

**Southeast Kootenay
District Parent Advisory Council
General Meeting Minutes
Wednesday, September 14th**

In Attendance

EXECUTIVE: Debbie - Mt. Baker Secondary (Chair), Sarah - Pinewood Elementary (Vice-Chair), Julie - Gordon Terrace Elementary (Secretary), Melinda - Amy Woodland Elementary (Treasurer)

DPAC REPS and PARENTS: Ute - Fernie Secondary, John - Highlands Elementary

REGRETS: Liz - Laurie Middle School, Amy - T.M. Roberts Elementary, Jennifer - Steeples Elementary

PARTNER GROUPS and GUESTS: Lynn Hauptman - Superintendent, Trina Ayling - Trustee, Shelley Balfour - CDTA President

Call to Order: 7:01pm

Acknowledgement of the traditional lands of the Ktunaxa people

Agenda: Approved as amended

Minutes: (June 15th, 2016) meeting minutes approved as amended

Superintendent Report: Attached and presented by Lynn Hauptman

Highlights included;

- I. Link for Revised Curriculum now available on SD5 Website
- II. Pinewood Elementary - temporary 2 day closer due to possible hazardous material released from cinder block wall. All parents notified.
- III. Dogwood Scholarships went up from \$1000 to \$1250. All available funds were not given away as there were not enough applicants.

Trustee Report: Presented by Trina Ayling

Highlights included:

- I. Summit 107 Radio Station has donated \$2000 per year for next 7 years to the district for musical instruments.

Business from previous Minutes:

- 8.1 Renewed Curriculum of BC – Parent information session - Postponed to October 12/2016, 7 – 8 pm @ the Cranbrook Board office following the DPAC AGM
 - Will not be available via Web Ex. Session will be duplicated the following week for the Elk Valley at Fernie Secondary School.
 - Request for hand out/poster indicating why this may be important for parents to attend (suggestion of 3 items). Handout has been shared with trustees, etc. Focus will be on consistency across the board.
 - Refreshments and set up. Motion from May meeting. Motion: To spend no more than \$100 on food and refreshments. Moved by: Pinewood – Carried. Action - Melinda will pick up food for approximately 12 people
 - Ministry is preparing more info for parents, to be available through SD5 Website
 - Info will be available to be shared at PAC meetings

- 8.2 Purchase of laptop for DPAC
 - Was an acceptable use of gaming funds and with some BCCPAC memberships being paid there was full utilization of these funds for the 2015/2016 year
 - Expect this to be fully operational for Oct's AGM with all official DPAC communications coming from the new email address sd5dpac@gmail.com
 - Please ensure this address is in your contact list to prevent items going to spam folders.

New business:

- 9.1 As per our Constitution and Bylaws, second official notice Re; DPAC's 2016/2017

AGM

- Wed, Oct 12/ 2016
- 6:30 – 7:00 pm @ the Cranbrook Board office and via WebEx conferencing
- All executive positions open for election - Actively seeking nominations!!!

Julie (Gordon Terrace Elementary) nominated by Mt. Baker Secondary for Secretary

Sarah (Pinewood Elementary) nominated by Mt. Baker Secondary for Vice-Chair

Melinda (Amy Woodland Elementary) nominated by Mt. Baker Secondary for Treasurer

- 9.2 HSBC Bank is closing their Cranbrook branch in Jan 2017
- As this is the branch/bank DPAC currently uses, the Chair will be seeking an alternate banking arrangement
- 9.3 DPAC Executive meeting – Tuesday September 20th at 6pm. All items will be brought to the membership at the AGM. MEMBERSHIP INPUT, prior to meeting is GREATLY appreciated
- Discussion to include;
- How are we doing? What can we do better?
 - Future of organization
 - Items for 2016/2017 school year
 - Draft budget
 - Draft yearly meeting dates and times

Next Meeting: Annual General Meeting (AGM) Wed, Oct 12/2016 @ 6:30 – 7:00 pm

Meeting adjourned: 8:09pm

Julie Botterill, DPAC Secretary 2016-09-16