

DISTRICT 36 PARENT ADVISORY COUNCIL

Board Meeting Minutes

District Education Centre
14033 92 Ave

June 13, 2018

Present: Nicole C., Rina D., Amanda G., Peter J., Jyotika J., Dean M., Gurpreet P., Anissa R., Karen T.

Absent: Jagwinder M.

1. Executive positions

The following positions were acclaimed:

- **Co-President:** Gurpreet Pabla
- **Co-President:** Peter Johal
- **Vice-President:** Jyotika Jasuja
- **Treasurer:** Anissa Rimer Ly
- **Secretary:** Amanda Grimson

As the Board can include up to 13 members, a goal was set to recruit up to four more Directors early in the fall.

ACTION: All Directors will attempt to recruit additional Directors.

2. Transfer of Signing Authority

Signing Authorities for 2018/19:

- Gurpreet Pabla (Co-President)
- Jyotika Jasuja (Vice President)
- Anissa Rimer Ly (Treasurer)
- Amanda Grimson (Secretary)

All other existing Signing Authorities will be rescinded. The following account restrictions will apply:

- No cash withdrawals
- All cheques require dual signatures
- No transfer of funds between accounts

ACTION: Amanda will circulate meeting minutes for approval, and then send to Karen.

ACTION: Karen will arrange for transfer of signing authority with Westminster Savings.

3. Discussion

- **Social media:** DPAC receives vetted communications (sources include the district's communication department, SchoolLink app, universities, news media, government announcements, etc.) and shares items of an educational matter (scholarship opportunities, school district resources, school announcements, etc.) via Facebook and Twitter. Individual school events are also sometimes posted. A written social media policy may be useful for whomever takes over DPAC's social media accounts.
- **Retreat:** A Board retreat typically takes place in late August, to facilitate planning for the upcoming year. The retreat was tentatively set for August 26, as this date works for at least seven Directors.

ACTION: Peter will confirm whether he can book a location for this date.

- **Meeting schedule:** Although it is useful to maintain consistency for the dates of the general meetings, alternative dates/times for the Board meetings will be considered at the retreat. Room booking at DEC can be changed by contacting the Secretary Treasurer's office.
- **PAC 101:** This is typically the October general meeting, as some PACs hold their AGMs in September. In the past, Kelly Thompson (Director of Risk Management) has presented part of the content at this meeting along with Karen. As Kelly is retiring and Karen will be out of town in October, alternatives will need to be discussed. One possibility may be inviting a representative from BCCPAC.
- **Additional future discussion items:**
 - Voting procedures for general meetings
 - Revisions to Constitution
 - Membership of Directors on various committees
 - Emergency preparedness
 - School Act (opportunity for input on the changes that will be made next year)
 - Fall budget consultation with government (DPAC typically makes a written submission, as does BCCPAC)
- DPAC will host an all-candidates meeting for those running for positions on the Board of Education.

ACTION: All candidates will need to be invited to DPAC's candidates meeting, currently scheduled for October 16.

- Typically the DPAC president attends the Principals/Vice Principals meeting at the end of August, to explain DPAC's role.

ACTION: Gurpreet will contact Jordan Tinney for details on this meeting.

- DPAC encourages all PACs to file their Constitution and Bylaws with the district's Secretary Treasurer's office so that they can be referred to when/if issues arise at individual schools. Directors will continue to connect with individual PACs on this and other issues.
- Keys for the DPAC filing cabinets (stored at DEC) were given to Amanda.
- A cheque for \$56.81 was issued to Jyotika to reimburse for last year's expenses.

4. Adjournment

The meeting was adjourned at 8:50 pm.