

NVPAC  
**APPROVED - General Meeting Minutes**

**Date: Thursday, September 25, 2008**

**Place: Leo Marshall Curriculum Centre**

**Chaired by:** Lisa Cartwright

**In Attendance:**

**NVPAC Executive:** Lisa Cartwright, Franci Stratton, Karen Stewart, Leslie Uhlenbruck, Susan Corcoran **Regrets:** David Whitehead, Verna Dyk, Charles Steele, Sonya Klassen

**Parents and PAC Reps:** Tamara McMinn, Todd Spooner, Sandra Bridgman, Susanne Till, Jane Lagden Holborne, Carolyn Warner, Lois Neu, Rob Bradbury, Sandra Hancock, Cyndi Gerlach, Susan Ratsep, Kelly Jenner

**Speakers:** Chris Dorais, Chairperson of the Board of Education; John Lewis, Superintendent of Schools

**A. Formal Business**

1. **Called to Order: 7:14 pm**
2. **Approval of Agenda:** Moved by K Stewart, Seconded S Ratsep, and carried.
3. **Approval of Minutes from last General Meeting April 17, 2008.** Moved by K Stewart, seconded F Stratton and carried.

**B. Meeting Focus: NVPAC Reps Orientation**

**4. Welcome and Introductions**

**5. North Van PAC Orientation:**

**a. Role of NVPAC Reps:**

- NVPAC umbrella PAC for district, parent representation at District level. Most important role of rep is to facilitate communications and information sharing to parents/PACs.
- Reviewed DPAC Rep sheet. Lots of challenges within district & role is mostly communications facilitation.

**b. Updating PAC Rosters:** NVPAC wants to improve the number of schools with DPAC Reps and getting them to NVPAC meeting.

**c) Parent Communications Protocol:** The new Parent Communications Protocol developed by the NVPAC and the School District, is based on the concept we should be connected in this day and age. This year NVPAC will focus on implementing and improving communications between interested parties.

**d) Networking Sessions:** Workshops cancelled, interest but timing wasn't good. FoodSafe is a go.

**e) Committee Representation:** Discussed role of NVPAC on School District Committees. Question from floor: How many committees are there? John Lewis advised there are 60 committees. Lisa advised all are not active and currently not all have parent representation, approx 15 committees do have parent reps, most require parent's availability for only 4-6 meetings per year. However there is room for more communication between the School District and parents, especially through the DPAC Rep role.

**6. District Orientation:**

- **Chris Dorais** spoke on the role of Board and Trustees, his function as Chair of The Board of Education. The School Board is supportive of NVPAC in district, offering operating funding, he thanked and expressed appreciation for the work of parents on committees, and hours parents put into their own schools.
- Make up of Board is 7 trustees (3 city 4 district), responsible to the entire School District. Municipal elections are held every 3 years from which the Trustees are

elected. The upcoming Municipal election is Nov 15<sup>th</sup>. From the elected Board, the Trustees elect a Chairperson.

- Each Trustee is assigned a liaison role to a family of schools. The Trustee will make themselves available to attend local PAC meetings. Also assigned to committees both within school district (i.e. sustaining schools committee) & outside (e.g. NV Rec commission). The liaison Trustees are assigned at the beginning of each calendar year.
- The two significant committees that are open to public to attend are the Standing Committees Education & Programs, and Finance & Facilities.
- Trustees' responsibilities include working with SD staff to set the district's mission and policy at visionary level. The budget is about \$40 million, X SD staff, 35 schools, and also includes Continuing Education, Artists for Kids, very large complex,
- Positive projects happening the district this year include capital projects (i.e. Highlands School), a new Artists for Kids facility, Ridgeway School heritage project, Outdoor School proceeding with a new education environmental learning centre.
- Trustees and SD will continue with the project *Towards the Future of Schools*. This involves study groups made up of representatives from the community, staff, and parents. This is examining the challenges of the District now and into the future.
  - Spoke of the new joint advocacy group that is to better coordinate issues we face within district that impact all partners. The goal is to present a more effective, coordinated response to the Ministry on issues when all partners (parents, DPAC, teachers, unions, Trustees) are of a like mind.
- **John Lewis District Superintendent** handed out a representative model of the School District and reviewed the organization (see attached Appendix A). The Superintendent is responsible for budget, staff, programs and communications. Structure is to ensure all stakeholders are addressed.
- Superintendent keeps the board informed of how the district is running.
- Regarding the visioning process for the NV School District, he will highlight throughout year how the Board is addressing the vision. The new Superintendent's e-Bulletin has just been released, this will highlight areas within vision, this will be distributed on a monthly basis (electronically & posted to district web site).
- Regarding the Parents Communications Protocol, the District is looking at how to change how they present communications to parents to improve.
- Question from floor: How can parents/DPAC Reps help the Superintendent? Through parents being active on committees and through communications with district via the NVPAC. Encourage parents, DPAC reps to bring things forward to NVPAC and these will be brought forward to the district.
- Question from floor: What is process for recognizing outstanding teachers and staff within District? Answer: There currently is no formal process at this point, will likely feature staff/teachers through the ebulletin. One of vision statements improving reporting and acknowledging successes. This is being done at the student level, however the district will look at how to do this for staff and teachers. Currently, a parent can tell NVPAC or the SD of successes to be highlighted.

**7. Provincial Orientation:** The two provincial organizations are the Ministry of Education and the BCCPAC. The BCCPAC is the recognized body that the Ministry deals with, but not legislated, PACs / DPACs are.

- Within NVPAC, 21 schools are currently registered with BCCPAC from our district. Role of DPAC Rep to ensure their school is enrolled. The end of October is the BCCPAC Fall Leadership Workshop in Burnaby. NVPAC will fund DPAC or PAC members that are interested in attending. Early bird registration deadline is Sept 30.
- BCCPAC is the parent body that pushes policy recommendations towards the Ministry, and it is at the spring AGM where policies are put forth through member resolutions.

### **C. NVPAC Business Meeting**

8. **Executive Reports:** Budget was initially presented and discussed changes to budget. Determined additional work was required and deferred to next meeting.

### **D. Other Business**

#### **9. NVPAC Updates**

- Current PAC contacts should be directed to Karen Stewart, NVPAC.
- Noted that SD Committee meetings are just starting this week. For Committee reports, parents interested in particular areas should please call those on list to find out more information
- General Meeting Thursday Oct 23, will focus on International Baccalaureate. This will provide information and educate parents on IB in North Van. It was noted that Carson will be having an IB meeting as well later in the school year.
- All Candidates Meeting is Thursday Nov 6, at Sutherland. Everyone is invited to come. May request PACs to provide specific questions to be asked of Candidates. NVPAC will not send out political information on election but will send details of All Candidates meeting and generic election information.
- General Meeting Thursday Nov 21 will focus on district communications and report on the district's Communications audit. Will also do a check on communications processes at various schools/PACs.

#### **10. Issues to Discuss:**

- Tip to Pass to PACs: To improve communications with parents whose first language is not English, find a parent who will be the contact for their community. The contact parent can provide translation for and parents in their community.
- Parents were reminded to check the NVPAC web site regularly. Also check with your PAC chair that they know about web site.

#### **11. School Reports:**

- It was reported that Carson had an exciting Sept PAC meeting. It is a new PAC this year, and it will be building up more contact with feeder schools as well as try to get more Carson parents involved.
- It was reported that Handsworth will be re-instating their spring fair which and it is hoped that it will draw interest from their family of schools as well as being open for all to attend.
- Several PACs have new executives and others are still facing challenges.

Motion to adjourn 9:20 pm

**Next meeting: Thursday Oct 23<sup>rd</sup>, 7 pm, LMCC**