



#### What exactly is DPAC?

- DPAC stands for District Parent Advisory Council. We are the official parent voice for School District 73 (Kamloops/Thompson).
- Each PAC is encouraged to elect 2 DPAC reps to attend our monthly meetings.
- We elect an executive to conduct business between meetings, but our direction is determined by our members, just like at PACs.

#### What is the role of DPAC?

- Our mandate, according to the School Act, is to advise the Board of Education on any matter relating to education in the school district. We funnel parent input to decision-makers in our district.
- We facilitate communication – we send a lot of information out to the PACs on upcoming events and programs that might interest them.
- We provide training and education for parents, as well as opportunities for exchanging ideas. We host speakers and put on workshops and networking events.
- We function as a resource for individual parents and PACs as they do their work at the school level.

#### Executive Committee

**Sheri L:** Chair, **Brad G.** Vice-Chair, **Erin M** (Treasurer/Secretary) **Chris P** (Member at Large), **Heather A** (Member at Large), **Kerri S** (Member-at-Large), **Megan F** (Member at Large), **Tibor B** (Member at Large), **Valerie N** (Member at Large)

#### DPAC General Meeting Draft Minutes

**Tuesday September 22, 2020, 6:30pm VIA ZOOM**

1. **Call to order. 6:35pm.** 26 participants in attendance, including our guest presenter Kim from the Kamloops Music Collective, Chair Kershaw and Vice-Chair Wade of the Board of Education, Superintendent Sullivan, Laurel and Darcy from the KTTA, as well as parents from throughout the district.
2. **Kamloops Music Collective – Welcome to Kim M who came to tell us a bit about the Kamloops Music Collective (KMC).** KISSM has been enriching the lives of students since 1978. About 280 young musicians come every summer (except 2020) to benefit from nearly 100 hours of instruction. These skills migrate back to their schools every September. KISSM generates revenue which allows for the distribution of bursaries and the delivery of year-round programs in schools. Four years ago, The Whole Note Program began. This is a comprehensive program to provide restricted-income youth with musical education and support. Young musicians receive 10 private lessons, a scholarship to KISSM, performance and mentorship opportunities and a professional photo with their instrument. These children can be proud of identifying as young musicians. These students then go on to become leaders in their own schools. The BAND Together Program is a hands-on intro to high school music for grade 6/7 students who attend Valleyview sec feeder elementary schools. These students get to attend six consecutive weeks for 1.5 hours per session in the band room of their future high school. KMC also participates in a sharing instrument program. KMC Equipment such as a full set of drumline equipment, class sets of ukuleles, boomwhackers and auxiliary percussion, and a class set of concert band equipment including 2 drum kits can be borrowed by local

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teachers. KMC has also donated instruments to help replace what was lost in the Parkcrest fire. KMC also partners on projects, such as “Jazz Jam”. These students can partner with local jazz musicians to become more creative and learn new techniques. They also partner annually with the District Strings concerts. There are approx. 100 kids who participate, and they can try out all of the instruments in one day. These kids go on to become more motivated to participate in music programs. KMC thanks the staff and teachers for their support. Please visit [www.kamloopsmusiccollective.ca](http://www.kamloopsmusiccollective.ca) to find out more about all their programs, as well as their online programs this Fall. They are currently offering bursaries for guitar for deserving students. Questions: Is there a restriction on the age of music students? Answer: Guitar: Grade 7-11. Musical Theatre: Grade 3 and up. *Thank you to Kim and the Kamloops Music Collective for your support of our young musicians.*

3. **Review of the Agenda.** Moved by Heather, Seconded by Chris. Discussion: Additions to the agenda under “New Business” - Health Check Forms, and PACs holding virtual AGMs and Elections . Accepted with the additions under “new Business”
4. **Minutes from the Previous Meeting.** Motion to accept the minutes as presented. Moved by Brad. Seconded by Val. All in favour.
5. **Old Business**
  - i. **Bursary Committee Update.** (Brad G). DPAC has some money set aside to help adults go back to school to complete their Dogwood. We have not been able to successfully distribute this money, but we are working on better distribution criteria. More info to follow at the next meeting.
  - ii. **BCCPAC – Update** (Kerri S). Backto School Update for K-12 Education - September 19

Earlier this week both President Sinclair and CEO John Gaipman had the opportunity in both the Steering Committee meeting and the President's Meeting to hear directly from and ask questions of Dr. Reka Gustafson, Deputy PHO and VP, Provincial Health Services Authority.

Below are some key messages and takeaways from the information shared by Dr. Gustafson. The information provides the context to the recently updated BCCDC documents and corresponding changes to the MoE documents.

**Key Messages:**

- We are not avoiding C19 but adapting to learn and manage living with it, for the long term. Similar to the way we live with many other contagious viruses and diseases.
- Now is very different to Feb/March as much was not known about this new virus and the understanding of the virus by medical science continues daily. Data and information from across the globe is being reviewed and studied and as a result, changes and updates are made to guidelines and protocols.
- March restrictions were put in place based on what was known at that time and were conservative and cautious as a result. Now in Sept, medical science knows that C19 is not spread through casual contact.

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-C19 behaves like a respiratory virus (there are many) and is transmitted through very close contact. "Close contact" means face-to-face, close, for a duration of >15min.

-The elderly (over 70) are still at the highest risk and adult to adult transmission is most common.

-While there has been an increase in case numbers, these are NOT due to the full reopening of schools and are not due to community transmission. Cases in schools are due to adults bringing it into the building and exposing other adults.

-Adults are not at any greater risk in a school setting (controlled environment) than anywhere else.

-The PHSA now understands that the most predictive symptoms of C19 are: fever, cough, shortness of breath and loss of smell. These are the clear markers for testing.

Sneezing and stuffy nose are not C19 but other respiratory illnesses.

-We should all stay home if we are sick with any illness.

Additionally this week -

a) The Operational Guidelines for School Districts & Independent School Authorities

This has been updated Sept 18 with new information in the Financial Planning section and links to the COVID protocol resource in the Health and Safety section. See the full doc here: <https://bccpac.bc.ca/.../K-12-Operational-Guidelines-Sept-18....>

b) Protocols Resource Document

The Ministry of Ed issued a protocols resource document for school and district administrators (Sept 11) regarding management of symptoms and confirmed cases of COVID-19 in a school community. Doc is here:

<https://bccpac.bc.ca/.../covid-19-protocols-for-administrator...>

c) COVID-19 School Exposures by Health Authority

Please be advised that regional health authorities are now posting school exposure notifications on their websites, providing the date and type of notification (outbreak, cluster or exposure) for impacted schools. If there is a confirmed COVID-19 case in a school, Public Health contacts affected school community members directly. The school notification pages for the regional health authorities will be added as they become available. You can search by Health Authority then by school district - <http://www.bccdc.ca/.../diseases-co.../covid-19/public-exposures>

A reminder to review the K-12 Public Health Guidance document: [https://bccpac.bc.ca/.../covid-19\\_k-12\\_school\\_guidance\\_Sept-1...](https://bccpac.bc.ca/.../covid-19_k-12_school_guidance_Sept-1...)

Managing Clusters of COVID-19: When multiple confirmed linked cases of COVID-19 occur among students and/or staff within a 14 day period (a cluster), public health, under the direction of the local school medical officer will investigate to determine if additional measures are required to prevent further transmission of COVID-19. The school medical officer (Regional Health Authority) will advise schools if additional prevention measures are needed.

COVID-19 Outbreaks in Schools: Cases and clusters of COVID-19 are expected in school settings, given that COVID-19 is circulating in the community. These occurrences are not considered outbreaks. The declaration of an outbreak of COVID-19 or any other communicable disease in a school setting is at the discretion of the school medical officer. This is expected to occur rarely, and only when exceptional measures are needed to control transmission.

d) New COVID-19 Testing Option for K-12

BC had developed a new testing option for school-aged students in kindergarten through grade 12 that involves swishing and gargling sterile salt water and spitting into a collection tube. This test can replace the swab test to determine whether a student has COVID-19. Families and students can look at the testing information for children and youth, watch a video about what to expect and find information on how to get test results on this BCCDC page: <http://www.bccdc.ca/.../disea.../covid-19/testing/children-youth>

**iii. Indigenous People's DPAC Update (Val).** Currently setting up an email address and making connections. More info to follow at the next meeting.

**iv. Education for Parents:** DPAC is looking to set up education sessions of interest to parents. Previous topics have included "Askable Adult", "Parenting in a Digital Age" and "Foodsafe". Please submit your requests for education sessions to Erin, as we do have money set aside for educational programming.

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- v. **Future of schools committee** (Chris). Set up by the last superintendent to develop a set of principals to guide the long range facilities plan. There are teachers, principals, students, staff, parents and a trustee at the meetings (Superintendent was Chairing). We are waiting for communication with the new Superintendent on how this committee will go forward.
- vi. **Report on Budget Consultation:** (Chris). The Budget Consultation usually occurs in person, but this year occurred by zoom. This committee listens to wants and needs within a community, and then they give suggestions to the ministry of finance for spending. Chris delivered our suggestions regarding the systemic underfunding leading to inadequate facilities maintenance. There were many districts who presented who pleaded for more money for the education system. We are hoping that the trustees will advocate for us next year, as this year we did not see a presentation from SD73 admin. The final report was recently released and was 136 pages. 9 pages were devoted to education, which was the sixth most talked about concern in the province. Recommendations from the committee were disappointing. They plan to “sustain” funding with no promises of extra or increased funding to education. Annual facilities grant wasn’t mentioned. Not great news. We will continue to advocate.
- vii. **Kamloops Music Collective** (Chris) – Thank you to Kim and the KMC for presenting this evening to update us on upcoming virtual programming and ongoing support of music in the district
- viii. **AGM Prep – Updating Bylaws.** Thank you to Don for his work on this (Don has now resigned, as his child has graduated). Reasons for bylaws changes: We are changing our AGM to the fall to be more in line with PACs. We may be forced to digital type meetings, so we need to change how the elections are done. If the AGM is somehow delayed, we would like to ask the current executive group to



continue in their positions until such time as we can hold such meetings. These changes will be presented at the AGM for discussion.

- ix. Executive Positions.** A number of positions are up for election, including Chair, Secretary, Treasurer, and 5 members at large. Please consider putting forward your name for these important positions.
- x. Continued advocacy for Capital Funds and Planning** (Chris) – Please join Chris if you are interested in advocacy for Capital Funds and Planning for our district. You can search up “Advocates for SD73” on Facebook. This group is separate from DPAC, but informs advocacy initiatives.
- xi. Health Questionnaire –** Parents are asked to screen children for the following symptoms daily:

- Fever
- Chills
- Cough or worsening of chronic cough
- Shortness of breath
- Loss of sense of smell or taste
- Diarrhea
- Nausea and vomiting

The following symptoms have been removed from the daily checklist:

- Sore throat
- Runny/stuffy nose
- Headache
- Fatigue
- Loss of appetite
- Muscle aches
- Conjunctivitis (pink eye)
- Dizziness, confusion
- Abdominal pain
- Skin rash or discolouration of fingers and toes

The ministry says it's still important to seek medical assessment if children are exhibiting a combination of symptoms.



- xii. **PAC AGM prep and PACs using schools** – Dr. Sullivan will find out what the rules are as to whether PACs are able to use schools/school grounds to hold their annual AGM in person. KSA reports that they were successful in holding their AGM/Elections in person in the school Gym. Many schools have chosen to use the anonymous polling feature on the Zoom account to conduct their elections so that votes are still secretly cast. Heather is booking Zoom meetings for the 44 PACs in the district, and can be contacted directly about booking meetings at [Sd73dpaczoom@gmail.com](mailto:Sd73dpaczoom@gmail.com)

**6. New Business.**

**i. Return to School planning.**

- a. **Shared Zoom Licenses for PACs.** (Heather). Please contact Heather to schedule your meetings for the school year. She has 3 licenses to distribute to 44 PACs and can provide you with Zoom access for your meetings. [Sd73dpaczoom@gmail.com](mailto:Sd73dpaczoom@gmail.com)
- b. **Indoor Air Quality Concerns.** Dr. Sullivan will look into this.
- c. **Meetings for the Year:** Oct 20, Nov 17, Jan 19, Feb 16, Mar (none due to spring break), Apr 20, May 18

- ii. Electronic Submission – PAC Contacts for the 20/21 School Year** - We are trying to look at a way to have this paperless for the year. This form could be submitted online and then could be updated in real time as PACs change. We are awaiting info from the SD Office about this.

7. **Treasurer's Report.** BCCPAC cheq has been sent. Draft budget attached. We need to decide how to spend our parent education funds in this new virtual world.
8. **Superintendent Report – Welcome back, Dr. Sullivan!** Now 3 weeks into his 1 year term, Dr. Sullivan discussed his 3 step restart process. Info was sent to parents before school began, an email was sent to parents by teachers before orientation (and then followed up with a phone call if there was no response to the email), and the Superintendent sent a message on first day of school. 95% of students are back in class. We are now focusing on the 5 percent who did not come back and what we can do to support parents and students. We have to be nimble in how we proceed. We do expect that there will be alarm if there is an increase in cases and students



may choose DL at that point. Then again, we also expect that more and more students will come back if there remain few active cases in the community. We are going to have to be able to respond in a flexible way as the weeks and months go on. We recognize that this is very difficult on staff. We cannot expect staff to be pulled in 3 or 4 directions in the same time. We are therefore going to assign teachers to either classrooms or DL, and adjust staffing as needs occur. We are learning to tailor our response to our needs. As far as Covid is concerned, the only time that the school is informed is by public health if there is a confirmed case. To this point tonight, we have been informed of ZERO cases confirmed in our schools. We do have a plan in place if a confirmed case does occur. We have an isolation room in every school. These students are then advised to follow the proper procedure (physician, nurse, 811, etc). Dr. Sullivan has been getting out to all of the schools – he is starting with the rural communities first. He wants to get around to every school to get a sense of how things are going, and to talk to teachers, the principal and the vice-principals. **Questions:** Will there be a continuation of the previous superintendent's committee on the Future of Schools? **Answer:** He is not aware of all the committees yet. He is still settling in but there will be a meeting next week to get him up to speed **Question:** Indoor Air Quality Concerns: **Answer:** 5.4 mil from fed gov't coming. We need to take some of that money to deal with the air quality issues with systems like HVAC. Mr. Macdonald is in the process of ordering high quality filters for schools. This is part of the future planning. We need to be prudent in how we use this one time money. **Question:** Are TOCs required to wear a mask as they are moving between schools. What if a teacher in your child's class works in all classrooms throughout all cohorts. **Answer:** No masks required in K-7. In secondary schools masks only required outside of classrooms. Visitors to schools and the board office should wear masks. **Question:** Can PACs use the school for a meeting to conduct their elections **Answer:** Dr. Sullivan will look into this and advise. *DPAC Thanks Dr. Sullivan for attending tonight, and welcomes him back.*

**9. Trustee Report.** Trustee Kershaw reports that the Board is grateful for a successful school startup during this very difficult time. Our enrollment numbers are down, but they are in flux. There was a change at the board level in mid summer. Trustee Kershaw is now the Chair of the Board, and Trustee Wade is now Vice-Chair.

**Question:** Any updates that we can share with the families of Parkcrest

Elementary? Any idea when we may see our school return? **Answer:** Everything is in a waiting/holding pattern, especially now that the writ has dropped. **Question:**

Funding – decreased due to children who have chosen DL. What does that mean at a school level? **Answer:** It will not change staffing at the school now. We are not going to cut staff. We believe that every student will come back, we just don't know when. We will maintain the staffing in place but we will reduce divisions if there is a



dramatic decrease in students and reassign teachers to assist the DL students. Every student who wishes to attend school will have a place. **Question;** how to support French immersion students? **Answer:** There have been teachers assigned to support K-7 french immersion students. **Question:** What is the holdup at parkcrest – is it related to capital funding differential? **Answer:** At this point it is just a process, and we are just in the process. **Question:** New development land in Aberdeen – who was involved in consultation with the city? What other options were given for school sites? **Answer:** Not sure. Trustees will look into this and get back to us. **Question:** Is the Board of Education feeling like the City and the Board are pulling in the same direction with respect to capital development? **Answer:** They are working on that relationship with the city and are meeting to discuss our requirements. **Question:** Catchment Changes and School Re-openings: Any discussion? **Answer:** We will talk with the Super over the next month. We do have a list of things that we will discuss with him. These are topics on the Board table this fall. We are not sure how these consultations will happen, but they are happening this Fall. Note: Dr. Sullivan will be meeting with Mr. McDonald over the next month and we will look at where we need to go.

**10. KTTA Correspondence:** It has been a very busy startup. KTTA has been working alongside the district. There have been 2x/week meetings, which also include CUPE. Problems are being addressed as they are coming up in schools. KTTA wants everyone to be safe, for the kids to be in school and learning in a very safe way. We continue to have hurdles but we are working through them and for the most part things are going very smoothly.

**11. Other Correspondence:** None

**12. Other business.** – Next Meeting October 20, 6:30pm via Zoom





KAMLOOPS DPAC FINANCIAL REPORT – SEPTEMBER 2020

Gaming Account	Details	Debit	Revenue	Balance
July 31, 2020	Monthly Plan Fee	\$1.95		\$279.79
August 31, 2020	Monthly Plan Fee	\$1.95		\$277.84
September 8, 2020	BCCPAC Membership	\$150.00 - Cha #48		\$127.84
September 30, 2020	Monthly Plan Fee	\$1.95		\$125.89
<b>Est. Balance - September 30, 2020*</b>				<b>\$125.89</b>

\*Italics indicate that debit has not yet appeared on monthly bank statement/cheque still has not been cashed by payee.

General Account	Details	Debit	Revenue	Balance
July 31, 2020	Monthly Plan Fee	\$1.95		\$4,373.48
August 31, 2020	Monthly Plan Fee	\$1.95		\$4,371.53
September 30, 2020	Monthly Plan Fee	\$1.95		\$4,369.58
<b>Est. Balance - September 30, 2020</b>				<b>\$4,369.58</b>

\*Italics indicate that debit has not yet appeared on monthly bank statement/cheque still has not been cashed by payee.

Bursary Account	Details	Debit	Revenue	Balance
June 30, 2020				\$1,034.85
July 31, 2020	Monthly interest credit		\$0.22	\$1,035.07
August 31, 2020	Monthly interest credit		\$0.22	\$1,035.29
<b>Est. Balance - Sept 30, 2020</b>			<b>\$0.22</b>	<b>\$1,035.51</b>

\*Italics indicate that debit has not yet appeared on monthly bank statement/cheque still has not been cashed by payee.

GIC Accounts	Details	Debit	Revenue	Balance
	1 year GIC, Matures November 18, 2020 - 1.3% at maturity			\$1,000.00 (Investment w/o interest)
	18 month GIC, Matures May 17/21 - 1.95% at or \$102.56 at maturity			\$3,500.00 (Investment w/o interest)
<b>Balance - September 30, 2020</b>				<b>\$4,500.00 (before interest)</b>

<b>Est. Balance - September 30, 2020</b>				<b>\$10,030.98</b>
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\*\*Note: There is a \$90 credit for DPAC to use for a future Food@56 Course Tuition with Karen Heiberg. This is due to a pre-booked registrant being cancelled due to COVID-19 restrictions.



2020-September Annual DPAC Financial Budget Report.docx - Saved to this PC

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Focus

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**Proposed (DRAFT) SD#73 DPAC Budget**  
**Projected Revenue and Expenses for year ending June 30, 2021**

	General Fund	Gaming Fund	Total
<b>Revenue:</b>			
Balance Forward (Aug 31, 2020)	4,371.53	277.84	-
Community Gaming grant (Sept 2020)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	\$ 4,371.53	\$ 2,777.84	\$ 7,149.37
<b>Expenses:</b>			
Monthly Plan Fee (TD Bank) (12mos x 2 accts)	\$ 46.80	\$ 46.80	\$ 46.80
BCCPAC membership	\$ 150.00	\$ 150.00	\$ 150.00
BCCPAC travel expenses for 2 people	\$ 1,200.00	\$ 1,200.00	\$ 2,400.00
External Speakers/presentations (ex. KELLI)	\$500.00	\$ 500.00	\$ 500.00
Food Safe Course (10 people @ \$90/person)	\$ 900.00	\$ 900.00	\$ 900.00
Other Parent Education costs - food/supplies	\$ 400.00	\$ 400.00	\$ 400.00
Zoom Plan for meetings	\$ 200.00	\$ 200.00	\$ 200.00
	\$ 2,471.53	\$ 81.04	\$ 2,552.57
<b>Bursary Fund</b>			
- Currently has \$1,036.51			
<b>GIC Accounts</b>			
November 18, 2020 Mature date of 1-year GIC. Will earn 1.5% at maturity		\$1,000.00	\$1,000.00
May 17, 2021 Mature date of 18 month GIC. Will earn 1.95% at maturity		\$3,500.00	\$3,500.00

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