

# COPACS



The Confederation of Parents' Advisory Councils of Saanich

## Meeting Minutes

Microsoft Teams

December 10, 2020, 7 – 9:00 pm

### Attendees

#### COPACS Executive

- **Monique Hiltz**, President
- **Liz Keating**, COPACS 1<sup>st</sup> Vice President
- **Kim Woodcock**, 2<sup>nd</sup> Vice President
- **Craig Morton**, Treasurer
- **Phil Molloy**, Recording Secretary
- **James Taylor**, Board Committee Representative

#### Education Partners

- **Dave Eberwein**, School District 63 Superintendent
- **Victoria Martin**, Trustee
- **Sheila Stelck**, Trustee

#### School PAC Representatives

- **Wendy Bird**, Prospect Lake Elementary School
- **Bonnie Doyle**, Stelly's Secondary School
- **Andrew Pape-Salmon**, Cordova Bay Elementary School
- **Leanne Turple**, Lochside Elementary School
- **Julia Roemer**, Royal Oak Middle School
- **Jacqui Hipwell**, Brentwood Elementary School
- **Marie Fish**, KÉLSET PAC President
- **Eileen Pepler**, KÉLSET guests
- **Eve Taylor**, KÉLSET guests
- **Tara Keeping**, Affiliation unknown

#### Guest attendees

- **Carly Hunter**, Director of Instruction Saanich Schools
- **Adam Olsen**, MLA for Saanich North and the Islands
- **Lana Popham**, MLA for Saanich South

## **1 Introduction and Territorial Acknowledgement**

Monique Hiltz welcomed attendees and recognized that all Zoom participants were calling in from the unceded land of the Coast Salish Peoples and the traditional territory of the WSÁNEĆ peoples, whose historical relationships with the land continue to this day.

## **2 Approval of Agenda**

Motion to approve proposed by: Craig Morton; seconded by: Kim Woodcock. Agenda approved.

## **3 Approval of Last Meeting's Minutes**

Motion to approve proposed by: Monique Hiltz; Seconded by: Craig Morton. November 2020 meeting minutes are approved.

## **4 Presentation by Carly Hunter**

Carly Hunter provided an update on assessments

### 1) Elementary report cards.

New report card will be coming home with students soon. The new cards are based on MyEducation. The reasons for the new format are:

- Use of the proficiency scale
- MyEducation reporting allows more continuity and tracking over time (by teachers and students)
- Information is a bit more specific to child than the entire class

### 2) Remote Learning program

The remote learning program will continue to be run by the School District. Survey for requests for remote learning closed today (Dec 10, 2020). Most respondents chose to remain in remote learning until the next transition date - Feb 16, 2021. The District is trying to be more flexible with how they support remote learning, especially for local indigenous communities. For example, paper packages containing learning materials will be sent to those not wanting to access materials online.

## **5 Food Program Proposal by Marie Fish, Eileen Pepler, and Eve Taylor**

Marie, Eileen and Eve presented information on food security in BC, on Vancouver Island and specifically within the Saanich region. Highlights of the presentation include:

- Statistics on the rates of food insecurity in local areas before the COVID pandemic
- Exacerbating impacts of the COVID pandemic on food insecurity levels

- Discussion of the need for a sustainable food program
- The potential role of COPACS in supporting or advocating for such a program.

A rich discussion followed exploring the roles of COPACS, the School District, Board of Trustees, and our MLA representatives (among other parties) in developing, implementing and supporting a food program. It was noted that the presentation was timely given the Board of Trustees is embarking on a strategic planning initiative.

The discussion also highlighted the importance of any such program being data driven. Data should be used to help predict challenges, identify strategic objectives and assess the results of the program. COPACS could have a role in supporting the acquisition of data, e.g. by circulating surveys and supporting other data-collection strategies.

The discussions also included:

- The role of food banks (and encouraging food insecure families to use food banks)
- The adoption of a population health approach. That is, an approach that aims to improve the healthy of the entire population and reduce health inequalities among population groups by considering risk factors and conditions that influence health of communities. This approach allows link to be drawn between public education, health, and policy and resulting outcomes.
- The role(s) of PACs in supporting food security programs by acting as a link to families and communities
- Next steps for Marie, Eileen and Eve. The Board of Trustees agreed to host a follow-up presentation at a future Board meeting.
- Both MLAs contributed to the discussion and recognized the importance of food security and the role of local governments.

## 6 Reports from our Education Partners

### 6.1 Superintendent

#### 6.1.1 Policy Review

The policy review, which began in February 2019, was implemented because previous policy was disjointed and poorly aligned. The review focused on policy relevance and appropriateness (e.g., were there references to obsolete legislation). Additional objectives of the review were to:

- Make the policies more accessible
- Improve links between strategic plan and policy
- Improve consistency of terms used (e.g. board vs. district)
- Separate policy from procedure (previously the two were combined in documents)
  - o Policies – governance structure
  - o Procedures – what staff do/processes that enact the governance.

Now the [Board Policy Handbook](#) provides the governance (the 'what to do'); the [Administrative Procedures Manual](#) gives processes for staff (the 'how to do it'). These documents are now organized by content area, which is more logical than the previous documents. Accessibility and cross-referencing is improved by the incorporation of keywords and hyperlinks among documents.

The administrative procedures (AP) are themed thus:

- 1) General Admins
- 2) Instructional Programs and Materials
- 3) Students
- 4) Human Resources
- 5) Business admin

The key documents for Parents Advisory Councils are:

- [AP110 – Parents' Advisory Councils](#) – now includes the information that was in Policy 1100. The information in Policy 1100 was always an administrative procedure but was placed in the Policy document (under an "Administrative Procedure" heading)
- [P15 – Parent/Guardian Involvement](#) – states and recognizes the importance of parent/guardian involvement.

The [Disposition Document](#) shows connection between old and new policies.

It was noted that the policy compendium is a work in progress so parent involvement/comments/suggestions are welcomed.

## *6.2 Saanich District Board of Trustees*

Sheila Stelck and Victoria Martin presented the following report. The board recognizes that everyone is feeling "maxed" at the moment so will follow up on food security and be realistic about roles. The board intends to look at the data to support decisions. The Trustees agreed to have the Food Program presentation given directly to the Board.

The Board is at an early stage of strategic planning and intends to do parental consultation soon. The intent is to make a short, accessible strategic plan that is tied to data. The board intends to lean on COPACS for this component.

## **7 COPACS Executive Reports**

### *7.1 President*

Monique provided a written report, provided below.

## *7.2 Vice Presidents*

No update

## *7.3 Treasurer*

Craig Morton provided a financial update.

Gaming fund balance: \$4,226.67

Operating fund balance: \$5,890.76

## *7.4 Board Committee Representative*

No update

# **8 Old Business**

## *8.1 BCCPAC Summit Debrief*

Please see President's Report

## *8.2 Keating Parent Ed Presentation*

An update was provided giving details of the presentation (those details are available [here](#))

# **9 New Business**

There was a request to discuss Hot Lunches in SD63 at the next COPACS meeting. This request was borne from a concern that PACs seem to be not allowed to provide anything to the kids while teachers are providing (e.g.) pancakes. Why the difference? Considerations: Food Safe; pre-packaged food; cohorts. There have also been observations of Hot Lunches running in other school districts.

# **10 Adjournment**

Motion to adjourn proposed by: Monique Hiltz; seconded by: Phil Molloy. Meeting adjourned at 9:05 pm.

Next Meeting Scheduled for: January 14th, 2021

# December President's Report

## *Highlights from the past month*

I attended the virtual 2 day BCCPAC summit on behalf of COPACS, where I was joined by over 120 other members with representation spanning 43 districts across the province. Andrea Sinclair, president of BCCPAC sent regrets on behalf of Min. Rob Fleming who was unable to attend due to the formation of new government.

The first presenter was Jo Chrona of FNEESC who presented on the topic of "Moving Forward - Truth and Reconciliation in Education". Jo emphasized the importance of acknowledging that we absolutely cannot move forward without first knowing where we have been. She encouraged participants to ask teachers what they are actively doing to identify their own bias. Jo spoke of residential schools and the profound multi-generational impact they continue to have on First Nations Peoples, today. There are over 150,000 documented children having attended residential schools, with countless others likely undocumented. She shared personal stories of how her own family was effected by residential schools, noting that BC had 19 residential schools scattered across the province and that children were often sent to schools far from where they lived to prevent them from running away. Effectively, we as a community have much more work to do. FNEESC is an organization that works with districts to provide resources and education about First Nations Peoples and helps provide tangible actions to help move towards reconciliation. [ [www.fnesc.ca](http://www.fnesc.ca) ]

Shelaina Postings and Cynthia Drumond presented on behalf of the Ministry on the framework for enhancing student learning and success. The ministry has promised to dedicate more resources to a system wide focus to continuously improve educational outcomes for all students in BC's public education system and improve equity for Indigenous students, children and youth in care and students with disabilities or diverse abilities. This new mandate promises to engage all partners, including parents, to generate collaborative results. Primary focus is on intellectual development, human and social development and career development. A continuous improvement plan will be launched next fall.

Jennifer McCrea and Patricia Kovacs spoke on behalf of the Ministry of Education on the topic of addressing anti-racism and the importance of mental health awareness in our schools. Currently, the ministry is compiling data for later analysis, to see where racism shows up in the BC education system, The data being collected is in regards to racial injustices, and hate-related incidents in our schools. Mental health was a main focus during this presentation, with emphasis on the importance of compassionate leadership, and adult well-being. Statistically, the most opportune time for children to communicate about their day is at drop off and pick up times. This makes bus drivers keystone figures in our children's lives.

COPACS (alternatively DPACs ) are recognized in the School Act section 8.4, 8.5. We are the official representative body of parents/guardians of the children in our district. The school Act provides us the power to advise the board of education on any matter relating to education within the district, including education policy. In addition to the power granted to us by the School Act, COPACS has "stakeholder" status. Being a stakeholder entitles us to have representation on all standing committees, including any ad hoc committee. Parents/guardians are an integral part of the school system, and our voices matter. We are the frontline eyes and ears for our children, and it is our right and our duty to advocate on behalf of our children.

## **Other news**

- **Kim Graves** was appointed to the position of Vice-Principal at Bayside effective January 1, 2021.

Kim is currently the Subject Chair of Learning Services at Claremont as well as being the school's pro-d representative. She has also worked extensively with all of our schools in the district in her concurrent role of District Teacher - Diversity & Inclusion. She brings an enormous amount of experience to her new position from her roles as a classroom teacher, IST, Behavior Support teacher and a seminar instructor for the University of Victoria teacher education program. Her passion for building capacity in herself and others accentuates her belief in the potential of

everyone including her students. Her strength in developing strong relationships and connections in schools, including with the W̱SÁNEĆ First Nation and broader community, will make her a wonderful fit for Bayside Middle School.

- All in person board and committee meetings have been suspended until further notice.
- The new Board Policy Handbook and Administrative Procedures manual was adopted on November 18th and is available to view on the district website.
- Parent Involvement Evening March 11th at 7:00pm.

#### Victoria Rapid Relief Grant

1. District staff are currently distributing \$50 food cards to over 90 families in need. Names were gathered from lists that we had in June and from school teams. All families were contacted and are grateful for the additional support. School and district staff are connecting with families this week and next so that the cards are directly given to parents/guardians before the break.
2. 10 schools have also received a small amount of funds to help support students and families in need. Many are using these funds to help support hampers and gift baskets that schools are organizing for their specific school community.

#### Digital Literacy

Digital Literacy and Online Safety is an area of focus for the district, particularly during this time of increased digital access and at times, increased isolation. The Ministry of Education is supporting districts in their work through Safer Schools, an affiliation that provides educators with critical resources and training to better understand this growing trend. In collaboration with our neighbouring districts (Sooke and Victoria), the district will be offering a Parent Information Evening on January 19th, 2021. It will be virtual and of no cost to parent/guardians. The date has been confirmed with Safer Schools and they are currently putting together an Information Poster. People will need to register so that they can receive the link- there are a limited number of seats.

#### Mental Health and Wellness Snapshot--December

December's Mental Health and Wellness Snapshot was published this week. This month's topic is sleep. It addresses both some provincial stats/research around the detrimental effects from a lack of sleep and also proactive strategies for supporting a healthy sleep hygiene. There is a wealth of great information that could benefit families. The link to this month's snapshot is found [here](#).

In closing, as always, thanks to each of you for your tireless efforts to support the children of SD63. Your advocacy and dedication is exemplary. Wishing everyone a very happy and restful holiday break. See you in the new year!

Monique.