

## **Burnaby District Parent Advisory Council (DPAC)**

### **General Meeting Minutes**

**Date:** Monday, September 15, 2025

**Time:** 7:07 PM - 9:02 PM

**Location:** Burnaby Central Secondary School

**Next Meeting:** October 20, 2025

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

### **1. Call to Order and Welcome**

The meeting was called to order at **7:07 PM**.

The Acting Chair welcomed returning and new DPAC representatives to the first General Meeting of the 2025/26 school year and acknowledged the work of parent leaders across Burnaby schools.

### **2. Attendance**

School attendance was recorded.

Schools represented included:

Alpha; Armstrong; Brantford; Burnaby South/BCSD; Aubrey; Buckingham; Byrne Creek; Burnaby North; Burnaby Mountain; Edmonds Community; Confederation Park; Forest Grove; Chaffey-Burke; Glenwood; Douglas Road; Gilpin; Nelson; Kitchener; Inman; Lochdale; Stride; Parkcrest; University Highlands; Rosser; Sperling.

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

### **3. Introductions and Orientation**

District staff, trustees, and DPAC Executive members introduced themselves.

A brief orientation was provided for new representatives, including:

- DPAC voting process;

- zone structure;
- representative roles.

#### **4. District School Opening Update**

School District leadership provided a school opening update for the 2025/26 school year.

Topics included:

- enrollment trends;
- staffing updates;
- District priorities for the new school year;
- inclusion, learning, and student well-being initiatives.

Presentation slides were made available online.

Detailed presentation notes are retained in the internal meeting record.

#### **5. Approval of Agenda**

The agenda was modified and approved.

**Moved:** Brantford

**Seconded:** Burnaby South

**Carried**

#### **6. Tabletop Zone Discussions**

Representatives participated in small-group discussions by zone to share priorities and early-year concerns.

Themes identified included:

- continued concern regarding the impact of 2024/25 budget cuts;
- music program impacts;
- custodial service impacts;
- five-block secondary timetabling at affected schools;

- PAC–school communication;
- collaborative advocacy across Burnaby zones;
- desire for governance / Constitution and Bylaws training for Executive members and members.

Zone notes were to be compiled and summarized for Executive follow-up.

## **7. Break**

A short break was held.

## **8. Treasurer’s Report and 2025/26 Budget Approval**

The Treasurer presented the proposed **2025/26 DPAC budget**.

Topics included:

- carry-forward balance from 2024/25;
- event allocations;
- website costs;
- PAC engagement expenses;
- anticipated costs for the October 6 Mini Conference.

A motion was made to approve the 2025/26 DPAC budget as presented.

**Moved:** University Highlands

**Seconded:** Burnaby Mountain

**Carried**

## **9. Draft Meeting Behaviour Policy**

The Secretary introduced a draft policy on meeting behaviour.

The draft outlined expectations for respectful and productive dialogue during DPAC meetings.

The draft was presented for information only. It was to be reviewed by the Executive Committee before being brought forward to a future General Meeting for consideration.

## **10. Approval of Previous Minutes**

A proposed amendment to the May 2025 General Meeting minutes was raised.

The proposed amendment did not receive a seconder and therefore did not proceed.

A motion was made to defer approval of the February, March, and April 2025 General Meeting minutes indefinitely.

**Moved:** University Highlands

**Seconded:** Glenwood

**Carried**

A motion was made to approve the May 2025 Annual General Meeting minutes as presented.

**Moved:** Forest Grove

**Seconded:** University Highlands

**Carried by recorded vote**

**In favour:** Forest Grove; University Highlands; Armstrong; Alpha; Lochdale; Burnaby South; Nelson; Byrne Creek; Edmonds; Glenwood; Brantford; Gilpin; Inman; Kitchener.

**Opposed:** Burnaby Mountain.

**Abstaining:** Aubrey; Confederation Park; Parkcrest; Sperling; Chaffey-Burke; Douglas Road.

## **11. Executive Updates and Committee Recruitment**

The Executive provided an update on the 2025/26 DPAC Executive composition.

Positions noted included:

- Chair: vacant;
- Acting Chair / Vice-Chair;
- Treasurer;
- Secretary;

- Members-at-Large.

Internal subcommittee roles were not confirmed at this meeting.

The Executive noted that expressions of interest for committees would be invited after the September 19 deadline for PAC contact and representative updates.

Representatives were reminded to complete the DPAC Contact Form to ensure voting eligibility.

## **12. Upcoming Events and Key Dates**

Members were reminded of the following:

- **September 24:** Burnaby Board of Education Public Meeting;
- **October 6:** DPAC Mini Conference, open to PAC executives;
- **October 20:** Next DPAC General Meeting, including proposed Constitution and Bylaw revision discussion;
- **Ongoing:** CBC Vancouver budget cuts follow-up story; families invited to share experiences.

## **13. Adjournment**

The meeting adjourned at **9:02 PM**.

**Minutes prepared by:** DPAC Secretary