

DPAC Meeting Minutes

Wednesday, September 17, 2025

6:31-9:03 pm

Quality Foods Parksville, upstairs boardroom

Attendees: Jason (chair), Maleah, Raani (secretary), Marina, Jovonne, Lisa, Carlie, Rebecca

Regrets: Erin

Guests: Superintendent Dr. Jory, Trustee Kellogg, Mount Arrowsmith Teachers Association (MATA) President Matt Woods

1. Call to Order

- Meeting called to order by the Chair
- Land acknowledgement
- Verification of quorum (3 voting members)

2. Introductions

- Introductions were made.

3. Approval of Agenda

- Motion by Maleah, Marina seconded, agenda approved by all.

4. Approval of Minutes

- Motion by Raani, seconded by Maleah, April and May minutes approved by all.

5. Superintendent's Update

- Field Trip Busing Costs
 - School budgets were increased this year by \$200,000. False Bay School was given \$5,000, elementary schools were given \$15,000 and high schools were given \$25,000. This funding can be used to help with field trips/busing.
 - DPAC brought forward that in-district field trips are not equitable due to different bussing costs. There is a district group working on making it more equitable
 - There has been a discussion with principals about being careful about charging fees for field trips, that fees are of concern to parents.
 - **ACTION FOR FAMILIES:** There is fee relief available. Parents/caregivers are encouraged to connect with their principal if any of the school fees cause pressure, hardship or affordability concerns.
- Busing to School
 - The district has been trying to reduce travel times and routes.
 - There was an increase of 100 students that required last minute bussing changes.
 - Busing is not a key responsibility of school districts, there is no legal requirement to provide it, however, it's good for business since without it kids would not be able to get to school.
 - Funding for busing is based on geographic factors.

- A parent question was asked about whether the school district works with the RDN to coordinate bussing. There's an opportunity here to work with the RDN to coordinate bussing to alleviate pressures on the school bus system as done in other jurisdictions and align better with school start and end times.
 - This is something that hasn't been done recently and Dr. Jory is willing to re-engage with the RDN on this topic.
- **ACTION FOR DPAC/PACS/FAMILIES:** DPAC can bring these concerns forward to the RDN as well. To help with this DPAC is looking for feedback from parents/PACs on what is working/gaps/suggestions to help better understand where there is potential to better align busing services.
- Accessibility Working Group
 - This group meets quarterly to identify and find solutions to remove accessibility barriers.
 - There is an [Accessibility Survey](#) on the district website.
 - There was a discussion about the lack of accessibility around the survey and that this group exists. This can be discussed more at the Communications Working Group.
 - There was a discussion about how accessibility is being defined and if the work of the group goes beyond physical barriers to accessibility. There was acknowledgement that the focus can be broadened.
- Communications Working Group
 - The group met in September. Not all representatives have been identified.
 - Marina and Raani are the parent reps.
 - **ACTION FOR PACS/FAMILIES:** PACs/parents/caregivers are encouraged to bring forward their communication concerns and ideas by emailing qsd.dpac@gmail.com
 - The first official communication working group meeting is October 8.
- Food Programs
 - Discussed food program funding in length including the need to ensure that all district money is spent year to year since provincial funding to local organizations has declined as provincial funding is being redirected to school districts.
 - A concern was raised that with schools each being treated uniquely, we are missing the needs of the community as a whole. Students at different schools have access to different supports creating inequality based on the school attended.
 - It was raised that an Emergency Plan is needed as the need is urgent and families are struggling.
 - It is a challenge for some families to reach out for support. Working with non-profits could help with this.
 - DPAC is asking for a working group to be created, where community and parent voices can come together with the district to create solutions.
 - Dr. Jory agreed that this would be beneficial.

- Trustee Kellogg mentioned that trustees went to Saanich / Victoria and got to see the food programs offered there. The trustees are going to Campbell River next.
- QBES has a Food Pantry that just started up. The group talked about how great it would be to have one of these in every school.
- The interim Committee met with the associate superintendent and we discussed having information about school food programs on each of the school websites along with information on community organizations that parents/caregivers can reach out to.
- **ACTION FOR PACS/FAMILIES:** Please encourage families to reach out for support if they are facing any financial challenges. The better the school and district can understand the needs and gaps, the better they can be addressed.

6. Trustee Update - Carol Kellogg

- Trustee Kellogg is the Vice-chair for the school board this year. She is also the chair for the Finance and Operations Committee of the Whole meetings. She also sits on other committees - safety, retirement and staff recognition, curriculum and implementation. She is the trustee liaison for SES, AES, Winchelsea, FBS.
- Trustees govern the system, oversee the budget, hire the Superintendent, and are the public representative to the community in education.
- The role of the trustee liaison really depends on the trustee. Some go to PAC meetings, some go if specifically invited, and some do not attend PAC meetings.
- Trustees are going to Campbell River to see their school system and have a meeting with the Honourable Lisa Beare, Minister of Education and Child Care.
- Coffees with trustees are not happening this year. There was low attendance. PACs can ask to have coffee with their trustee.
- Questions for parents:
 - What are you proud of that's happening at school?
 - Do all families feel welcome and included in the school district?
 - What do parents feel needs better communications?
 - What are the most important priorities over the next few years?
 - What advice would you give to trustees to be better advocates to families?
- A parent concern was raised about the lack of action within the district around anti-racism and harm reduction. Teachers need to be better supported in teaching these topics.
 - Would like to see the Justice, Equity, Diversity and Inclusion (JEDI) group reinstated, and anti-racism workshops and culture clubs be funded again.
 - A positive is that there has been good work done around inclusion of indigenous and LGBTQIA+ students.
- There was a discussion about having clearer guidelines/checklists for administrators as well as clearer policies.
- A suggestion was made to have a due diligence policy if there isn't one.

7. Mount Arrowsmith Teachers Association (MATA) and CUPE

- Matt clarified that teachers have opportunities to attend harm reduction and anti-racism education.
- The district doesn't bring in specialists to teach these programs in-depth anymore.
- Classroom needs can exceed what can be done.
- The MATA social justice chair is Lindsay.
- MATA has a political action person who will be active with the lead up to the election in fall 2026.
- Ask teachers what they are able to do.
- The BC curriculum is available online [HERE](#).
- There was no CUPE report for this meeting.

8. Chair's Report

- Interim committee has been busy behind the scenes:
 - Met with Superintendent in June and September
 - Met with trustees in June
 - Met with Associate Superintendent in September
 - Attended board meetings
 - Attended COW meetings
 - Attended communications working group intro meeting
 - Sent out information and updates to PACs - Let us know if this information has been helpful and if your PAC has suggestions
 - Posted updates and information on our facebook page
 - Working to raise awareness of what DPAC can do and recruit more parents/caregivers for the DPAC executive team

9. Treasurer's Report

- In June the interim committee moved the DPAC account to CCCU in Parksville.
- We can reimburse through e-transfers and cheques.
- Gaming Account Balance as of September 9, 2025: \$2,241.39
- General Account Balance as of September 9, 2025: \$16,398.32
- Gaming Grant extension is being requested for funds that went unspent last school year.
- **MOTION:** Lisa put forward the motion: If DPAC can not get an extension for the gaming grant funds to be carried over to this year, DPAC can spend the remaining gaming grant balance to hire a diversity, equity and inclusion speaker.
 - Marina seconded, approved by the group. **Motion passed.**

10. Board Meeting and Committee of the Whole (COW) Updates

- In the interest of time, we will share board meeting and COW meeting highlights to PACs for dissemination and post on Facebook as appropriate. This can be revisited by the new DPAC exec.
- At the Finance and Operations Committee of the Whole meeting, Jason raised that parents have had issues with signing up for the My Ride K-12 app, particularly finding their student's PIN number.

11. DPAC Elections

- The Interim Committee was intended to be temporary and we will be holding DPAC elections at our October meeting to fill these roles: President, Vice President, Treasurer and Secretary.

- Marina was nominated for President and accepted the nomination.
- Jason was nominated for Treasurer and accepted the nomination.
- Raani was nominated for Secretary and accepted the nomination.
- Maleah was nominated for Director at Large and accepted the nomination.
- Jovonne was nominated for Director at Large, pending a PAC exec position at BSS, and accepted the nomination.
- Jenna was nominated for Director at Large, pending a PAC exec position at QBES, and accepted the nomination after the meeting.
- **We are looking for nominations for Vice President as well as looking for a volunteer who would be interested in helping us with technology so we could host hybrid meetings. If you are interested in a position that has a nominee, we welcome you to also put your name forward! The more people we have the lighter the workload is for everyone.**
- The time commitment for the Vice President role is about 8-10 hours a month to attend the monthly DPAC meeting, your PAC meeting, attend a board or committee of the whole meeting on behalf of DPAC and administrative work.
- To be on the DPAC executive you also need to be part of your PAC executive. If you are not part of your PAC exec, please reach out, most PACs have room to add a DPAC rep or Director at Large.
- **ACTION FOR PACS:** Please share our poster!

12. Old Business - Food Safe Training

- Food Safe Training - DPAC has funding available to cover [food safe training](#) for two PAC representatives at each school.
- Discussed offering a voucher/stipend for parents who could use support and have some time to volunteer.

13. New Business

- **Meeting forum** - Discussed hosting DPAC meetings online, in person or hybrid.
 - **We are looking for a volunteer who would like to oversee the technology to host hybrid meetings.** Discussed possibly having high school students help us in exchange for volunteer hours or maybe credit.
 - Discussed doing interviews and posting the videos to keep agenda on track
- **Technology** - At the May AGM we approved to spend up to \$400 to purchase equipment/subscriptions for hosting meetings. We are hoping to find a volunteer to help with technology before investing.
- **Communications Working Group Update** - no update yet. First official meeting is October 7.
- **Issues Resolution Process** - Discussed a few edits to the document. Will share the updated version with the school district and MATA as a heads up before it is circulated to PACs and families.

14. Next Meeting

- Wednesday, October 15
- Election for new DPAC Executive Team

15. Adjournment - 9:03 pm

Future Meeting Topics / Action Items

- Vote on whether to purchase a BCCPAC membership for 2025/26
- Discuss information, resources, training parents/caregivers would like to see offered/supported by DPAC.

Have a topic you'd like to discuss? Email us at qsd.dpac@gmail.com

DPAC Meeting Schedule for 2025/26

Meetings are tentatively scheduled for the third Wednesday of each month at 6:30 pm.

- October 15
- November 19
- January 21
- February 18
- April 15
- May 20