this month around the uncertified Teachers Teaching On Call (TTOC). Katie Bartel was interviewed on parents' behalf by the Vancouver Sun. The article can be found [Chilliwack school needs help addressing poverty | Vancouver Sun](#).
- The DPAC Chair along with your member at large, Deirdre O'Connor, went to the BCCPAC DPAC Summit. We heard addresses from Minister of Education and Childcare, Jennifer Whiteside, and Minister of State for Childcare, Katrina Chen. Lucas Corwin, Executive Director - Workers' Advisers Office, gave an overview of how the ministry uses data and the Framework for Enhancing Student Learning to improve student outcomes.
- Assistant Deputy Minister of the Learning Division for the Ministry of Education and Child Care, Jennifer McCrea, shared supports available to parents regarding youth mental health, Sexual Orientation and Gender Identity inclusive education and anti-racism actions. Here is an [Anonymous reporting tool for students | Report It Erase \(gov.bc.ca\)](#) for students to report bullying.
  - A highlight for us was the Truth, Healing and Reconciliation presentation from Swee alt (Denise Augustine), Superintendent of Indigenous Education, and Brad Baker, Associate Superintendent of Indigenous Education. This presentation shared information and facilitated discussion regarding the Ministry of Education and Child Care's work towards Truth, Healing, and Reconciliation.
- DPAC was also approached by the Vancouver and Surrey DPAC to sign a joint letter of advocacy to the new Premier David Eby, ahead of his new Ministry of Education and Child Care mandate letter. Your DPAC executive has decided that we would gladly sign the letter for joint advocacy. The advocacy letter calls for the addition of three current issues that are affecting most of our districts, including Chilliwack.
  - Align housing policy and planning with school planning.
  - Restore life-cycle cost analysis for school facilities.
  - Provide timely and equitable access to education for students with disabilities.
- DPAC Executive is planning on attending the District Partner Meeting on Monday November 28<sup>th</sup>. This is focused on connections and networking as well as sharing ideas, successes and struggles. DPACs main goal is to have partner groups consider, involve and collaborate with DPAC more.



- A question we were asked to consider is how would partners like the Board of Education to communicate updates and progress on the Board's Strategic Plan? Please provide any feedback to us asap on this topic. The next DPAC meeting with just the Board is planned for February.

## 2.2. Trustee Report

- The Board met on Nov 8<sup>th</sup>, 2022 after the new Board was sworn in on Nov 7<sup>th</sup>.
- The new Board appointments and liaison schools can be found [here](#). DPAC's new liaison is Trustee Margaret Reid.
- The slightly changed 2022-2023 Local School Calendar was approved as a result of the observed National Day of Mourning on September 19<sup>th</sup>, 2022 to commemorate the funeral of Queen Elizabeth II.
- The Quarterly Financial Report was presented.
- Further details and reports located with the Nov 8<sup>th</sup> agenda can be found [here](#)
- Governance and Trustee Orientation for the new Board is scheduled for Nov 24<sup>th</sup> - 25<sup>th</sup>.
- Next Board of Education Meeting: December 6, 2022, at 5:30 pm.
- Regarding parents and PACs communicating with the Board: When you write to the Board as a whole, it is the Chair's responsibility to respond. In policy, only the Chair can speak on behalf of the Board. The Chair may be able to respond right away if it's a matter already in policy or that has already been discussed by the Board. For other issues, the Chair may need to consult with other trustees or staff before responding.
  - If you are seeking responses from individual trustees, write to trustees individually rather than writing a group email. In many cases, your school's liaison trustee can be a good point of contact if you have questions or concerns. Be aware that when trustees are addressed directly their responses will be their own and will not indicate an official Board position. This also applies to emails sent to the Chair as an individual trustee; the Chair's personal opinion carries no more weight than any other trustee.
- What are the responsibilities of the Trustee liaisons with school assignments?
  - Trustees can help create awareness of policies and procedures. Concerns about how a policy operates.
  - Can help with directing parents to appropriate resources, policies and procedures and clarifying these policies and procedures when necessary.

## 2.3. Treasurer Report

- See Attachment #1
  - The adjusted bank balances have not changed as of October 31, 2022, and we are still budgeting a surplus of approximately \$2500 in Gaming



for the year, which will cover the additional proposed spending of \$2152.50 for Parent Presentation Events under Unfinished Business.

- As of October 31, 2022:
  - Gaming Account balance after commitments is \$6507.47
  - General account balance after commitments is \$4506.92

#### 2.4. Committee Reports

- **Chilliwack Youth Committee**

- Vacant seat. No report.
  - These meetings occur on the first Tuesday of the month from 9:00 - 11:00am, often on Zoom. You do not need to be a DPAC Rep to do this role! Please share with your PACs and ask them to email [dpacsecretary@sd33.bc.ca](mailto:dpacsecretary@sd33.bc.ca) or message on Facebook to express interest or ask more questions.
- The last meeting was held on Nov 1<sup>st</sup>, 2022 via Zoom.
  - Minutes can be found [here](#).
- People were asked to review the draft revisions of the [Family Resource Guide](#) and to ensure program information is correct.
  - Deadline: December 1. The final version will be circulated later in December.
- Next Meeting – December 6<sup>th</sup> from 9:00-11:00am at the NLC.
  - Agenda can be found [here](#).

- **Middle Years Committee**

- Vacant seat. No report
- You do not need to be a DPAC Rep to do this role! Please share with your PACs and ask them to email [dpacsecretary@sd33.bc.ca](mailto:dpacsecretary@sd33.bc.ca) or message on Facebook to express interest or ask more questions.

- **Chilliwack Healthier Communities Committee (CHC) – Deirdre**

- Meeting was on November 22, 2022 - in person.
- [www.chilliwackhealthiercommunity.ca](http://www.chilliwackhealthiercommunity.ca)  
<https://facebook.com/chilliwackhealthiercommunity/>
- You're invited to [submit an online nomination](#) for the 2023 Fraser Valley Cultural Diversity Awards. They also have [sponsorship opportunities](#).
- Chilliwack Bowls of Hope Society is asking you to [spread Christmas cheer](#) to your family, friends, clients, coworkers or employees by helping children in need. See how you can [donate](#) to their Christmas bags initiative and [order](#) Christmas cards through them.
- 2023-2027 Strategic Action Plan (SAP) Update:
  - Karen Stanton presented the Draft of the SAP and spoke to its Implementation. This has been a collaborative effort they have been working on updating for months. CHC is currently working with all partner groups for feedback and edits to include.
- RCMP Safe Place Initiative:



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- Potential to invite an officer to a meeting was discussed. Acknowledged that many don't feel safe. Could be an opportunity to help bridge that gap between communities. Feedback opportunity for discussion? Do students / staff at schools feel uneasy with RCMP in this community? In general?
      - [October Minutes](#) - if you would like more information and links from last month.
      - Next Meeting – December 7<sup>th</sup>
    - **Sexuality and Gender Equality Committee (SAGE) – Stacey/Deirdre**
      - Last meeting: Monday, Nov 14, 2022, on Zoom Agenda
      - October Minutes can be found [here](#).
      - Gender 101 and Gender 201 Seminar Facilitation.
        - Discussions about where the two programs are heading in the future:
          - Possibly tailoring 201 to more targeted audiences as needs arise or reach out occurs (Eg: youth, marginalized communities...).
          - Looking to move towards a train the trainer style approach to increase the number of facilitators available. If there are contacts that would be interested in doing this, please reach out to [dpacsecretary@sd33.bc.ca](mailto:dpacsecretary@sd33.bc.ca).
      - Further discussions on how SAGE fits within the lens of CHC and where their role would be needed in a broader sense.
        - For example: If Sexuality and Gender affect everyone, would that lens not be a part of every policy, rather than a line item?
      - Next Meeting: Dec 12<sup>th</sup>.
    - **Advisory Committee for Inclusive Education (ACIE) – Katie**
      - ACIE did some work on the proposed Inclusion Policy.
        - This is big and important work for our district. It is moving along but slower than expected.
        - The process will be that ACIE submits the fully made policy to EPAC who will have authority to make any changes they see fit and then will submit to Board for approval.
      - The district's Inclusive Education Guide was presented for feedback. This will outline a framework for inclusive education and is a working document, meaning it can be updated and is open to feedback.
        - It is not ready for distribution yet but watch for it soon.
    - **Budget Committee – Jessica**
      - There were no meetings for this committee since our last DPAC meeting. The next meeting is scheduled for January 12<sup>th</sup>, 2023
    - **Education Policy Advisory Committee (EPAC) – Jessica/Meghan**



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- There were no meetings for this committee since our last DPAC meeting. The next meeting is scheduled for December 12<sup>th</sup>, 2022
- **BC Confederation of Parent Advisory Councils (BCCPAC) – Alicia**
  - BCCPAC is looking for anyone interested in participating in any of their committees. Please complete their [Volunteer Registration](#) form. All committees can be attended virtually.
    - Committees they are looking for include Area Standards, Award, Communications, Conference, Constitution & Bylaws, Finance, Inclusive Education, Indigenous Education, Leadership Manual, Nominations, Policy, Resolutions, Sexual Health Education.
  - For the PACs that registered, there are many workshops available.
  - DPAC Summit occurred as summarized in the Chair's report.

### 3. UNFINISHED BUSINESS

#### 3.1. Parent Presentations

- Reminder that Saleema Noon is back to do her Body Science Bootcamp on November 28, online at 6:30pm. This is open to the first 300 participants!
  - Parenthood never arrives with a rulebook, and when it comes to explaining the world of sexual health to your child, it can be hard not to end up a bright shade of red. Using humor and straight talk in an open, interactive environment, Saleema Noon Sexual Health Educators will show you how easy it is to convey healthy, positive messages about sexual health to kids.
  - Join on Zoom [HERE](#) or use the Meeting ID: 663 8980 6755 with Passcode: 584625
- MOTION by Kristi Dryden THAT DPAC spends \$2152.50 for parent presentation events.
  - Seconded by Matthew Stevenson.
    - 12 in favour. None opposed.
    - APPROVED.
- We have Shelley Moore booked from previously approved funds. Shelley is an educator who has an expertise in inclusive education. She is coming to talk to us about inclusion and competency-based IEPs. She is scheduled to present virtually on March 1 at 6pm for up to 500 participants!
  - You can check her out <https://fivemooreminutes.com>. Stay tuned for more information.
- We are in talks to book Kim Barthel who teaches about understanding complex behavior, neurobiology, sensory-processing, movement, trauma informed practice, attachment theory, mental health, and anything that will support people in being their best selves.
- Parents have also indicated that they would like DPAC to bring back the White Hatter. The White Hatter is an internet safety and digital literacy education specialist company who has done many presentations in our district.



- PACs can get them themselves and it is actually more affordable for PACs to get them.

### 3.2. Affordability Fund

- How has that been going for PACs?
  - Some schools are handing out gift cards and buying warm clothing for those in need.
  - Seems to be overlap with existing programs
  - Preference from DPAC Reps for gift cards instead of purchasing items. Easier for families and gives them more discretion.
  - Concerns regarding stereotyping a family in need.
  - One school purchased glasses for a student.
  - Bought every student who doesn't normally get a hot lunch a lunch.
  - Some school admin are struggling with how to ask people if they need help.
  - 11 of the 16 PACs represented at this meeting have had conversations with school admin regarding the role and/or distribution of the School Affordability Funds.
- DPAC would like to suggest PACs request their principals account for the funds that are being spent to ensure it is spent on time and in a meaningful way.

### 3.3. Middle School Eating Time

- At CMS the schedule changed to minus 15 minutes from their lunch break because they were in breach of contract with teachers. The teachers were entitled to more prep time per the Collective Agreement. 3 minutes was added to each block and the eating time taken away.
- There have been continued conversations with district administrators regarding the amount of eating time and meeting the Collective Agreement with teachers.
- Currently middle school students only get 30 minutes for a lunch break and 10 minutes of that time they are allowed to be inside to eat, not necessarily inside the classroom though, that is teacher dependent.
- DPAC is continuing to advocate for consistency across all schools for next year, specific and adequate eating time and outside time. Parents and PACs can advocate to their principals about their child specific needs.
- Getting the eating time back is ideal. The District is looking to *fix* it for next year.
  - Need consistency across the district.
  - Bare minimum time is the 30mins.
    - Should we be asking for specific recess and eating time to be added in for the following year?
    - Katie to follow-up with Rohan.

### 3.4. Uncertified Teachers Teaching On Call (TTOC):

- Not having enough TTOCs has resulted in classes being covered by up to 4 or 5 different teachers in one day. Those teachers are being pulled from other



resources which is resulting in subpar education for the class and those students who need access to those support teachers are not getting it. It's creating inequity for students with support needs who continually get left behind for the benefit of the majority.

- This is a bigger problem than just our district. Uncertified TTOCs is just a band aid. This issue needs to be addressed by the province and at the college level. DPAC has heard reports that there are not enough seats available to even train new certified teachers in university which is leading to the shortage.
- The district has hired over 37 uncertified TTOCs already and says that it is helping fill the gaps. The district wants parents to know that they are following the Collective Agreement and *School Act*. Certified teachers will always be given the opportunity to work first and uncertified TTOCs will never have long term positions past 20 days. Uncertified TTOCs are not unionized and can be dismissed, if necessary, more easily.
- There is continued concern around uncertified TTOCs from parents and DPAC. Safety of Students and the uncertified teachers is prevalent and there are little assurances that these uncertified TTOCs are prepared to handle certain behaviors and classroom situations. The district training is completely inadequate.
- DPAC is continuing to advocate for better hiring and 'call out' practices as well as addressing the recruitment and retention of certified teachers in the district.
  - Retiring teachers have to go through the whole hiring process again to get on the TTOC list in Chilliwack. A teacher who hasn't applied for a job in 30 years is then expected to do it all again. Other districts have it as a box they tick when they file their retirement papers and it's automatic
  - District doesn't necessarily call TTOCs the night before. They often have to wait until 4:00am on the day to find out if they are working. This leads to stress and issues for planning and childcare. Other districts will call out the night before, even a couple days before if they can. In a situation where TTOCs who live in Chilliwack are on the lists in Abbotsford and Fraser Cascade and getting scooped up by those other districts because they get the calls earlier.
- DPAC Rep (KD) relayed that some TTOCs aren't being called. DPAC Rep will look into this to try to get some data/more information on this.
- Fail safes are not in policy.

### 3.5. Playgrounds

- The issue of inclusive and accessible playgrounds is an ongoing issue for our city and school district. DPAC continually hears that there is no consultation with PACs regarding playground builds and upgrades, despite verbal assurances to do so.





- There are no policies or documented procedural practices to assure this happens and how. DPAC is told it is up to the principal to be in contact with the PAC executive regarding this issue.
- There is no policy to govern standards of accessibility or inclusion for our playgrounds.
- DPAC and a few members from various PACs mentioned met with Allan VanTassel who is the Director of facilities regarding playgrounds.
  - There is work being done towards accessibility and funding continues to be the main obstacle. Many schools in the district remain inaccessible and/or un-inclusive.
  - Of note:
    - All portables in the district have ramps.
    - Turf and rubber blocks are 30% less than poured rubber but 20x more than woodchips.
    - Woodchips with a sloped entry count as an accessible feature based on CSA standards.
- PACs would like to collaboratively communicate and work with the facilities department regarding upgrades or temporary fixes around the school. Some PACs are interested in contributing funds to fix things properly the first time - stretch the money and efforts.
- DPAC is continuing to advocate on this front and is pursuing ways to hold the district accountable to this practice. We are exploring options like proposing a playground policy to the Board, striking a playground committee that would stay in communication with PACs and Facilities regarding accessibility, inclusion, upgrades and maintenance and solidifying best practice in procedural expectations. If this topic interests you please reach out to DPAC.

#### 4. NEW BUSINESS

##### 4.1. Emergency Preparedness

- Emergency preparedness is the sole responsibility of the district. There does seem to be Ministry endorsed best practices, but districts use the Emergency Management Planning Guide to provide support to schools in upholding their responsibilities during an emergency  
<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/safe-caring-and-orderly-schools/emergency-management-planning-guide>
- PACs are not responsible for purchasing or providing emergency equipment but if parents feel that is a priority for the school, they can advocate to their principal to come up with a plan to ensure the students and staff are
- <https://www.getprepared.gc.ca/index-en.aspx> has some great tips and tools for families.



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- Brian Leong, DPAC Rep for Stitos and Promontory, relayed that this came up at the Stitos PAC meeting. Stitos is a new school so people weren't sure what earthquake kits required in terms of contents. Brian will share what they learn as things progress.
- TMP – there is to be a plan provided by the pipeline company to each school that is within 500m of pipeline. DPAC recommends PACs ask their admin if they have the plan and if they don't then ask them to obtain it and provide to PAC.
  - Schools can apply for a grant to get funding to help with supplies or other priorities - Trans Mountain - Community Investment
  - TMP emergency shut off is at Kinkora.

### 4.2. Round Table

- What challenges and successes do PACs have with engaging parents? How can DPAC help?
  - A DPAC newsletter that provides updates between meetings would be helpful.
    - BCCPAC distributes a newsletter (provincial in scope). PAC don't have to be registered with BCCPAC to get the letter.
  - Some PACs are directly communication to parents. Emails have been collected in a variety of ways:
    - Using Munch a Lunch - This are two different .xlsx that you can download. Parents can check to be registered for lunches and also check to be contacted by PAC.
    - Use Forms:
      - Send out in school Newsletter;
      - Put Form link on PAC fb page;
      - Parent info night – door prize with tickets – check the box are you willing to be contacted.
    - Need material that helps educate parents/guardians with respect to DPAC and PACs roles and responsibilities and why parents should care.
      - DPAC will prioritise this work and will aim to send it to Principals to have them use their contact lists for dissemination.

## 5. DATES OF UPCOMING MEETINGS

- 5.1. Nov 28, 2022 – Saleema Noon on Zoom at 6:30pm
- 5.2. Jan 26<sup>th</sup> 2023 – General Meeting (planned for in-person)
- 5.3. Mar 1<sup>st</sup> 2023 – Shelley Moore on Zoom at 6pm



6. ADJOURNMENT (8:56pm)

Prepared By:

x *Stacey Gould*

Stacey Gould  
DPAC Secretary

Draft Approved By:

x *Katie Bartel*

Katie Bartel  
DPAC Chair



**Attachment #1**

**CHILLIWACK SCHOOL DISTRICT  
PARENT ADVISORY COUNCIL  
STATEMENT OF REVENUES AND EXPEDITURES  
JULY 1, 2022- JUNE 30TH, 2023**

	<b>Gaming Account</b>	<b>General Account</b>
	<b>1465970</b>	<b>1465954</b>
<b>Bank Balance as at July 1st, 2022</b>	4,374.97	4,506.92
2022/23 Province of BC DPAC Grant Donation	2,500.00	
SD33 BCCPAC Conference		
<b>Total Funds Available</b>	<b>6,874.97</b>	<b>4,506.92</b>
<b>Expenditures Paid</b>		
<u><b>BCCPAC Membership Fees</b></u>		
<u><b>DPAC Workshop Costs</b></u>		
<u><b>Miscellaneous Expenses</b></u>		
<b>Total Expenditures</b>	-	-
<b>Closing Bank Balance September 30, 2022</b>	<b>\$ 6,874.97</b>	<b>\$ 4,506.92</b>
<u><b>Expenditures Committed:</b></u>		
<i>Saleema Noon Sexual Health Presentation Nov 2022 chq#97</i>	367.50	
<b>Total Commitments on Account</b>	<b>367.50</b>	-
<b>NET Adjusted Bank Balance</b>	<b>\$ 6,507.47</b>	<b>\$ 4,506.92</b>