



**DPAC General Meeting  
Wednesday, February 28<sup>th</sup>, 2024  
Zoom**

Rosey M. called the meeting to order at 7:00 PM  
41 people in the call

35 Schools with a representative in attendance:

**Elementary:** Anmore Elementary, Blakeburn Elementary, Central Elementary, Coast Salish, Eagle Ridge, Glenayre Elementary, Glen Elementary, Hampton Park, Heritage Mountain, Irvine, Kilmer, Kwayquitlam, Leigh Elementary, Lord Baden Powell Elementary, Moody Elementary, Mundy Road, Nestor, Panorama Heights, Porter Street, Ranch Park, Rochester, Smiling Creek, Walton.

**Middle:** Citadel Middle, Como Lake Middle, Hillcrest Middle, Maillard Middle, Scott Creek Middle.

**Secondary:** Dr. Charles Best, Centennial, Gleneagle, Heritage Woods, Pinetree, Port Moody, Terry Fox.

DPAC Executive in attendance: Rosey Manhas – President, Zainab Alkassab – Vice President, Jamie Manchester – Treasurer, Marcela de la Pena – Secretary, Amy Jaeggle – Newsletter, Nick Horning – Health & Safety, Heather McMullen – Parent Education, Michaela Ross – Member at large, Melody Watkins – DPAC Administrative Assistant.

Special Guests: Assistant Superintendent Nadine Tambellini, Trustee Chuck Denison

Minutes taken by: Marcela de la Pena

- **Please send in contact info from your school** to Melody [office@dpac43.ca](mailto:office@dpac43.ca)

Territorial Acknowledgement – Zainab

**1. Approval of Agenda (amended)**

**MOTION** moved by *Marcela -DPAC*, seconded by *Anmore Elementary*, to accept the Agenda.

**CARRIED**

**2. Approval of Previous Minutes – January 31<sup>st</sup>, 2024**

moved by *Mundy Road elementary*, seconded by *Central Elementary*, to accept the minutes from the January 31<sup>st</sup>, 2024 General Meeting

**CARRIED**

### 3. Treasurer's Report

- Jamie Manchester

- Phone, remittent for payroll \$120.52 January
- General account balance \$29,278.37
- Gaming account balance \$5,999.79

For Extra curriculum groups. Licenses and the PAC treasurers need to keep track.

Extra curricular gaming license, i.e 50/50 at pub for grad, where profit is under \$5K the groups/clubs apply for their license and they will be responsible for submitting report. They need to make sure the money creates a paper trail to the PAC's gaming account. Revenue will go to treasurer, put in PAC's gaming account and then they can issue a cheque to the group/club.

The Self-assessment questionnaire. They are starting to send back reports. All PAC records should be shared with everyone so there is not hidden information. Signing authority. 2 people to sign the cheque, ideally having 3 authorized signatures, so you won't have to sign a cheque to yourself for reimbursement.

Any regulations, procedures on their website:

[www.gov.bc.ca/gambling](http://www.gov.bc.ca/gambling)

Advising account is the general account.

### 4. Assistant Superintendent's Report

- Nadine Tambellini

- Update on public speaking. Continued as usual in French immersion. English schools still running it. Bring ppt, props, English will have district competitions next year for all 3 levels of school.
- Cross catchment. Finished in early March. Some schools have rooms to take students and some don't. For elementary and middle school, 707 families applied, 550 got their 1<sup>st</sup> choice, 80 2<sup>nd</sup> choice. A few families did not get any option. 1 appeal process.
- Budget busy time for Finance team. Preliminary budget sorted April 9<sup>th</sup>, consultation April 16<sup>th</sup>, finished budget April 23<sup>rd</sup>. All staffing information will go to schools. School principals will get the classes they will have for the following year.
- Few elementary music teachers in elementary schools. Principals have the final say on having someone for music teachers. Hardest part is that there are no teachers. Music still happens in elementary classroom, generally done by classroom teacher.
- There have been several musical presentations in the district's schools.
- Great participation by the Student Leadership Council – initiative (is the selected theme).

#### Questions & clarifications

- Not enough psychoeducation assessments done, more in demand.
- Curriculum transformation. Physical health and educational support guide. Ongoing topic, vs a one in a year presentation generally done from external presentations. If the gap has been filled by external. Since the curriculum transformation. Schools can work with PACs to bring external presenters. Some bring presenters every other year, some don't bring anyone. Kids will get information from their teachers too. The expectation is that curriculum will be covered by classroom teachers.

Nadine T., Chuck D. (left the call)

### 5. Open Forum

- Facebook forum – for people that don't use Facebook. Discussion forum at DPAC is great.

Teams, snapchat, whatsapp with 70 schools, might be too much, slack. Secure bulleting board to pay for from DPAC.

- Can the DPAC website post a discussion forum. How do you keep it private. DPAC will look into this (limited access).
- Any presentations suggested? Moose Hide Campaign
- Sharing good experiences, how to get people involved.  
Stick to the agenda. Not allowing the meeting to be monopolized by people criticizing only.  
At a Community school – breakfast open. PAC does a variety of fundraising events, consider this for the community, it helps with participation. \$2 for person, max \$10 for family. Keep prices low at concession \$1 per item. Just making sure it breaks even. They also have people attend when they can't pay. And some others will pay a little extra. Open communication on Facebook, Instagram and email.  
PAC as a group works well together. Create subcommittees. And it works great for events. Keep it fun. Keeping in mind that we support the students.  
Hire childminding for meetings. Hybrid version of the meeting. Keep the people online engaged.
- Fun fair. Square for payment. The cash component is a big deal. Munch a lunch works for pre-paid but many parents just show up, so square helps.
- Provide report on what are you fundraising for, or where are you using your funds.
- Language ambassadors to translate at PAC.
- Kindergarten has a booth of what PAC does.
- Volunteer coordinator with basic information for the event. Time, roles. Keeping a volunteers list (with their permission). Volunteer site where people can sign on and it sends reminders to volunteers. Like Sign up genius or Lots of helping hands.
- Engaging new parents to PACs – recruit classroom class reps. communication between parents and Pac, they attend the meetings.
- When difficulty within some PAC executive members. Whoever takes the lead, the rest will have to respect it.

## 6. Looking Ahead

- DPAC election – May 29<sup>th</sup> consider joining DPAC.
- Thank you for applicants for the Administrative Assistant.
- April 3<sup>rd</sup> Dave Sands from SD43 – District Principal of Technology and Implementation, Westcoast Families presenting on Zoom
- Constitution and Bylaws – Zainab Alkassab. Proposed amendment. Several items regarding DPAC nomination, an executive position, to be voted at General Meeting.  
DPAC representatives will get a copy. Discussion April 3<sup>rd</sup>  
Vote in person April 25<sup>th</sup>
- 2 meetings in person. April 25<sup>th</sup> voting on bylaw. May 29<sup>th</sup> election. In the board room of the Education learning Centre.

## Other

## 7. Adjournment

**MOTION** to adjourn the meeting by *Porter*, seconded by *Irving Elementary*, to adjourn at 8:37 p.m.

**CARRIED**