



Burnaby D.P.A.C. AGM Minutes

January 15, 2017

Burnaby Central Secondary School
Room A206 - Conference Centre
6011 Deer Lake Parkway
Burnaby, BC

Attendance:

Schools by Zone

Brentwood North

- Alpha
- Burnaby North
- Aubrey
- Brentwood Park
- Confederation Park
- Capitol Hill
- Gilmore
- Kitchener
- Lochdale
- Montecito
- Parkcrest
- Rosser
- Sperling
- Westridge

Cariboo Lougheed

- Burnaby Mountain
- Cariboo Hill
- Armstrong
- Cameron
- Forest Grove
- Lyndhurst
- Seaforth
- Second Street
- Stoney Creek
- Twelfth Avenue
- University Highlands

Central West

- Burnaby Central
- Moscrop
- Brantford
- Buckingham
- Cascade Heights
- Chaffey-Burke
- Douglas Road
- Gilpin
- Inman
- Lakeview
- Marlborough
- Morley

Kingsway South

- Burnaby South
- Byrne Creek
- Clinton
- Edmonds
- Glenwood
- Maywood
- Nelson
- South Slope
- Stride Avenue
- Suncrest
- Taylor Park
- Windsor

District Staff

Gina Niccoli-Moen, Superintendent
Roberto Bombelli, Assistant Superintendent
Heather Hart, Assistant Superintendent
Richard Per, Assistant Superintendent

Sue Dorey, Managing Director, Safe & Caring Schools
Suzanne Vardy, Child Abuse Prevention, Safe & Caring Schools
Tracy Arron, District Counsellor, Learning Support Services
Elizabeth Gardner, District Principal, Learning Support Services

Board of Education

- Ron Burton, Chair (Central West)
- Baljinder Narang, Vice Chair (Kingsway South)
- Katrina Chen (Brentwood North)
- Mei Ling Chia (Brentwood North)

- Larry Hayes (Cariboo Lougheed)
- Harman Pandher (Central West)
- Gary Wong (Kingsway South)

DPAC Executive:

- Kristin Schnider, Chair (Cariboo Lougheed)
- Jen Mezei, Vice Chair (Cariboo Lougheed)
- Jocelyn Schonekess, Secretary (Central West)
- Calvin Taplay, Treasurer (Brentwood North)

Members at Large

- Shams Chowdhury (Kingsway South)
- Stace Dayment (Brentwood North)
- Dave Dye (Cariboo Lougheed)
- Herman Louie (Central West)
- Ashley Sandquist (Kingsway South)

1. Welcome and Introductions: *Kristin Schnider, DPAC Chair*

- Meeting was called to order at 7:00 pm.
- A Starbucks gift card, donated by Blue Imp Playgrounds, a vendor at the DPAC vendor fair, was given away as a door prize.
- DPAC representatives were welcomed, and DPAC executive, district senior administrative staff, district staff presenters, and trustees present were introduced.

2. Presentation “Promoting Mental Health and Well-being in Schools”

Sue Dorey, Suzanne Vardy, Tracy Arron, Elizabeth Gardner

See presentation posted on the DPAC website.

Key Presentation Points

Introduction – Heather Hart

- In the district, the Safe Schools Team works with school based counselling teams and administrators to provide wrap around service to support students’ mental health.
- District is putting out a survey to all district employees around mental health awareness and understanding, in order to inform where training and resources are needed going forward.
- Ministry of Education is developing a Mental Health Framework, which the district will utilize as the team develops the district’s framework.

Overview of Positive Mental Health: Susanne Vardy

- Positive mental health: when an individual is thriving, able to cope, balance their life, and be resilient in the face of challenges.
- Mental health and mental illness are related but not the same thing. Mental illness is brain based, while mental health has to do with resilience and well-being (*see Slide 4*).
- There are known positive factors and risk factors for mental health (*see Slide 5*). Research shows that youth who feel connected either with their family or at school have more positive mental health.
- In BC, 24% of adolescent females and 14% of adolescent males report fair to poor mental health. Also, 18% of female students and 7% of male students report not accessing mental health services when they needed them.
- The most common reasons for youth not seeking help/accessing mental health services are hoping their problems will just go away on their own, not wanting parents/others to know, and not knowing where to go. This directs efforts towards increasing help-seeking behavior and decreasing stigma.

Role of Community in Positive Mental Health: Sue Dorey

- The school district spends most of its efforts on mental health promotion (direct teaching, awareness) to all students, then on targeted prevention (e.g. counselling) for some students with identified need, and finally, on specific intervention for specific students (least amount of time spent here). Interestingly, the public health care system’s focus is the direct inverse (most resources on intervention, least on health promotion). This makes a good pairing, so that each is able to concentrate on their mandate (*see slides 11, 14*).
- District now has a Mental Health Liaison, who works with Fraser Health, UBC, Child & Youth Mental Health and other community partners on supporting students in Burnaby.
- Whole School approach includes 4 areas that are needed to provide comprehensive school health for students (*see slides 12-13*).

The New Curriculum and Mental Health: Elizabeth Gardner

- The new curriculum incorporates the core competencies (thinking, communication, personal/social, see slide 16) through all the subjects. The subject of mental health is explored

at each grade level through the use of these competencies in Physical and Health Education, starting in Kindergarten (*see slides 17-19*) and continuing through high school. Learning around mental health can also be incorporated into other areas, such as English, Science, and Socials (*see slide 20 for examples*).

Role of the Counsellor: Tracy Arron

- All Burnaby counsellors are teachers who have a Masters in Counselling Psychology and participate in ongoing training and support.
- Counsellors work in targeted prevention and specific intervention.
- The district assesses need and delivers support (academic and mental health) in three tiers, called the Response to Intervention model:
 - Tier 1 – Core Classroom Instruction – all students
 - Tier 2 – Targeted Instruction – small group
 - Tier 3 – Intensive Intervention – individual
- Counsellors provide different services at the elementary and secondary levels, according to these three tiers of support (*see slides 23-24*). Examples include parent workshops on anxiety (Tier 1), school-based small group counselling on conflict resolution (Tier 2), or referring to community agency for a suicidal student (Tier 3).
- Referral Process: Elementary level requires a signed consent form from 1 parent. No consent is required for ages 13 and up. Referrals can be self-referral, family referral, or staff referral. Counsellors refer students to community agencies in cases where the need is moderate to severe (e.g. severe anxiety), or when the student/family is not comfortable in the school setting, or require help outside of class time.
- See slide 26 for Resources.

Q: DSAC student leaders presented to DPAC at a meeting, and inquired if they were able to seek help regarding mental health issues from another staff if they were not comfortable with their assigned counsellor.

A: Yes, most departments are very flexible - students can choose who to talk to; they may also choose to speak to a teacher or other staff they are comfortable with and get a referral that way.

Q: DSAC students also indicated that wait times for available resources were an issue (e.g. student having waiting 3 weeks for a counselling appointment). Has resource allocation changed within the district?

A: This is certainly an area where more resources may be needed. Currently, schools are trying to manage by referring to community agencies and district is looking at ways to improve service.

Q: With referral to community agencies, are SD41 counsellors able to help expedite student access (wait times for community agencies are also often lengthy)?

A: The Mental Health Liaison spends 1 day/week at Child and Youth Mental Health offices working with them on our most urgent cases. The team is also surveying Student Voice, through DSAC, to understand what and how students want to learn about mental health. School-based counsellors remain involved with students during and after their referral to a community agency.

Q: How do parents find out about their child's counselling, if consent is not required for 13 years and up?

A: Ideally, parents would be involved in the process. However, the district must also preserve student confidentiality and trust. If the issues are around self-harm, or suicidal ideation, parents will be informed regardless of consent. Parent should know that even with consent, this does not mean they will be privy to what is discussed in the counselling sessions (the freedom to speak freely is vital to the success of the counselling process).

Break 7:56 – 8:10 pm

3. BCCPAC - Proposed Resolutions for the 2018 BCCPAC AGM

- DPAC executive presented a draft of two resolutions for discussion. The resolutions address challenges in the BCCPAC election process. (*Complete resolutions – see Appendix 1*).
 - i. **Amendment to the By-Election Process for the BCCPAC Board, part 5.19:** Amend BCCPAC bylaws to allow for the option of electronic voting in by-elections, providing an option for cost prohibitive mail-in ballots.
 - ii. **Amendment to the Nominations Process for the BCCPAC Board:** Amend BCCPAC bylaws to allow for nominations from the AGM floor to fill vacancies that arise at BCCPAC elections, so that vacancies can be filled in an efficient and economical manner.
- Discussion ensued and an amendment to the first resolution was suggested: 5.19 (b) “...The by-election shall be conducted by special mail-out (electronic or regular post **or any combination of the two**) to all voting members...”

The first proposed resolution was CARRIED as amended above, with all members voting in favour.

The second proposed resolution was CARRIED as presented, with all members voting in favour.

4. DPAC Updates

a. Committee Reports

- i. Buildings & Grounds Committee Report – *no meeting*
- ii. District Community Schools Advisory Committee Report – *no meeting*
- iii. Education Committee Report – *no meeting*
- iv. Policy Committee Report – *no meeting*
- v. SOGI Committee Report – *no meeting*
- vi. Technology Committee Report – *no meeting*
- vii. Youth & Community Services – *Appendix 2*

- b. DPAC AGM Details: **Tuesday**, May 21, 2018 (right after Victoria Day). PAC Thank you event will be incorporated into AGM.

5. At Our School – Show & Tell

- Westridge Elementary – Camp Fundraiser Food & Wine Pairing Event: Friday, January 26. Guest sommelier Tim Ellison, silent auction, 50/50, door prizes. \$25 per ticket. Please call Westridge Elementary 604-296-9037 or the Fermented Grape 604-434-9463 for tickets.
- Westridge Elementary – Fundraiser “Cockney Kings Rocks”: 4 pm – 8 pm, Saturday, February 3. Youth entertainers 4-5 pm, headline guitarist 5-8 pm. Proceeds go towards school’s guitar program. <https://www.facebook.com/events/1997584687123884/>
- Maywood Community School – Flea Market: 10 am – 2 pm, Saturday, April 14. Call the community room at 604-296-9022 to book a table (\$10).

6. Questions & Answers

Q: *What grants are available for schools wanting to replace playgrounds?*

A: Burnaby Parks & Recreation will match up to \$4000 for replacing playgrounds, on a first come first served basis, starting January 15, 2018. Playground must be accessible to the public and Parks & Rec may provide input into the playground design. An approval letter from SD41 is required to apply.

7. New Business

Other Upcoming Events:

- **School Visits:** Elementary and secondary schools will soon be having the annual rotation of school visits. DPAC representatives are encouraged to participate in school visits – it is a good way to learn about best practices at other schools that may be helpful to your own school. Once the schedule of visits is finalized, an invitation to participate will be sent out via DPAC listserv.
- **Secondary School Transition Information Evenings:** For parents/guardians of students in Grade 5-7 with learning support needs and/or special education needs. Please see Appendix 3 for details.
French Immersion and Mandarin Program Parent Information Evenings: Hosted by the district. French Immersion at 6 :30 pm on Thursday, January 18 at Seaforth Elementary; Mandarin Program at 6 pm on Thursday, January 25 at Forest Grove Elementary. http://www.sd41.bc.ca/wp-content/uploads/2017/12/LanguagePrograms_InfoNites2018.pdf

Letter to Ministry of Education: MOTION that Burnaby DPAC send an updated version of the previously drafted letter to the Ministry of Education and the Ministry of Finance in support of the Select Standing Committee on Finance and Government Services' recommendations advocating predictable, sustainable and adequate yearly funding.

MOVED by Jen Mezei, Burnaby Mountain PAC and SECONDED by Dave Dye, Burnaby Mountain PAC.
CARRIED unanimously as presented.

8. Adjournment

- Meeting was adjourned at 8:49 pm by Kristin Schnider. Next meeting – February 19, 2018 at 7 pm.

WEBSITE – www.burnabydpac.com Email your events to be published.

COMMUNICATION – Email info@burnabydpac.com or chair@burnabydpac.com

FACEBOOK – <https://www.facebook.com/BurnabyDPAC>

TWITTER– [@BurnabyDPAC](https://twitter.com/BurnabyDPAC)

Appendix 1: Proposed BCCPAC Resolutions

Note: After the DPAC meeting, upon review of the most up-to-date BCCPAC bylaws, the proposed resolutions have been updated to correctly reference section 5.17 instead of 5.19. BCCPAC bylaws currently posted on BCCPAC website do not reflect some renumbering that came into effect after 2016 BCCPAC AGM.

Resolution: Amendment to the By-Election Process for the BCCPAC Board, Part 5.17 Special Resolution to the 2018 BCCPAC AGM

Submitting Body: Burnaby District Parent Advisory Council
Burnaby School District 41
5325 Kincaid Street, Burnaby BC V5G 1W2
chair@burnabydpac.com

Whereas Part 5.17 of the BCCPAC Constitution and Bylaws currently calls for Board by-elections to be conducted by special mail out with ballot return by fax or surface mail; and

Whereas the costs associated with distributing by-election materials and ballots by mail are prohibitive; and

Whereas electronic means of communication are more cost effectively, timely and accessible; and

Whereas new technologies and precedents set by other associations, societies and unions indicate that electronic voting appears to be more feasible and cost effective than our current procedures for addressing three or more vacancies on the Board more than 150 days before the annual general meeting:

Be it resolved that Section 5.17 be amended as follows to allow for electronic voting:

Vacancy in Board of Directors

- 5.17 (a) When a vacancy on the Board occurs for any reason, the remaining Board members may appoint a person to fill the vacancy, as a voting member of the Board. That person must be nominated by a Parent Advisory Council or District Parent Advisory Council in good standing. The term of the Board member so appointed will end at the next scheduled Annual General meeting.
- (b) If three or more vacancies in the Board arise at the same time more than 150 days before the annual general meeting, the remaining Board members shall call for a by-election to fill the vacancies. The by-election shall be conducted by a special mail out **(electronic or regular post or any combination of the two)** to all voting members calling for nominations, followed by voting by **electronic ballot** ~~fax or surface mail~~ in a timely manner to be determined by the Board.

Proposer's Position Statement

New technologies and precedents set by other associations, societies and unions in BC and across Canada indicate that electronic voting appears to be more feasible and cost effective than BCCPAC's current voting procedures for addressing three or more vacancies on the BCCPAC Board more than 150 days before the annual general meeting.

Therefore, in the interests of fiscal responsibility and accountability to BCCPAC members, BCCPAC must ensure that its Constitution & Bylaws, and in particular the voting procedures outlined in Part 5, are amended to provide for electronic voting, which will ensure more cost effectiveness, greatly timeliness and efficiency in by-elections, and better inclusivity of voting members.

By allowing for the option of voting by electronic means, in addition to regular post, by-elections will be more accessible to voting members and voting members will be able to participate more easily in by-elections while reducing unnecessary cost implications for BCCPAC.

Implementers: BCCPAC

Interested Parties: BCCPAC Members, BC Registries

Resolution: Amendment to the Nominations Process for the BCCPAC Board Special Resolution to the 2018 BCCPAC AGM

Submitting Body: Burnaby District Parent Advisory Council
Burnaby School District 41
5325 Kincaid Street, Burnaby BC V5G 1W2
chair@burnabydpac.com

Whereas there have been eligible candidates willing to run for vacant positions on the BCCPAC Board while in attendance at the annual general meeting who could not be nominated from the floor under the existing language in Part 5 of the BCCPAC Constitution & Bylaws; and

Whereas the productivity and efficiency of BCCPAC and its Board have been hindered when positions are left vacant at the close of the annual general meeting; and

Whereas significant time, resources and funds are unnecessarily expended to carry out by-elections in the weeks immediately following the annual general meeting when positions have been left vacant at the close of the annual general meeting:

Be it resolved that Part 5 of the BC Confederation of Parent Advisory Councils Constitution & Bylaws be amended as follows:

Nominations

- 5.10 The Board shall appoint a Nominations Committee prior to the annual general meeting. The Nominations Committee shall ensure that notice for nominations is distributed to all Regular members in good standing at least 120 days prior to the annual general meeting.
- 5.11 The Nominations Committee shall receive nominations for the Board of Directors ~~until February 28th before the Annual General Meeting, at which time nominations shall be declared closed~~ **in writing, signed by a nominator and a seconder. In addition to the names of the nominees for each position reported by the Nominations Committee, further nominations for each position in turn shall be called from the floor of the annual general meeting.**

Proposer's Position Statement

At past BCCPAC annual general meetings, there have been candidates willing to run for vacant positions on the BCCPAC Board while in attendance at the AGM who could not be nominated and/or run from the floor for unfilled positions under the existing language in Part 5 of the BCCPAC Constitution & Bylaws.

The result has been the hindered productivity and efficiency of BCCPAC and its Board: additional work must be taken on by Board members and staff to account for the Board vacancies. Moreover, significant time, resources and funds are unnecessarily expended to carry out by-elections in the weeks that follow the AGM when three or more positions have been left vacant at the close of the annual general meeting, which was the case most recently in 2017.

To rectify this situation, BCCPAC must amend Part 5 of its Constitution & Bylaws to extend the nominations period and allow for further nominations for each position to be received from the floor at the annual general meeting.

Implementers: BCCPAC

Interested Parties: BCCPAC Members, BC Registries

Appendix 2: Youth & Community Services Committee Report

YCSC Committee Report: Jocelyn Schonekess

Meeting Date: Tuesday, December 5, 2017

School Meal Program Budget Summary Update provided by Ishver Khunguray, SD41 Director of Finance. In 2016/2017 there were 343,851 meals provided to 2096 participants. Funding came from MOE CommunityLink, SD41 and parent contributions. The monthly cost of the program will remain steady and will not have to be increased this year.

Presentation from the Burnaby Velodrome Club by President George McLaughlin. There was recently coverage on Global 11 news showing Olympic and top winning cyclists practicing at the Burnaby Velodrome/Harry Jerome Centre. George gave an overview of the Cycling BC iRide program for school and youth groups. There are free fieldtrip opportunities for Burnaby students. Also, Burnaby residents can receive discounts when visiting the Burnaby Velodrome. See attached flyer.

Newcomer Student & Families Update from Heather Hart (Assistant Superintendent), Sue Dorey (Managing Director, Safe & Caring Schools) and Natalya Khan (Cultural Transitions Coordinator). District resources, services, suicide prevention protocols, and transition supports in school and the community for newcomers to Burnaby were outlined in detail. Staff, Councilors, Safe & Caring Schools team, Settlement workers, MOSAIC and community groups all work together.

Burnaby Parks & Rec have asked that there be no skating on lakes and ponds (Deer Lake, Burnaby Lake, Central Park or Burnaby Mountain Golf Course) during the cold weather, as it is unsafe. They are also discouraging tobogganing at Burnaby Mountain.

There will be a Youth Homelessness Count in April. The Tri-Cities have been asked to participate. SD41 Youth Workers will participate.

YCSC Meeting January 5th has been rescheduled to January 30th, 2018.

Appendix 3: Transition Meeting for Parents of Special Education/Learning Support Students



Secondary School Transition Information Evening

for Parents/Guardians and Students in Grades 5, 6 & 7
with Learning Support Needs and/or Special Education Needs

**Sessions at all Burnaby Secondary Schools
from January 17 through February 1**

The Learning Support Services departments at each secondary school will be hosting sessions that will give students and parents/guardians an opportunity to hear about Burnaby School District practices for preparing students with exceptional learning needs for the transition from elementary school to secondary school. Parents/guardians will have an opportunity to meet with Learning Support Services Staff from each secondary school to get a better understanding of the programs and supports available, and hear about some of the transition activities and supports that are unique to each secondary school.

School	Date	Time	Place
Burnaby Central	January 17	6:30 – 7:00pm	Room A206
Cariboo Hill	January 18	6:00pm	Small Gym
Burnaby South	January 18	6:30pm	Room C103
Alpha	January 24	7:00 – 7:30pm	Room 211
Moscrop	January 25	6:15pm	Library
Burnaby North	January 30	7:00pm	Room 218
Byrne Creek	February 1	6:00pm	Atrium
Burnaby Mountain	February 1	6:30pm	Room 207

Please note that most of these info sessions begin following the larger grade 7 transition information evening.

