

Burnaby District Parent Advisory Council (DPAC)

General Meeting Minutes

Date: Monday, September 16, 2024

Time: 7:10 PM - 9:13 PM

Location: Burnaby Central Secondary School, Room A206

Next Meeting: October 21, 2024

Public procedural version. Detailed meeting notes are retained in DPAC's internal records for reference.

1. Call to Order and Land Acknowledgement

The meeting was called to order at **7:10 PM**.

A land acknowledgement was provided, recognizing that the meeting took place on the traditional, ancestral, and unceded territories of the Coast Salish peoples, including the Musqueam, Tsleil-Waututh, and Squamish peoples.

2. Attendance

School attendance was recorded.

Schools represented included:

Alpha; Aubrey; Brentwood Park; Burnaby North; Confederation Park; Montecito; Parkcrest; Sperling; Armstrong; Burnaby Mountain; Forest Grove; Second Street; Twelfth Avenue; Burnaby Central; Brantford; Cascade Heights; Gilpin; Inman; Morley; Burnaby South; Maywood Community; Windsor.

Trustees, District staff, DPAC Executive members, and members-at-large were also present.

3. Approval of Agenda

A motion was made to approve the agenda.

Moved: Cascade Heights

Seconded: Alpha

Carried

4. School District Presentation: School Opening and District Update

School District leadership provided a presentation and school-year opening update.

Topics included:

- introduction of trustees and senior management;
- the role of the Board of Education;
- the current District Strategic Plan and work toward the next five-year strategic plan;
- highlights and outcomes from the 2023/24 school year;
- conflict resolution pathways for school-related concerns;
- approved expansion projects at Cameron and Kitchener;
- enrollment growth, including an increase of approximately 1,000 students from the previous year;
- monthly meetings between District leadership and the DPAC Chair to support parent voice and communication.

Presentation materials were posted separately.

District staff left following this portion of the meeting.

Detailed presentation notes are retained in the internal meeting record.

5. 2024/25 DPAC Budget Approval

The proposed 2024/25 DPAC budget was presented.

A motion was made to approve the 2024/25 DPAC budget.

Moved: Brantford

Seconded: Cascade Heights

Carried

6. Approval of May 2024 AGM Minutes

A motion was made to approve the May 2024 AGM minutes.

Moved: Burnaby Mountain

Seconded: Aubrey

Carried

7. DPAC Updates

The Executive provided updates on the following items:

PAC Back to Basics

Members were reminded of good governance practices, including:

- having a visible Code of Ethics;
- ensuring PAC members understand and follow agreed expectations;
- making space for parent / guardian participation across different needs, cultures, disabilities, and communication styles.

Forum on Education / Candidates Panel

Members were advised that a candidates panel / education forum was scheduled for **October 1**.

RSVPs would be required, and questions were to be submitted in advance.

Members were asked to share the information with their school communities.

BCCPAC All-Candidates Debate

Members were advised that the BCCPAC all-candidates debate had moved online.

BCCPAC was also preparing materials to support DPACs in running local candidate panels.

DPAC Website

Members were advised of the updated DPAC website.

PACs were informed that they may be able to operate under the DPAC website domain.

PAC 101 / Treasurer Workshop

Members were advised that PAC 101 would move online.

Dates were to be confirmed.

Executive Vacancy - Kingsway South

Members were advised that the Kingsway South Executive position remained vacant and that DPAC intended to fill the position at the next General Meeting.

DTAC Vacancy

Members were advised that there was a vacancy on the District Technology Advisory Committee.

Interested members were invited to contact the Executive for more information.

DPAC Code of Conduct

The DPAC Code of Conduct was read aloud and signed by Executive members.

8. Table Group / Zone Discussions

Members participated in table group / zone discussions.

Contributions were captured by Executive members and were to be discussed at an upcoming Executive Committee meeting.

Detailed discussion notes are retained in the internal meeting record.

9. Show and Tell

A school-level update was shared regarding a PAC Code of Ethics practice.

10. Adjournment

The meeting adjourned at **9:13 PM**.

Minutes prepared by: DPAC Secretary / designate