



DPAC

District Parent Advisory Council
School District 46 - Sunshine Coast

September 2022 DPAC Minutes

Date: September 22, 2022 | Time: 7pm

Location: Elphinstone Secondary Library

Alternate: Zoom meeting ID: 696 5586 5641 passcode: 566556

1. 7:00 PM Greetings and Introductions

a. In Attendance:

- i. Scott Davis (Chair), Ewa Kusmierk(VP/KES), Tracey McClelland(Treasurer / MPE), Miyuki Shinkai(Secretary & BCCPAC Rep/ ESS), Tamara Hedden(CGE), Karla Shields(LES), Emily Doyle(GES), Nicole Andreassen(HMBE), Rachael Eastman (MPE), Simon Croak (CGE), Kate Kerr (Superintendent), Kirsten Deasey (District Principal of Learning and Innovation), Pam Kaatz (District Inclusion Technology Teacher), Nic Weswick (SD46 Secretary – Treasurer), Stacia Leech(Trustee Rep), Maria Hampvent(Trustee)

b. Regrets:

- i. Andrea Glickman(Director-at-large/ RCE), Jane Van Klinken(CSS), Aspen Wing(WSE), Cherie Stone(PHSS), Udo Rosenberg(SCAS), Jen Boulton(DBE), Wendy Knight/ Liz Hills (CSS)

2. 7:05 PM Approvals:

- a. May 26, 2022 Meeting Minutes (SD46 website -moved by Miyuki, seconded by Scott. m/s/c
- b. September 22, 2022 Agenda – addition on screen time question by Nicole, moved by Miyuki, seconded by Scott. m/s/c

3. 7:10 PM Guest Presenter – Communicating Student Learning

- a. Presentation by Kirsten Deasey and Pam Kaatz
 - i. Reporting on Student Learning is Changing in B.C.
https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/student_reporting-brochure_for_families.pdf
 - ii. New K-12 student reporting policy will be implemented on 2023-2024
 - iii. Core Competency, focused not skill based.
 - iv. Focus on more learning process, variety of way to capture - ePortfolios

- v. Spaces by my Blueprint (spacesedu.com) is replacing FreshGrade
- vi. Shifting to MyEd communication

4. **7:40 PM Student and Family Affordability Fund Consultation**

- a. This one-time funding must be spent by the end of the school year and there are considerable areas of overlap to services that SD46 has already been providing. The intention from the Ministry is not to offset existing programs, but instead offer additional support to students and their families.
- b. The funding can be used to:
- c. Improve students' access to nutritional food / meals, before, during and after the school day
- d. Directly offset costs to parents, guardians, and students, such as school supplies or other cost pressures they are facing
- e. Additional detail about these guidelines can be found here:
<http://www.bced.gov.bc.ca/bulletin/20220829/affordability-fund-sd-instructions.pdf>
- f. We would like an opportunity for DPAC to provide input into these funds via their PACS.
 - i. **Action – DPAC will send our list of recommendation to Nic and board ASAP.**

5. **8:00 PM Regular reports:**

- a. Chair report: Scott Davis
- b. DPAC Chair Report September 22, 2022 Scott Davis -
sdavisarch@gmail.com
- c. Over the summer break my chair duties were primarily, communicating and receiving email, newsletters and updates on four topics.
 - 1. SD46 Updated regulations News Release I received an email from Stephanie announcing Administration Regulations about Patriotic Protocols, How to communicate with Students, Families and Caregivers and How to communicate with Staff. This is posted in our DPAC information.
 - 2. BCCPAC. In June, I received an email reminder and last week I received a phone call that our dues need to be paid and as soon as we have elections that we update their records.
 - 3. Youth Empowering Youth – October to December 2022, Mia Takeuchi sent DPAC information about

leadership and personal development for teens aged 13 to 18 which meets in four cohort groups on Saturdays. Sundays and Mondays from October 2nd to December 5th. The message was posted in DPAC information.

4. Candidates for election 2022, Tamara Hedden, Cedar Grove PAC co-chair asked if parents were interested in forming an all candidates meeting? Anyone interested should contact Trustee Sue Girard or Tamara Hedden.

d. *Action – Scott and Miyuki will check with other venues and follow-up next week.

e. Administrative Regulation in Circulation until October 19, 2022

- f. Details regarding the administrative regulations in circulation can be found in the committee notes. New and revised regulations will circulate for a ten (10) week period.

- a. 1210 - Patriotic Protocols
- b. 1162 - How to Communicate with Us - For Students, Families and Caregivers
- c. 2070 - How to Communicate with Us - For Staff
- d. **Please share this information with your staff, PACs and any other interested parties. The regulations and *response form for draft regulations* are attached, and available both [online](#) and on Engage: [Lists and Forms](#).**

g. Treasurer's report: Tracey McClelland (Financial Statement attached)

- a. Tracey moved SD46 DPAC to purchase 2022/2023 BCCPAC Membership in total cost of \$75. Tracey made amendment amount of \$150 via email on September 23. Seconded by Miyuki. m/s/c
 - i. SD46 DPAC, September 19, 2022
 - ii. **Gaming Account**
 1. Opening Balance \$1,126.32
 2. Gaming Grant received
 3. Expenses Paid
 4. Reconciled balance as of September 19, 2022
\$1,126.32
 5. Committed Funds approved at May 2022 meeting
 6. Langdale Foodsafe x 2 \$220.00

7. G7 Parents Night ESS \$250.00 (Tracey will need written request for funds from each PAC and receipts afterwards per gaming requirements.)
8. G7 Parents Night CSS \$250.00
9. G7 Parents Night PHSS \$150.00
10. **Balance Remaining (after requests) \$256.32**

iii. Operating account

1. Opening Balance \$368.32
2. Expenses Paid
3. Bank Fees (July - August) \$5.00
4. **Balance \$363.32**

6. 8:15 PM Board's report Superintendent's report: Kate Kerr (attached)

7. September 2022 DPAC - Trustee report - Trustee Stacia Leech - Submitted as written.

- a. At last week's board meeting we received and approved the Districts audited financial statements, approving these statements is one of the Board of Education's main responsibilities.
- b. SD46 will be receiving a grant of \$175,000 to expand child care on school grounds.
- c. The funds can be spent in a few ways, a needs assessment (which sites most in need, which sites need additional staff etc), training for early learning staff, expand facilities on school sites.
- d. The work of renewing the SCRD & SD46 Joint Use agreement is underway, the main focus of this agreement is the sharing of facilities between the two organizations.
- e. SD46 will also be receiving a Mental Health in Schools grant, in the amount of \$55,000,
The funds support mental health and well-being. The funds will further develop the Mental Health in Schools Strategy which includes trauma sensitive practice, mental health literacy, well-being, and socio-emotional learning.
- f. Elections 2022. On October 15th (Oct 5 & 11th for advance voting) we will all be voting in the provincial elections. It will be a little different on the Sunshine Coast this year. Four of the five regional district areas have acclaimed candidates.
- g. There will be no voting for area directors in Area A, D, E & F.
- h. The School Board Trustee candidate in Area A was also acclaimed (congratulations to incumbent Trustee Samantha Haines). Residents in area A will not be going to the polls.

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- i. The only names on the ballot for areas D Roberts Creek, E; Elphinstone & F; Langdale & West Howe Sound will be the School Trustee candidates.
 - j. We are encouraging people who live in areas D, E or F, go to the polls on Oct 15th even though your Area Director has been acclaimed.
 - k. School boards have a big impact on our lives, regardless of whether we have children currently in the school system or not. A shared public education system is what unites us and serves as the basis for our democratic society. It is a precious resource we need to protect.
 - l. There is information on the SD46 to web site about the Trustee Electoral Areas and who is running in each area. There is also information on the web site regarding the role of trustee.
 - m. Parents are invited to attend the Board of Education meetings; **Next public board meeting: October 12th 2022 7pm, and the committee meeting day is September 27th 2022 10 am to 4pm**
 - n. <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>
- 8. 8:20 PM Committee reports:**
- a. Healthy Schools: Ewa Kusmirek
 - a. No report. **Next meeting is Tuesday, October 4, 9-11am at the KES Inclusionary Support room.** Ewa is unable to attend. Anyone?
 - b. KES Fall Fair on Saturday, 12th of November, 2022 11am-3pm. All proceeds will go towards a new, accessible playground! Info: kinnikinnick46pac@gmail.com
 - c. Family Engagement: Miyuki Shinkai
 - a. Open House in all school sites has been well received.
 - b. Key Speaker Monique Grey Smith's presentation link will be sent to parents
 - c. Next meeting is on September 28, 3:45pm – 5:15pm at the SBO.
 - d. Active School Travel: Miyuki Shinkai
 - a. DPAC/LES PAC sponsored AST posters have been sent out to all schools. September & October are Active School Travel months – Ride, Walk, Roll!
 - b. Car Free in Lower G event on September 24, 1-6pm. Trac and Miyuki will be there to host a family arts & craft booth. Come on by!
 - e. Education, Operations, Committee of the whole - 4th Tues of month: no report. Parents are welcome to attend. Currently, no DPAC representation. Anyone interested? Check out SD46 YouTube Channel and website for their recorded minutes and zoom meeting footages.

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- f. Screen Time: Nicole asked a few questions related to security video footages on bus and video meeting information. Kate confirmed that bus recording is secured and erased regularly. Only principal has an access to view.

9. 8:30 PM Meeting to Adjourn at 8:30pm

- Next meeting: October 20th 7pm at Chatelech Library & Zoom
- Nominations for DPAC Executive Elections

SD46 DPAC REPORT

SUPERINTENDENT'S REPORT

Superintendent Kate Kerr
September 22, 2022

1. CIRCLE OF CARE: STUDENTS

- A. **2022-2023 Student Trustee:** We are thrilled to welcome Annalisa Achee to the Board of Education as the student trustee for the 2022-2023 school year. Annalisa is the 10th student trustee in the district's history and is a member of the District Student Leadership Team. Annalisa attends Elphinstone Secondary in her grade 12 year. **(1a)**
- B. **DSLT Retreat:** The District Student Leadership Team met at the end of summer for the first ever DSLT Retreat! The day of learning and connection was facilitated by a session with previous trustee and community development consultant Betty Baxter on 'How to Run a Meeting' followed by an afternoon walk with Candace Campo titled 'Spoken Treasures - The History of the Land and the People through Indigenous Eyes'. **(1a)**
- C. **September Start-Up:** Students and staff were welcomed back with great joy this week! **(1b)**
- D. **StrongStart, SPARK! and Child Development Classes kick off again this fall!** We are looking forward to connecting with families in our community through these core programs. **(1b)**
- E. **The 2022-3 Mental Health in Schools grant funding**, in the amount of \$55,000, supports mental health and well-being. We will be making plans to apply these funds toward further developing the Mental Health in Schools Strategy which includes trauma informed practice, mental health literacy, well-being, and socio-emotional learning. **(1f)**
- F. **Summer Wrestling News:** Congratulations to Sunshine Coast wrestlers Dylan Drope, Ethan Sullivan, and Matt Drope for a summer of glory! Ethan Sullivan won gold and Dylan Drope silver at the BC Summer Games and Matt Drope won silver at the Canada Summer games. **(1g)**

2. CIRCLE OF CARE: STAFF

- A. **HR Update:** Please see below HR Report shared with all staff this month regarding the steps HR is taking going forward this school year. (2a)

SEPT 7, 2022

HR REPORT FALL 2022





WELCOME BACK!

We are grateful for the work being done by each and every one of you to support our students and families. We know how hard everyone is working to make a difference for students in all roles in the district. It is this teamwork that is such an important part of the culture at SD46.

Without a doubt, the past school year was one of the most challenging that we have faced from an HR perspective. We continue to ensure that recruitment and retention is a top priority for our work while connecting closely with your representatives from the SCTA and CUPE, our leadership team and community. Your advocacy from the school level has been heard and we invite you to continue to share your thoughts with us.

STRATEGIES AND INNOVATIONS FOR 2022-2023

- Recruitment and Retention Strategy
- 30 hour Education Assistant positions
- Pilot Full-Time TTOCs
- Actively searching for housing
- Staff Well-Being initiatives

DETAILS ON OUR ACTIONS:

1. Outside help has been brought in to help analyze our current work to provide suggestions for additional strategies that the district might undertake. This consultant has spoken with your CUPE and SCTA presidents, school principals and the senior team.
2. School leaders have been working with classroom support workers to increase hours in all positions. This will ensure that there is time to meet to review student support, to collaborate with school teams, and to help support students as they arrive and leave school.
3. We will be piloting full time TTOC positions this school year with a view to increasing the number of these positions if they provide the type of support schools need.
4. Staff housing continues to be a main issue of concern for all employers across the Sunshine Coast. We continue to actively seek potential landlords as part of coordinated strategy with other Sunshine Coast employers and hope that this will help alleviate one of the main issues impacting our ability to attract employees.
5. We have heard from all sites about the stresses related to your work. We have increased support to the site-based wellness committees and are pleased to hear that LifeWorks, one of our main healthcare partners, is increasing its ability to provide quick and easy connection to practitioners for your support.

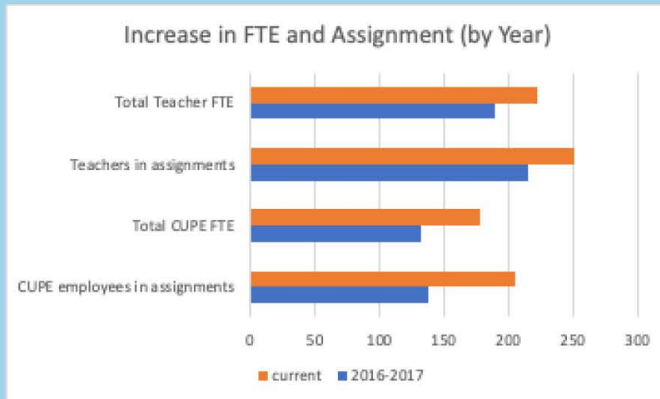
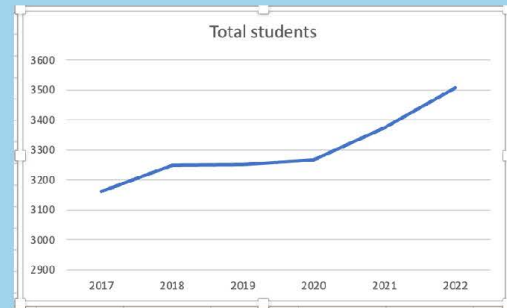
TARA SWEET, MANAGER OF HR

| PAUL BISHOP, DIRECTOR OF INSTRUCTION

THE HR REPORT

HR BY THE NUMBERS:

- Student enrolment has increased from 3160 students in September 2017 to 3507 students in September 2022



- From 2016-2017 to today, Teacher F.T.E. has increased from 190 to 222 and the number of teachers in assignments rose from 215 to 251.
- Over the same period, CUPE F.T.E. increased from 131.3 to 177.7 and the number of CUPE employees in assignments rose from 138 to 206.

- In 16-17, we onboarded 34 new employees. In 21-22, we onboarded 93.
- We had 37 employees leave the district in 16-17, compared to 77 in 21-22, with 54 of these being retirements or previously retired employees no longer being available for on-call work.
- From July 1, 2022, we have already onboarded 39 new employees, with interviews continuing!



HR REPORT – FALL 2022

B. Ensouling our Schools | Year Two: As we journey forward together into year two of 'Ensouling our Schools', we are pleased to be adding new voices, including

Monique Gray Smith and continuing this transformative and meaningful work with all staff, students, families and our community. (2a-e)

- C. **Ed Leadership Team Summer Session:** This annual event brought the district's leaders together to provide a map of the direction of the province and our district, and to connect this with their learning to their schools and teams. We were also honoured to have Caroline Picard began her work with us in Compassionate Systems Leadership. (2a, 2b, 2d)
- D. **School Operations Workshop:** This annual event brings the Ed Leadership Team and office administration staff together for a day of learning and connection. This year, Kim Barthel opened the session with a keynote on Trauma Sensitive Practice, MediQuest provided AED and First Aid overview training, and updates from Finance, HR, Communications, Technology, Indigenous Learning rounded out this full day. (2a, 2b, 2d)
- E. **Communicating Student Learning (CSL) Launch in SD46:** An in-service session is planned for all teachers on September 14th to launch CSL in our district. The session will focus on hearing what's happening in reporting across the province, and the strategies to support here on the Sunshine Coast. SPACES and MyEd are being launched alongside the new reporting order this year as tools for Communicating Student Learning in our district. (2b, 2d)
- F. **2022 Premier's Awards for Excellence in Education:** Congratulations to SD46 staff being recognized as outstanding finalists in the 2022 Premier's Awards for Excellence in Education: Elaine Tattrie, teaching assistant, Gibsons Elementary, for Outstanding Support – teaching assistant and Tom Kellough and Sara Douglas, music teachers, (Team 2) Chatelech Secondary for Outstanding Team Collaboration. (2d)

3. CIRCLE OF CARE: COMMUNITY

- A. **Ministry Priorities and Focus for 2022-2023 School Year:** At the annual BCSSA Conference held this summer, the Ministry laid out their three areas of priority and focus:
 - Reconciliation,
 - Child Care, and;
 - Equity, Anti-Racism & Mental Health in Schools.

As our district enters into the fourth year of the Board's Strategic Plan, we see how our deep work and transformational change is reflected in the Ministry's priorities for this year. (3c)

The poster features a decorative border of autumn leaves in shades of yellow, orange, and red, framing the central text. A string of colorful pennant flags (yellow, red, orange) is draped across the middle of the poster.

Kinnikinnick School

Fall Fair

SATURDAY, 12th NOVEMBER 2022
11am – 3pm

Crafters' Market • Door Prizes
Hot Dogs • Apple Cider • Face Painting
Bouncy Castle...and much more!

FREE ENTRY | ALL WELCOME

*All proceeds will go towards a new,
accessible playground!*

For updates, follow Kinnikinnick School on Facebook
or email kinnikinnick46pac@gmail.com