



District Parent Advisory Council

Draft DPAC General Meeting Minutes

Thursday, February 26, 2025

Via: Zoom 7:01pm

ATTENDED: Superintendent Nadine Tambellini, Assistant Superintendent Jeremy Clarke, Coquitlam Trustee Craig Woods, Jimmy Fung - DPAC Treasurer, Sherie B - DPAC Secretary, Rosey M - DPAC President, Jamie M - DPAC President, Andrea DPAC, Amber DPAC, Nick H DPAC.

Elementary Schools: Alderson, Anmore, Blakeburn, Castle Park, Eagle Ridge, Glen, Hampton Park, Kilmer, Hillcrest, Meadowbrook, Moody, Mundy Road, Nestor, Panorama Heights, Porter Street, Scott Creek, Smiling Creek, Westwood.

Middle Schools: Banting, Citadel, Como Lake, Minnekhada, Maple Creek, Summit.

Secondary Schools: Charles Best, Geneagle, Heritage Woods, Port Moody.

Other: Diane M.

ACKNOWLEDGEMENT OF TERRITORY – Jamie Manchester

We acknowledge that the District Parent Advisory Council operates on the traditional, ancestral and unceded territory of the kwikwəłəx̱əm (' Kwikwetlem First Nation). We thank the kwikwəłəx̱əm who continue to live on these lands and care for' them, along with the waters and all that is above and below. All my relations.

1. APPROVAL OF AGENDA - Approved Castle Park, Seconded Smiling Creek

2. APPROVAL OF MINUTES – General Meeting Minutes – Approved, Glen Eagle Sec, Seconded - Charles Best Sec.

3. TREASURERS REPORT:

- Current balances – financials for Jan , 2025
- General account - \$33,837.97
- Gaming account - \$6058.59
- Out - Admin/payroll \$857.64, telus \$89.92
- BCEID Grants for PACs - Open April 1st

4. SUPERINTENDENT'S REPORT - Nadine Tambellini

- Been in role for just over a week
- Jeremy taking over - PAC, indigenous, leadership....
- Andrea Hunter is now assistant superintendent - student services
- A Report will be coming out listing portfolios of all superintendents.
- Programs of Choice basically complete
- Budget - preliminary budget - April 15th -
- April 22nd - Public response/feedback - streamed live via Zoom - 7pm???
- Encourages to attend in person or on zoom to see the behind the scenes of budget
- Released April 25th 6pm??

- Process for Directions 2030 - starting after spring break = map of goals and directives for the district
- All decisions made with students at the centre
- **Jeremy Clarke - Assistant Superintendent** for 1.5 weeks
 - Many years as elementary school principal
 - Have been meeting with leaders within sd43 and excited to work with everyone going forwards

OPEN FORUM

1. How do you build or improve relationships between the PAC and the school administrators?

- Be open at the beginning of the year with dates for activities and fundraising. Make sure you have a goal for the fundraising you want to do.
- Develop a good relationship with the secretary - they are your 'door' into admin.
- Castle Park/Citadel - Is working with a new principal - had in informal Q&A to talk about expected roles and vision for PAC.
- Give it time as well - a new principal will spend some time learning about the school.

2. Any successful strategies for dangerous driving behaviour

1. Standing police officer cutouts - Officer Scarecrow - obtained through police station.
2. Glen Elementary - Bylaw officers and police came to issue tickets.
3. Show support for bylaw or school reps out there helping with traffic.
4. Link - BCAA School Safety Program - <https://www.bcaa.com/community/community-programs/school-safety-patrol>
5. Glen - had a meeting with city engineers & city reps took pictures - getting icbc, rcmp and municipality involved has helped. - a lot is just bad driving behaviour - documenting helps the city to take it more seriously.
6. Is often continuous throughout the year.

3. Retention and recruitment for PACs - Successful approaches

1. If someone is ageing out soon - make sure that that person is in to replace them several months to a year before they leave - train someone into the position.
2. For contacting Volunteers - create a What's App group for parent volunteers - can then post an activity and volunteer expectations and the group can respond directly.
3. Kilmer - stopped people from discrediting ideas - then encouraged all ideas and let them try it - developed into an idea factory where PAC offered to help to make the ideas happen. Has increased the number of volunteers.
4. DPAC - all positions are open for re-election at our AGM in May - please reach out if you are interested in any position..
5. Porter Street Elem - Let parents know that you don't have to volunteer for everything - again to support their idea. Has an 'action group What's App chat' - Reminders through Principal emails - volunteer list - timeslots of 1/2hr - 1hr at a time. Reinforcing being open to new volunteers. Don't want to scare people away. Small little hands/ smaller roles to start.
6. Meeting Attendance - Porter Street - offer older kids available to babysit and keep the meeting to an hour - avoid going over scheduled time. - offer food/snacks. With a hybrid meeting - check in with those on zoom to keep them engaged.

7. Meeting Attendance - can alternate meetings between having morning meetings after drop off and evening meeting.
 8. General meeting every 2nd month with executive every month.
 9. Shortening the Principal's report.
 10. Have subcommittees - eg green team or hot lunch.
4. **Successful activities to promote diversity -**
1. Potluck
 2. **Jamie - ? *You had a good one I didn't get a chance to record....***
 3. Kilmer - **Fun fair** - Even though it wasn't diversity geared, it brought out a very diverse group of people in age and background coming together for the event.
 4. **PAC newsletter** - mention/ reach out to school community for parents with ideas.

5. COMMITTEES / BOARD MEETINGS:

District Committees:

- **Education Technology Advisory Committee** > Nick
- **Student Achievement Advisory Committee** (next meet **Feb 10th**)> Rosey, Amy
- **Learning Services Advisory Committee** > Jimmy attended **Feb 3rd**
- **French Advisory Committee** (next meet **Thursday March 6th**) > Sherie, Andrea
- **Anti-Racism Committee** > Amy, Jamie

6. LOOKING FORWARD - Rosey Manhas

- "Thank you to everyone who voted. It has been a pleasure being a part of DPAC over the last 5 years."
- Is around and encourages you to contact her with questions. Will stay around to support Jamie up to elections.
- ***Please come out and be apart of this amazing team at elections in May***
- Time commitment - 1 executive meeting/month and 1 general meeting/month to attend. Some weeks it's simply the meeting - sometimes a little more (eg. Treasurer has a bit more of a time commitment with budget) . Are also 1 or 2 meetings every 2-3 months with a special committee/board that you choose to be a part of.
- ***Also note that our admin assistant Amber is leaving us and the paid part time position will be posted to be filled. This is the only paid position within DPAC.***

8. NEXT GENERAL MEETING : April 2nd at 7pm on Zoom

9. ADJOURNMENT - 7:53pm. Approved by Summit Middle , Seconded by Westwood elementary.

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