

Burnaby District Parent Advisory Council (DPAC)

General Meeting Minutes

Date: Monday, October 20, 2025

Time: 7:05 PM - 9:05 PM

Location: Burnaby Central Secondary School, Room A206

Next Meeting: November 17, 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 **7:05 PM**.

A land acknowledgement was provided.

2. Attendance

School attendance was recorded.

Schools represented included:

Alpha; Aubrey; Brentwood Park; Burnaby North; Gilmore; Lochdale; Rosser; Sperling; Burnaby Mountain; Forest Grove; University Highlands; Douglas Road; Inman; Marlborough; Moscrop; Edmonds Community; Glenwood; Nelson; Stride.

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

3. Approval of Agenda

Approval of the agenda was listed.

No mover, seconder, or vote was recorded in the minutes.

4. Guest Presentation

A guest presentation was provided on Indigenous art, storytelling, community, and student connection.

Topics included:

- the role of art and storytelling in community;
- student engagement and belonging;
- work connected to Burnaby schools;
- the importance of cooperation and shared responsibility.

Detailed presentation notes are retained in the internal meeting record.

5. Executive Committee Vacancies - First Call for Nominations

The Chair made a first call for nominations for vacant DPAC Executive positions.

Vacancies noted:

- two positions in Kingsway South;
- one position in Cariboo Lougheed.

Questions were received about zone representation, Executive responsibilities, and time commitment.

No nominations were received.

6. Committee and DPAC Updates

Updates were provided regarding School District committees, DPAC committees, and committee vacancies.

Committees referenced included:

- Accessibility Committee;
- Community Schools / DACC;
- Technology / DTAC;
- Equity Scan / Indigenous Education;
- Equity, Diversity and Inclusion;

- SOGI;
- Sustainability;
- DPAC Website Project.

Members were invited to submit applications for committee vacancies by email, including a short summary of relevant experience or interest.

Committee reports were provided separately for member review.

Action: Members may continue submitting applications for School District and DPAC committee roles.

7. Mini Conference Debrief

An update was provided on the October 6 DPAC Mini Conference.

Topics reviewed included:

- PAC 101 and BCCPAC resources;
- School District Treasurer workshop;
- governance;
- advocacy and education funding structures.

Members were directed to the DPAC meetings webpage for related resources.

8. Parent Feedback Survey / Public Relations Project

An update was provided on the DPAC Parent Feedback Survey.

The survey was created to gather parent and PAC feedback to support constructive collaboration between parents, schools, and the School District.

Members were asked to share the survey with PACs and parents.

Survey period noted: **October 22 - November 30, 2025.**

Survey results were to be summarized for themes and follow-up.

Action: Representatives to share the survey with PACs and parents.

9. Executive Committee Vacancies - Second Call for Nominations

A second call for nominations was made for vacant DPAC Executive positions.

No nominations were received.

10. Upcoming Meetings and Key Dates

Members were reminded of upcoming meetings and dates, including:

- SOGI Committee;
- Technology Committee;
- Burnaby Board of Education public meeting;
- Accessibility Committee;
- Community Schools / DACC;
- Equity Scan;
- Committee of the Whole;
- Sustainability and EDI committees;
- BCCPAC Summit;
- November DPAC General Meeting;
- International Children's Day / Student Voices Panel.

11. Governance - Executive Code of Ethics and Confidentiality Policy

A proposed Executive Code of Ethics and Confidentiality Policy was discussed.

Members noted that the proposed policy related to the Constitution and Bylaws and should follow the bylaw amendment process.

A motion was made to present the proposed Executive Code of Ethics and Confidentiality Policy as a proposed bylaw amendment to Section XIV, for member review and a vote at the November meeting.

Moved: Burnaby Mountain

Seconded: University Highlands

Carried

Action: Representatives to review the proposed Executive Code of Ethics / bylaw amendment before the next meeting.

12. Member Questions and Governance Follow-Up

Constitution and Bylaws Committee

Members requested that the Constitution and Bylaws Committee reconvene.

Interested members were invited to apply by email.

Members were also invited to review and provide feedback on previous draft Constitution and Bylaw materials.

Action: Members may submit applications for the Constitution and Bylaws Committee.

Action: Members may submit feedback on draft Constitution and Bylaws materials.

School Act / Child Care Update

An update was provided regarding Bill 19 - School Amendment Act, relating to child care on school district property.

Members were informed that DPAC would continue to monitor the issue.

Draft Meeting Behaviour Policy

A motion was made for the Draft Policy on Meeting Behaviour to be emailed to all members for review before a future vote.

Moved: Burnaby Mountain

Seconded: University Highlands

Carried

Action: Representatives to review the Draft Policy on Meeting Behaviour before the next meeting.

13. Executive Committee Vacancies - Third Call for Nominations

A third call for nominations was made for vacant DPAC Executive positions.

No nominations were received.

14. Approval of September 15, 2025 Minutes

A motion was made to approve the September 15, 2025 General Meeting minutes with friendly amendments.

Friendly amendments included:

- adding an additional District staff attendee;
- adding a theme from the tabletop discussions regarding desire for Constitution and Bylaws training for Executive members and members;
- correcting the reference to a proposed amendment so that it referred to the May 2025 General Meeting minutes.

Moved: Forest Grove

Seconded: University Highlands

Carried

15. Show and Tell / Member Updates

Brief updates were shared, including:

- a future DPAC website resources page;
- school community and cultural events;
- fundraising ideas;
- an upcoming secondary school musical;
- an after-school music program opportunity;
- a question regarding PAC bulletin board installation costs;
- discussion of the School District budget process and advocacy.

Action: Zone representatives to follow up regarding the after-school music program information.

Action: DPAC Executive to look into the PAC bulletin board installation question.

16. Adjournment

The meeting adjourned at **9:05 PM**.

Minutes prepared by: DPAC Secretary