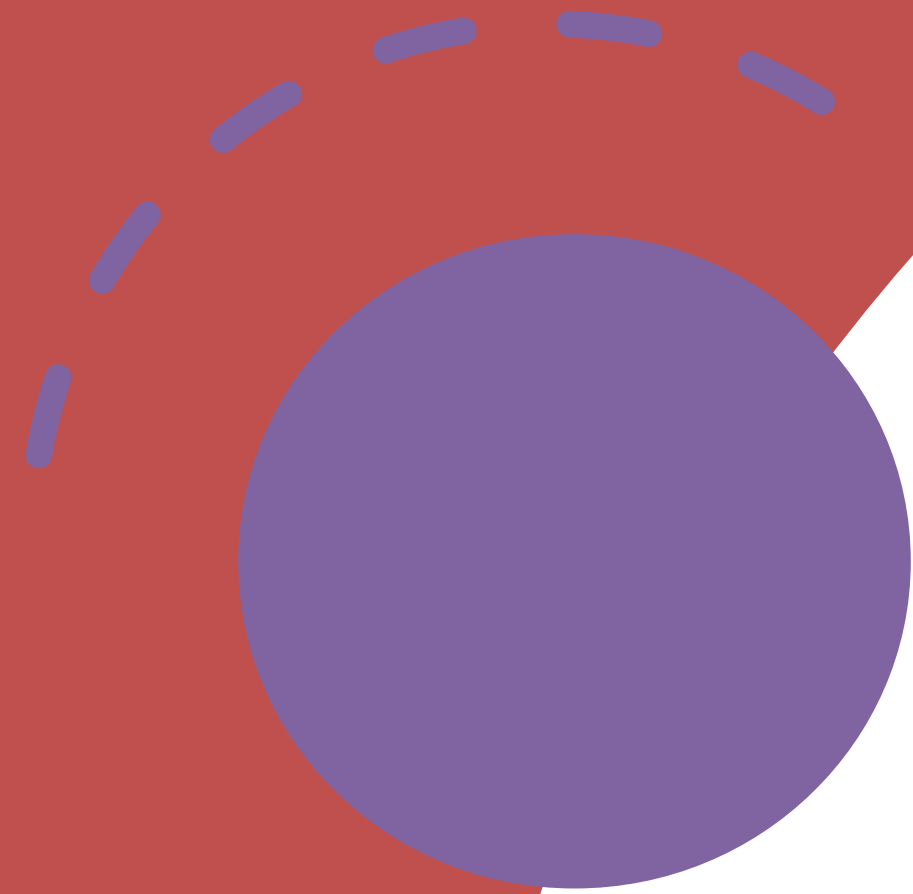


We respectfully acknowledge the Coast Salish Nations of skwxwú7mesh (Squamish), səlilwətał (Tsleil-Waututh), and x^wməθk^wəyəm (Musqueam) on whose traditional and unceded territories we volunteer, work, learn, and live.



Welcome to Burnaby's PAC 101

The event will begin at 7:00 PM




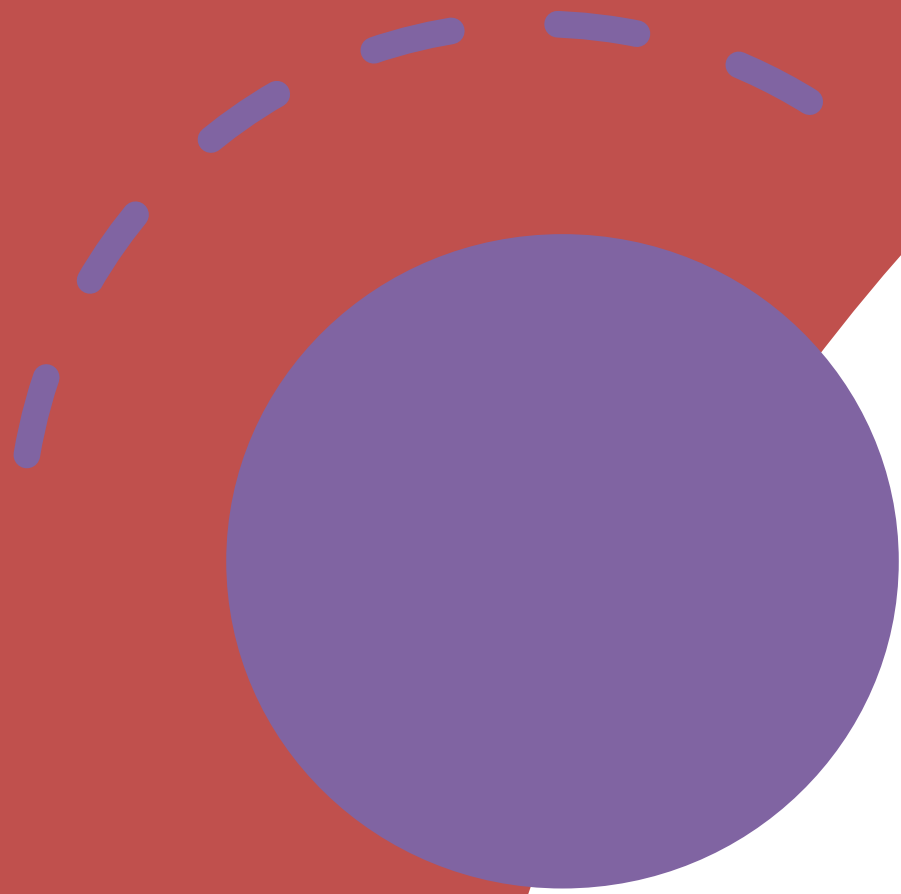
Before we
begin...

Please identify yourself in the chat this way:

- School name
- Your name
- Role

For example,

- Edmonds school, Sam, eg, Parent, Guardian,
 - Kitchener school, Abby, PAC
 - Taylor Park school, Cam, Treasurer
 - Stoney Creek school Ms. Lee, Principal
- 



Format

We will go through the presentation by section, and then take questions at the end of each section.

*Please note: some of the information in the presentation is just to provide an *overview* and give *context*. It is not important to understand all the details of them.

I will tell you when a slide is just for a quick overview.



PAC 101

Helping us understand how to
make our school PACs function
well and support our school
community

Burnaby DPAC October 8 2024

Outline of what we will discuss:

Overview of how
Education is
structured in BC

- What is a PAC?

Defined in the BC
Schools Act

- Who is part of PAC?
- The role and purpose of PACs

Constitution & Bylaws

Funding for PAC
Gaming Grants
Building a Community

How to resolve
conflict



Questions...

Quick Overview: Understanding the structure of Education in BC

Roles & Responsibilities



Ministry of Education and Child Care

- ✓ Education is a provincial jurisdiction
- ✓ Sets legislative framework for public and independent schools
- ✓ Sets policy, establishes curriculum and assessment
- ✓ Provides funding to school districts
- ✓ Sets accountability framework
- ✓ Certifies & regulates B.C. offshore schools
- ✓ Funds and regulates independent schools under the Independent *School Act*

School Districts

- ✓ Governed by elected boards
- ✓ Have significant autonomy – set local policies, consistent with Ministry policies
- ✓ Employ their staff
- ✓ Prepare operating budget + capital plans
- ✓ Approve local courses and resource materials
- ✓ Acquire, own and dispose of school property and make decisions on school facilities, subject to Minister's orders

Who is part of a PAC?

Every parent / guardian of a student in a BC public school is *automatically* part of that PAC and is allowed / encouraged to attend their general meetings and be involved.

Note: not just parents on the Executive are on PAC and you don't need to 'sign up' to be part of your school PAC

What is the Parent Advisory Council? (PAC)

As parents, we officially represent all public-school students in BC.

There are three levels of PAC's.

- School level - PAC
- District level – DPAC
- Provincial level - BCCPAC

**PAC's
have an official and
legal role in BC's
Education system**

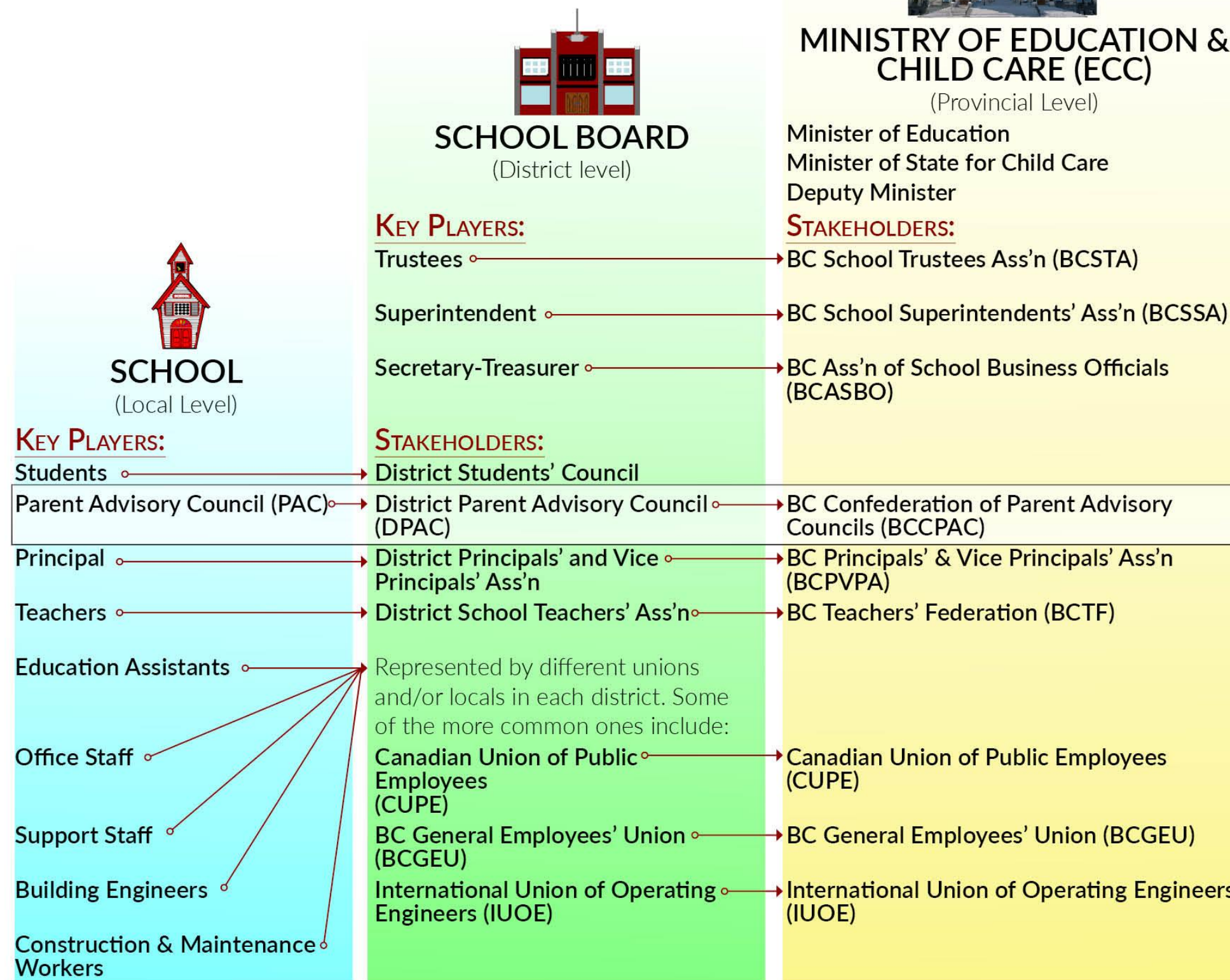
School Act [RSBC 1996] CHAPTER 412 Division 2 — Parents Section 8

Parents' Advisory Council

- (1) Parents of students of school age attending a school or a Provincial school may apply to the board or to the minister, as the case may be, to establish a parents' advisory council for that school.
- (2) On receipt of an application under subsection (1), the board or minister must establish a parents' advisory council for the school or the Provincial school.
- (3) There must be only one parents' advisory council for each school or Provincial school.
- (4) A parents' advisory council, through its elected officers, may advise the board and the principal and staff of the school or the Provincial school respecting any matter relating to the school or the Provincial school.
- (5) A parents' advisory council, in consultation with the principal, must make bylaws governing its meetings and the business and conduct of its affairs, including bylaws governing
 - (a) the dissolution of the parents' advisory council, and
 - (b) [Repealed 2015-24-6.]
 - (c) the election of a member to represent the parents' advisory council on the district parents' advisory council.
- (6) Voting at an election referred to in subsection (5) (c) must be by secret ballot.

BC Public Education

(ORGANIZATION ALPHABET SOUP)



Treasury Board

Reviews and approves spending by the Government.

Ministry for Children and Family Development (MCFD)

Primary focus is to support all children/youth in BC to live in safe, healthy and nurturing families and be strongly connected to their communities and culture.

Teacher Regulation Branch (TRB)

BC Teachers' Council (BCTC)

Enforce standards for educators, assess applicants for certification, approve and evaluate teacher education programs, and issue teaching certificates.

BC Public School Employers' Association (BCPSEA)

Employers' association and accredited bargaining agent for the province's 60 public boards of education. Board made of 9 school trustees, 4 government representatives, and a non-voting representative each from the BCSSA and BCASBO.

First Nations Education Steering Committee (FNESC)

Encourages discussion on education matters affecting First Nations in BC. Membership is open to BC First Nations communities.

First Nations Schools Association (FNSEA)

Works with First Nation schools to create environments that develop learners' pride and competence in their First Nations language and heritage within self-governing First Nations communities.

Métis Nation BC (MNBC)

Represents 38 Métis chartered communities in BC.

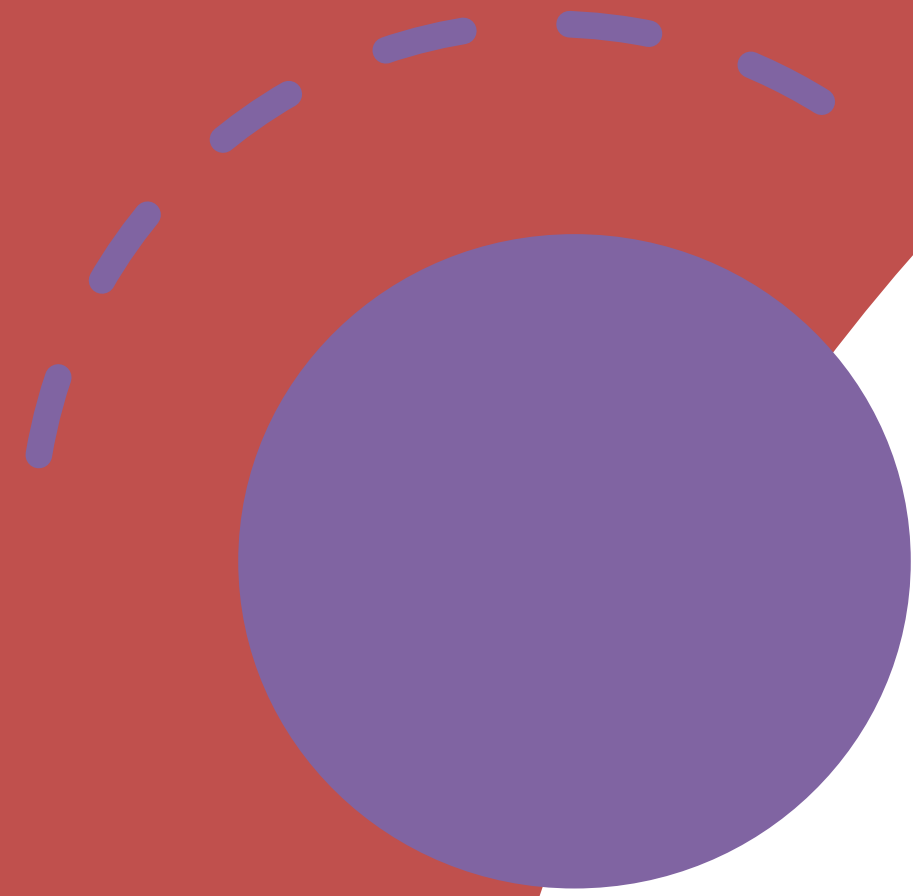
Representative for Children and Youth (RCY)

Created by Amanda Hillis; updated for BCCPAC 2023

Questions...

Note: studies show when there is effective parent engagement at schools, student learning outcomes improve.

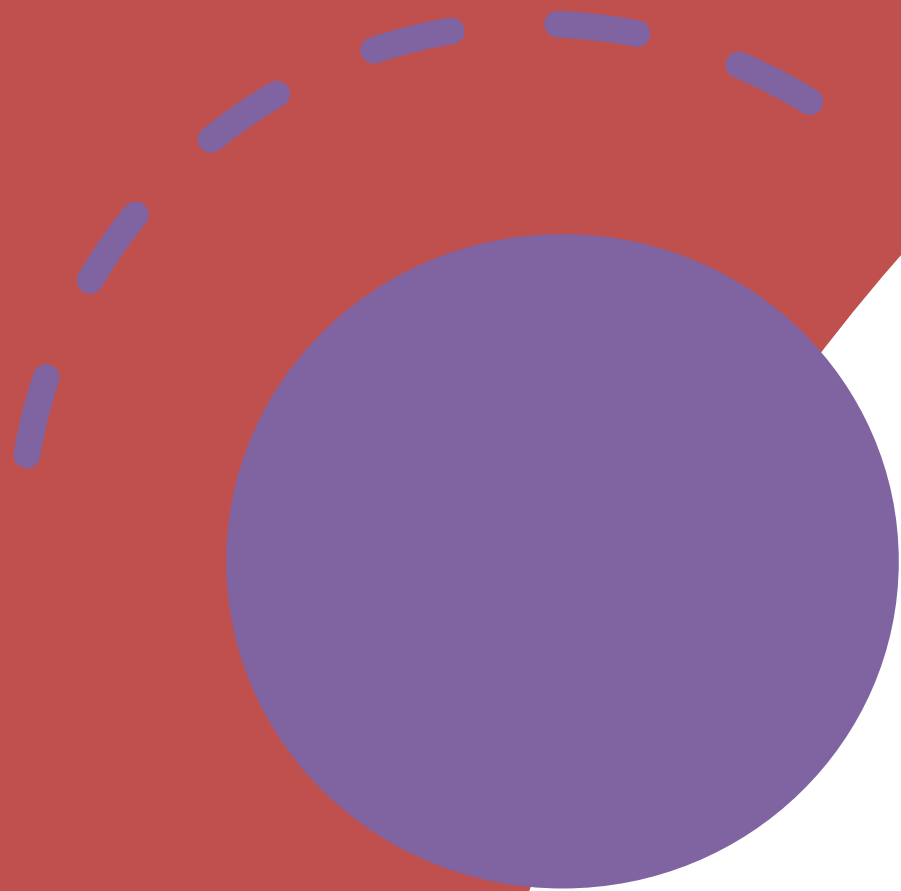
*Brookings Institute 2022



The Role and Purpose of PACs

PACs

- Are made up of and run by parent volunteers.
- Are required to have Bylaws which guide how we operate.
- Elect an Executive to carry out key responsibilities and the governance of operating the PAC.
- Advise the school staff on parents' views and provide feedback about school programs, policies, plans and activities.
- Encourage parent involvement in the school, and to support programs that promote parent involvement.
- Communicate with parents, and to promote cooperation between the home and the school in providing support for the education of children.
- Organize PAC activities and events and endeavour to provide parent education evenings.
- To promote the education and welfare of students in the school.



PACs ...

- To provide leadership in the school community.
- To contribute to a sense of community within the school and between the school, home, and neighbourhood.
- To assist parents in obtaining information and communicating with the principal and staff about their child's progress or other concerns.
- To provide financial support for the goals of the Council, as determined by the membership. Fundraising is not required, but many PACs choose to do it or perhaps feel obligated to do it.
- To advise and participate in the activities of your DPAC (district parent advisory council) and the BC Confederation of Parent Advisory Councils, BCCPAC.
- PAC s are not a forum for the discussion of individual school personnel, parents, or other individual members of the school community.
- NOTE: PACs do not have to do them all, especially fundraise.

Elected DPAC Representative

DPAC Executives are,

- Public representatives of DPAC
- Responsible for DPAC Governance.
- Have voting power at executive meetings and general meetings.

The roles, duties and responsibilities of elected DPAC representatives vary. But generally we,

- Act as a liaison between the PAC and DPAC by attending all monthly meetings.
- Bring forward and share issues, solutions, events that may be common to more than one school.

PAC (DPAC
reps)...

Any Parent /
Guardian...


Represent their
PACs at the DPAC
level

Help form DPAC
policy through
motions

Have voting power
at general
meetings

Can attend any
DPAC meeting

Can contact DPAC
with an issue
requiring district
representation



Questions...
Role and
purpose of
PAC?



Constitution and Bylaws, i.e., (C and B's)

These are the guidelines to operate your PAC.

The School Act requires that every PAC has a Constitution and Bylaws.

The purpose of the Constitution is to state the reason why the PAC exists. It should be brief (1-2 pages) and separate from the bylaws. The Bylaws are the PAC's operating rules. It defines the rules of the membership and executive. It provides direction and authority to the membership and executive. It provides a method for holding everyone in the PAC accountable for their decisions and actions.

If you do not have these then you need to get started to resolve that.

If you have not reviewed or updated your Bylaws in a while, it's time. 😊

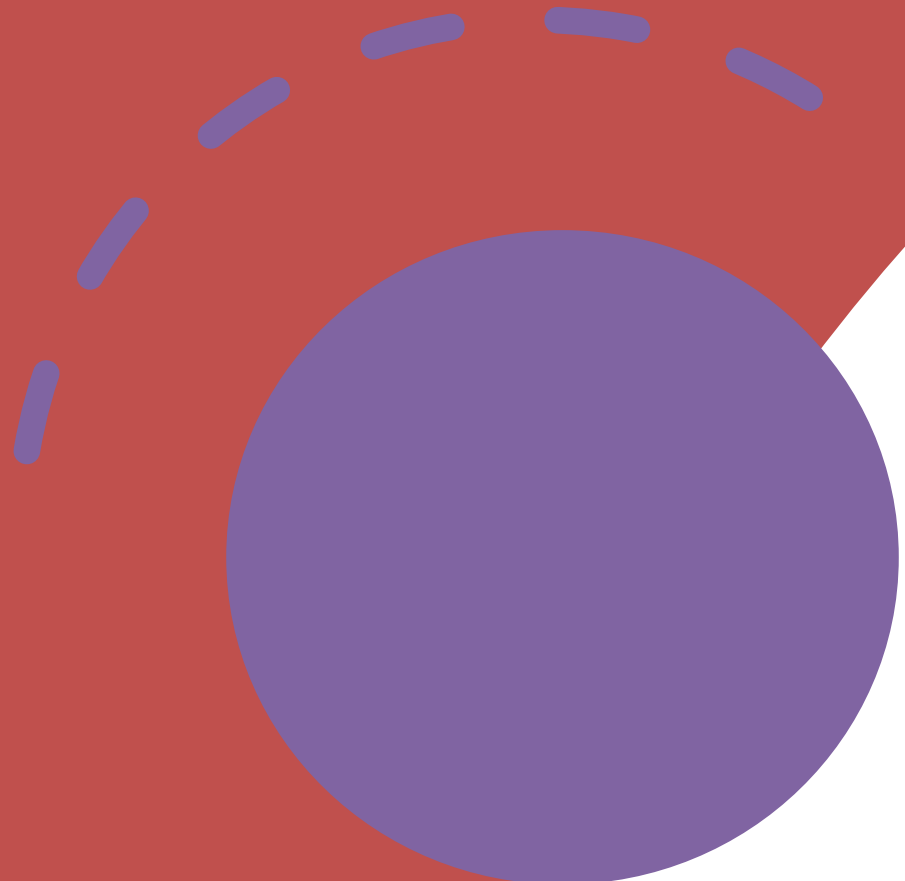
Constitution and Bylaws

(C and B's)

- We strongly recommend that you make these documents available online in a searchable format. (PDF is probably best).
- Please update DPAC with a copy of your PAC Constitution and Bylaws.
- A Constitution and Bylaws is a living document and should be well known to the members, executive, partners, and other interested parties.
- Copies should be available at all meetings, posted in a conspicuous place, and included at the front of any manuals or guides frequently used by your membership and executive.
- Once these documents are adopted, they take effect immediately and remain in effect until formally changed. The document is never invalid just because it's old.



Questions...
Constitution &
Bylaws?

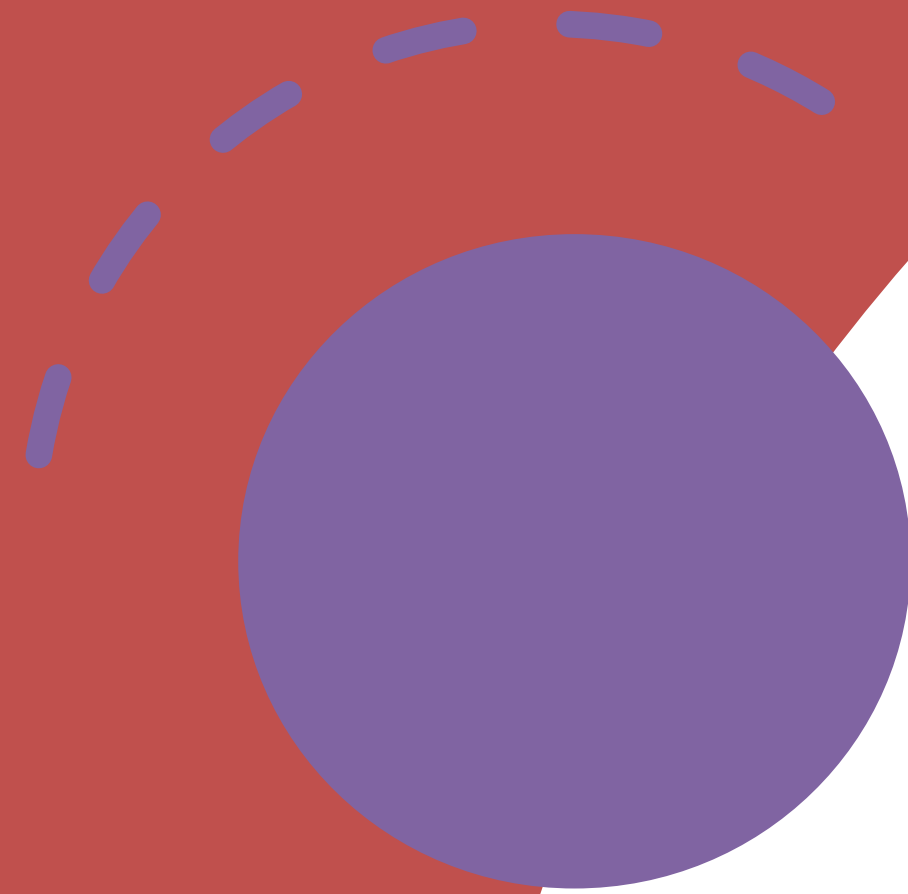


Funding for PAC - Gaming Grants

- Every PAC in BC is eligible to receive funds from this provincial organization.
- PAC can apply annually for BC Gaming Grant funds.
- This is money that the Provincial Government collects from lotteries & other gambling revenues.
- Applications are accepted from April – June.
- Late applications are NOT accepted.
- Very important for each PAC to submit their applications before the June deadline.
- DPAC sends out several reminders.
- For help, please ask or see: <https://www2.gov.bc.ca/assets/gov/sports-recreation-arts-and-culture/gambling/>
- The total grant amount is based on full-time student enrollment at the start of the previous school year. Enrollment numbers are provided by the Ministry of Education.

More information will be included at the Treasurer's Workshop on October 21st at the General DPAC Meeting at Burnaby Central 7:00 pm

Questions....
Gaming grants?



Most importantly...

PACs are about people and creating a caring community, so all our children and families are healthy and supported.

Let's include everyone at our PACs and make them a joyful place where everyone feels welcome!

Breaking down barriers

These are suggestions on ways that we can make our PACs, more accessible for all parents:

- Hold in person meetings.
- Set up childcare.
- Provide snacks.
- Build relationships.
- Cultivate connection and engagement.

Alternative methods

- Online meetings.... (cautiously recommended)
- Consider your meeting times to include as many as possible.
- Be sensitive to language barriers.
- Communication.... find different frameworks you can use.



Additional suggestions...

- Meeting guidelines
- Having tough conversations
- Making mistakes
- Work respectfully and collaboratively with all members of our school communities.



Respectful Meeting Guideline Examples

1. Respect each other
2. All members will be treated as equals
3. Confidentiality must be maintained
4. Discuss issues, not people
5. Listen respectfully
6. One person talks at a time; everyone has a chance to speak
7. Refrain from personal attacks
8. Refrain from dominating the discussions
9. Electronic devices are to be turned to mute/vibrate during the meeting.

As a participant,

- Be informed
- Arrive on time
- Keep your comments brief and on topic
- Be honest
- Allow others to finish speaking
- Be an active listener—understand what is being said
- Participate—ask questions, give your opinions
- Never make personal comments about someone
- Focus on ideas and issues, not people
- Help the chair whenever possible



Tough Conversations

- Conflict and Leadership
 - What does it look like?
- *Perspective* is key
- Non-violent Communication
- Accepting **ALL** opinions – Listening vs. Hearing
- No topics are off the table – keeping things inclusive and respectful
- Create Respectful Meeting Guidelines

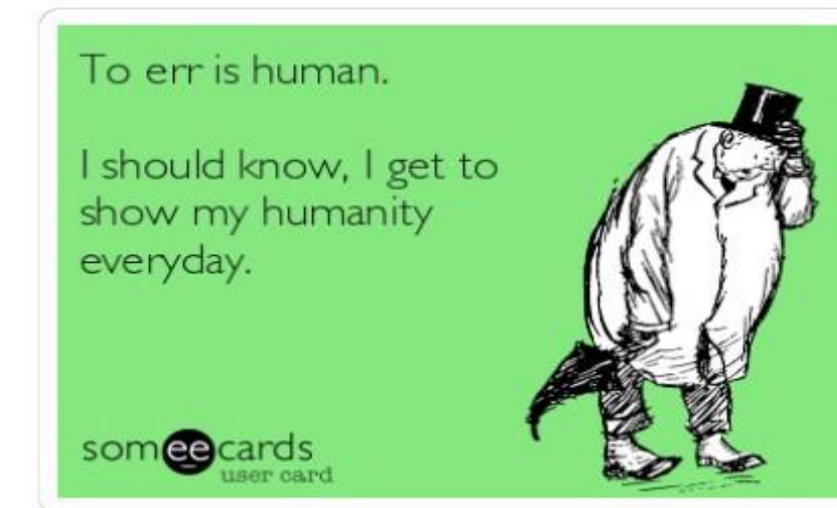
When we avoid difficult conversations, we trade short-term discomfort for long-term dysfunction.
-Peter Bromberg





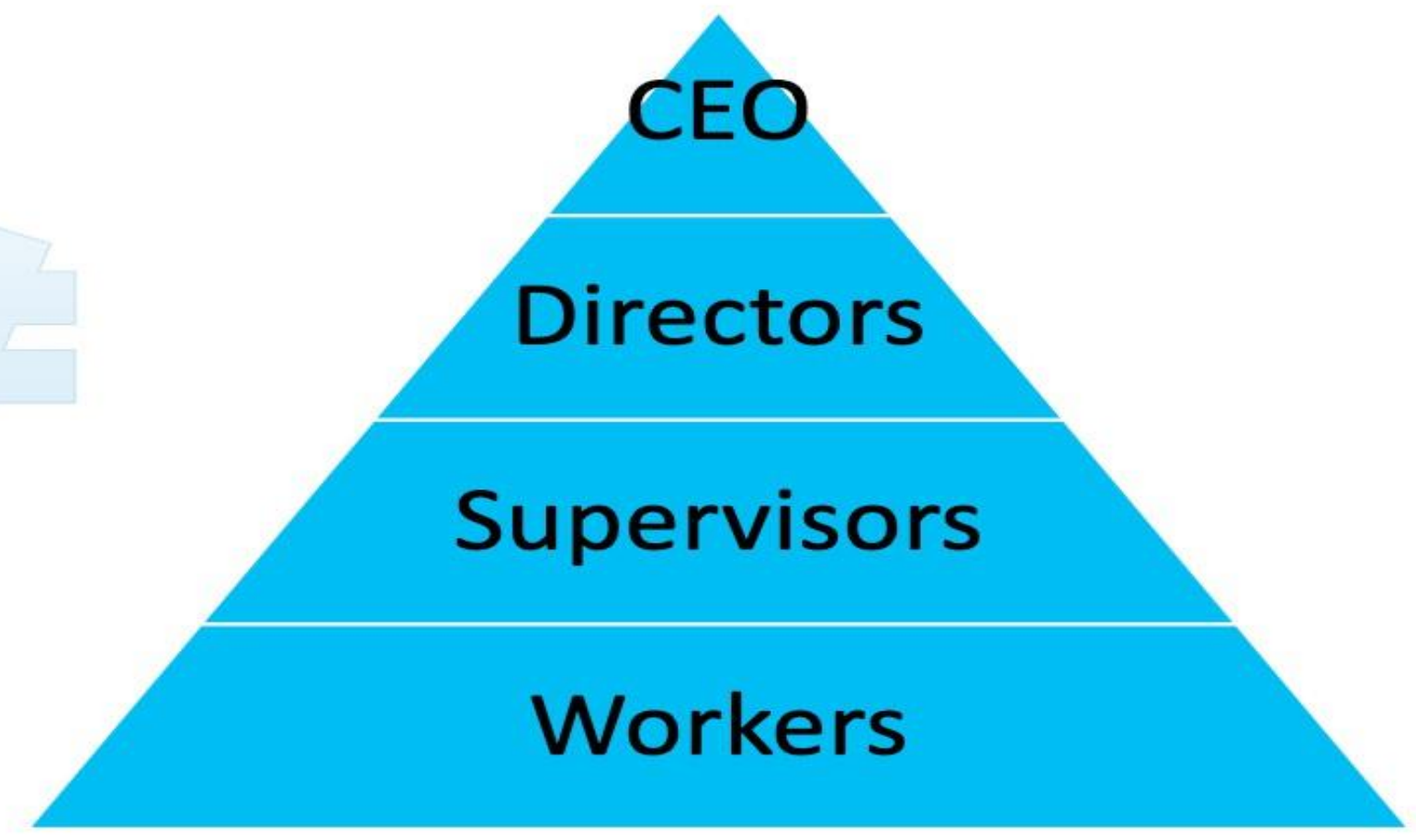
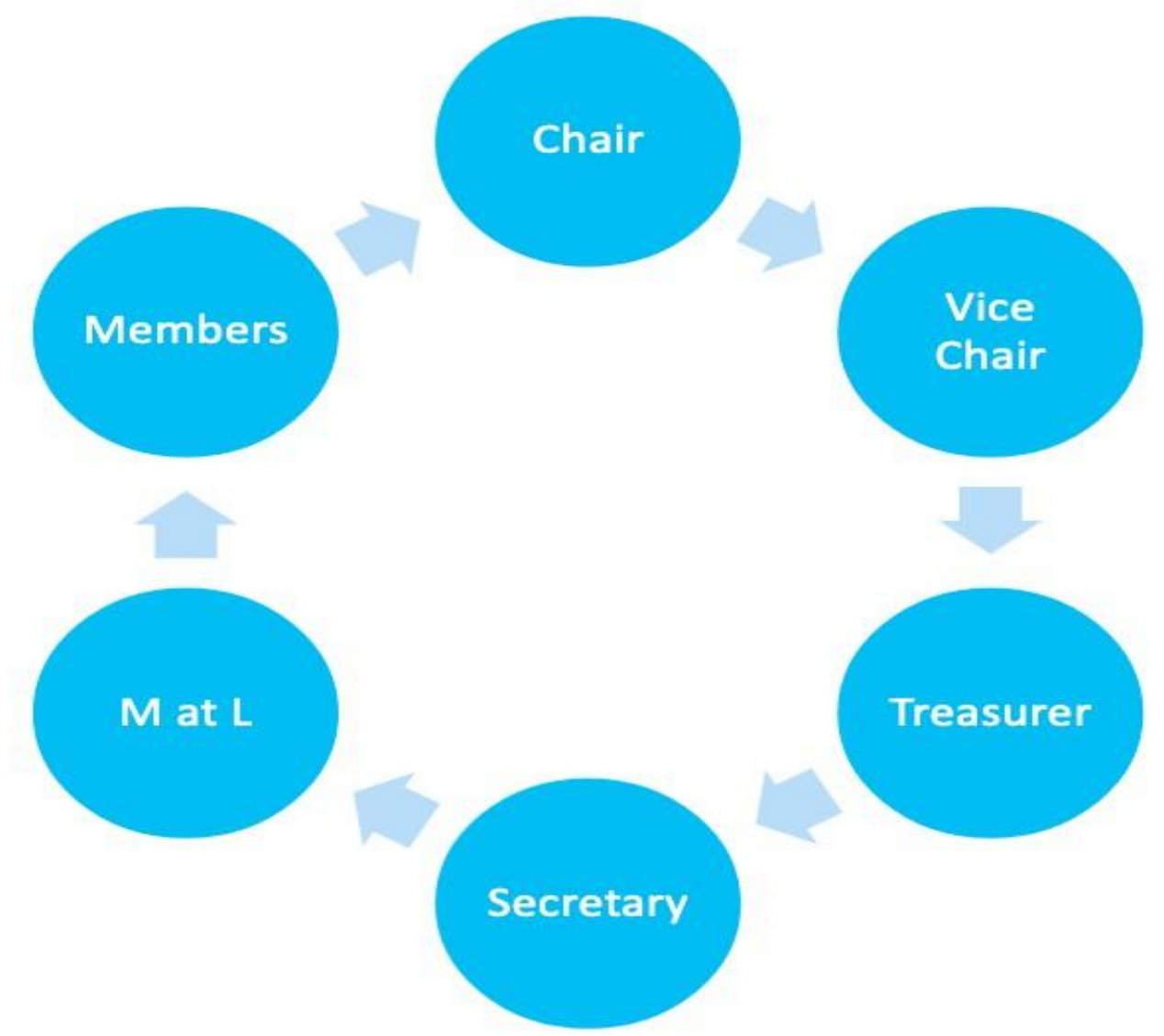
Making Mistakes

- Don't be afraid to make mistakes, they are an opportunity for learning
- Focus on Intention
- Lead by example – 3 Steps
 - Acceptance
 - Apology
 - Improvement
- Record it – transparency builds trust





Role of the Executive



If you have any concerns with school staff, the process to resolve it is as follows:

Steps to Resolve Concerns



Teacher or staff member involved



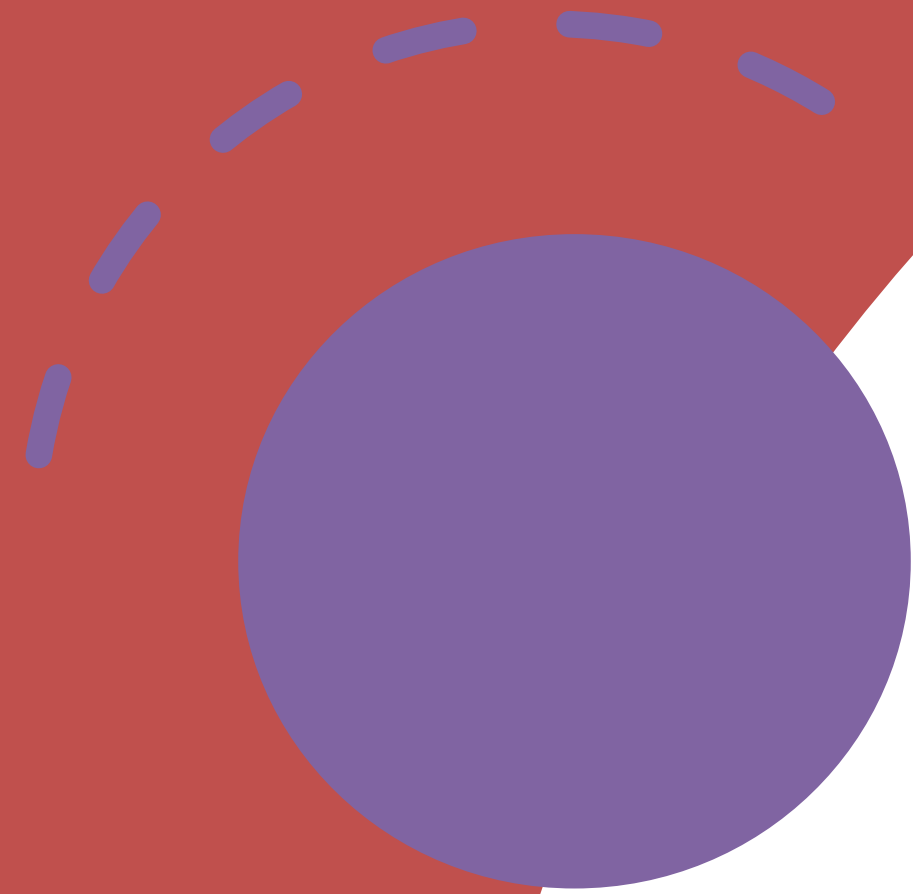
School Principal



Director of Instruction or Assistant Superintendent

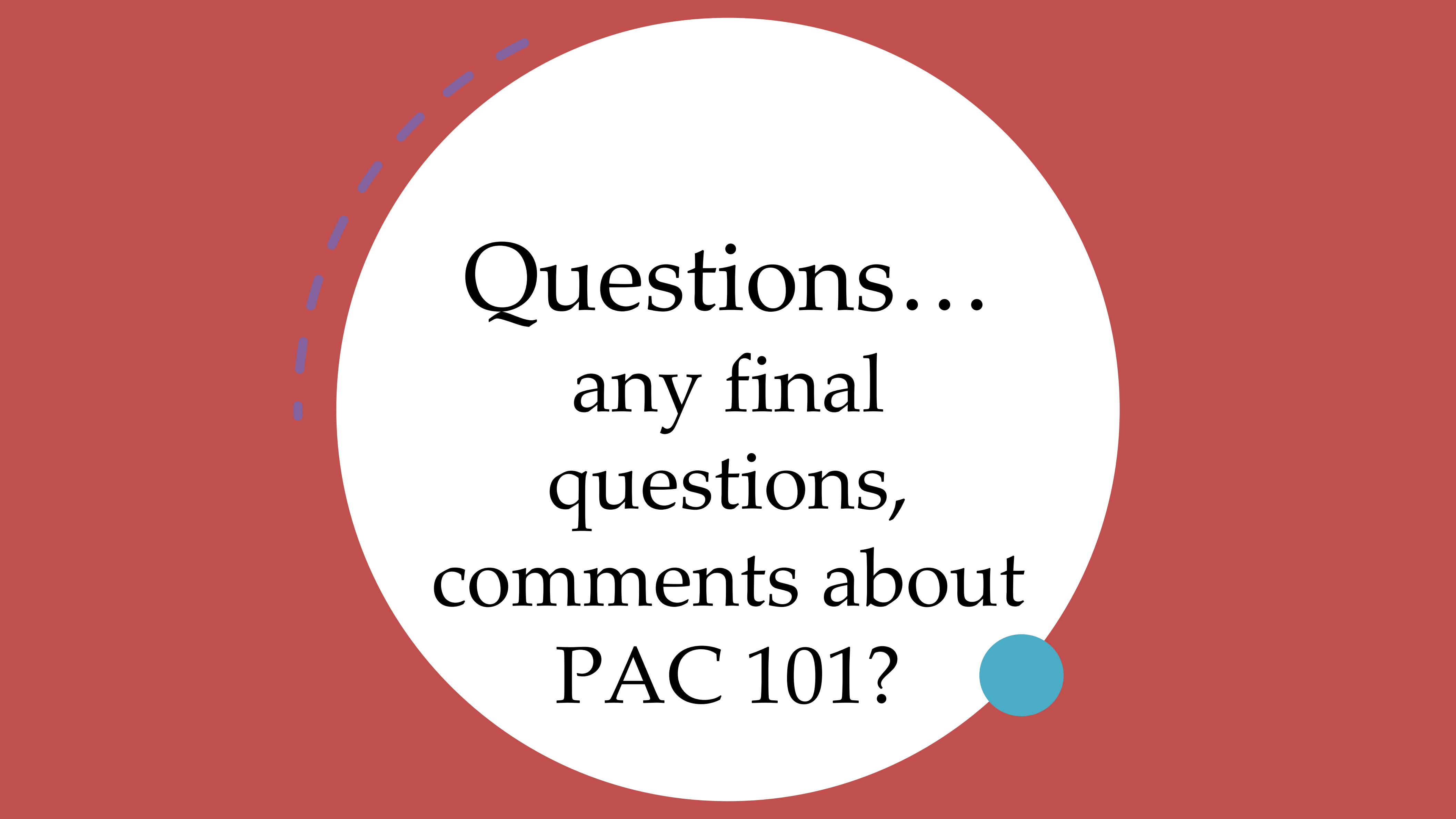


Trustees & Board of Education



Working together we can do great things and build caring communities.

Thank you for caring enough to want to learn more about PACs and supporting all students.



Questions...
any final
questions,
comments about
PAC 101?