

**DISTRICT 36 PARENT ADVISORY COUNCIL  
Board Meeting Minutes**

**District Education Centre  
14033 92 Ave**

**February 5, 2020**

**Present:** Megan C., Rina D. (President), Amanda G. (Secretary), Lakhbir J. (Treasurer), Jagwinder M., Jesse S., Eka S.

**Absent:** Tajinder B., Harvir S., Rajeshri S. Jyotika J. (Vice President), Dean M., Alexandria V.

**1. Approval of past minutes**

The January 8 Board minutes were approved.

**2. Shared documents**

Dean has been working on setting up a DPAC Google drive.

**ACTION:** Dean will inform all Directors how Google sharing works.

**3. Pending actions from previous meetings**

Pending actions were reviewed:

- Rina is in the process of asking other districts for their specific extraordinary expenses.
- BCCPAC has indicated that the School Act provides justification for DPAC representation on district committees.
- Trustee Liaison meeting has been confirmed for April 29 at 4 pm. Directors are also invited to attend Coquitlam DPAC meeting that evening (7-9 pm) that will include a panel of DPAC leaders from neighboring districts. Rina will represent Surrey DPAC.

**ACTION:** Amanda will request a list of all district committees.

**ACTION:** Amanda will create an "action item tracking sheet" for all 2019/20 action item.

**4. Proposals to Superintendent**

Lakhbir has prepared a draft proposal to request that the district cover the costs for all DPAC Directors to attend the BCCPAC conference and AGM in May.

**ACTION:** Lakhbir will edit the BCCPAC conference/AGM proposal and distribute to all Directors.

**ACTION:** Rina will forward the proposal to Jordan, and will communicate with him on additional items and forward a summary to all Directors.

To support a proposal for naloxone kits, the district's action plan for the AED rollout to high schools may be a useful model. Rina also asked at the Jan. 22 meeting that any parents with supporting information forward it to DPAC.

**ACTION:** Amanda will reach out to the parent who contacted DPAC last year regarding a request for naloxone kits in schools.

Megan provided a business case template document that can be used as a starting point for future proposals.

**ACTION:** Amanda will add the business case template to the website, to be completed by PACs who would like DPAC to make a request on their behalf.

Rina presented the possibility of the district looking into School Cash Express, a product from the vendor of School Cash Online, at the Jan. 22 general meeting. This product allows direct teacher access and could potentially be available to PACs as well, as a substitute for other commercial hot lunch systems. The district has asked if DPAC supports investigating this option, but this led to a discussion of privacy concerns with the existing system regarding third party access to credit card information, which should be addressed first. It is unclear whether this is something that parents are obligated to sign up for, or if there is a policy that covers this.

**ACTION:** Eka will send Rina a summary of privacy concerns regarding School Cash Online to forward to Jordan.

#### 5. Budget break-down

Lakhbir presented a draft of the budget break-down for conferences that was requested at the Jan. 22 general meeting. This will be finalized for distribution on Feb. 26.

#### 6. BCCPAC resolution(s)

**ACTION:** Megan will create a Google document for Directors to collaborate on a BCCPAC resolution.

#### 7. BCCPAC and other conferences

There is an expectation that Directors who attend a conference will attend all parts of the event (or find a replacement if allowed by the conference), and report back to the Board. All Directors who attend BCCPAC will be asked to report back on what they have learned, to be included in the Annual Report.

**ACTION:** Rina and Amanda will work on defining the expectations for Directors who attend the BCCPAC conference and AGM.

**ACTION:** Amanda will ask which Directors are able to attend BCCPAC.

#### 8. General meetings and standalone presentations

- a. **February:** Rina is working on a presentation that will cover the side effects of bullying, including bullying between parents and among PACs for the Feb. 26 meeting.
- b. **Slido debrief:** This seemed to work well on Jan. 22, with some minor hiccups.

**ACTION:** Megan will set up Slido events in advance of future meetings, set up more admin accounts, and create some poll questions in advance.

- c. **Video recording:** Video recording requires paying a district tech person to attend. This may be feasible for certain meetings, but likely not for regular general meetings.

**ACTION:** Dean will ask about the actual cost of video recording meetings.

- d. **C&B workshop:** Scheduled for Thursday, March 6. All Directors are not expected to attend.
- e. **April:** David Burns (Kwantlen) has agreed to present information regarding how universities evaluate the portfolios of incoming students. This can be confirmed for April. The BCCPAC resolutions will also be reviewed and voted on ahead of the AGM.

- f. **Other:** The Gaming Branch has provided an updated guide for PACs and DPACs, dated January 2020.

**ACTION:** Amanda will add the updated Gaming guide to the website.

## 9. Board of Education

The last meeting was cancelled due to snow. The main item on the agenda, which will now be discussed in February, was the replacement of the choice program committees with a larger Learning Liaison Committee.

## 10. Adjournment

The meeting was adjourned at 9:20 pm