



# COWICHAN VALLEY DISTRICT PAC

Minutes: November 16, 2017 Annual General Meeting  
SD79 School Board Office Boardroom, Duncan

## 1. Call to Order 7:02 p.m.

Welcome and Introductions

## Voting Attendees

Carmen Sundstrom – DPAC Chair, Drinkwater Elementary DPAC Rep  
Amber Marsh – DPAC Vice Chair, École Mt. Prevost DPAC Rep  
Sonja Clarke – DPAC Treasurer, École Cobble Hill DPAC Rep  
Christine Heal – DPAC Secretary, Frances Kelsey Secondary Secretary/DPAC Rep  
Jessica Erickson – Tansor Elementary DPAC Rep  
Chrissy Wilson – École Mt. Prevost Chair  
Cristin Smith – Maple Bay Elementary DPAC Rep  
Caroline Kirman – Cowichan Secondary Treasurer/DPAC Rep  
Jillian Woodley – Khowhemun Elementary DPAC Rep

## Non-Voting Attendees

Monroe Grobe – Director of Operations  
Selena Hayes – Transportation Supervisor  
Elizabeth Croft – School Board Trustee  
Jason Sandquist – Secretary-Treasurer  
Denise Augustine – Director of Aboriginal Education and Learner Engagement

## Regrets

Rod Allen – Superintendent  
Cathy Schmidt – School Board Trustee  
Alex Aiken Elementary  
Discovery Elementary  
George Bonner Elementary

**2. MOTION to adopt agenda as amended** moved by Cobble Hill; seconded by Mt. Prevost. Carried.

**3. MOTION to approve minutes from September 21, 2017 meeting** moved by Maple Bay; seconded by Tansor. Carried.

## 4. AGM:

Election of Officers:

- a) Chair: Caroline Kirman (acclamation)
- b) Vice Chair: Carmen Sundstrom (acclamation)
- c) Treasurer: Sonja Clarke (acclamation)
- d) Secretary: Christine Heal (acclamation)

Signing authority for Island Savings accounts will be changed to reflect the new DPAC Executive as per the DPAC Constitution and Bylaws.

## 5.1 Transportation Department Q&A with Monroe Grobe (Director of Operations) and Selena Hayes (Transportation Supervisor)

Account passwords: e-Link program requires passwords be reset each year. An e-mail was sent in August stating that. Transportation Dept is working to eliminate this requirement.

Since ridership increased from ~2600 to over 3700, partly because of the elimination of busing fees, there was a considerable increase in workload, this resulted in some parents who phoned the transportation dept waiting to have their calls returned.

Bus routes (showing all scheduled stops) previously listed online were removed for security so the public isn't able to see where bus stops are. e-Link cannot provide individual routes with a child's pick-up and drop-off stops, but parents wanting their child's bus route can contact the transportation department to obtain one. DPAC requested the online routes be reinstated as this apparent security measure has resulted in parents not having the information they require to determine their child's route. Anyone who wishes to exploit such information can simply follow buses and view the drop off locations.

Tansor: bus schedule previously showed an incorrect loading location due to a glitch in the system. Another bus was added because the first bus was full.

Bus pass swipe cards tell the transportation department exactly where the kids are, *as long as* kids are swiping them. However, there is currently no way for the buses to indicate - such as by an audible tone - if a student swipes onto the wrong bus. Elementary students have been very good about using their passes; secondary students have been okay. Will be compiling a list of students who haven't been swiping. Students must be registered to ride the bus; secondary students who don't show their passes may be denied afternoon ridership.

Urgent busing concerns: parents should phone transportation department, or contact child's school. The Transportation Dept. office is manned until after 5 p.m. on school days, until after the last bus has returned (~4:45 p.m.)

If children miss getting off at their stop, there is a procedure that the driver should follow by contacting the Transportation Dept. to determine the most appropriate action, including informing the parent. They shouldn't be dropped off at another stop (without informing the parent/caregiver).

Twitter: info on delayed buses, changes, etc. is posted on Twitter, and Twitter feed is automatically posted to the SD79 website.

Important for parents to have contact info. Perhaps an e-mail could be sent at the beginning of the year with phone numbers, e-mail addresses, website, Twitter account, etc.?  
DPAC suggested a wallet card-sized info sheet with transportation department's contact info could be given to parents.

Students can only ride the bus(es) on which they are registered. They cannot take another bus to a friend's house. Some routes are very full; students are being wait-listed and non-registered riders could bump registered riders. However, riders *can* get off at a different stop on their route with a note from their parents.

Bus pass photos: Lifetouch provides a batch of photos. Photos will usually be last year's photos. These are a tool for bus drivers to see if that's the child getting on the bus. The transportation department will reprint bus passes at a parent's request with an additional cost of \$10 per card.

Cargo has to be safely stored, e.g.: basket balls in zipped cases, field hockey sticks are deemed dangerous cargo unless stowed in a case, umbrellas have to be collapsible.

Transportation Dept. is working to streamline registration, with the aim to allow registrations for next year after Spring Break.

FKSS: Because bus drivers are encouraged to turn off their diesel engines and prevent idling, has there been an increase in replacing starters? Director of Operations: not that they know of yet.

### **General questions re: Operations**

Work Orders: Implementation of changes due to Bill 28 increased work orders (w.o.) but we are approaching the end of those orders. Currently two crews installing t.v.s, etc.: things that weren't essential to Bill 28. Teachers were asked to get into their new spaces/rooms before submitting w.o. to ensure they knew what they needed. Currently 200-300 w.o. in the system, often triaged daily to ensure urgent ones are prioritized. Of course not everyone is happy, but we are getting there. There is no expiry date on a w.o., but you can have your principal/secretary send an e-mail reminder.

CSS PAC asked about students having after hour access to schools. Benefits include a warm and safe space for vulnerable kids, school libraries & IT equipment available for students who don't have access at home to study, potential to build community, run community courses. There are often after school sport practices which can't start straight after school due to large number of teams. Students who cannot go home are currently prevented from staying at school or arriving early, forcing students to spend time outside of their own school during this time does not seem a safe option. Realise there are concerns about custodian safety, vandalism, student safety, non-students entering the premises. Supervision would be needed but would be great to use schools more for community. Is there a possibility to put in supervision and register kids in and out and keep them safe?

Trustee Croft: Would like to be able to do that, but at the moment isn't possible. When kids are in schools, the school board is responsible, and the biggest concern is child safety. It's a big project but it's a goal to have new school(s) designed that way.

Director of Operations: The idea has a lot of merit. Big issue is safety of custodians as there have been past problems including kids skateboarding down the halls catching the custodians off guard, homeless people entering the schools to use the washrooms, and also of perception of risk, such as a male custodian alone in an area with two young girls.

Secretary-Treasurer: Perhaps take the idea to the District Leadership team. Supervision for 4h/day would cost ~\$25,000 per school per year. Could be done, but as that money had to come from somewhere, something else wouldn't be funded.

Director of Aboriginal Education: We should be helping the vulnerable youth in our communities, and bring learning into the community and community into our schools.

DPAC will bring this item to the Board of Education.

## **5.2 Run for the Claus** – Sunday, December 3 in Downtown Duncan

Alan Crisp has organised this for the last seven years. 3.5 km walk or 6 km run. \$20 registration includes a Santa suit, and runners encouraged to collect donations. Fundraiser to support Clements Centre Society: Clements Centre for Community Living and Sundrops Centre for Child Development. Encourage schools to put teams together; perhaps school running groups would be interested.

Facebook: Run for the Claus

Instagram: #runfortheclauscowichan

## **6. Old Business**

### **6.1 Parent Workshops**

**Julie-Anne Richards: Childhood Stress & Anxiety: Building Resilience** – Nov. 22 at Bonner  
Childcare available.

**Let's Talk About Drugs** – Nov. 22, 7-8:30 p.m. in Quamichan Theatre.

Will be a round-table discussion format. Childcare available.

**Screenagers movie** – Bonner researching the film.

\$535 USD for one viewing or \$635 USD if presenting to the community for no charge. If tickets are sold, the funds are run through the producing group and they take a 50% of any profit.

Could present it in January, possibly at VIU, which may be open to donating space.

**Pam Richmond, sexual health** – Great turn out at Maple Bay. They will submit receipts to ask DPAC to help with costs.

Discussion: Some teachers may feel uncomfortable switching to sex ed or feel underprepared.

Would it be possible to have Pam present at a ProD Day? Keri Isham and others have in the past.

Denise – sex ed classes are not the only time teachers may have to deal with the issue: how do we help our educators play off each other's strengths?

### **6.2 DPAC Chair Summit** hosted by BCCPAC in Vancouver

This has replaced the Fall conference. Chair & Vice Chair will attend.

### **6.3 Core French**

A Maple Bay parent who is also a former French teacher is interested in being on the committee.

## **7. Reports**

### **7.1 Chair Report – Carmen Sundstrom**

Thanked for a wonderful three years as Chair, and is excited to carry on as Vice Chair.

### **7.2 Treasurer's Report – Sonja Clarke**

No printed report. Expenditure approx. \$300-500 this month. Still awaiting deposit of BC Gaming Grant.

### **7.3 SD79 Administration – Secretary-Treasurer Jason Sandquist, and Director of Aboriginal Education and Learner Engagement Denise Augustine**

The Superintendent left today for the B.C. Superintendents Association Fall Conference in Vancouver.

Maple Bay question about reporting: different parents are receiving different info and feedback in portfolios: what should they be getting? Hoping for a way to make it more consistent. They would love to know how to support their children rather than what grades they received.

DPAC Chair: Parents still need to be encouraged to contact teachers.

Denise: can bring it up with the Leadership team. Although there are growing pains, we are moving in the right direction.

DPAC Chair: There are quite a few versions of Form B (portfolio). Is there a timeline of where we will be by a certain date?

Perhaps Leadership Team could talk to CVTF about struggles and barriers teachers may have.

DPAC requested District Administration report back progress.

### **7.4 School Board Trustee – Elizabeth Croft**

- SD website: Taiji will be creating a portal to survey parents, teachers, etc. for website feedback. Should be up in December and open until end of January.
- CVRD Director Lori Iannidinardo asked what we are doing about car idling. CVRD Airshed committee: Cowichan Valley has 5 x the BC average for admission of children with lung complaints. Something to think about and discuss. School board doesn't have an idling policy for district vehicles other than buses.  
Bonner kids club created signs they held up to encourage parents/drivers to turn off their vehicles. Could be an idea for environmental or other school clubs.

## **8. New Business**

### **8.1 Student Learning Grant**

One time funding of ~\$50/student. Needs to be spent by end of school year (June 2018). PACs should be involved in determining what money is spent on.

Jason: \$88 thousand of the \$383 thousand has been spent so far.

Each school at meeting gave an idea of what they are using, or hope to use, the funds for such as hokki stools, outdoor learning area, IT items, creating better spaces in pods, art, trades and music room equipment.

## **9. Next Meeting**

Thursday, January 18, 2018 at 7 p.m., School Board Office Boardroom.

## **10. Adjourned at 9:24 p.m. by CSS.**