

# DISTRICT PARENTS' ADVISORY COUNCIL

## Background

A District Parents' Advisory Council (DPAC) will enhance communications among the school Parents' Advisory Councils (PACs), the District, stakeholder groups and the community at large. The primary focus of DPAC is on programs and policies that have an impact on students and parents in the District.

## Procedures

### 1. DPAC Representatives

- 1.1. Each PAC may elect annually one of its members to be its representative on the DPAC for a term of not more than one year.

### 2. DPAC Executive Representatives

- 2.1. The DPAC Executive will be elected in accordance with their constitution and bylaws and will:
  - 2.1.1. Communicate with PACs in order to respond to the needs as they arise;
  - 2.1.2. Provide support and advice to PACs;
  - 2.1.3. Help direct questions and actions through the appropriate District channels;
  - 2.1.4. Meet with District Management to discuss items of interest;

### 3. DPAC Executive

- 3.1. The DPAC Executive will:
  - 3.1.1. Present the parental viewpoint to the trustees and senior management as non-voting members on the Board Standing Committees;
  - 3.1.2. Communicate pertinent information to PACs;
  - 3.1.3. Assist PACs Executive to direct their questions and actions through appropriate channels;
  - 3.1.4. Contact their alternate parent representatives if they are unable to attend a Board Committee meeting;

### 4. The Chair

- 4.1. The Chair is elected by a majority of the DPAC Executive representatives. The Chair provides leadership and acts as spokesperson, based upon mutual consensus and the co-operation extended by the group. The Chair, whenever possible, will attempt to reflect the opinion of the majority of the DPAC Executive representatives.

4.2. The Chair will:

- 4.2.1. Call and arrange meetings and set agenda;
- 4.2.2. Manage correspondence and co-ordinate general communications on behalf of the group;
- 4.2.3. Provide liaison as necessary with trustees, senior management, administrators, and with the presidents of the various associations with whom the group is in contact;
- 4.2.4. Co-ordinate planning and goal setting on behalf of the group.

5. Procedural Points

- 5.1. The primary focus of DPAC Executive representatives is on programs and policies that have an impact on students and parents in the District.

6. Representation on Committees

- 6.1. The DPAC's Executive are responsible for designating who shall represent parents on both Standing and special committees established by the Board and its senior management.

7. Liability Insurance Coverage

- 7.1. The District's insurance coverage through the Schools Protection Program, enables third party liability insurance coverage to be extended to include PAC's and DPAC, their members and employees (but not non-member volunteers to the PAC and DPAC), while engaged in activities connected to the District and sanctioned by the Principal.
- 7.2. Regular meetings of the PAC and DPAC are considered a District-sanctioned activity, therefore, any persons who provide childcare services for these meetings, with or without receiving a small honorarium, are considered volunteer workers of the District. In accordance with Administrative Procedure 532 – Liability Insurance, insurance coverage through the Schools Protection Program provides third party liability insurance coverage to volunteer workers of the District while acting within the scope of their duties, including extra-curricular activities.

Reference: Section 8, 8.4, 8.5, 22, 23, 65, 85 School Act

Adopted: November 29, 1982

Revised: June 19, 1989; August 1990; December 1996; February 1999; May 2003; September 24, 2018; April 10, 2019; September 9, 2024