



Burnaby District Parent Advisory Council

Central Secondary School
Room A206 – Conference Centre
6011 Deer Lake Parkway, Burnaby, BC
dpac.burnabypac.ca
dpacinfo@burnabyschools.ca
dpacchair@burnabyschools.ca

November 17, 2025 General Meeting

Agenda

- Welcome and Land Acknowledgement
- Approval of Agenda
- Presentation
 - [Trustee Kristin Schnider](#) (Chair of the [Board of Education](#))
 - Presenter: Lucky Saini, District Principal, Education and Technology, Burnaby School District.

Break

- Approval of Minutes from October 20, 2025
- Unfinished Business
 - Presenter: Melanie Wilkins-Ho
Constitution & Bylaws (C&B) Refresher
Overview and recap of last year's bylaw review and update project.
C&B next steps and timeline.
 - Meeting Behaviour Policy
Motion: That the Membership approve the Meeting Behaviour Policy as presented in the November 17, 2025 meeting package. Any substantive

amendments arising from discussion shall be referred to the Constitution & Bylaws Committee for review and recommendation.

- DPAC Update and Reports:

- Accessibility Committee
- DTAC Committee
- DACC Committee (Community Schools)
- Committee of the Whole
- City of Burnaby Transportation Committee
- Committee Vacancies (C&B, Equity Scan, Sustainability, Accessibility)
- Executives Vacancies- call for nominations (Cariboo Lougheed and Kingsway South)
- Parent Feedback Survey Early Trends

- Show & Tell

- Show & Tell Highlights
- What's one issue you'd like DPAC to raise with the School District?
- Member Question of the Month
- Upcoming dates:
 - Nov. 13 EDI Committee Meeting
 - Nov. 25 & Dec. 16 Burnaby School Board Meeting
 - Nov. 27 Sustainability Committee Meeting
 - **Dec. 15 Parent Feedback Survey Ends**
 - Jan. 12 - C.O.W. Meeting
 - **Jan. 19 - DPAC General Meeting - SD budget information meeting & Survey Feedback Results**

- Adjournment

Next Meeting Date: January 19, 2026



Meeting Minutes
October 20, 2025

Burnaby DPAC
Burnaby Central Secondary School
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6011 Deer Lake Parkway, Burnaby, BC
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Attendance (bold indicates those who were in attendance):

Schools

Brentwood North

Alpha
Aubrey
Brentwood Park
Burnaby North
Confederation Park
Capital Hill
Gilmore
Kitchener
Lochdale
Montecito
Parker
Rosser
Sperling
Westridge

Cariboo Lougheed

Armstrong
Cameron
Cariboo Hill
Burnaby Mountain
Forest Grove
Lyndhurst
Seaforth
Second Street
Stoney Creek
Twelfth Avenue
University Highlands

Central West

Buckingham
Burnaby Central
Brantford
Cascade Heights
Chaffey-Burke
Douglas Road
Gilpin
Inman
Lakeview
Marlborough
Morley
Moscrop

Kingsway South

Burnaby South
Byrne Creek
Clinton
Edmonds Community
Glenwood
Maywood Community
Nelson
South Slope/BCSD
Stride
Suncrest
Taylor
Windsor

District Staff

Superintendent: Karim Hachlaf

Secretary-Treasurer: Ishver Khunguray

Brentwood North

Assistant Superintendent:
Brandon Curr

Cariboo Lougheed

Assistant Superintendent:
Richard Per

Central West

Deputy Superintendent:
Robert Bombelli

Kingsway South

Assistant Superintendent:
Jeanette Laursoo

**Board of Education
(Trustees)**

Brentwood North

Kristin Schneider (Chair)
Larry Hayes

Cariboo Lougheed

Jen Mezei (Vice Chair)
Bill Brassington

Central West

Peter Cech
Mikelle Sasakamoose

Kingsway South

Gary Wong
Kristin Schneider (Chair)

DPAC Executives

Brentwood North

Vivien Gomes-Pollon
Paul Kwon

Cariboo Lougheed

Heide Baer
Vacant

Central West

Brock Stephenson
Ruchika Bhatia

Kingsway South

Vacant
Vacant

1. Welcome and Land Acknowledgement: Vivien Gomes

- Meeting was called to order at 7:05pm
- Acknowledgement

2. Approval of Agenda

The Chair apologized on behalf of the executives who were unable to attend. Paul sent his regards, Ruchika was away celebrating Diwali with her family, and Brock was away due to a family emergency.

3. Guest Presentation: Winadzi / Simon Daniel James

- We were honoured to welcome our guest speaker of the evening: Winadzi (Simon Daniel James), recipient of a 2023 BC Achievement Community Award and co-creator and co-producer of the animated storytelling series *Raven Tales*. Simon's Kwakwaka'wakw name, Winadzi (the Raider), was given to him by his grandfather, Chief James Sewid, before he passed away when Simon was 17 years old. Simon has been given 5 other names since, but he keeps Winadzi.
- Winadzi shared the transformational points of his life and told of how he fell in love with making a difference in kids' lives across Burnaby (and elsewhere). He is currently working for BC Housing and doing an installation at Inman. His influence can be felt at all Burnaby schools, and his art can be seen at Sperling, Westridge, Rosser, Morley, Taylor Park, and Inman. His talk underlined the importance of cooperation and embracing that we are all one.
- Vivien thanked Winadzi for his presentation, highlighting how the beauty of art can inspire our lives. Art, even without words, allows us to feel deeply and find inspiration—encouraging people of all ages to continue creating and expressing themselves.

4. DPAC Executive Committee – 1st Call for Nominations: Vivien Gomes

- 3 Vacancies: 2x Kingsway South and 1x Cariboo Lougheed.
- The Chair answered questions about which schools are in each zone, the nature of executive committee work, the fulfillment it can bring, and the time commitment involved.
- No nominations were made.

5. Committees & DPAC Updates: Vivien Gomes

- SD Accessibility Committee
 - DPAC Representation from Nelson and Forest Grove (but *please apply, if interested*)
- SD DACC (Community Schools) Committee
 - DPAC Representation from Alpha and [Vacant – *please apply, if interested*]
- SD DTAC (Technology) Committee
 - DPAC Representation from Brantford and Inman
- SD Equity Scan (Indigenous Education)
 - DPAC Representation from Burnaby Mountain and [Vacant – *please apply, if interested*]
 - Burnaby Mountain Rep would like to get an email out to the 750 indigenous kids' parents to solicit

guidance and stories so that she can better represent them on committee. She will be sending an email for DPAC to share, likely to send to Principals via the SD so that all indigenous parents can receive.

- SD EDI (Equity, Diversity and Inclusion) Committee
 - DPAC Representation from Inman and Kitchener
 - [Oct 16 Meeting Report](#); topics included reflections on current challenges & wins in schools and collaboration/networking between schools.
 - At the General Meeting, Inman Rep sought input from the perspective of parents: Seeking action items or success stories that he can bring to committee. At the last meeting they (with student representative[s]) were brainstorming about how to use spaces to encourage parents of different backgrounds to mingle (eg, at school events that parents attend) - perhaps using ice breaker activities. If you have thoughts/input, please share to dpacchair@burnabyschools.ca .
- SD SOGI Committee
 - DPAC Representation from Kitchener and Maywood
 - [Sep 24 Meeting Report](#); topics included Policy 17 adoption and education & upcoming events.
- SD Sustainability Committee
 - DPAC Representation from Brentwood Park and [Vacant – *please apply, if interested*]
 - [Sep 25 Meeting Report](#); topics included recycling/compost, waste reduction & school competitions, transportation & SFU researcher/Burnaby Youth Sustainability Network (BYSN), BC School Streets initiative, ECHO Makerspace & repurposing, and corporate influence in climate education.
- DPAC Website Project: Morton Rand-Hendrikson (Absent)
- DPAC Treasurer's Report: Heide Baer
 - See below; attached to Minutes
- **To apply to sit on an internal or external committee**, please email dpacchair@burnabyschools.ca with a short summary of your experience in the relevant area and/or why you would like to volunteer. For more information on each committee, please also email us.

Action item: Parents can still submit SD committee applications

6. Mini Conference Debrief (Oct 6): Vivien Gomes

- Highlights of attendance, feedback, takeaways.
- Topics covered were reviewed and some of the resources available for PACs were summarized; see our [DPAC Meetings](#) webpage for more information under the Oct 6 heading:
 - PAC 101 & BCCPAC resources,
 - SD Treasurer Workshop,
 - Governance, and
 - Advocacy and the funding structures of our education system.

7. Public Relations Project: Vivien Gomes

- Our [Parent Feedback Survey](#) is now live; please share it with as many PAC members as possible.
- Created to gather feedback from PACs to support effective collaboration between parents, schools and SD.
- Parents and children were disappointed in the spring with this year's budget.
- The goal is to communicate and collaborate so that we can define a cohesive and constructive direction for our efforts in support of change.
- The recent budget cuts have been difficult. The purpose of the survey is to gather feedback from PACs to

support effective collaboration between parents, schools and the district. Survey Launched: Oct 22-Nov.30, Dpac zone reps - will be reaching out to PAC executives and DPAC reps. The public relations project is to stay strong, collaborate, communicate and move forward together.

- Results will be summarized, including any preliminary trends/themes that emerge.

Action item: Reps please share the survey with your PACs & Parents

8. DPAC Executive Committee – 2nd Call for Nominations: Vivien Gomes

- No nominations were made.

9. Upcoming Meetings: Vivien Gomes

- Oct 22 SOGI
- Oct 23 DTAC
- Oct 28 Burnaby School Board
- Oct 30 Accessibility
- Nov 6 DACC
- Nov 8 Equity Scan (this will be rescheduled; date TBD)
- Nov 10 COW Community of the Whole
- Nov 13 Sustainability & EDI
- Nov 15 BCCPAC Summit - membership renewal is due
- Nov 17 DPAC General Meeting
- Nov 20 International Children's Day / Student Voices Panel

10. Governance – [Code of Ethics & Confidentiality Policy for Executive Committee Members](#): Vivien Gomes

- Burnaby Mountain pointed out that this policy is actually a suggested revision of our Bylaws Sec XIV, and so we should follow the bylaws amendment process. There was some discussion around this.
- A motion was made for presenting this as a proposed bylaw amendment of Section XIV, to be reviewed by Members and voted on at the November meeting.
- Moved by: Burnaby Mountain Seconded by: University Highlands Carried

Action item: Reps to review the Exec code of ethics for next meeting

11. Questions and Answers:

- Several DPAC Reps requested to reconvene the Constitution & Bylaws (C&Bs) committee. DPAC Reps interested in volunteering for the committee included Sperling, Burnaby Mountain, Forest Grove, and Byrne Creek; all of those interested were invited to apply to dpacchair@burnabyschools.ca. Additional DPAC Reps are willing to read and provide feedback on the draft C&Bs.

See related files on the [DPAC Meetings](#) webpage from the April 2025 Meeting.

Action item: Vivien to email Byrne Creek Rep

Action item: Reps can submit C&B Committee applications

Action item: Reps can submit feedback on draft C&Bs

- At the Oct 7 BC Legislative Assembly, [Bill 19 – School Amendment Act](#) was introduced. This bill proposes to amend the School Act to allow the Districts to open up school properties for child care in order to better

support working parents. Bill 19 is in the First Reading stage; we will follow its progress. [See here for more background information](#) like the locations of pilot projects.

(Since the General Meeting, this amendment has been adopted – Royal Assent was reached, so as of Oct 30 “[a] board may provide a child care program on board property if the board is a licensee.”)

- A motion was made for the Draft Policy on Meeting Behaviour to be sent to all Members by email for review to prepare for a vote on it next month. The draft policy can be found on [page 3 of this document](#).
Moved by: Burnaby Mountain Seconded by: University-Highlands Carried
Action item: Reps to review the draft policy for next meeting

12. DPAC Executive Committee – 3rd Call for Nominations: Vivien Gomes

- No nominations were made.

13. Approval of September 15, 2025 Minutes

- A motion was made to approve the Minutes with the following friendly amendments:
 - Add Brandon Curr as an attendee
 - Add bullet point to the Tabletop Zone Discussions list of Themes identified that reads "Desire for C&B training for executive committee and members"
 - Change From "A representative from Burnaby Mountain Secondary School proposed an amendment to the February–April 2025 General Meeting minutes."
To "A representative from Burnaby Mountain Secondary School proposed an amendment to the May 2025 General Meeting minutes."
- Moved by: Forest Grove Seconded by: University-Highlands Carried

14. Show and Tell: DPAC Reps

- DPAC will be publishing a Resources page on our website; stay tuned.
- Vivien shared about Asian Heritage Month and the Diwali tea that they had today at Alpha, with samosas sold for School club fundraising. Chai and donuts provided for free by parents.
- Fundraising idea: Gift Cards – good timing with Christmas coming.
- Burnaby North Secondary School will be putting on a musical; she will share when tickets go on sale.
- Sperling shared about Jam Band, a new non-profit organization offering an after-school music program for students in and around the North Burnaby area. They are trying to gain a sense of whether or not this program is of interest to parents there. Moscrop hopes perhaps they will succeed and expand to other parts of Burnaby.
Action item: Brentwood North DPAC zone reps to follow up
- Marlborough wanted to know who should pay for attaching a bulletin board to the wall of their school for PAC use. They do not currently have a PAC info board and the school cannot pay for one to be installed. Perhaps the Gaming Grant could be used?
Action item: DPAC Exec to research
- SD budget process and advocacy efforts were discussed.

15. Adjournment:

- Meeting came to an end at: **9:05 PM**

Next Meeting Date: Monday November 17, 2025

DRAFT
BURNABY DISTRICT PARENT ADVISORY COUNCIL
CONSTITUTION

Section I – NAME

The name of this Council is the BURNABY DISTRICT PARENT ADVISORY COUNCIL.

The Council will operate as a non-profit organization with no personal financial benefit accruing to members.

The business of the Council shall be unbiased regarding race, colour, ancestry, Indigenous identity, place of origin, religion, marital status, sex, sexual orientation, gender identity or expression, physical or mental ability, and politics.

Section II – PURPOSES OF THE COUNCIL

The purposes of the Council will be:

1. To advocate for the rights and support the success of every student
2. To promote and support meaningful parent engagement in the public education system
3. To advise the Burnaby Board of Education on any matters relating to public education in School District 41

**DRAFT
BURNABY DISTRICT PARENT ADVISORY COUNCIL
BYLAWS**

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Section I – INTERPRETATION OF TERMS

In the Council’s Constitution and Bylaws,

“Council” means the Burnaby District Parent Advisory Council

“Council member” means a parent advisory council or community school council for a school in School District 41, that is a member of Burnaby District Parent Advisory Council

“Council register” means the list of Council members, their executives, their elected representatives, and their relevant contact information, maintained by the Council Secretary or their designate

“digital asset” means any media, documents, email services, website platforms, file storage systems, social media accounts, online banking services or other resources in digital form, including all login, password and other information required to access the above

“district” means School District 41

“DPAC” or “district parent advisory council” means the parent advisory councils organized according to the *School Act* and operating as the Burnaby District Parent Advisory Council in School District 41

“DPAC Representative” means the person elected annually, pursuant to the *School Act*, by a member to represent the member to the Council

“elected representative of a Council member” means the person elected annually, pursuant to the *School Act*, by a member to represent the member on the Council; also called “DPAC Representative”

“executive” means the Chair, Vice-Chair for Elementary Schools, Vice-Chair for Secondary Schools, Secretary, Treasurer, Zone Representatives, and such other members of the executive as the membership of Burnaby District Parent Advisory Council decides

“executive meeting” means a meeting of the Council executive members

“general meeting” means a regular scheduled meeting of Council members, where Council members are represented by their DPAC representative

“meeting chair” means the person leading a meeting, responsible for facilitating discussion and adhering to the meeting agenda

“notice” means any written form of notification to members distributed physically or electronically

“parent” means the parent, guardian, or person who usually has the care and control of a student enrolled in a school in School District 41

“parent advisory council” means the parents organized according to the *School Act* and operating as a parent advisory council for a school in School District 41

“quorum” means the minimum number of elected representatives of Council members that must be present at a properly called meeting to make the proceedings of that meeting valid

“school” means any public elementary or secondary educational institution as defined in the *School Act* operating within School District 41

“*School Act*” means the British Columbia statute titled “School Act, RSBC 1996, c. 412” and its related Regulations, Orders in Council, and Ministerial Orders

“school board” means the Burnaby Board of Education for School District 41

“secret ballot” means the use of paper ballots to anonymously submit votes, which are collected and counted; or in the case of electronic participation, an electronic procedure that allows for anonymous casting of votes and secure counting of ballots

“show of hands” means physical raising of hands, or where a participant is unable to raise their hand, another agreed upon, in person method to indicate agreement or disagreement; or in the case of electronic participation, an electronic representation of the same procedure

“simple majority” means more than half of the votes cast, excluding abstentions; counting must be done in whole numbers, i.e., mathematical calculations resulting in a fraction left over must be rounded down, because there is no such thing as a fraction of a vote

“special meeting” means a meeting of Council members called for a specified purpose, outside of regular scheduled general meetings, where Council members are represented by their DPAC representative

“student” means a school age person enrolled in an educational program provided by the Burnaby Board of Education for School District 41

“the membership” means, collectively, the DPAC Representatives of the member parent advisory councils and community school councils of the Burnaby District Parent Advisory Council

Section II - MEMBERSHIP

1. All parent advisory councils, and community school councils in the case of designated community schools, in School District 41 are voting members of the Council and entitled to representation to the Council.

2. Each member parent advisory council and community school council may, pursuant to the *School Act*, elect annually one of its members as its DPAC Representative, who will represent it to the Council.
3. Members will provide the Council Secretary or the Council Secretary's designate with the names and general contact information of their executive, and the name and contact information of their elected DPAC Representative, upon their election annually, and will update this information should there be any changes during the year.
4. There will be no other members of the Council.
5. Every Council member will uphold the Constitution and comply with these Bylaws.
6. A superintendent of schools for School District 41, a designate of the superintendent, or a trustee of the district may attend any general, special, or executive meeting of the Council pursuant to the *School Act*, but they are not entitled to vote.

Section III –MEETINGS OF MEMBERS

General Meetings

1. General meetings will be scheduled and conducted with fairness to all members.
2. General meetings will be held not less than six times during the school year. One of those meetings will be the annual general meeting in late May or early June.
3. Members of the public may be invited to attend general meetings with the permission of the executive. Such guests are not entitled to vote.
4. Representatives of the media may attend general meetings at the discretion of the general membership, as determined at each such meeting by a simple majority vote without the media representatives in the room.

Conduct at General Meetings

5. At general meetings, members will not discuss individual school personnel, students, parents, or other members of the school community.
6. The Council will refrain from partisan political action or other activities that do not serve the interests of School District 41 or the public school system.

Notice of General Meetings

7. Members will be given reasonable notice of general meetings.

Special Meetings

8. A special meeting may be called at any time by the executive and must be called by the executive within 48 hours of receiving a written request signed by the DPAC Representatives of at least three members stating the purpose of the meeting.
9. Notice of the special meeting shall be provided to all members no less than three days prior to the special meeting date and must state the time, date, and purpose of the meeting.
10. Special meetings will be conducted with fairness to all members.
11. At a special meeting, no purposes other than those mentioned in the notice calling the meeting shall be taken into consideration.
12. Members of the public may be invited to attend special meetings with the permission of the executive. Such guests are not entitled to vote.

Electronic Meeting Participation

13. General and special meetings may, at the discretion of the executive, be conducted wholly or in part by electronic means, and DPAC Representatives attending such meetings will be deemed present for the purposes of voting, if the electronic means meet all the following conditions:

- (a) all participants' identities can be verified,
- (b) all participants can communicate with each other, and
- (c) the method(s) used enables each participating member to vote by both
 - i. some form of show of hands, and
 - ii. some form of secret ballot.

Section IV – PROCEEDINGS AT GENERAL AND SPECIAL MEETINGS

Rules of Order

1. The meeting chair will establish, and members and guests will follow, reasonable meeting rules of order designed to facilitate equitable, respectful and orderly participation by members and guests.

Quorum

2. A quorum for general and special meetings will be eleven DPAC Representatives, at least four of whom must be members of the Council executive.
3. If at any time during a general or special meeting a quorum ceases to be present, discussion may proceed but no votes may be held.

Voting

4. Each member is entitled to one vote on any given motion, to be cast by their DPAC Representative.
5. Except as provided elsewhere in these Bylaws, voting must be in person on all matters. Voting by proxy will not be permitted.
6. If a member's DPAC Representative is unable to be present at a general or special meeting, one of that member parent advisory council's or community school council's executive as authorized in the Council register may attend the meeting and, provided they notify the meeting chair of their presence upon arriving at the meeting, cast that member's vote during the meeting.
7. Except as provided elsewhere in these Bylaws, all matters requiring a vote will be decided by a simple majority of the votes cast.
8. In the case of a tie vote, the meeting chair does not have a second or casting vote and the motion is defeated.
9. Except as provided elsewhere in these Bylaws, voting is by a show of hands or, where requested by DPAC Representatives of two Council members present, by secret ballot.
10. A vote will be taken to destroy the ballots after every secret ballot vote.

Robert's Rules of Order

11. If procedural questions arise on an issue not covered in these Bylaws, the most current edition of Robert's Rules of Order shall be used to resolve the issue.

Section V -- EXECUTIVE

Role of Executive

1. The executive will manage the Council's affairs between general meetings.
2. The executive will collaborate with the membership to organize and support activities that align with the Council's purposes as stated in the Council's Constitution.

Executive Defined

3. The executive will consist of the Chair, Vice-Chair for Elementary Schools, Vice-Chair for Secondary Schools, Secretary, Treasurer, and one Zone Director for each of the four district zones designated by School District 41, for a total of nine positions.
4. No one person may hold more than one executive position at the same time.

5. The membership may, by a majority of not less than 75% of the votes cast, from time to time establish additional executive positions at general or special meetings.

6. Upon the establishment of an additional executive position, the Council's Bylaws shall, prior to the next annual general meeting, be amended, in accordance with Section XII of these Bylaws, to

(a) list the additional position as part of the executive in Section V of these Bylaws; and

(b) describe the duties of the additional position in Section IX of these Bylaws.

7. If the membership establishes an additional executive position prior to an annual general meeting, the membership may elect an eligible elected representative of a Council member to fill that position until the next annual general meeting.

Eligibility

8. Any DPAC Representative of a Council member is eligible to serve on the executive, except employees or elected officials of School District 41 or the Ministry of Education and Child Care, provided their term of office as their Council member's DPAC Representative runs concurrently with the majority of the term of office for the Council executive.

9. If the term of office of a Council member's DPAC Representative ends prior to June 30, or if for any other reason the Council member's DPAC Representative ceases to hold the position of DPAC Representative, that person must, at that time, vacate any Council executive role they hold, unless the Council member re-elects that individual as their DPAC Representative and informs the Council as required in Section II of these Bylaws.

Election of Executive

10. The executive will be elected by the membership at each annual general meeting.

11. Elections will be conducted by the chair of the Nominations Committee.

12. Call for nominations will be made at the two general meetings prior to the annual general meeting.

13. Each executive position will be elected individually.

Term of office

14. The executive will hold office for a term of one year from July 1 to June 30.

15. No one person may hold the same executive position for more than three consecutive terms.

Vacancy

16. If an executive member resigns or ceases to hold office for any other reason, the membership may appoint or elect an eligible DPAC Representative of a Council member to fill the vacancy until the next annual general meeting.

Removal of executive

17. The members may, by a simple majority of the votes cast at a general or special meeting, remove an executive member for failure to fulfill their duties or for violation of the code of ethics, before the expiration of the executive member's term of office.

18. Written notice specifying the intention to make a motion to remove the executive member must be given to all members not less than 7 days before the meeting.

Remuneration of executive

19. No executive member may be remunerated for serving on the executive but may be reimbursed for expenses reasonably and necessarily incurred while engaged in the Council's affairs.

Section VI – EXECUTIVE MEETINGS

Meetings

1. Executive meetings will be held in order to set agendas and discuss matters necessary to the ongoing function of the Council. At least one meeting will be held before each general meeting.

2. If decisions regarding Council operations must be made between executive meetings, voting using electronic platforms is permitted if the following conditions are met:

- (a) a simple majority of the members of the executive participate,
- (b) a transcript or other written record is kept, and
- (c) the decision is ratified at the next executive meeting.

3. Any DPAC Representative of a Council member may attend executive meetings with the permission of the executive, but will not be entitled to vote at executive meetings.

Quorum

4. A quorum for executive meetings will be a majority of the members of the executive.

5. If quorum is not present at any time during an executive meeting, discussion may proceed but no votes may be held.

Notice

6. Executive members will be given reasonable notice of executive meetings.

Voting

7. All matters requiring a vote at executive meetings will be decided by a simple majority of the votes cast.

8. In the case of a tie vote, the meeting chair does not have a second or casting vote and the motion is defeated.

Guests

9. Members of the public may be invited to attend executive meetings with the permission of the executive. Such guests are not entitled to vote.

Electronic Meeting Participation

10. Executive meetings may, at the discretion of the executive, be conducted wholly or in part by electronic means, and executive members attending such meetings will be deemed present for the purposes of voting, if the electronic means meet all the following conditions:

- (a) all participants' identities can be verified,
- (b) all participants can communicate with each other, and
- (c) the method(s) used enables each participating member to vote by both
 - i. some form of show of hands, and
 - ii. some form of secret ballot.

Section VII – EXTERNAL COMMITTEE REPRESENTATIVES

Eligibility

1. The membership or executive may elect or appoint any parent from the Council's member parent advisory councils and community school councils, who is not an employee or elected official of School District 41 or the Ministry of Education and Child Care, to represent the Council on an external committee or to an external organization, provided that the parent has a child enrolled in a school in School District 41 for the majority of the term of office for the external committee representative position.

Duties

2. Duties of the external committee representative role will be specified at the time of election or appointment.
3. The external committee representative will report to the membership or executive as required.

Term of office

4. Election or appointment of external committee representatives will take place at the annual general meeting.
5. External committee representatives will hold office for a term of one year from July 1 to June 30.
6. No one person may hold the same external committee representative position for more than three consecutive terms.

Vacancy

7. If an external committee representative resigns or ceases to hold office for any other reason, the membership or executive may appoint or elect an eligible parent to fill the vacancy until the next annual general meeting.

Removal of external committee representative

8. An external committee representative may be removed from their position by the membership or the executive for failure to fulfill their prescribed duties or for violation of the code of ethics, by a simple majority vote at a general, special, or executive meeting.

BCCPAC

9. The executive may appoint as needed an elected representative of a Council member, who is not an employee or elected official of School District 41 or the Ministry of Education and Child Care, as the Council representative to the British Columbia Confederation of Parent Advisory Councils (BCCPAC).
10. Duties of the Council representative to the BCCPAC may include, but are not limited to:
 - (a) acting as the liaison between the Council and BCCPAC
 - (b) encouraging Council members to be members of BCCPAC
 - (c) helping the Council to process BCCPAC proxies
 - (d) assisting the Council in responding to BCCPAC AGM resolutions
 - (e) reporting to the membership or executive as required

Section VIII– CONDUCT OF EXECUTIVE AND REPRESENTATIVES

Expectations

1. On election or appointment, every executive member and external committee representative must sign and agree to abide by a code of ethics acceptable to the membership.
2. Every executive member and external committee representative must abide by a code of ethics dispute resolution process acceptable to the membership.
3. Violation of the code of ethics by an executive member or external committee representative may result in that person's removal from their executive or external committee representative position, in accordance with procedures described in these Bylaws.

Representing the Council

4. Every executive member and external committee representative must act solely in the interests of the membership of the Council.

Privilege

5. Any information received in confidence by an executive member or external committee representative from school personnel, a student, parent, or other member of the school community is privileged and must not be divulged without permission of the person giving the information.

Disclosure of interest

6. An executive member or external committee representative who is interested, either directly or indirectly, in a proposed contract or transaction with the Council must disclose fully and promptly the nature and extent of their interest to the membership and executive.
7. Such an executive member or representative must avoid using their position on the Council for personal gain.

Political Office

8. If an executive member or external committee representative chooses to run for election to a position as school trustee in any district, or to a position in any municipal, provincial, or federal government, they must vacate any executive or external committee representative roles they hold prior to commencing their election campaign.

Section IX – DUTIES OF EXECUTIVE

A. The Chair will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules
- (b) collaborate with and report to Council members regularly
- (c) oversee the executive in the execution of their duties, with the goal of facilitating effective operation of the Council
- (d) speak on behalf of the Council, or designate appropriate executive spokesperson(s)
- (e) act as, or designate, the meeting chair at general, special, and executive meetings
- (f) ensure that an agenda is prepared for all meetings
- (g) in the absence of the Secretary, ensure that minutes of all meetings are recorded
- (h) appoint committees where authorized by the membership or executive
- (i) ensure that the Council is represented in district activities
- (j) ensure that Council activities are aimed at achieving the purposes set out in the Constitution
- (k) be a signing officer
- (l) submit an annual report

B. The Vice-Chair: Elementary Schools will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules
- (b) assist the Chair in the performance of their duties
- (c) with the agreement of, or in the absence of, the Vice-Chair: Secondary Schools, assume the duties of the Chair in the Chair's absence or upon request
- (d) in consultation with the Vice-Chair: Secondary Schools, ensure that the identities of Council members' elected representatives are validated prior to all votes
- (e) consult with the members representing elementary schools in School District 41 and bring their concerns to the Council's attention
- (f) in consultation with the Vice-Chair: Secondary Schools, ensure all committee representatives, both external and internal, attend relevant meetings and report to the executive or membership as required
- (g) in consultation with the Vice-Chair: Secondary Schools, establish a Nominations Committee no later than two general meetings prior to the Annual General Meeting
- (h) accept extra duties as required
- (i) be a signing officer
- (j) submit an annual report

C. The Vice-Chair: Secondary Schools will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules

- (b) assist the Chair in the performance of their duties
- (c) with the agreement of, or in the absence of, the Vice-Chair: Elementary Schools, assume the duties of the Chair in the Chair's absence or upon request,
- (d) in consultation with the Vice-Chair: Elementary Schools, ensure that the identities of Council members' elected representatives are validated prior to all votes
- (e) consult with the members representing secondary schools in School District 41 and bring their concerns to the Council's attention
- (f) in consultation with the Vice-Chair: Elementary Schools, ensure all committee representatives, external and internal, attend relevant meetings and report to the executive or membership as required
- (g) in consultation with the Vice-Chair: Elementary Schools, establish a Nominations Committee no later than two general meetings prior to the Annual General Meeting
- (h) accept extra duties as required
- (i) be a signing officer
- (j) submit an annual report

D. The Secretary will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules
- (b) ensure that members are notified of meetings
- (c) record and file minutes of general, special, and executive meetings
- (d) keep an accurate copy of the Constitution and Bylaws, and make copies available to members upon request
- (e) prepare and maintain other documentation as requested by the membership or executive
- (f) issue and receive correspondence on behalf of the Council
- (g) ensure safekeeping of all records of the Council
- (h) ensure an accurate register of elected representatives of Council members is maintained
- (i) assist the Chair in providing information to local news media
- (j) may be a signing officer
- (k) submit an annual report

E. The Treasurer will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules
- (b) be a signing officer
- (c) ensure all funds of the Council are properly accounted for
- (d) disburse funds as authorized by the membership or executive
- (e) ensure that proper financial records and books of account are maintained
- (f) report on all receipts and disbursements at general and executive meetings
- (g) make financial records and books of account available to members upon request
- (h) have the financial records and books of account ready for inspection or audit annually
- (i) with the assistance of the executive, draft an annual budget
- (j) ensure that another signing officer has access to the financial records and books of account in the treasurer's absence

- (k) submit an annual financial statement at the annual general meeting

F. Zone Directors will

- (a) be familiar with the Council's Constitution, Bylaws and meeting rules
- (b) consult with the member schools in their district zone as designated by School District 41, and bring the member schools' concerns to the Council's attention
- (c) oversee planning and logistics for all Council meetings and events
- (d) accept extra duties as required
- (e) submit an annual report

Section X – COMMITTEES

1. The membership and executive may appoint committees to further the Council's purposes and carry on its affairs.
2. The terms of reference of each committee will be specified by the membership or executive at the time the committee is established, or by the committee at its first meeting, as the membership or executive decide.
3. Committees will report to the membership and executive as required.

Nominations Committee

4. A Nominations Committee will be appointed annually by the executive, no later than two general meetings prior to the annual general meeting.

Expectations

5. On appointment, every committee member must sign and agree to abide by a code of ethics acceptable to the membership.
6. Every committee member must abide by a code of ethics dispute resolution process acceptable to the membership.
7. A committee member may be removed from their position by the membership or the executive for failure to fulfill their prescribed duties, or for violation of the code of ethics, by a simple majority vote at a general, special, or executive meeting.

Privilege

8. Any information received in confidence by a committee member from school personnel, a student, parent, or other member of the school community is privileged and must not be divulged without permission of the person giving the information.

Disclosure of interest

9. A committee member who is interested, either directly or indirectly, in a proposed contract or transaction with the Council must disclose fully and promptly the nature and extent of their interest to the membership and executive.
10. Such a committee member must avoid using their position on the committee for personal gain.

Political Office

11. If a committee member chooses to run for election to a position as school trustee in any district, or to a position in any municipal, provincial, or federal government, they must vacate any committee roles they hold prior to commencing their election campaign.

Section XI – FINANCIAL MATTERS

Financial year

1. The financial year of the Council will be July 1 to June 30.

Power to raise money

2. The Council may raise and spend money to further its purposes.

Bank accounts

3. All funds of the Council must be kept on deposit in the name of the Council in a bank or financial institution registered under the Bank Act.
4. Cheques for the Council bank account(s) must be securely stored at a school in School District 41.

Signing authority

5. The executive will name at least three signing officers for banking and legal documents. Two signatures will be required on all of these documents.

Annual budget

6. The executive will prepare a budget annually and present it to the membership for approval before the current budget expires.

Non-budgeted expenditures

7. The executive will present all proposed expenditures beyond the current budget for approval at the next general meeting.

Treasurer's report

8. A treasurer's report will be presented at each general meeting.

Auditor

9. Members at a general or special meeting may appoint an auditor.

Section XII – CONSTITUTION AND BYLAW AMENDMENTS

1. Except as provided elsewhere in these Bylaws, the members may, by a majority of not less than 75% of the votes cast, amend the Council's Constitution and Bylaws.
2. Written notice of a meeting at which a resolution will be considered to amend the Constitution and Bylaws shall be given to all members in writing at least 14 days before the meeting.
3. The notice of the meeting shall include the proposed amendments.
4. A Constitution or Bylaw amendment approved by the membership shall be dated, signed by the Chair and the Secretary, and forwarded to the school board office for safekeeping.

Section XIII – PROPERTY IN DOCUMENTS AND DIGITAL ASSETS

All digital assets and physical documents, records, minutes, correspondence, or other papers kept by a member, executive member, representative, or committee member in connection with the Council shall be deemed to be property of the Council and shall be turned over to the Council Chair when the member, executive member, representative, or committee member ceases to perform the task to which the material relates.

Section XIV – DISSOLUTION

1. In the event of winding up or dissolution of the Council, and after payment of all debts and costs of winding up or dissolution, the assets and remaining funds of the Council shall be distributed to a charitable organization or organizations having purposes similar to those of the Council, as the members of the Council may determine at the final general meeting. This clause

shall be unalterable. Further, this clause shall meet all the requirements of the British Columbia Gaming Commission.

2. In the event of winding up or dissolution, all records of the Council shall be placed under the jurisdiction of School District 41.

**Adopted by the Burnaby District Parent Advisory Council
at Burnaby, British Columbia
on [date]**

[Name], Chair

[Name], Secretary

Purpose

This policy establishes expectations for behavior during meetings to promote a respectful and productive environment for all participants.

Policy Statement

All participants are expected to adhere to the following guidelines during meetings:

1. **Respectful Communication:** Practice active listening and allow others to speak without interruption.
2. **Constructive Feedback:** Provide feedback that is constructive and focused on issues rather than individuals.
3. **Stay on Topic:** Keep discussions aligned with the agenda. Note unrelated topics for future discussions.
4. **Stick to Allotted Speaking Time:** Respect the time limits set for each speaker.
5. **Confidentiality:** Maintain confidentiality regarding sensitive information discussed during meetings.

Consequences of Non-Compliance

Failure to adhere to this policy may result in the following consequences:

1. **Verbal Warning:** The first instance of non-compliance will result in a verbal warning from the meeting chair or designate.
2. **Verbal and Written Warning:** A second instance (at the same or subsequent meeting) will lead to a written warning to the member's PAC - asking them to consider sending an alternate representative. The member will be permitted to stay at the current meeting but for that meeting will lose their opportunity to speak and to vote.
3. **Meeting Suspension:** Continued non-compliance (at the same meeting or a subsequent meeting) will result in suspension from attending future meetings for a specified period. A written statement to the member's PAC will indicate that an alternate member must be designated.
4. **Further Action:** Severe or repeated violations (or attempting to attend a meeting when under suspension) may lead to additional actions, such as calling the police (for trespassing).

Enforcement

This policy will be enforced consistently and fairly. All members are encouraged to support a positive and productive meeting environment.

Accessibility Committee Meeting
Date: October 30, 2025
DPAC Representative: Allison Russell
Next Meeting: January 27, 2026

Key Discussion Areas

Educational Resources on Accessibility

- Committee is identifying videos and activities for K–12 students to help them understand accessibility challenges faced by individuals with disabilities.
- Goal: promote empathy and awareness across schools through interactive learning.

Increasing Awareness of Alternate Formats

- Focus on improving awareness and availability of accessible digital formats.
- Proposal: create a central SharePoint site as a shared digital location for accessibility resources.
- Plan to collaborate with district administration to ensure consistent access and communication.

BC CAISE Accessibility Barrier Assessment Tool

- The committee selected the BC CAISE tool to identify and assess accessibility barriers across schools.
- Pilot sites: four elementary schools and one high school.
- Purpose: collect data on accessibility trends and areas for improvement.
- Update expected January 2026 with initial findings.

Braille Signage Expansion

- Plan to add braille signage to all schools to improve inclusivity and physical accessibility.

Pilot data from the barrier assessment tool will be reviewed and discussed at the January 2026 committee meeting.

District Community Schools Advisory & Coordinating Committee (DACC)

Date: November 6, 2025

Location: Maywood Community School

DPAC Representatives: Vivien Gomes-Pollon, Trinity Bissett

Key Presentations and Updates

Several presentations were delivered by district staff and community school leads, including updates on Burnaby's Community School goals and the October 2024 strategy timelines. Speakers highlighted the collaborative structure between the City of Burnaby and Burnaby School District, with community schools funded approximately 60% by the Ministry of Education and 40% by the City.

Trustee Bill Brassington and Councillor Daniel Tetrault provided updates:

- Trustees are advocating for additional provincial funding to support out-of-school and StrongStart programs.
- The City is advancing sustainable housing initiatives and exploring school safety improvements such as new pedestrian lighting (estimated at \$250K+).

Written reports from district presenters will be provided to the committee secretary.

Main Discussion Themes

The meeting focused on community engagement and inclusion within the Community Schools model. Using the "Above and Below the Line" framework, participants explored visible elements (programs, attendance, partnerships) versus underlying cultural and relational factors (trust, inclusion, access).

Discussion group highlights included:

- Expanding daily after-school program access across all sites
- Improving childcare and preschool availability
- Coordinating programs for siblings
- Encouraging high school student volunteers
- Strengthening parent engagement and presence
- Building trust with community partners
- Developing funding strategies to offset family costs
- Fostering emotional safety and welcoming environments for all children

PAC executives also raised ongoing concerns about EA (Education Assistant) shortages and custodial staffing. District staff noted that the EA training program offered through Burnaby's Adult Education program aims to improve retention and fill casual vacancies.

Community School Review and Recommendations

The committee reviewed the Mini Community School Review, which includes five long-term recommendations:

- Increase youth leadership in community and non-community schools. *(Completed 2023)*
- Expand Community School goals and elements district-wide to meet diverse needs and ensure long-term sustainability. *(Completed 2024)*
- Enhance the “Family of Schools” model to strengthen child, youth, and family connections. *(Completed 2025)*
- Increase competencies of staff and community members through education and development. *(In progress)*
- Maximize available resources for greater impact and equity. *(In progress)*

The remaining two recommendations (#4 and #5) will continue development, with follow-up discussions scheduled for the next meeting.

The session provided a valuable opportunity to ensure parent perspectives are represented in the ongoing evolution of Burnaby’s Community Schools strategy.

Committee of the Whole

DPAC Rep Name: Paul Kwon (Chair)

Date: Nov. 10, 2025

Location: Burnaby School District Board Office

Committee Members / Participants:

Chair: Trustee Kristin Schnider

Trustees: Mikelle Sasakamoose, Larry Hayes; Bill Brassington

Partner Groups: Burnaby Teachers Association: President Alex Peters; District Parent

Advisory Council: Chair Paul Kwon

District Staff & Presenters: Superintendent: Karim Hachlaf, Secretary-Treasurer:

Ishver Khunguray, Deputy Superintendent: Roberto Bombelli, Manager, Energy &

Sustainability, Director of Instruction: Nick Christofides, Director of Inclusive

Education: Jody Moss, Vice-Principal Inclusive Education: Sonia Maglio

Agenda Items & Presentations

Environmental Sustainability & Climate Action

- District-wide recycling rollout completed; standardized bin stations/signage in all schools; continuing staff & student education.
- Book reuse/recycling improved (spine removal; paper recycling; makerspace reuse).
- Active Transportation: City-SD41 School Streets pilot targeting 4-5 elementary schools; short street closures at drop-off/pick-up; first pilot expected in spring (weather dependent).
- Partnerships: BYSN (student leadership), City of Burnaby alignment, exploring SFU collaboration on school travel; sharing BC Hydro Power Smart resources with teachers.

Inclusive Education

- Multi-year increase in Level 2 designations (e.g., autism spectrum, physical/health, sensory); specialized staffing currently filled (SLP, school psych, behaviour, vision/hearing, DLSTs).
- Professional learning: decolonizing neurodivergence; autism in girls; Level-B assessment capacity; disability representation in literature (UBC collaboration).
- Classroom supports: "Emergent Learners" programming; push-in SLP work and AAC; alternative literacy assessments; Accessible Literacy Learning (ALL) app pilot in select schools.
- Numeracy: early K-1 screener work in pilot.
- Transitions: PATH planning (Gr. 10-12, exploring Gr. 7 for transition); expanding Unified sports (soccer following last year's basketball).

Notes

- Recycling & Waste: Need for ongoing staff training on “what goes where” aligned with City rules; a waste audit will assess diversion post-rollout. District will centrally manage packaging from large deliveries; working on a process for smaller site deliveries (e.g., Styrofoam).
- Micromobility/E-scooters: District proactively coordinating with RCMP on student safety education; monitoring potential City pilot implications for school communities.
- Active Travel Engagement: Interest in walking/bike buses and parent involvement when School Streets sites are selected.
- Inclusive Ed Access: Recognition that assessment pathways and family navigation are improving; intention to reduce wait times via community resource hubs; emphasis on layered supports (classroom + ELL + LST + district specialists).

Notes for PAC Newsletters

Burnaby Schools shared two updates at the Nov. 10 Committee of the Whole. The district recycling program is now active in all schools, with a waste audit coming; a School Streets pilot with the City will test short street closures at select elementaries this spring to improve safety at drop-off/pick-up. Inclusive Education highlighted rising student needs and new supports: emergent-learner strategies, push-in speech-language (including AAC), alternative literacy assessment, and a K-1 numeracy screener pilot. Transition planning (PATH) is expanding, and Unified Soccer follows last year's successful Unified Basketball. DPAC will share parent-facing resources as they become available.

Burnaby School District #41 DPAC Committee Report

Committee Name: City of Burnaby Transportation Committee

DPAC Rep Name: Vivien Gomes-Pollon

Date: Oct. 22, 2025

Location: City Hall

Committee Members Present: Councillor Richard T. Lee, Chair

Councillor Daniel Tetrault, Vice Chair

Grace Lai, Resident Representative

Morgan Nicholsfigueiredo, Resident Representative

Moreno Zanotto, Resident Representative

Trustee Bill Brassington, School Board Representative

Chris Wei, Burnaby Board of Trade Representative

RCMP

Jasper Tam, Burnaby Hub Representative

Tom Webster, ICBC Representative

Vivien Gomes-Pollon, Burnaby District Parent Advisory Council

-
- Approved June 18, 2025 minutes
 - Translink presentation - Burrard Peninsula Area Transport Plan - draft actions and public engagement results - presented by Adam Loughheed - Senior Planner, Chris French, Planner (Transportation & Land Use Planning) [7.2 SU - Southeast Bikeway Upgrade](#)
 - Electric Kick Scooter pilot program - purpose was to seek council approval for the city of Burnaby participation in the provincial electric kick scooter pilot project
 - Burnaby Intelligent Transportation systems strategic plan - seek council approval
 - Information report to Council
 - Burrard Peninsula Area transport plan
 - Southeast Bikeway Upgrade project
 - Translink cost share funding application
 - Correspondence

- **Martin Kendell - traffic flow and parking issues - Dawson & Gilmore avenue**
- **Catherine Greenall - traffic flow in government road area**
- **Mike Proniuk & Lisa Daum - speeding of vehicles on Gagliardi way**
- **Maya Dimapilis - parking availability and sidewalk safety at Kitchener elementary school**
- **(need to follow up at the next Transportation committee- items were submitted after agenda was prepared) Items were deferred**
 - **8.5* Sharath Hiremagalore – Re: Pedestrian Safety at Brentwood (On-Table)**
 - **8.6* Movement: Metro Vancouver Transit Riders – Re: A Better Burrard Peninsula Plan (On-Table)**
 - **8.7* HUB Cycling Burnaby – Re: Speed Limits on Neighbourhood Streets (On-Table)**

Attachments:

- DPAC 2025-10-22 TC Agenda Package
- [7.2 SU - Southeast Bikeway Upgrade](#)

♦ Purpose & Overview

- The Area Transport Plan (ATP) provides a sub-regional look at Burnaby's transportation network, identifying priorities for transit, cycling, walking, and goods movement.
 - It supports the broader Transport 2050 regional strategy and Access for Everyone investment plan by detailing local projects and service improvements.
 - The ATP planning process began in 2023 and is expected to conclude in early 2026.
-

♦ Public Engagement & Feedback

- Over 30 engagement events took place (Jan–Feb 2025) — at community centers, libraries, universities, and online.
 - Surveys were translated into multiple languages (Simplified/Traditional Chinese, Japanese, Spanish).
 - There were 16,000+ in-person interactions and 4,200+ survey responses, with about 400 from Burnaby residents.
 - Feedback was largely positive, especially toward proposals that improve bus routes and service reliability.
-

♦ Key Transportation Issues Identified

- Need for safer, more reliable, accessible transit.
 - Desire to reduce overcrowding and extend service hours.
 - Importance of better east-west connections in Burnaby.
 - Integration with major upcoming infrastructure:
 - Burnaby Mountain Gondola (proposed)
 - Broadway Subway
 - Millennium Line expansion
 - Future RapidBus corridors
-

♦ Proposed Bus Network Improvements

- Reconfiguration of several routes (e.g., 144, 183, 110) for more direct travel and shorter times.

- New or extended routes to serve:
 - Cascade Heights, Austin Village, Big Bend, and Still Creek industrial area.
 - Capitol Hill and Royal Oak / Edmonds areas.
 - Goal: create a network that's clearer, more direct, and better connected to growth centers and SkyTrain stations.
-

◆ RapidBus & Express Service Enhancements

- Introduction of limited-stop "Rapid" routes on key corridors:
 - 183X, 25 Express, 19 Express, 40 Express, and 80 Express.
- Designed to reduce travel time and connect major destinations (e.g., Brentwood, Metrotown, River District, Marine Drive).

◆ E-Scooter & Micromobility Discussion

- Committee discussed participation in the provincial e-scooter pilot program.
 - Concerns raised about:
 - Safety (speeding, sidewalk use, rider etiquette).
 - Infrastructure quality and maintenance (surface cracks, snow/ice removal).
 - Cross-municipal travel and shared-use consistency.
 - City staff confirmed:
 - Scooters must follow same rules as bicycles (no riding on sidewalks).
 - Enforcement will focus first on education, then ticketing if necessary.
 - Future bike/scooter share programs will coordinate regionally.
-

◆ Closing Notes

- Committee members expressed strong support for both the ATP and the e-scooter pilot.
- Emphasis on safety, connectivity, and sustainable mobility as Burnaby continues to grow.
- Staff will incorporate community feedback and return with the final plan and council recommendations in 2026.

Summary of Southeast Burnaby Cycling and Mobility Corridor Presentation

Overview:

City staff presented updates on Phase 2 of the *Southeast Burnaby Active Transportation Project*, focusing on safety, accessibility, and improved cycling infrastructure. The corridor connects East Burnaby to the Big Bend area through the BC Parkway, forming a continuous east–west route linking Burnaby with Vancouver and New Westminister.

Key Goals:

- Develop a safe, comfortable, and connected cycling network for all ages and abilities (children, seniors, new and experienced cyclists).
- Reduce vehicle speeds and shortcutting through residential areas.
- Improve school-area safety and crossing conditions at major streets.
- Expand multi-modal options for workers, students, and recreational users.

Concerns Raised by Public:

- Multi-use paths may cause conflicts between cyclists and pedestrians, especially near schools and driveways.
 - Some worry these designs replicate hazards seen in similar projects (e.g., Alpine).
 - Calls for better on-street cycling safety, speed reduction, and clearer lane markings.
 - Questions about traffic calming effectiveness and driveway safety on 12th Ave.
 - Residents requested speed controls, particularly on bus routes with high volumes.
-

City's Response:

- Multi-use paths are intended to offer a safer option for children and less confident cyclists.
- Experienced cyclists can still ride on-street with added calming features.
- Traffic data will inform volume reduction strategies and school zone safety measures.
- Final design will aim to balance safety, access, and comfort for all users.

Citywide Traffic Safety & Speed Review

1. Citywide Review of “No Right Turn on Red” Policy

Following a **Council Notice of Motion**, staff conducted a **citywide review of intersection safety** focused on right-turn-on-red movements.

- **Data Review:** Analyzed **ICBC collision records** from the past five years, including all intersections with pedestrian injuries or fatalities.
 - **Technical Findings:** Engineering assessments considered **sightlines, signalization, intersection geometry, and pedestrian conflict points**.
 - **Outcome:** Implemented **“No Right on Red” signs** at select high-risk locations, along with **pedestrian head-start signals, new signage, and fencing** to improve safety.
 - **Conclusion:** A **blanket citywide ban** on right turns on red is **not recommended**, as each intersection requires **case-by-case engineering review** to determine technical justification.
 - **Enforcement:** RCMP confirmed ongoing **“rolling stop” enforcement blitzes** during the October pedestrian safety campaign, aligned with BC Chiefs of Police initiatives.
-

2. Neighbourhood Speed Limit Reduction Discussion

Motion Overview

Committee members discussed a motion to investigate the implementation of a 30 km/h speed limit across all local streets in Burnaby. The mover emphasized that this would be a multi-year, phased process requiring significant planning, design, and public engagement, similar to Vancouver’s approach. The amended motion directed staff to report back to the Transportation Committee with findings and recommendations before moving to Council for approval. The amendment was adopted unanimously, and the motion carried.

Key Discussion Points

Long-term Implementation: Members agreed the change would take several years to study and phase in, with analysis of existing 30 km/h neighbourhoods and potential expansion areas.

School Zone Signage: Discussion highlighted that Burnaby’s school zone limits (30 km/h from 7a.m.–10 p.m.) are unique compared to other municipalities. Concerns were raised that visiting drivers may not be aware of these extended hours. Staff confirmed they will review signage placement to ensure clarity and compliance.

Public Education & Enforcement: Emphasis placed on driver awareness and coordination with RCMP for effective enforcement.

Speed Cushion Pilot: Staff clarified that speed cushions (modified humps designed for emergency-vehicle clearance) are being piloted on Frances Street. Results will inform whether they can be expanded citywide. Operations staff are testing snowplow compatibility, durability, and resident feedback before broader rollout.

Community Feedback: Some residents have expressed confusion about project changes (e.g., from “speed cushions” to “speed humps”), prompting staff to improve communication and transparency in future pilot projects.

Next Steps

- Staff to investigate and report back on the feasibility, enforcement, and rollout of 30 km/h local street speed limits.
- Signage review to improve awareness of Burnaby’s school zone hours.
- Continue evaluation of speed cushion pilots before expanding to additional neighbourhoods.
- Following committee review, recommendations will proceed to City Council for approval and implementation planning.

Summary 1: City Traffic, Speed, and Safety Updates

The city is reviewing traffic safety measures, including speed limits on local streets, no-right-turn rules at intersections, and pedestrian safety improvements. Staff have been analyzing collision data, roadway conditions, and sightlines to determine where safety measures are most needed.

Key points:

- Blanket rules like “no right turn on red everywhere” are **not recommended** because each intersection is different and needs individual assessment.
- Enforcement campaigns focus on speeding, distracted driving, and pedestrian safety, often aligned with provincial initiatives.
- Staff are investigating a citywide **30 km/h speed limit on local streets** to improve safety for pedestrians, cyclists, and residents. This will take planning, community consultation, and coordination with RCMP enforcement.
- Pilot programs like **speed cushions** are being tested to slow traffic on certain streets. Staff will monitor and adjust before wider implementation.

Next steps:

- Staff will continue to monitor traffic, collect feedback, and report back with recommendations.
- Community members are encouraged to share concerns or suggestions as part of ongoing consultation.

Summary 2: School, Childcare, and Community Updates

The school district is working to improve local school zones, childcare availability, and language learning programs for international students and temporary residents.

Key points:

- School zones currently have **30 km/h limits from 7 a.m. to 10 p.m.**, mainly near schools. Expanding this to all local streets is under investigation.
- Town centre street design standards are being updated to ensure **safe intersections, crossings, and bikeways**, especially for children and pedestrians. This involves coordinating with new developments to ensure consistent and safe designs.
- The district is exploring ways to **expand before-and-after school care** by using existing classrooms more efficiently and seeking additional funding.
- English language support for international students and temporary residents is being considered, with potential programs modeled on successful international approaches.

Next steps:

- Staff will report back on potential changes to speed limits, school zone designs, and childcare expansion.
- Community engagement and feedback will continue to ensure policies meet the needs of families and residents.

**COMMITTEE OF THE WHOLE - PUBLIC
SCHOOL DISTRICT 41 - BURNABY
AGENDA**

Monday, November 10, 2025, 4:00 pm
Brentwood Room

	Pages
1. Confirmation of Agenda	
2. Environmental Sustainability and Climate Action Committee	1
3. Inclusive Education	8
4. Updates from Burnaby Community Committees	
Both these reports will be added to the package on Monday.	
1. Social Planning Committee	
2. Parks, Recreation and Culture Committee	
5. Adjournment	

Environmental Sustainability & Climate Action Committee

Nick Christofides, Director of Instruction
November 10, 2025

Key Updates and Recent Work

- District-wide recycling rollout complete
- Improved bin placement and signage
- Positive feedback from schools

Waste Reduction and Recycling

- New recycling/bin system fully implemented
- Ongoing adjustments based on school feedback
- Improved ease-of-use alignment with home systems

Book Disposal and Materials Reuse

- Responsible disposal of old textbooks
- Spines removed; paper recycled
- Books repurposed for ADST and art projects (Echo Makerspace model)

Active Transportation

- Active Travels programs expanding
- School Streets Pilot
 - City of Burnaby Initiative
 - 4-5 elementary schools recommended for April 2026
- Focus on safe routes, reduced congestion, increased walking/rolling

Climate Education and Partnerships

- Supporting Burnaby Youth Sustainability Network (BYSN)
- Exploring collaboration with SFU (Arthur Orsini)
- Sharing BC Hydro Power Smart lessons with teachers
- Aligning sustainability efforts with municipal initiatives

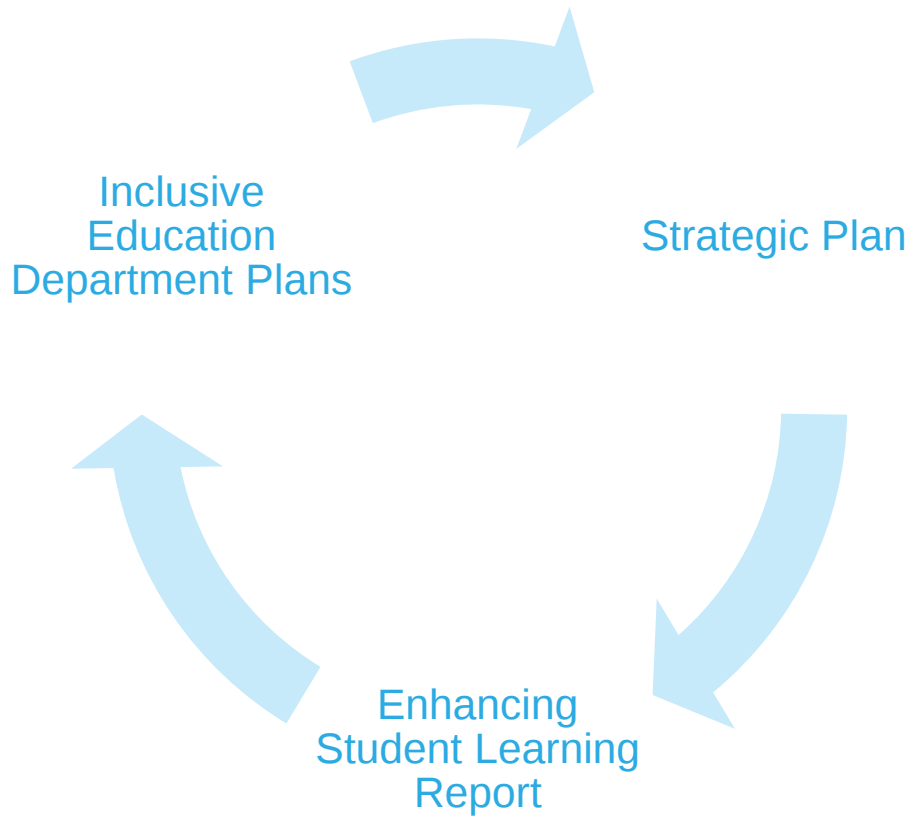
Thank You

Inclusive Education

Jody Moss, Director, Inclusive Education

Sonia Maglio, Vice-Principal, Inclusive Education

What Guides our Work?



Ministry Categories

Level 1:

Physically Dependent, Multiple Needs
Deafblind

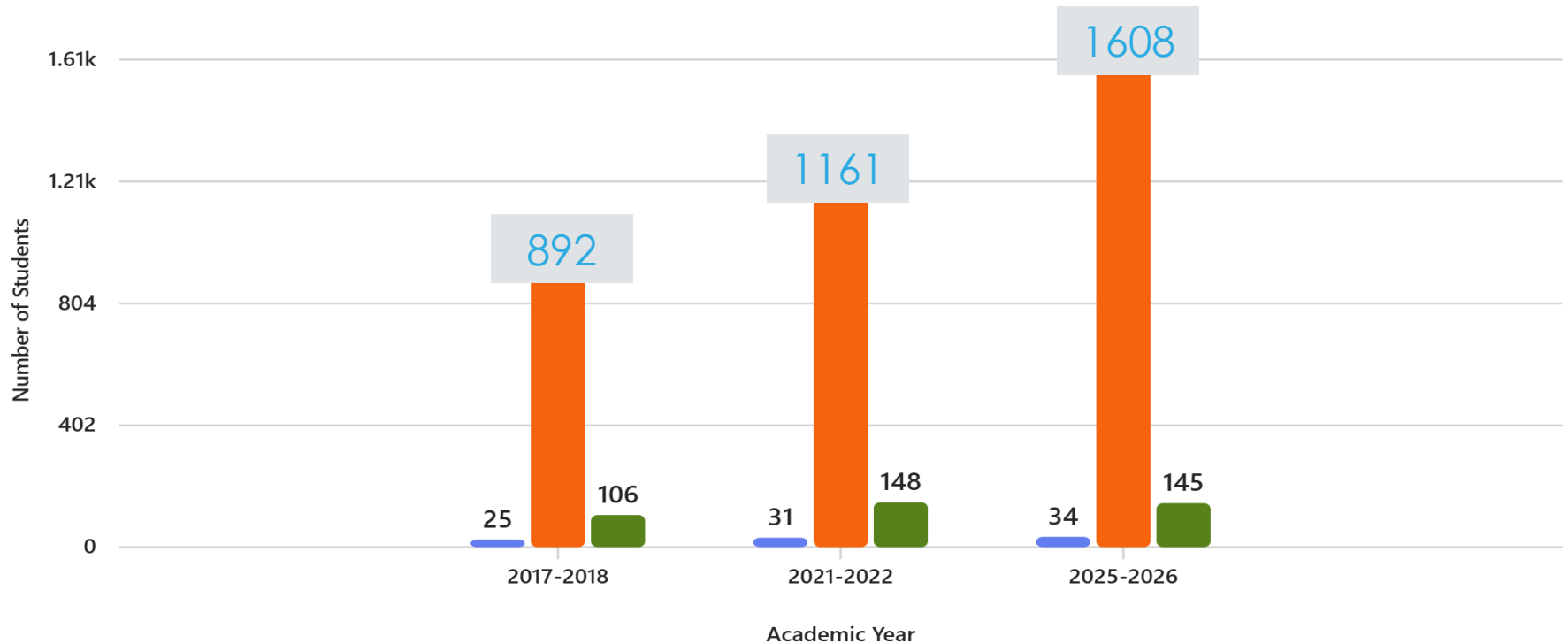
Level 2:

Moderate to Profound Intellectual Disability
Physical Disability or Chronic Health Impairment
Visual Impairment
Deaf or Hard of Hearing
Autism

Level 3:

Intensive Behaviour Intervention or Serious Mental Illness

Trends in Inclusive Education Enrolment



Level 1 Level 2 Level 3

Inclusive Education Team

School
Psychologists

Speech and
Language
Pathologists

District Learning
Support
Teachers

Teachers of the
Deaf and Hard
of Hearing

EA Engagement
Workers

Vision Teachers

Behaviour
Analysts and
District EA3s

Children
Services
Resource Team

Professional Development

Topic	Date	Location	Time	Participants
Decolonizing Neurodivergence and Autism	November 6 th	Central In Person Link to register	8-10:30 am	Admin, LSTs, Classroom Teachers, and EAs
Autism in Girls and Women	January 28th	Link to join session Virtual Link to register	8-10:30 am	Admin, LSTs, Classroom Teachers, EAs
Level B Assessment and Training *Must attend all sessions for certification	January 14 th April 8 th April 22 nd May 27th	Link to register Central for all sessions. April 8 th is at the Board Office-Room 311	2:00-7:30 pm 2:00-5:45 pm 2:00-5:45 pm 2:00-5:45 pm	LST's * Cost is \$350 Participants will need to apply for professional development funding
RHF Educator Inclusion & Accessibility E-Learning	Participants register and have 3 months to complete the course before the end of December.	Link to Register *Use district email address	Self-paced online	Admin, LSTs, Teachers, and EAs
Turning the Page on Ableism: Using Children's Picture Books to Reimagine Inclusive Classrooms- Dr. Carly Beth Christensen	October 23rd	In person Board Office Room 311 Link to register	1:00-4:00 pm	Admin, LSTs, Classroom Teachers, and EAs
Inclusion and Accessibility	February 19th	Central	4:30-6:00 pm	Admin
Epilepsy	November 19 th	Zoom link	2:00-3:30 pm	Admin, LST's Classroom Teachers, EAs

Programming for Emergent Learners

Training with Learning
Support Teachers in Year 1

Classroom Teachers and
EAs in Year 2



Turning the page on Ableism



Dr. Carly Beth
Christensen
UBC



Yearly Workshops for Learning Support Teachers

How to Develop Individual Education Plans

Navigating MyEd

Gifted Processes

Challenging Behaviour Workshops

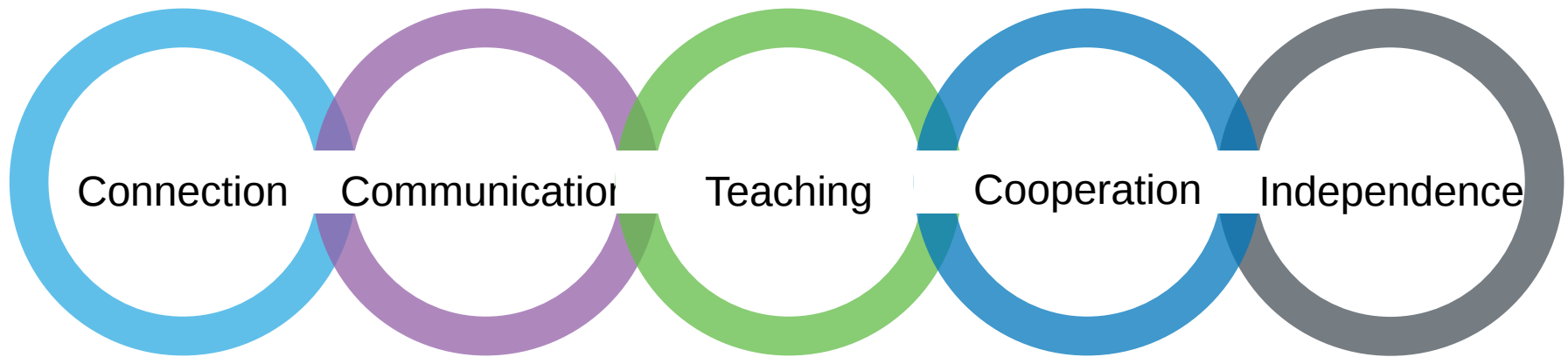
Safety and Positive Behaviour Support Plans

Functional Behaviour Assessments

EA Professional Development



Teaching Foundational Skills



Strengthen partnerships to enhance wrap-around support for students

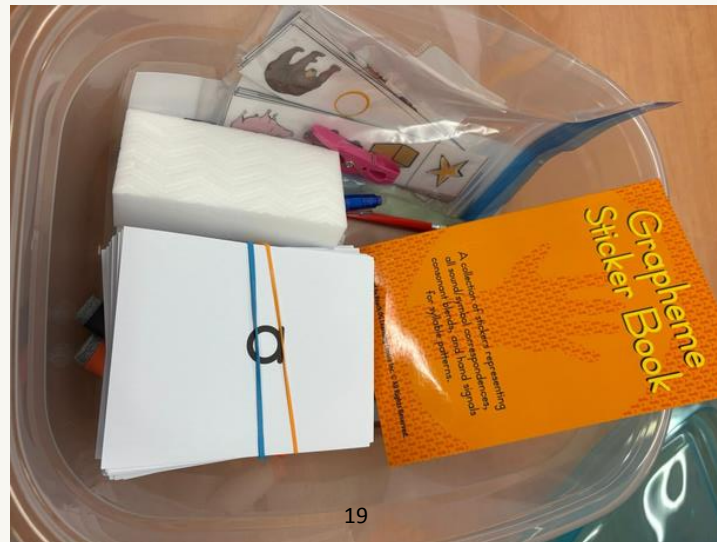


Literacy for Students with Learning Disabilities

District Learning Support Teachers are facilitating mini-workshops every month for all School-Based Learning Support Teachers.

Focused on enhancing assessments and intervention practices among Learning Support Teachers (LSTs).

Demonstrate how to leverage assessment data to inform targeted interventions.



Literacy for All



Alternative Assessment

Using letter cards to assess literacy for students with little to no verbal language.



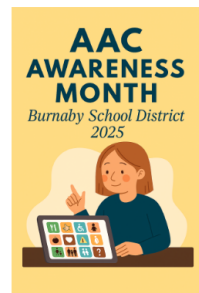
Accessible Literacy Learning

Piloting the ALL App at two elementary schools and one secondary.

Speech and Language Blog

Helping AAC Users Build Friendships in the Classroom

OCTOBER 1, 2025 / KILBERTUSL / 0 COMMENTS



So much of AAC instruction focuses on requesting, labeling, or sentence-building. These are important, but if we want students to connect with peers, we must also model **greetings, jokes, comments, and conversation starters**. Think:

- "Hi, what's your name?"
- "That's funny!"
- "Can I play too?"
- "Cool shirt!"

HELPING YOUR CHILD GROW: WHY ORAL LANGUAGE AND GRAMMAR MATTERS

 Oral language — a child's ability to understand and express thoughts using spoken words — is one of the strongest foundations for reading success in elementary school.

Oral Language Includes:

- Vocabulary (knowing and using words)
- Grammar (putting words together correctly)
- Sentence structure (understanding and producing sentences)
- Storytelling and explanation (organizing ideas logically)
- Listening comprehension (understanding what others say)



Oral Language is the Foundation of Reading

Before a child can read or write well, they need strong oral language skills. Grammar is a core part of this.

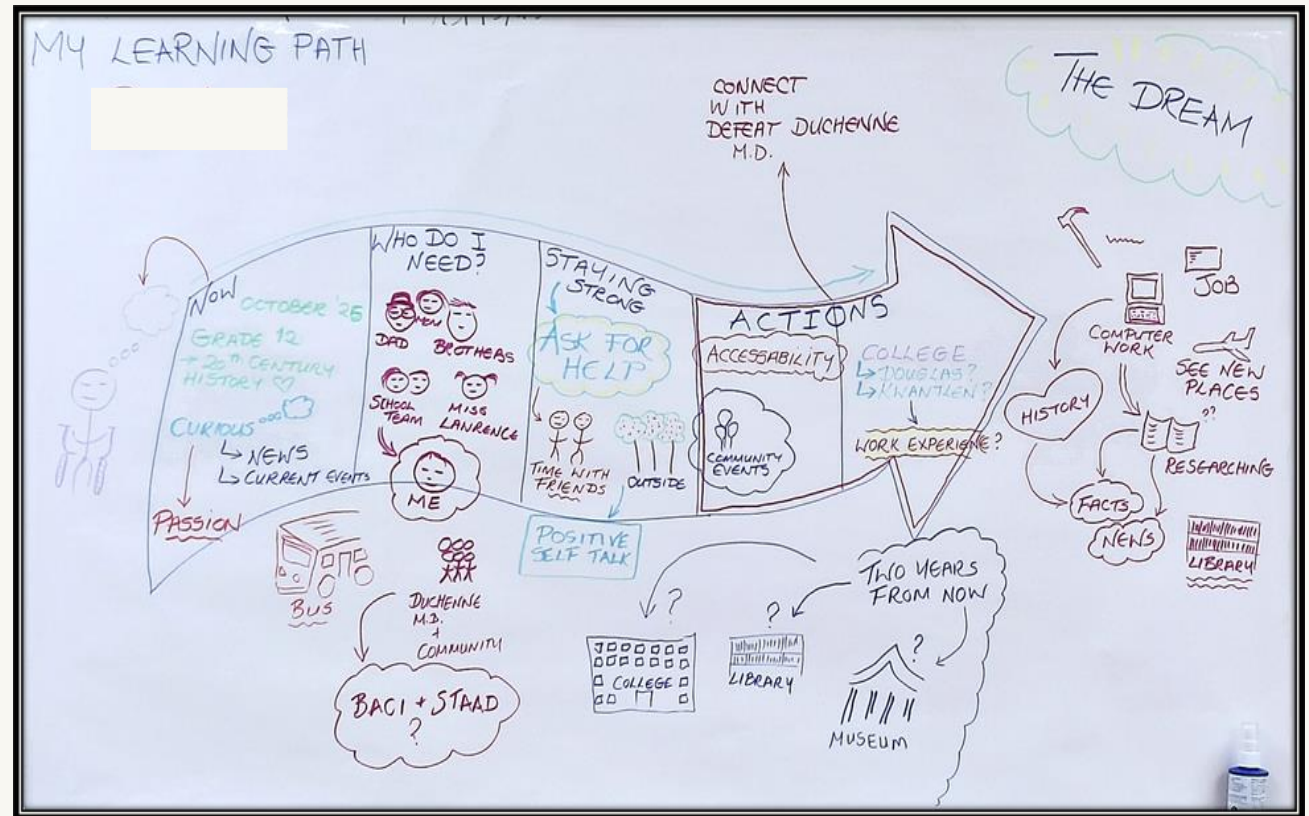
- Children use grammar to understand sentences when listening — this skill transfers directly to reading comprehension.
- If a child struggles to understand a sentence like "The dog was chased by the cat," they'll also have difficulty understanding it while reading.

Numeracy

- In progress, K and Grade 1 Screener
- Piloting at two schools
- Collaboration between DLST and Program Consultant



Planning for Adulthood



List of Community Partners for Transitions into Adulthood

Organization	Website	Organization	Website
ACT (Autism Community Training)	https://www.actcommunity.ca/	PASS	https://www.passadultservices.ca/
BACI – BEST (Burnaby Association for Community Inclusion)	https://gobaci.com/	Persons with Disabilities (Ministry of Social Development & Poverty Reduction)	https://www2.gov.bc.ca/gov/content/family-social-supports/income-assistance/access-services
CAN (Canucks Autism Network)	https://www.canucksautism.ca/	Pivot Point Family Growth Centre	https://pivotpoint.ca/
Capilano University	https://www.capilanou.ca/programs--courses/program-profiles/education-and-employment-access-certificate/	PLAN Institute & RDSP	https://planinstitute.ca/
CAYA (Communication Assistance for Youth & Adults)	https://cayabc.net/	PosAbilities (Laurel Behaviour Support Services)	https://www.laurelbc.ca/
City of Burnaby Adapted Activities & Access Services)	https://www.communitylivingsociety.ca/	Real Talk Sexual Health Initiative	https://www.real-talk.org/about
CLBC (Community Living BC)	https://www.communitylivingbc.ca/	Special Olympics	https://www.specialolympics.ca/
Curiko	https://www.curiko.ca/	STEPS Forward	https://steps-forward.org/
Disability Foundation	https://disabilityfoundation.org/	STADD Navigator Services	https://www.communitylivingbc.ca/
DABC (Disabilities Alliances BC)	https://disabilityalliancebc.org/	Theater Terrific	https://www.theatreterrific.ca/
Douglas College – VEST Program	https://www.douglascollege.ca	Translink – Access Transit Program	https://www.translink.ca/rider-guide/transit-accessibility
Down Syndrome Research Foundation	https://dsrf.org/	Urban Horse Project	https://www.urbanhorseproject.com/
FSI (Family Support Institute)	https://familysupportbc.com/	Work BC – Employment Services & Customized Employment	http://www.workbccentre-burnaby-brentwood.ca/
KPU – Employment & Community Studies	https://www.kpu.ca/acp/	VCC Employment Access & Skills Development	https://www.vcc.ca/programscourses/students-with-disabilities/accessible-education-and-training
MCFD/CYSN (Children & Youth with Support Needs)	https://www2.gov.bc.ca/	VCC Visually Impaired Department	https://www.vcc.ca/programscourses/students-with-disabilities/visually-impaired/
Monarch House	https://www.monarchhouse.ca/		

Actively engage community partners to create opportunities



Building Braille Capacity



Unified Soccer



Thank You