

# NVPAC Info & PAC 101

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*Parent Advisory Council*

*Review/update of presentations from previous  
BCCPAC, NVPAC & DPAC 42*



BC Confederation of  
Parent Advisory Councils

We are grateful for the opportunity to live, learn, work and play on the unceded and traditional territories of the Coast Salish peoples of the Squamish and Tsleil-Waututh Nations



This is a PRIVATE event (NOT OPEN to the PUBLIC). Invitations intended only for guardians/parents of students physically attending NVSD schools for the current school year.

*This does not include home school or schools that are not NVSD schools (in or outside of North Vancouver City & District). Please let us know if this applies to you and we will gladly assist in connecting you with the appropriate PAC/DPAC.*

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# Code of Conduct



- *NVPAC is committed to fostering an inclusive and respectful environment for all our members and invited guests. We expect everyone to adhere to our standards of conduct (currently in DRAFT form), which include compliance with the BC Human Rights Code and other applicable laws.*

***Respect: Treat all individuals with respect and civility.***

***Diversity: Embrace diversity and inclusivity in all interactions.***

***Compliance: Abide by all legal obligations.***

- *Failure to meet these standards, at the discretion of the chair or facilitator, may include removal from the current meeting or event and, in certain cases, a ban from future in-person and virtual gatherings.*

# Standards of Conduct - Expectations

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1. The discussion should center on topics and issues, without delving into discussions regarding specific individuals, such as personnel, students, parents, or other members of the school community.
2. At all times, individuals will treat each other with respect. Bullying and/or harassment-type behaviour will not be tolerated, nor will hateful, slanderous, or discriminatory language.
3. Respect confidentiality and privacy – when you leave, share the ideas, leave the details behind.
4. Please refrain from sharing resources or business-related information pertaining to any organization or business with which you have a current ownership stake, employment, volunteer involvement, or any other connection. This includes situations that may give rise to a perceived conflict of interest.

# Parent Misadventures... Conduct Violations

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1. Disrupting any NVPAC-organized activity through actions, threats, or any other means.
2. Making political or partisan statements, engaging in political campaigns, giving speeches, or sharing information related to political candidates or political organizations.
3. Engaging in personal attacks, including aggressive behaviour, harassment, intimidation, threats or any actions that put anyone's health, safety or property at risk.
4. Exhibiting prejudice, hostility, or disrespectful conduct towards any person or entity based on factors such as race, colour, ancestry, place of origin, religion, physical or mental disability, sex, sexual orientation, or any other protected human rights.
5. Use of vulgar language or sharing of offensive material which includes engaging in vexatious conduct, harassment, or discrimination targeting specific individuals based on protected grounds under the BC Human Rights Code;
6. Engaging in unwelcome or persistent conduct that the individual knows, or ought to reasonably know, would cause another person to feel demeaned, intimidated, or harassed;
7. Advocating for illegal activities or violating copyrights and trademarks

# PAC 101 - Purpose

- *Overview of the role of parents and role/structure of PAC & DPAC within the Ministry of Education/BC Education system*
- *Suggestions, ideas, resources for functions of PAC – “Best Practices”*
- *DPAC (NVPAC) overview*



**[www.northvanpac.org](http://www.northvanpac.org)**

**Co-Chairs:** Kerry W & Amanda N

**Past Chair:** Jennifer B

**Vice-Chair:** Vicky S

**Treasurer:** Amanda N

**Registrar:** Jennifer D

**Members-at-large:**

Michelle S

Mary S

George D





# North Vancouver PAC

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Search



Home

About NVPAC

NVPAC Registration

BCCPAC

PAC 101

Parent Education/Resources

Grants

Committee Meetings

## NVPAC Registration

To keep NVPAC's membership records up to date, please register by September 1st and as positions change throughout the year. Email registrar@northvanpac.org if you need assistance.

*\* Indicates required field*

School Name \*

PAC Chair Name \*

First

Last

PAC Chair Email \*

Register your PAC Executive at  
<http://www.northvanpac.org/registration.html>  
to receive updates and  
information from NVPAC

# “SAVE THE DATE” NVPAC General Meetings or Events

*\*included in ALL newsletters*

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Meet & Greet – Wednesday Oct 18<sup>th</sup> @ESC 6:30pm

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Wednesday, November 29<sup>th</sup> @ 7pm GM #1

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Wednesday, January 31<sup>st</sup> @ 7pm GM #2

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Wednesday, February 28<sup>th</sup> @ 7pm GM #3

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Wednesday, April 24<sup>th</sup> @ 7pm GM #4

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Wednesday, May 29<sup>th</sup> @ 7pm AGM

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General meeting topics TBD and may include: Treasurer 101, Indigenous Education & Reconciliation, BCCPAC – Parents as Advocates

# “SAVE THE DATE”

## NVPAC Disability Advisory Committee

\*OPEN to parents/caregivers of students  
currently attending NVSD schools for 2023-  
2024 school year

Email: [inclusion@northvanpac.org](mailto:inclusion@northvanpac.org) for more  
information

### Wednesdays

- October 11<sup>th</sup>
- November 8<sup>th</sup>
- December 6<sup>th</sup>
- January 10<sup>th</sup>
- February 7<sup>th</sup>
- March 6<sup>th</sup>
- April 10<sup>th</sup>
- May 8<sup>th</sup>
- June 5<sup>th</sup>

# “SAVE THE DATE” NVPAC Anti-Racism Advisory Committee (ARAC)

\*OPEN to parents/caregivers of  
students currently attending NVSD  
schools for 2023-2024 school year

THURSDAYS (currently planned via Zoom @7pm)

- November 16<sup>th</sup>
- January 18<sup>th</sup>
- March 14<sup>th</sup>
- May 9<sup>th</sup>

EMAIL [antiracism@northvanpac.org](mailto:antiracism@northvanpac.org) for more  
information.

# Coming soon.... NVPAC Parent Education Sessions

Topics/presentations being considered/planned based on previous feedback and input from PAC execs:

- SEL/anxiety – Dr. Shimi Khang, Sharon Selby
- White Hatter – series on tech
- Indigenous – NVSD District Principal Rose Greene or other presenters from Squamish or Tsleil Waututh
- Anti-hate.ca
- Vaping?

Suggestions, other hot topics?

There are 32 schools in the  
North Vancouver School  
District – 7 Secondary  
Schools:

Argyle  
Sutherland  
Seycove  
Carson Graham  
Windsor  
Handsworth  
Mountainside

## What is a Family of Schools (FOS)?

Schools in North Vancouver are organized into families of schools with each of six secondary schools serving as a geographical catchment made up of a number of elementary schools.

*\*Mountainside includes NVOnline Learning and is part of the Carson Graham FOS*



Director, Learning Services:  
Chanin Smyth

**Elementary total enrolment (approx.):** 1670  
**FOS total enrolment (approx.):** 2920  
**Neighbourhoods:** Lynn Valley, Tempe, Westlynn Terrace

## Argyle Secondary

**Enrolment (approx.):** 1250 students

**Specialty programs:**

- AP (Advanced Placement)
- French Immersion

**Academies:**

- Digital Media Academy

## Upper Lynn Elementary

**Specialty program:**

- English Language Learning Centre

## Lynn Valley Elementary

## Boundary Elementary

**Specialty programs:**

- Late French Immersion
- StrongStart

## Ross Road Elementary

**Specialty program:**

- French Immersion

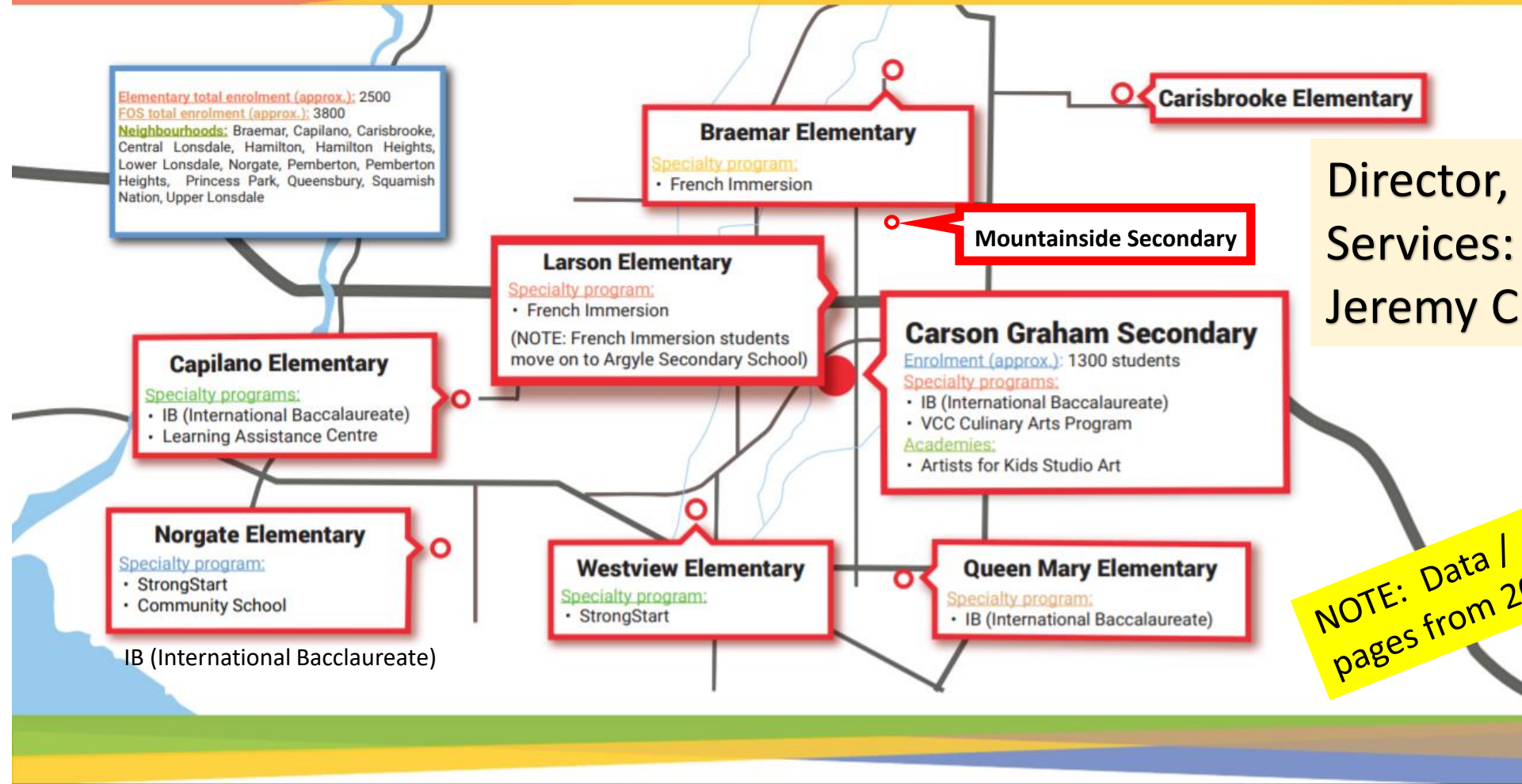
NOTE: Data /  
pages from 2020





# Carson Graham Family of Schools

North Vancouver  
School District  
the natural place to learn®



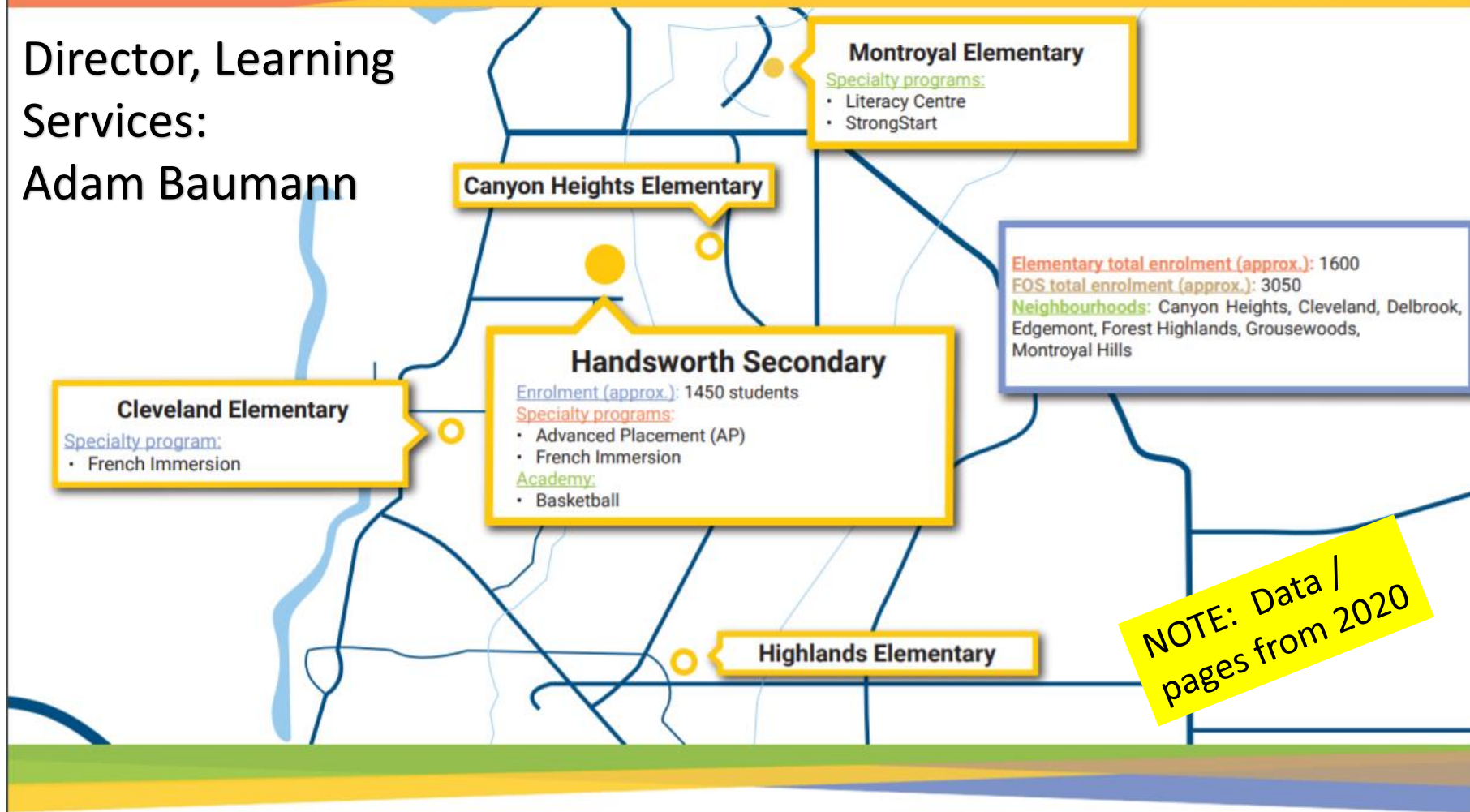
Director, Learning  
Services:  
Jeremy Church

NOTE: Data /  
pages from 2020





Director, Learning  
Services:  
Adam Baumann





**Elementary total enrolment (approx.):** 1280  
**FOS total enrolment (approx.):** 1845  
**Neighbourhoods:** Deep Cove, Dollarton, Indian Arm,  
Indian River, Northlands, Roche Point,  
Tsileil-Waututh Nation

**Dorothy Lynas Elementary**

**Specialty program:**  
• French Immersion

(NOTE: French Immersion students move  
on to Windsor Secondary School)

**Cove Cliff Elementary**

**Seycove Secondary**

**Enrolment (approx.):** 565 students  
**Specialty programs:**  
• Performance Learning Program (PLP)  
• Peak Performance Program  
**Academy:**  
• Basketball

**Sherwood Park Elementary**

**Specialty programs:**  
• French Immersion  
• Literacy Centre

Director, Learning Services:  
Chanin Smyth

NOTE: Data /  
pages from 2020



# Sutherland Family of Schools



**Elementary total enrolment (approx.):** 1475  
**FOS total enrolment (approx.):** 2360  
**Neighbourhoods:** Boulevard, Calverhall,  
Central Lonsdale, Lower Lonsdale,  
Queensbury, Westlynn

## Sutherland Secondary

**Enrolment (approx.):** 885 students

### Specialty programs:

- Global Perspectives Program
- Peak Performance
- Social Studies Explore

### Academies:

- Field hockey
- Outdoor Education
- Volleyball

## Eastview Elementary

### Specialty programs:

- Social Responsibility Support Program (SRSP)
- StrongStart

Queensbury Elementary

Brooksbank Elementary

Ridgeway Elementary

NOTE: Data /  
pages from 2020

Director, Learning Services  
Adam Baumann



## Windsor Family of Schools

North Vancouver  
School District  
the natural place to learn

**Elementary total enrolment (approx.):** 800  
**FOS total enrolment (approx.):** 1690  
**Neighbourhoods:** Blueridge, Lynnmour,  
Seymour, Windsor Park

**Blueridge Elementary**

**Seymour Heights Elementary**

Specialty program:  
• StrongStart

**Lynnmour Elementary**

Specialty program:  
• StrongStart

**Windsor Secondary**

Enrolment (approx.): 890

Specialty program:

• French Immersion

Academies:

- Hockey
- Soccer
- Dance

NOTE: Data /  
pages from 2020

Director, Learning Services:  
Chanin Smyth

\*these are different feeder schools than the English stream in the same schools

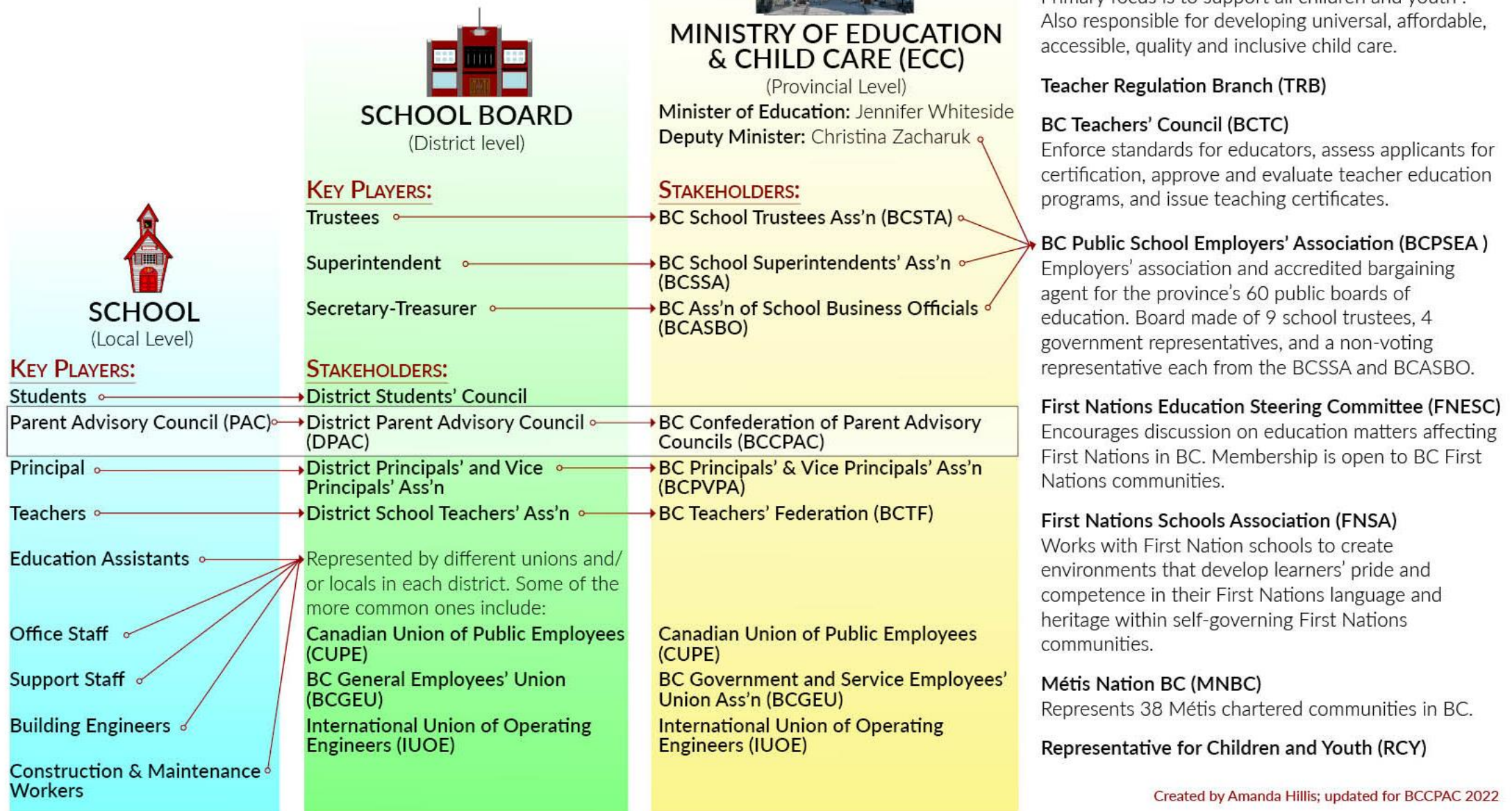
## French Immersion Program feeder schools

Elementary	Secondary
* Boundary Late French Immersion	
* Larson French Immersion	Argyle
Ross Road French Immersion	
* Braemar Early and Late French Immersion	Handsworth
Cleveland French Immersion	
* Dorothy Lynas French Immersion	Windsor
* Sherwood Park French Immersion	



# BC Public Education

## (ORGANIZATION ALPHABET SOUP)



# The SCHOOL ACT

This document is important – covers EVERYTHING

Parents should read & understand relevant parts

It lists the most important rights and responsibilities of parents & students, both individual and collective

[School Act \(PDF\)](#) housed on the BCCPAC website

Also found here: [https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/96412\\_00](https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/96412_00)

***SCHOOL ACT* RELATED REGULATIONS AND ORDERS IN COUNCIL  
TABLE OF CONTENTS**

**Consolidated to July 17, 2023**

	<b>B.C. Reg. No. or OIC No.</b>	<b>Page No.</b>
2023 Non-Residential School Tax Rates Order .....	OIC 222/23 .....	D-3
2023 Residential School Tax Rates Order .....	OIC 223/23 .....	D-5
Appeals Regulation .....	B.C. Reg. 24/08 .....	D-7
Board Insurance Order .....	OIC 1390/87 .....	D-9
Class Size and Compensation Regulation .....	B.C. Reg. 52/12 .....	D-11
Conseil Scolaire Francophone de la Colombie - Britannique Regulation .....	B.C. Reg. 213/99 .....	D-13
Education Mediation Regulation .....	B.C. Reg. 250/00 .....	D-17
Francophone Education Authorities Regulation .....	B.C. Reg. 212/99 .....	D-25
Interest Rate Under Various Statutes Regulation .....	B.C. Reg. 185/14 .....	D-45
Learning Improvement Fund Regulation .....	B.C. Reg. 53/12 .....	D-47
Local Government Elections Regulation .....	B.C. Reg. 380/93 .....	D-49
School Calendar Regulation .....	B.C. Reg. 314/12 .....	D-51
School Land Transfer Regulation .....	B.C. Reg. 81/23 .....	D-55

## BC School Act Related Regulations and Orders in Council

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/legislation-policy/manual-of-school-law/school-act-related-regulations-and-orders-in-council>



## STATEMENT OF EDUCATION POLICY ORDER

### Contents\*

	Page
<b>Part A:</b> Mission Statement.....	D-94
<b>Part B:</b> General Policies for the School System.....	D-94
The Educated Citizen.....	D-94
Diversity and Choice.....	D-94
<b>Part C:</b> Policy Statement on Public Schools .....	D-95
Goals of Education.....	D-95
Attributes of the Public School System .....	D-95
Duties, Rights and Responsibilities .....	D-95
<b>Part D:</b> Policy Statement on Independent Schools and Home Schooling .....	D-97
General Policy.....	D-97
Rights and Responsibilities.....	D-97

# Mandate for the School System in BC

[https://www2.gov.bc.ca/assets/gov/education/administration/legislation-policy/legislation/schoollaw/d/oic\\_128089.pdf](https://www2.gov.bc.ca/assets/gov/education/administration/legislation-policy/legislation/schoollaw/d/oic_128089.pdf)



BC Confederation of  
Parent Advisory Councils

## TABLE OF CONTENTS

Consolidated to July 11, 2023



BC Confederation of  
Parent Advisory Councils

	Ministerial Order No.	Page No.
Accounting Practices Order .....	M033/09 .....	E-3
Anaphylaxis Protection Order.....	M232/07 .....	E-5
Board Authorized Course Order .....	M285/04 .....	E-7
Board of Education Fees Order.....	M236/07 .....	E-11
British Columbia Adult Graduation Requirements Order .....	M320/04 .....	E-13
British Columbia Provincial Resource Program for the Deaf Order	M47/00 .....	E-19
Child Care Order.....	M326/20 .....	E-21
Disposal of Land Or Improvements Order .....	M193/08 .....	E-23
Educational Program Guide Order.....	M333/99 .....	E-25
Enhancing Student Learning Reporting Order.....	M302/20 .....	E-41
Graduation Program Order .....	M302/04 .....	E-43
Individual Education Plan Order .....	M638/95 .....	E-57
Investigation by Superintendent Order .....	M151/89 .....	E-59
Land and Improvements Reporting Order .....	M87/23 .....	E-61
Learning Update Order .....	M184/23 .....	E-63
Permanent Student Record Order .....	M082/09 .....	E-69
Provincial Fees Order.....	M140/89 .....	E-71
Provincial Graduation Assessments Order .....	M410/04 .....	E-73
Provincial Letter Grades Order.....	M192/94 .....	E-75
Provincial Resource Program Order .....	M189/08 .....	E-81
Provincial Standards for Codes of Conduct Order .....	M276/07 .....	E-83
Repeal of Schools Department Circular No. 50 Order .....	M8/90 .....	E-85
Required Areas of Learning in an Educational Program Order.....	M295/95 .....	E-87
School and Student Data Collection Order.....	M152/89 .....	E-89
School Opening and Closure Order .....	M194/08 .....	E-91
Special Needs Students Order.....	M150/89 .....	E-93
Student Credentials Order.....	M164/96 .....	E-95
Student Learning Assessment Order.....	M60/94 .....	E-105
Student Records Disclosure Order.....	M14/91 .....	E-107
Support Services for Schools Order.....	M149/89 .....	E-109
Work Experience Order .....	M237/11 .....	E-111

# Ministerial Orders related to School Act

# Parent Rights and Responsibilities

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The right to be informed of their child's attendance, behaviour, and progress in school

On request, to receive a copy of the school plan

To belong to the Parent Advisory Council (PAC) in their school

To consult with the teacher, principal, vice-principal, or director, learning services with respect to their child's educational program.

To provide volunteer services at or for a school

To examine all student records kept by a board pertaining to their child - on payment of a fee, if any, to receive a copy of any student record they are entitled to examine under the above section of the School Act

Can be held liable, with or separately from their children, for property of a school board that is destroyed, damaged, lost, or converted by an intentional or negligent act

To appeal to the school board, a decision or failure to make a decision, by a school board employee that significantly affects the education, health, or safety of their child

# PAC, DPAC and BCCPAC?

SCHOOL: Parent Advisory Council

PAC advises the school administration on any matter relating to public education, supports parents

DISTRICT: Parent Advisory Council advises the school district on any matter relating to public education, support PACs

BC Confederation of Parent Advisory Councils is the provincial voice of parents on K-12 public education and related issues, supports DPAC and PAC members

# District Parent Advisory Councils (DPAC)

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Recognized in the School Act, Sections 8.4 & 8.5

- The **official representative** body of parents/guardians of children in district
- School Act provides DPACs the power to **advise** the Board of Education respecting any matter relating to education within the district, including educational policy
- Required to have bylaws under which they operate – governing meetings, how business is carried, dissolution, etc.
- Composed of, run and managed by **parent VOLUNTEERS**

# District “Stakeholder” (Partner Group)

In addition to the power granted by the School Act, your DPAC has “stakeholder” (partner group) status

Being a stakeholder / partner group is supposed to entitle DPAC to:

- Have representation (on behalf of parents) on standing school district committees
- Have representation on school district advisory and ad hoc committees plus any working groups

# Role of DPAC

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Comprised of elected parent representatives from PACs and serves as an umbrella organization for PACs in the School District

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Assist parents in forming a PAC in every school

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Assist members in obtaining information and communicating with district personnel

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Help parents navigate the school system locally

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Advocate for parental involvement in the education system and input on School District committees

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Support and encourage PACs and parents in accessing the school system at all levels by providing regular forums for the exchange of ideas and information to ensure that public education services the best interests of all students.

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# Representation within DPAC

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## DPAC Executive

- Public Representatives of DPAC
- Responsible for DPAC governance
- Have voting power at executive meetings

## PAC Representatives

- Represent their PACs to/at DPAC
- Help form DPAC policy through motions and discussion
- Have voting power at general meetings & DPAC elections

## Parent/Caregiver\*

- Contact DPAC with an issue requiring representation at the district level
- Attend DPAC meetings &/or events

*\*includes parent/caregiver of students attending a district school in the CURRENT school year*



# Elected DPAC Representative (on your PAC)

The roles, duties and responsibilities of elected DPAC representatives (elected at PAC level) vary but generally:

- Act as a liaison between the PAC and DPAC by attending DPAC meetings
- Communicate and obtain information to and from PAC
- Bring forward issues that may be common to more than one school
- EACH YEAR PAC is required under the School Act to elect a DPAC representative

# Parent Advisory Councils (PAC)

Recognized in the School Act, Section 8

Required to have bylaws under which they operate (self-governing)

Official collective voice of the parents/guardians of the school community

**Composed of, run and managed by parent VOLUNTEERS**

Can advise school staff or Board of Education respecting any matter relating to the school or provincial education

# Purposes of a PAC

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- Advise the school principal and staff on parents' views and feedback about school programs, policies, plans and activities.
- Organize PAC activities and events and endeavour to provide parent education
- Encourage parent involvement in the school, and to support programs that promote parent involvement
- Communicate with parents, and to promote co-operation between the home and the school in providing support for the education of children
- Assist parents in accessing the system (could mean connecting with DPAC) and to advocate on behalf of parents and students
- To provide financial support for the goals of the PAC as determined by its membership
- To advise and participate in the activities of the DPAC

# ALL PACs NOTE

The business of the PAC shall be unbiased  
in respect of race, colour, religion,  
politics, family status, gender, sexual  
orientation or physical or mental ability



**PAC is NOT a forum for the discussion of  
individual school personnel, parents, or  
other individual members of the school  
community**

# FACT

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- PACS and DPACs are NOT required to register as a non-profit or under the BC Societies Act.



# Meeting 'Guests'

PAC and DPAC meetings are for parents/guardians of children at that school and/or district (for the current school year)

Trustees, school administrators and staff representatives should be welcomed to attend PAC meetings as regular guests (they cannot vote). It is recommended to connect with and invite your trustee liaison to your meetings and/or events

Similarly, PAC Executives should consider meeting regularly with their administration teams AND consider requesting to present to staff meetings as needed to share information, inform etc

**PAC/DPAC bylaws should provide direction on the level of participation of invited guests and what to do if a staff member is also a parent at a school**

# Personal Information and Privacy Act (PIPA)

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Personal Information and Privacy Act (PIPA) applies to PACs/DPACs.

NOTE\*\*\* Freedom of Information & Protection of Privacy Act (FOIPPA) applies to schools/school districts.

Personal information is defined as “information about an identifiable individual”

Including but not limited to:

- Name
- Home address
- Email
- Phone number
- Employment
- Marital status
- Physical description, education, religion, etc



# Common Sense Rules

PIPA creates “common sense” rules for collecting, using, and sharing personal information

These rules will apply if PAC/DPAC decides to collect personal information for contact lists that use home phone numbers, addresses, or personal e-mail rather than business addresses, volunteer or committee lists, awards or prizes

The personal information might include photographs and video tapes as well as electronic or paper records



# PAC, DPAC and BCCPAC fall under PIPA

What organizations and types of information does PIPA regulate?

Organizations covered by PIPA – PIPA applies to all organizations and to all personal information held by organizations unless PIPA says that it does not apply (section 3(1)).

An organization includes:

- A corporation, including a strata corporation
- A doctor's office
- An association that is not incorporated
- A co-operative association, including a housing co-op,
- A society,
- A church or other religious organization, a charity, a sports club, a trade union, a partnership, a political party,
- An individual involved in a commercial activity (for example, an individual running a small renovation business that is not incorporated), and
- A trust.

# Communication...

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- PACs can only communicate with parents once parents have provided their contact information or opted in to receive information.
- Schools **cannot** provide email or other parent/guardian contact information to PACs even though parents/guardians have provided it to the school; **due to data privacy the data cannot be shared.**
- It is common for schools to send out information on behalf of the PAC to their school families.
- This means, if individuals don't provide email or other contact information to their PACs, the PAC is unable to communicate directly with them.
- **PACs fall under the Personal Information and Privacy Act (PIPA); they do not fall under FOIPPA.**

# DPAC Communication...

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- Just like PACs, DPAC can only communicate with local PACs and school parents once they have provided their contact information OR OPTED in to receive information.

**NVPAC does NOT share this list**

- It is to the advantage of PACs and their parent community to be connected with NVPAC – electronically and through engagement
- If individuals do NOT provide email or other contact information both NVPAC and PAC are unable to communicate directly with you.

**REMINDER from previous slide:**

**DPACs fall under PIPA and NOT FOIPPA**





# REMINDER

In all cases, parents who are engaged in their school, district or provincial PAC are volunteers giving of their time for their community and **do not** receive any remuneration.

# Robert's Rules of Order & Meetings

- Meetings need to focus on business at hand with a clear agenda, including motions.
- A strong meeting chair to keep to the agenda and facilitate the flow of conversation
- Always be respectful and ensure all voices can be heard.
- [Robert's Rules https://robertsrules.com/](https://robertsrules.com/) is a simple set of meeting guidelines for conducting meetings and making decisions as a group. It is NOT intended to make them more difficult.
- You can modify these or find another suitable process that encourages fairness and participation **unless your bylaws state otherwise**. Example: [Bourinot's Rules of Order](#)

# FACT

PACS and DPACs are NOT required to fundraise but most choose (feel obligated) to do so.



# Communications

(may include...)



**Constitution & Bylaws (including Mission Statement)**



**Policy manual, agendas and minutes of meetings, financial records, treasurer reports.**



**Committee lists and reports**



**Newsletters and email**



**Blogs and websites**



**Calendar of Events**

# Social Media

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Designate spokesperson, usually the Chair (this should be in your constitution and bylaws!)

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Safety, security and privacy of all is of paramount importance

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Stick to facts and be respectful

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**Don't need to comment on everything**

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If you wouldn't say it in polite company...don't say it

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Have an opinion but be mindful you represent ALL parents

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Common courtesy holds

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Use social media to inform and educate (AVOID ranting)

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Not everything is appropriate for social media

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# Media

- Designate spokesperson, usually the Chair (this should be in your constitution and bylaws!)
- Safety, security and privacy of all is of paramount importance
- Don't feel obliged to respond to a journalist or reporter
- Don't feel the need to "answer" the question
- Make your statement
- Stick to facts and be respectful
- Don't need to comment on everything
- Have an opinion but **be mindful you represent ALL parents**
- Common courtesy holds
- Not all media is good media or good attention

# Hacks, Honest Haters, and Trolls



Spot them, don't become them!



People with a vested or partisan interest in opposing your cause or issue



Members of the public with a legitimate disagreement, expressed respectfully



Classic trolls

# Advocacy isn't Activism

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**ADVOCACY** - a simple short word with oh so much meaning and a different meaning for each of us

*Noun* - public support for or recommendation of a particular cause or policy

If the status quo isn't working or acceptable, within our democracy, it's our right to ask questions, push back, to demand change

It's not a question of your political leanings or how you vote

It's not which party you love or hate

And it's not about ranting and railing because you are way too mad



# FACT

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Not having a  
Constitution & Bylaws is  
much worse and more  
challenging than the  
effort to create and  
maintain them.



# Constitution & Bylaws

A Constitution & Bylaws is a living document and should be well known to the members, executive, partners, and others interested parties.

BCCPAC suggests 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 the membership or executive.

# Purposes of a Constitution & Bylaws

**A constitution states the reasons why an organization exists**

It defines the reasons for being, mandate and purposes, used to focus its activities

A constitution should be brief (1-2 pages), and separate from the bylaws

**Bylaws are an organization's operating rules**

It defines the roles of the membership and executive, provides direction and authority to the membership and executive, provides a method for holding everyone in the organization accountable for their decisions and actions



# Creating Constitution & Bylaws for the First Time?

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If you are creating a Constitution & Bylaws for the first time, or are undergoing a major review, plan to spend several months on the project

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These documents require close attention to detail and plenty of discussion

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All parent members should have the opportunity to consider the issues and express their views







# Creating/Updating your Constitution & Bylaws

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It is important to involve your parent community members in creating **and** reviewing your council's Constitution & Bylaws

Both documents belong to the membership, not to the executive or constitution committee



# Constitution & Bylaws

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Consider  
Involving the  
Parent/Caregiver  
Community by:

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a letter or notice that the constitution and bylaws will be reviewed, with a survey or questionnaire on key issues - survey or questionnaire can be emailed

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an informal get-together to discuss the parent role in the school

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special meeting, or dedicated time at a regular meeting, where parents are invited to discuss the council's mission, purposes, and operating rules

---

a committee to review the constitution and bylaws, and make recommendations to the executive and parent membership

# FACT

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Once a constitution and bylaws are adopted, they take effect immediately and remain in effect until formally changed.

The document is never invalid just because it's old.



# Constitution & Bylaws

The School Act requires that every PAC/DPAC has bylaws that specify how meetings are run, how the business is conducted, how dissolution is to be handled, and how executive representatives are elected

**If you do not have bylaws, you need to get started to resolve that!**

**If you have not reviewed/updated your bylaws in a long time...its time!**


We strongly recommend that you make your bylaws available online in a searchable format (PDF is probably best)

BCCPAC recommends that PACs review their constitution and bylaws annually. A regular review focuses members' attention on the council's purposes and objectives.


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# North Vancouver PAC



[Home](#)
[About NVPAC](#)
[NVPAC Registration](#)
[BCCPAC](#)
[PAC 101](#)

[NVPAC Executive](#)
[NVPAC Meetings & Minutes](#)
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# North Vancouver PAC

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## NVPAC Documents

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[About NVPAC](#)
[NVPAC Registration](#)
[BCCPAC](#)
[PAC 101](#)
[Parent Education/Resources](#)
[Grants](#)
[Committee Meetings](#)
[Events/Programs/Resources](#)
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### CONSTITUTION & BYLAWS:

[NVPAC Constitution and Bylaws](#)

### NVPAC POLICIES AND PROCEDURES

[NVPAC Policy and Procedures](#)

### NVPAC COMMUNICATIONS GUIDELINES:

[NVPAC Communications Guidelines](#)  
[Permission Form for Email, Class Directory, and Photo Release](#)  
[Permission Form for Email, Class Directory, School Directory & Photo Release](#)

To use the permission form templates above please download, save to your computer and edit in Word. Google distorts the form but once in Word it should work properly. If further issues arise please email [chair@northvanpac.org](mailto:chair@northvanpac.org).



# My Elementary School

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## **Constitution - Table of Contents**

- **Section I Name**
- **Section II Purposes**
- **Section III Mission Statement**
- **Section IV Interpretation of Terms**

## **• Bylaws - Table of Contents**

- **Section I Membership**
- **Section II Meetings of Members**
- **Section III Proceedings at Meetings**
- **Section IV Evote**
- **Section V Election of Executive Officers**
- **Section VI Terms of Office of Executive Officers**
- **Section VII Executive Officers and Duties**
- **Section VIII Code of Conduct – Statement of Understanding**
- **Section IX Committees**
- **Section X Finances & Finance Committee**
- **Section XI Constitution & Bylaw Amendments**
- **Section XII Dissolution**



# Elections

Bylaws will state what your executive positions are and the terms and process for elections

Traditionally this may include a Chair, Vice-Chair/Co-Chair, Secretary, Treasurer, and Members-At-Large

**\*note what is required to qualify for gaming grants or if your PAC is a registered non-profit or society**

DPACs may have additional positions such as District Liaison or BCCPAC Liaison.

Bylaws will also state elections are to be held during the AGM. Timing of an AGM depends on the Bylaws – Spring or Fall - both work

# Elections continued...

Consider putting a call-out for nominations before and during the AGM

Eligibility will depend on what the Bylaws say but traditionally PACs/DPACs allow all parents/caregivers from their school community to run for positions

Typically during the AGM the final call for nominations is made

How parents vote should be in the bylaws (i.e. single vote from each parent/guardian of child attending the school)

# Elections...in your Bylaws *(we hope)*

If only one person runs for a position, they are typically acclaimed to that position.

If >1 person is running for a position, voting should occur.

The AGM Minutes should record election results.

Traditionally executives take their positions at end of AGM or end of school year (which could be your fiscal year).

Should a vacancy arise on the executive, the bylaws should provide direction as to how to fill that vacancy including whether another election is needed or a simple motion at a regular meeting will do.

# Financial Accountability - Bylaws need to include:

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What is the fiscal year

---

Why the council raises funds (if they do), how \$ is distributed (including Gaming Grants)

---

Role of Treasurer and Finance Committee  
(if you have one)

---

Signing officers, including measures to protect against fraud

---

Budget must be presented and approved at the AGM to authorize spending

## BCCPAC Can Help

Sample [Constitution & Bylaws](#) on website

Leadership Manual covering [many topics](#) relevant for PACs and DPACs on website

Post to the BCCPAC [Facebook page](#) to get insight and help from other members – they are a wealth of information

Call or email the office for assistance

Other facebook groups:

North Vancouver DPAC

(NVPAC – *up to 2 exec members from each PAC*)

PACs Helping PACs (BC, Lower Mainland)

North Vancouver PAC Collective



**@BCCPAC**



**@YOURBCCPAC**



**bccpac.bc.ca**



**[info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)**

## **BCCPAC Membership Fees Now Due.**

Help support provincial advocacy and the support provided directly to individual parents. We are the only provincial group 100% dedicated to parents & children in public school.  
Renew/Join \$75

*\*\*\*\*REIMBURSED by NVPAC via grant application IF you have registered your PAC Executive with NVPAC for the 2023-2024 school year\*\*\*\**

Updated BCCPAC membership list for SD#44 can be found here:

[https://bccpac.bc.ca/index.php/members/index.php?option=com\\_pacmembership&view=memberlist&offset=0&type=pac&filter=44](https://bccpac.bc.ca/index.php/members/index.php?option=com_pacmembership&view=memberlist&offset=0&type=pac&filter=44)

Argyle, Lynnmour, Westview, Windsor, Canyon Heights, Cleveland, Cove Cliff are NOT included on the BCCPAC website list (25/32 North Vancouver School District Schools are listed)



**@BCCPAC**



**@YOURBCCPAC**



**[bccpac.bc.ca](https://bccpac.bc.ca)**



**[info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)**



facebook.com/groups/nvpac

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North Vancouver DPAC  
Private group · 48 members

+ Invite

Browse Manage

Community home

Overview

## North Vancouver DPAC

+ Invite

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Write something...

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Featured

September 30, 2021 · 2

This group is for up to TWO members from each school PAC/Exec of the North Vancouver School District (SD#44) to discuss PAC executive-specific i... See more

**About**

This group is for up to TWO members from each school PAC/Exec of the North Vancouver School District (SD#44) to discuss PAC executive-specific i... See more

**Private**  
Only members can see who's in the group and what they post.

**Visible**  
Anyone can find this group.

**North Vancouver, British Columbia**

PACs Helping PACs - BC, Lower Mainland

Members

Events

Videos

Photos

Files

Recommendations

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- No More Helicopter... 20+
- Raising Kids with a... 20+
- Bariatric Beginners... 20+
- PACs Helping PACs - B...

Joined ▾

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More

### About This Group

#### Description

This is a group for lower mainland Parent Advisory Committee's (PACs) to help other PACs with information on fundraiser ideas, vendors etc. We all know it's a lot of work to organize events and try to raise money for our school's so lets share our ideas and help to make all of our schools a better place for our children to learn!

#### Group Type





# Q&A – submitted prior

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- Can the PAC push for the school to adopt a new policy? For example could the PAC ask the school to stop welcoming police into the school to do presentations?
- Why are Emergency Response materials to be covered by the PAC and not the district or the Ministry of Education? Also, how many schools use their BC Gaming Grant toward EMR materials?
- Conflict of Interest – Is it a conflict of interest to have presentations promoting services of businesses or organizations that PAC members, their families or other families at the school are owned by or employed by and will benefit from?

# Q&A

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# Top PAC Issues (as submitted)

- Fundraising; level of parent participation in PAC
- Getting back to normal after covid
- Food insecurities
- Creating a welcoming inclusive school environment for all kids.
- Poor State of facilities, safety of facilities, inaccessability of playgrounds for students with physical disabilities (tarmac, stair wells, broken benches, inaccessible playgrounds, staircases and washrooms all problems).
- Lack of arts within the schools- specifically music. The curriculum only covered a very very small portion spread across multiple genres (dance, drama, music, visual arts). Aside from the expensive pay for play program of band and strings...what can PACs do to advocate for more?
- Drive Parent/Guardian interest



# Feedback

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