

Burnaby District Parent Advisory Council (DPAC)

General Meeting Minutes

Date: Monday, January 20, 2025

Time: 7:03 PM - 9:03 PM

Location: Burnaby Central Secondary School, Room A206

Next Meeting: February 18, 2025

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 **7:03 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; Burnaby North; Kitchener; Lochdale; Montecito; Parkcrest; Sperling; Armstrong; Burnaby Mountain; Forest Grove; Second Street; Twelfth Avenue; Brantford; Burnaby Central; Chaffey-Burke; Douglas Road; Gilpin; Inman; Morley; Moscrop; Burnaby South; Clinton; Edmonds Community; Maywood Community; South Slope/BCSD.

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

3. Introductions and Welcome

Attendees were welcomed, and School District guests were introduced.

4. Approval of Agenda

A motion was made to approve the agenda.

Moved: Forest Grove

Seconded: Burnaby Mountain

Carried

5. School District Presentation: How the School District Budget Works

School District finance staff provided a presentation on how the School District budget works.

Topics included:

- balanced budget requirements;
- enrollment-based provincial funding;
- the relationship between enrollment, staffing, class size, and composition requirements;
- labour settlement funding;
- operating funds, capital funds, land capital, and special purpose funds;
- international student tuition, summer school revenue, and investment income;
- major budget allocations, including staffing, services, supplies, and local capital;
- the annual budget cycle;
- how the budget connects to the District Strategic Plan, Enhancing Student Learning Report, and Enterprise Risk Management;
- current issues, including rapid growth, space pressures, portables, reserve levels, and limited budget flexibility.

Key figures presented included:

- approximately 93.1% of the budget coming from provincial funding;
- approximately 87.6% of spending allocated to instruction;
- approximately 91% of expenditures allocated to salaries and benefits.

Questions were received regarding:

- land acquisition and Ministry support;
- public identification of future school sites;
- the relationship between the budget and Roots & Rivers / strategic planning;
- long-range facilities planning and growth pressures;
- advocacy regarding provincial funding shortfalls;
- developer contributions and land capital;
- how parents can access more detailed budget information;
- and how parents can support collective advocacy.

Detailed presentation notes and Q&A are retained in the internal meeting record.

6. School District Presentation: Secondary School Timetabling

School District staff provided a presentation on secondary school timetabling and the proposed five-block scheduling model.

Topics included:

- the use of a fifth block to address space pressures;
- avoiding additional portable costs where possible;
- implementation planned for September 2025 at selected secondary schools;
- the relationship between scheduling, enrollment growth, staffing, and facilities;
- student support, extracurricular activities, staffing, facilities, and student movement during non-instructional blocks.

The presentation noted that:

- Grade 8–10 students would generally attend Blocks 2–5;
- Grade 11–12 students could be scheduled across all blocks;
- hybrid learning was not currently part of the proposal;
- before- and after-school course blocks could still exist, subject to school and staffing decisions.

Questions were received regarding:

- where students would go during non-learning blocks;
- library, cafeteria, hallway, and washroom capacity;
- working parent impacts;
- cafeteria capacity;
- high-performance athletics and scheduling conflicts;
- before- and after-school programming;
- alternatives such as hybrid models;
- and equity concerns related to families, teachers, volunteers, and extracurricular access.

Detailed presentation notes and Q&A are retained in the internal meeting record.

7. Approval of November 2024 Minutes

A motion was made to approve the November 2024 General Meeting minutes.

Moved: Brantford

Seconded: Burnaby Mountain

Carried

8. DPAC Updates and Reports

Committee and related reports were provided separately for member review.

Reports included:

- Committee of the Whole;
- Sustainability Committee;
- SOGI Committee;
- Accessibility Committee;
- Equity in Action / Indigenous Education;
- Transportation.

Due to time, reports were not discussed orally in detail.

9. Show and Tell

Brief updates were shared, including:

- invitation to the upcoming DPAC AGM;
- a fundraising opportunity used by several PACs;
- a note that a Roots & Rivers Town Hall summary would be posted on the DPAC website.

10. Adjournment

A motion was made to adjourn the meeting at **9:02 PM**.

Moved: Gilpin

Seconded: Sperling

Carried

The meeting adjourned at **9:03 PM**.

Minutes prepared by: DPAC Secretary