

COPACS



The Confederation of Parents' Advisory Councils of Saanich

Meeting Minutes

Microsoft Teams

February 11, 2021, 7 – 9:00 pm

Attendees

COPACS Executive

- **Monique Hiltz**, President
- **Liz Keating**, COPACS 1st Vice President and KÉLSET representative
- **Craig Morton**, Treasurer
- **Phil Molloy**, Recording Secretary
- **James Taylor**, Board Committee Representative

Education Partners

- **Dave Eberwein**, Superintendent, Saanich Schools (School District 63)
- **Elsie McMurphy**, Saanich Board of Education Vice-Chair, Trustee (North Saanich)
- **Alicia Holman**, Trustee (Central Saanich)

School PAC Representatives

- **Wendy Bird**, Prospect Lake Elementary School
- **Bonnie Doyle**, Stelly's Secondary School
- **Andrew Pape-Salmon**, Cordova Bay Elementary School
- **Heather Kopčock**, Deep Cove Elementary School and Bayside Middle School
- **Eva Castelsky and Leanne Turple**, Lochside Elementary School
- **Shu Franey**, Bayside Middle School
- **Julia Roemer**, Royal Oak Middle School
- **Ceilidh Fear**, Keating Elementary School

Guest attendees

- **Adam Addlestone**, Co-Manager of PACE FC

Regrets:

- **Kim Woodcock**, COPACS 2nd Vice President

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: Monique Hiltz. Agenda approved.

3 Approval of Last Meeting's Minutes

Motion to approve minutes by: James Taylor. Seconded by: Phil Molloy. January 2021 meeting minutes are approved.

4 Presentation by Adam Addlestone on a PACE FC Fundraiser for SD63 PACs

- See flyer providing the details of the PACE FC fundraiser:
<https://copacs.sd63.bc.ca/mod/forum/discuss.php?d=241#p247>
- In short: \$15 of each PACE FC registration goes to the player's school PAC

5 Reports from our Education Partners

5.1 School District

5.1.1 COVID Update

Dave Eberwein provided an update on the COVID situation in the District, which highlighted the following key points:

- A province-wide update on school protocols announced this week, which was described in a recent letter from the Superintendent, available online here:
<https://www.sd63.bc.ca/news/2021-02/message-superintendent-%E2%80%93-covid-19-school-protocols-update-feb-4-2021>
- A COVID19 exposure was recorded this month in our district, at Stelly's Secondary School. The District worked with Island Health last week to follow all protocols, including contact tracing and communications with parents. The District and Island Health have to wait for two weeks before wrapping up contact tracing to ensure the 'exposure window' is over. Wendy Bird, the Voting Representative for Stelly's, expressed her gratitude to the District for the way in which this situation was handled and noted that the communications could not have been better.
- It was noted that the District learned from Island Health that they were initiating a test on Thursday 4th, received the results of that test on Friday, and sent a letter to parents within minutes of learning this result.

- Island Health records school exposures on their website: <https://www.islandhealth.ca/learn-about-health/covid-19/exposures-schools>, which stays current for 14 days.
- There was a question about a school considering changing their COVID protocols to restrict parent access because some parents had been entering the school without adhering to COVID restrictions. Dave Eberwein recommended discussing directly with the school's Administration.

5.1.2 Planning for September

Dave Eberwein summarized the process that has been initiated to plan for the next school year. Dave noted that the District is reviewing some COVID practices that have been introduced to determine if it would be beneficial to retain any. He cited secondary schools offering two instead of four courses at a time. Feedback from parents will be sought. It was noted that it would be important to get feedback from this year's graduating cohort to ensure their insight is not missed. There was a discussion about another potential benefit being social dynamics during recess and the benefits of cohort-based play (e.g. less overwhelming social stimulus; reduced incidents of bullying; easier for teachers to manage cohorts than entire schools).

5.2 Saanich District Board of Trustees

Alicia Holman provided an update on behalf of the Trustees. Their main news is that the board is focused on engagement regarding their strategic planning process. An Advisory Committee has been struck to move this planning process forward. The Budget Advisory Committee has also begun its work. COPACS is represented on both committees. The trustees are continuing their work on policies and administrative procedures including responding to a request from the Provincial Government for a policy related to before and after school childcare. The board is also considering how to host more open virtual meetings and the possibility of archiving past board meetings. Finally, Trustee Holman noted that the second installment of federal funding has been allocated and redirected to school-based programs.

6 COPACS Executive Reports

6.1 President

Monique provided a written report, which is provided below.

6.2 Vice Presidents

No update

6.3 Treasurer

Craig Morton provided a financial update and noted only minor administrative fees this month.

Gaming fund balance: \$3,847; Operating fund balance: \$5,891

6.4 Board Committee Representative

James Taylor provided an update on this month's District committee meetings.

6.4.1 Finance, Facilities, and Technology

The Secretary Treasurer reported on

- Jan. 28th Budget Advisory Committee (BAC). The BAC terms of reference and consultation plan will go to this month's board meeting for approval. Next meeting of the BAC will be February 25th 3-5pm.
- Amended annual budget. The Secretary Treasurer briefed the committee on the latest numbers for this year's budget, particularly in light of costs and funding resulting from the pandemic. Of note is increased staffing to support student outreach with an emphasis on First Nations students. There is also an increase in the budget for personal protection equipment to reflect the new provincial directive on mask usage in schools. The amended annual budget will go to the board for approval at the February Meeting of the Board

6.4.2 Policy Committee

The committee discussed and reviewed Policy 24- Programs of Choice and the new accompanying draft administrative procedures AP-214 French Language and, AP-215 Specialty Academies

6.4.3 Education Directions

The committee heard 3 presentations this month:

- Saanich Indigenous Website Review, by Sheralyn MacRae
- Secondary Assessment Plan, by Sally Morgan and Carly Hunter
- French Immersion Review, by Cindy Lister and Carly Hunter

7 Old Business

None discussed.

8 New Business

8.1 Name of the Parent Involvement Evening

There was a discussion about selecting a name that clearly conveys the intent of the meeting, which is to help educate parents about the role of parents in the district's school system and a chance for COPACS and PAC executives to connect with one another, get empowered about their role, and get buy in from other parents about that role. The meeting addresses our role in the entire PAC system from PACs all the way up to the Minister of Education.

Several suggestions were made, including:

- Parents' Role as Education Leaders: A Parent Engagement Night
Mental Health
- SD63's Parent Engagement Night: A Focus on Mental Health
- Parent Engagement Evening
- Parent Learning Orientation
- Annual Parent Engagement Evening

There was also a discussion about possible changes to personal hygiene processes at schools, adapting to COVID limitations. It was noted that if parents have any concerns with how a teacher is handling such processes (e.g. restricting or limiting toilet trips in a way that they are uncomfortable with) it should first be discussed with the teacher, then Administration, then - if necessary – the District. PACs and COPACS can support discussions at any stage.

There was a discussion about off-leash dogs at or near schools, noting that it is challenging to enforce. The school has to contact the municipality but, unless someone is prepared to talk to the dog-owners directly, it is difficult to bylaw to enforce.

Finally, there was a reminder for parents to wear masks when on school properties and for PACs to discuss/communicate protocols to parents; consider asking Admin to put up signs to remind parents.

9 Adjournment

Motion to adjourn proposed by: Monique Hiltz; seconded by: Craig Morton. Meeting adjourned at 8:46 pm.

Next meeting scheduled for: April 8th, 2021

February President's Report

Welcome to the February COPACS meeting and congratulations on officially making it to the halfway point of our 2020-2021 school year!

Updates from the past month and reminders going forward

- A "save the date poster" began circulation the first week of February as a reminder to parents that the "Parent Involvement Evening" (formally the Policy 1100 meeting) is taking place virtually, March 11 @ 7:00pm- 8:30pm. Registration details will be released shortly. The topic is "What is Mental Health" and will encompass many branches of mental health like mental well-being, mindfulness practices, mental health resources and education. The evening this year is unique because not only will it be informative and reflect the impact mental health has on individuals, but will also be used as an information gathering session. The goal is to accumulate information about what parents are really in need of/ searching for in regards to mental health, and in the future, offer a series of parent education evenings highlighting the feedback gathered.
- Additionally, I have requested that parents be given the opportunity to rename the evening something that, we as a collective, think is an appropriate representation of the evening.
- It was brought to my attention that the public portion of board meetings are not easily accessible to parents. The issue was raised and was deemed difficult to manage on account of meeting links being emailed prior to meetings. In the event a parent expresses an interest in attending a board meeting please contact COPACS and arrangements can be made. Alternatively, you can contact the board prior to the scheduled meeting and request to be included in the link email.
- The first exposure of Covid-19 was announced at Stelly's school. Parents with children at the school were made aware and advised that they would be contacted directly by public health if their child needed further monitoring or testing. This is the first exposure in our district. Superintendent Dave Eberwein's letter to parents can be found on the COPACS website.
- New PHO mandates were announced earlier this month. A more strict mask mandate was implemented however, this mandate only applies at the middle and high school level. The most up to date information can be found here: https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidelines.pdf?fbclid=IwAR0Yk580BOengkrIbirXAgOcyEYv_qgdT8PjL55L3hc0Abvnm-9omesnZ_I
- BCTF's response to the updated mandates can be found here: https://bctf.ca/NewsReleases.aspx?id=59745&fbclid=IwAR1HAMdOpT_EpHJBzi2SrXhHzXxnKuEZeJ2q-9Temhj4YjFlm-ui23GNTz8
- A link to this month's Mental Health snapshot can be found here: [Snapshot](#)
- As mentioned at our last meeting, FSA testing for children in grades 4 and 7 has been postponed due to Covid-19. President of the Saanich Teachers Association, Don Peterson has expressed that this postponement could prove to be problematic for many reasons. More info on the postponement can be found here: <https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/assessment/foundation-skills-assessment>
- The Budget Advisory Committee met for the first time earlier this month. The 2020-2021 budget was underspent, resulting in a surplus of funds that will be reallocated into the 2021-2022 school year. Students transitioning back into the classroom from the remote learning program

accounted for the majority of the unspent funds. The budget conversation continued at the Committee meeting earlier this week. (Update from James to follow) You can review the 2021-2022 budget process / consultation plan

here: <https://www.sd63.bc.ca/sites/default/files/BACAgendaJan262021.pdf>

- The Board is asking for input into proposed policy and procedure revisions that received Notice of Motion at their January 20th Board meeting. Please review the attached documents and respond by February 19th
- James and I met with Chair Tim Dunford and Trustee Elsie Mcmurphy at the beginning of February. Throughout the meeting both trustees reinforced the how valued COPACS is as a whole and validated the importance of the collective voices of parents. Our thoughts, opinions, concerns and suggestions are an integral part of the decision making process at the district level.
- March meeting is cancelled in lieu of Parent Involvement Evening.
- AGM meeting to be scheduled for either April or May, depending on availability of parents.

As always, thank you all for your continued advocacy of the children of district 63. Without all of you COPACS wouldn't exist.

Kindly,
Monique