



**Date:** Feb 28, 2019  
**Time:** 19:00 - 21:00

**Vancouver DPAC**  
School District 39

**Location:** Room 180  
Vancouver School Board Centre

## GENERAL MEETING MINUTES

**Chair:** Shaun Kalley (Chair) Minute Taker: Amanda Hillis (Secretary)

**Executive:** Gord Lau (Vice-chair), Sandra Bell, May Ke, Anne Montgomery

**Official PAC representatives:**

Eric Hamber - Leslie Louie

False Creek - David Schaub

Hastings - Deb Bryant

Killarney - Phil Crahana

King George - Tomoko Nakabayato

Kitsilano - Alan Patola Moosmann

L'Ecole Bilingue - Anthony Floyd

Queen Alexandra - Sandra Bell

Sir Charles Tupper - Anne Montgomery

Sir William Van Horne - Krzysztof Muniak

Sir Winston Churchill - May Ke

Trafalgar - Gord Lau

University Hill Elem. - Leanne Amitzi

Windermere - Sandra Bell

**Parent/guardian attendees:** Hanh Nguyen (Fraser), Melanie Antweiller (Southlands), Miriam Leo Gindin (Selkirk), Denise Edwards (Gordon), Linda Kemp (AR Lord), Meaghan McLeod (Tillicum Annex), Flora Sze (Douglas)

Meeting called to order at 6:38pm

### 1. Standing Items

1.1. **Welcome, acknowledgement**

1.2. **Roundtable Introductions**

1.3. **Identification of Official PAC Reps**

- 13 present at start of meeting

1.4. **Call for Quorum**

1.5. **Approval of Agenda**

- Shaun made a motion to accept the minutes as presented. Tupper seconded.  
Motion passed.

1.6. **Approval of Minutes ([attached](#))**

- False Creek made a motion to accept the minutes as presented. Tupper seconded.  
Motion passed.

1.7. **DPAC update**

- LRFP
- Budget consult - email Shaun with priorities.

### 2. Old Business

2.1. **Questions Raised Last Meeting (none)**

### 3. New Business

#### 3.1. New Business / Questions / Issues

- Kits PAC - planning to have a workshop next year on post secondary admissions. Interested in hearing input from other PACs who have done this.
  - Education Planner BC (BCCPAC mention)
  - GrantMe (Shaun)

#### 3.2. Motion regarding stakeholder consultations (preamble)

*"To formally requests that stakeholder consultations be conducted transparently with opportunities for direct communication between all parties involved, including stakeholders, management, and trustees."*

- Administration procedure in the works based on IEAP2 spectrum
- **Shaun made the above motion. False Creek seconded. Motion passed.**
- Staff cannot assume trustees questions for clarification

#### 3.3. Close of Formal Meeting

- **7:23pm**

### 4. Supporting Caregivers of Students with Diverse Learning Needs

4.1. Presentation by Andrea Sinclair, president, and John Gaipman, CEO, of BCCPAC.

4.2. [Slideshow](#)

Next Special Meeting - **Mar 7, 2019, 6:30PM - Long Range Facilities Plan Q&A ([info](#))**

Next Executive Meeting - **Mar 14, 2019**

Next General Meeting - **April 25, 2019 - VSB Budget**



BC Confederation of  
Parent Advisory Councils

# Supporting Caregivers of Students with Diverse Learning Needs

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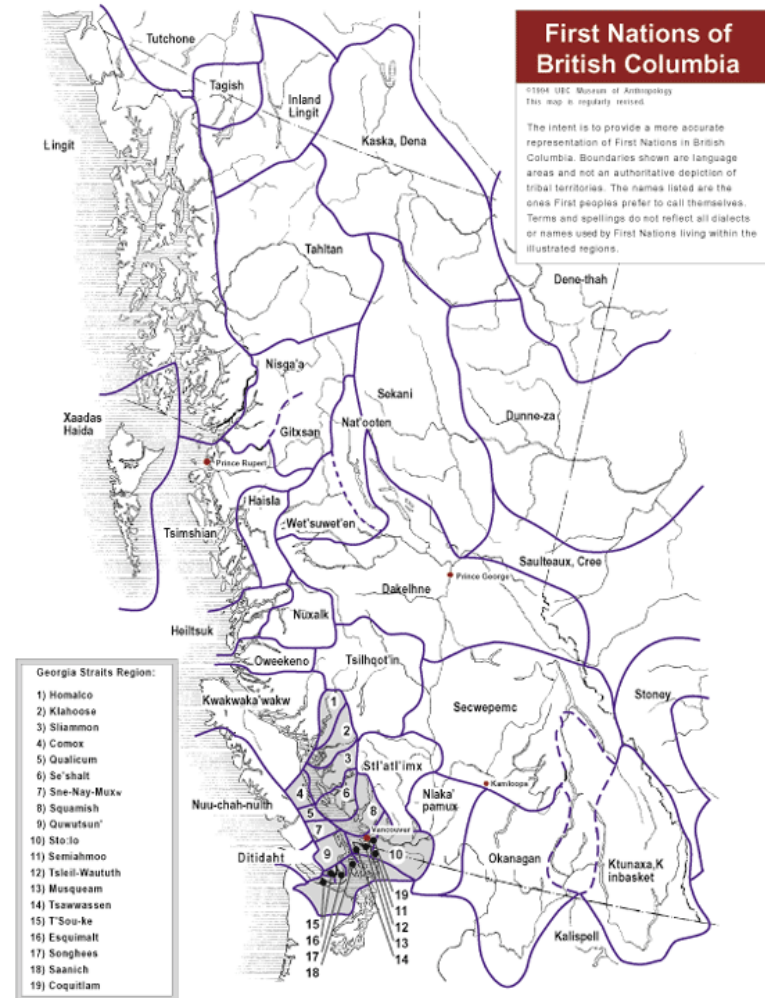
ANDREA SINCLAIR, PRESIDENT / JOHN GAIPTMAN, CEO

FEBRUARY 28, 2019

DPAC 39

*I would like to acknowledge that we are speaking here today on the unceded territory of the Coast Salish including the territories of the Musqueam, Squamish, and Tsleil Waututh Nations.*

## Acknowledgment of Aboriginal Territory





# A bit about us

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## **Andrea Sinclair, President**

- Active advocate within public education since before my twins were born in 2004
- Currently Member at Large on the PAC at my children's high school
- Have extensive experience serving in various roles and on boards, including Chair, on my elementary school PAC Executive.
- Believe strongly that our children's success is rooted within their education; it's through working together and leveraging our collective strengths that we can effect positive change

## **Our Board of Directors**

- We are governed by a volunteer Board of nine directors elected annually by the membership which consists of District Parent Advisory Councils (DPAC) and Parent Advisory Councils (PAC)
- Board members are from different rural and urban areas across the province
- Through our DPAC membership, we represents 96% of parents in the public education system



# A bit about us

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## **John Gaipman, CEO**

- Involved with public education for more than 35 years
- Superintendent of Schools – 12 years with the Greater Victoria School District and 2 years with the New Westminster School District
- It is John's hope that through his vast experience in public education he can continue to support and empower parents for the success of each learner



## MINISTRY OF EDUCATION (Provincial Level)

### Key players:

Minister of Education: Rob Fleming

Deputy Minister: Scott MacDonald

## First Nations Education Steering Committee (FNESC)

Encourages discussion on education matters affecting First Nations in BC. Information on activities, programs, upcoming events, and publications.

## Ministry for Children and Family Development (MCFD)

### Treasury Board



## SCHOOL BOARD (District level)

### Key players:

Trustees

Superintendent

Secretary-Treasurer

District staff

### Stakeholders:

BC School Trustees Association (BCSTA)

BC School Superintendents' Ass'n (BCSSA)

BC Ass'n of School Business Officials (BCASBO)

## BC Public School Employers' Association (BCPSEA)

Employers' association and accredited bargaining agent for the province's 60 public boards of education. Board made of 9 school trustees, 4 government representatives, and a non-voting representative each from the BCSSA and BCASBO.



## SCHOOL (Local Level)

### Key players:

Principal

Teachers

Education Assistants

Office staff

Recess monitors

Building Engineer

Parent Advisory Council (PAC)

Students

### Stakeholders:

District School Administration Ass'n

District School Teachers' Ass'n

Canadian Union of Public Employees Local or equivalent

Canadian Union of Public Employees Local

International Union of Operating Engineers Local or equivalent

District Parent Advisory Council (DPAC)

Student Council

BC Principals' & Vice Principals' Ass'n (BCPVPA)

BC Teachers Federation (BCTF)

Canadian Union of Public Employees

International Union of Operating Engineers

BC Confederation of Parent Advisory Councils (BCCPAC)

## BC Teachers' Council

Regulator for approximately 67,000 certified educators in British Columbia. They enforce standards for educators, assess applicants for certification, approve and evaluate teacher education programs, and issue teaching certificates.



BC Confederation of  
Parent Advisory Councils

# Who We Are

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The BC Confederation of Parent Advisory Councils (BCCPAC) is a non-partisan, registered non-profit charity in existence since 1922

We are governed by a **volunteer** Board of nine directors **elected** annually by the membership which consists of District Parent Advisory Councils (DPAC) and Parent Advisory Councils (PAC)

We answer to our members (annual fee) through our Constitution & Bylaws and our Policies

We represent the parents/guardians of >565,000 children in provincial public schools





# Our Purpose

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To promote, support and advance meaningful parent participation throughout the public education system and to advocate for the success of all students;

And through our membership, to promote leadership, communication, cooperation, and representation in BC at the provincial, district and school level.

BCCPAC is recognized  
by government and education stakeholders  
as the provincial voice of parents  
on education and related issues  
within the K-12 public system



# District Parent Advisory Councils (DPAC)

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Recognized in the School Act, Section 8.4, 8.5

Composed of, run and managed by parents

Is the official district stakeholder on behalf of parents

Can advise the board of education respecting any matter relating to education within the district



# Parent Advisory Councils (PAC)

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Recognized in the School Act, Section 8

Composed of, run and managed by parents

Can advise school staff and board of education  
respecting any matter relating to the school or  
provincial education



# What We Do

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We advocate for systemic changes, educate and inform parents on issues related to public education and help parents advocate for their children

We represent parents with the Ministry, on provincial committees and provide input to provincial initiatives dealing with students, families, and K-12 education

Examples include school/student safety, student assessment, Indigenous education, Early Learning Framework, Student Learning Survey, erase & SOGI, and curriculum

We communicate and meet regularly  
with Ministry of Education staff and  
Education Partners to ensure the  
parent perspective is represented and  
the parent voice is heard



# 2018 Systemic Advocacy Highlights

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Spoke at Pink Shirt Day at the Legislature (Feb)

Attended Budget 2018 Lockup (Feb)

Provided input to BC Teacher Certification Standards Review (Spring/Fall)

Gave feedback on Cannabis Legalization Discussion Paper (April)

Met with Independent Funding Model Review Panel (May) and made formal submission

Participated in focus groups for revised ERASE website (Jun)

Gave input on the Student Learning and Parent Survey (Jun)

Member of the SOGI123 Advisory Group (ongoing)

Participate in the Child and Youth Advisory Committee (ongoing)

Member of the Early Learning Framework Advisory Committee (ongoing)

Presented to the Select Standing Committee on Finance and Government Services (Oct)



# Membership Matters

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- We are similar to a DPAC or PAC but not the same
  - We have a Constitution and Bylaws
  - Board members are unpaid volunteers
  - We have a paid staff of two
- The annual membership fee helps to offset the costs of our collective advocacy work both with parents, DPACs, PACs and provincially with stakeholders
- In addition to other advocacy, education and communication efforts, we also advocate by making presentations such as these



“Unless someone like you  
cares a whole awful lot,  
nothing is going to get better.  
It’s not.”

Dr. Seuss

# Document Everything



BC Confederation of  
Parent Advisory Councils

# Caregivers Advocating for Students with Diverse Learning Needs

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**Advocacy is speaking up in support of yourself or others.**

Caregivers are their child's natural advocate, making sure their child's rights, needs and opinions are respected.

Caregivers can also help make sure decisions affecting their child are made fairly.

Advocacy is about finding a successful solution for the benefit of the child.



*Resolution will be achieved  
more readily if all parties  
check their pre-conceived  
notions at the door.*



# DISPUTE RESOLUTION PROCESS

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**Step 1:** Communicate your concerns to the individual(s) directly involved.

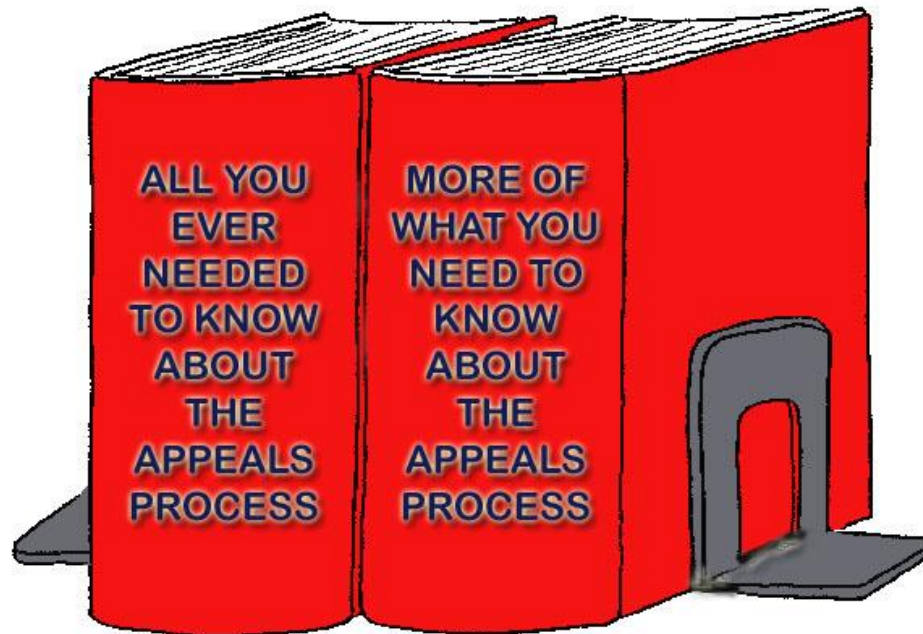
**Step 2:** Communicate your concerns to the Principal.

**Step 3:** Review your concerns with the appropriate District contact, if necessary.

**Step 4:** Start the Appeals Process (Policy 13) and contact the Ombudsperson.

**Step 5:** File a Section 11.

# THE APPEALS PROCESS



YOU

ARE

**NOT**

ALONE



# WHAT IS THE APPEALS PROCESS?

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The Appeals Process is a documented course of action, intended to achieve inherent fairness by focusing on the solution and not on the personalities involved.

The Appeals Process is a non-confrontational process.

It is important to remember the Appeals Process is a Policy or Bylaw mandated by the School Act and created by each individual School Board. While each Board must have an Appeals Process, the wording and steps that are taken can vary greatly between school districts.





## PRE-CONCEIVED NOTIONS

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Nobody is listening – their mind is already made up.

Some people always challenge the decisions of the school.



## REASONS TO USE THE APPEALS PROCESS

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As soon as you are not making substantive progress on any issue that you feel significantly impacts the education of your child.

NOT necessarily a “last-resort”.

Not solely used to reverse a prior, formal decision



# SCHOOL DISTRICT #39 – POLICY 13

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*Examples of decisions that will be deemed to **significantly affect the education, health or safety of a student** include:*

- 3.1 Disciplinary suspension from school for a period in excess of five (5) consecutive instructional days;*
- 3.2 The transfer of a student from one school to another for disciplinary reasons;*
- 3.3 The exclusion of a student from school for a health condition;*
- 3.4 Significant decisions regarding placement in an educational program (this does not include classroom or teacher preference issues, except in exceptional circumstances);*
- 3.5 Grade promotion or graduation;*
- 3.6 Refusal to offer an educational program to a non-graduated student sixteen (16) years of age or older*



# REASONS TO USE THE APPEALS PROCESS

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However, it is often only that...

- a) their child might not be able to attend school on a full time basis, or
- b) their child's educational program

...which prompts parents to launch an appeal



## STUDENTS OUT OF SCHOOL

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In most districts, it is only the Board of School Trustees that can suspend a student for greater than 5 days.

Anything greater than 5 days is deemed to significantly affect the education of a student.

Yet, in almost all school districts, it is the principal who determines the length of time in a school day that a child with learning challenges can attend.



# USING THE APPEALS PROCESS

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## Start documenting!

1. Make sure you have shared your concern with the Principal.
2. Go online to find your District's Appeals Process. Each District has a similar, yet unique, process.
3. Contact the Office of the Secretary-Treasurer, of your District, to inform them you are planning to use the Appeals Process and ask who in the District is assigned to help parents complete the forms.
4. Contact the Ombudsperson to let them know you have contacted your District to start the Appeals Process.

Ask a LOT of questions!

# Document Everything





THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 39 (VANCOUVER)

## NOTICE OF APPEAL

Date: \_\_\_\_\_

This document is to be completed by the Parent/Guardian & Student and delivered to the School Principal.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

### INFORMATION REGARDING THE STUDENT

Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_

School: \_\_\_\_\_

### VSB EMPLOYEE WHOSE DECISION (OR FAILURE TO MAKE A DECISION) IS BEING APPEALED

Name: \_\_\_\_\_

School/Worksite: \_\_\_\_\_

Position: \_\_\_\_\_

**DECISION BEING APPEALED:** Please state the decision that was made (or was not made) that significantly affects the education, health or safety of the student in question.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATE YOU WERE INFORMED OF DECISION UNDER APPEAL** \_\_\_\_\_

**REMEDY:** Please explain the remedy/solution you are seeking. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The personal information on this form is collected by School District No. 39 (Vancouver) under Section 11 of the School Act, and will be protected under the Freedom of Information and Protection of Privacy Act.

For information about the Appeal procedure please consult the Vancouver Board of Education's *Parent and Student Appeal Guidebook*.

The detailed *Section 11 Appeal Procedure Bylaw* (Bylaw 2i) is also available for review at  
<http://www.vsb.bc.ca/district-bylaw/law-no-2-i-section-11-appeal-procedure>

Do Not Apologize



# THE APPEALS PROCESS

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The best way  
for School Districts to handle  
the Appeals Process  
is to put measures in place  
to ensure it is  
never needed.

“Unless someone like you  
cares a whole awful lot,  
nothing is going to get better.  
It’s not.”

Dr. Seuss

# Empowerment through Knowledge and Sharing



**Largest event of its kind focused on education and support of parents, by parents**

- Opening Keynote with Dr Shimi Kang – Raising Happy, Healthy and Self-Motivated Kids
- Social-Emotional Skills Thru Childhood
- Treasurer & Gaming Bootcamp
- PAC “A to Z” – Everything You Should Know
- Using Your Parent Voice at School and Beyond
- Plenary Session with Senior Officials from Ministry of Education
- Closing Keynote with Minister of Education

**Pricing discounts til Apr 5 – Travel subsidies available**



## Conference & AGM, May 3-5, Richmond

# Thank You!



**@BCCPAC**



**@YOURBCCPAC**



**bccpac.bc.ca**



**info@bccpac.bc.ca**