

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

### **General Meeting Minutes**

**Date:** Monday, November 17, 2025

**Time:** 7:06 PM - 9:08 PM

**Location:** Burnaby Central Secondary

**Next Meeting:** January 19, 2026

**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 **7:06 PM**.

The Chair welcomed attendees.

#### **2. Land Acknowledgement**

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

#### **3. Attendance**

Attendance was recorded.

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

The Treasurer sent regrets.

#### **4. Board of Education Presentation: Budget and Advocacy Update**

A Board of Education trustee provided an update on budget advocacy and related work following the previous year's budget process.

Topics included:

- provincial funding advocacy;

- temporary resident enrollment funding after September 30;
- funding for provincial collective agreement costs;
- benefit premium cost pressures;
- Classroom Enhancement Fund allocation concerns;
- portable funding;
- advocacy through the BC School Trustees Association;
- City of Burnaby engagement regarding capacity and long-range planning;
- federal budget items that may affect school communities, including school food and settlement worker funding.

Questions were received regarding:

- elementary band program continuity;
- communication gaps and parallel parent efforts;
- parent advocacy timing and mobilization;
- vertical schools, capital projects, and enrollment projections;
- attendance management;
- user-pay concerns;
- and comparisons with capital planning in other districts.

Follow-up items were noted regarding band program coordination, District communication, and DPAC advocacy.

**Action:** DPAC to collect topic suggestions and forward them to the trustee.

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

## **5. School District Presentation: AI in Schools and Digital Literacy**

School District staff provided a presentation on artificial intelligence in schools and digital literacy.

Topics included:

- differences between data-driven AI and generative AI;

- impacts on student learning;
- effective uses of AI, including feedback, prompting, and research support;
- risks including bias, inaccuracy, privacy, and algorithmic manipulation;
- digital citizenship education;
- parent education needs;
- and age-appropriate boundaries.

The District noted that it was developing:

- guidelines for AI use;
- teacher training;
- and a future parent workshop shaped by DPAC feedback.

Questions were received regarding:

- risk assessment;
- accuracy and hallucinations;
- cognitive impacts on learning;
- mental health and safety;
- environmental costs;
- equity and access;
- age-appropriate use;
- and privacy of minors.

The District confirmed that broad student-facing AI tool rollout was not currently the focus, and that the priority was staff training, literacy, and parent education.

**Action:** DPAC to collect questions and topic suggestions and forward them to District staff.

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

## **6. Break**

A five-minute break was held at approximately **8:00 PM**.

## **7. Approval of Agenda**

A motion was introduced to approve the agenda.

An amendment was proposed to add a **Tabletop Roundtable Discussion** as a standing agenda item for future General Meetings, beginning January 2026.

**Motion:** To add a roundtable item as a standing agenda item beginning January 2026.

**Moved:** Moscrop

**Seconded:** Buckingham

**Carried**

The agenda was approved as amended.

## **8. Approval of October 20, 2025 Minutes**

A motion was made to approve the October 20, 2025 General Meeting minutes.

**Moved:** Buckingham

**Seconded:** Brantford

**Carried**

## **9. Constitution and Bylaws Update**

A former Constitution and Bylaws Committee lead provided background on prior committee work and the April 2025 draft.

Topics included:

- limitations and gaps in the current 2011 Constitution and Bylaws;
- the previous committee's recommendation to replace the full document rather than amend it section by section;
- structural clarity around roles, elections, committees, and member authority;
- School Act provisions related to PACs and DPACs;
- DPAC representative election and term requirements;
- DPAC autonomy;

- dispute resolution;
- digital asset management;
- proxy logic;
- hybrid meetings;
- and committee structure.

Questions were received regarding parliamentary procedure, BCCPAC guidance, member education, and next steps.

**Action:** Executive to issue a call for Constitution and Bylaws Committee members.

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

## **10. Draft Meeting Behaviour Policy**

The draft Meeting Behaviour Policy was discussed.

Members noted that policies affecting member rights require a full meeting-notice cycle before a vote.

Members also raised concerns regarding tone and clarity.

The Executive confirmed that the document would be revised.

A motion was made to refer the draft Meeting Behaviour Policy back to the Executive for revision and return with an updated version at a future General Meeting.

**Moved:** Kitchener

**Seconded:** Burnaby Mountain

**Carried**

## **11. DPAC Committee Reports**

Due to time constraints, members were asked to refer to committee reports included in the meeting package.

## **12. Parent Feedback Survey Update**

The full trend presentation was deferred due to time constraints.

Members were advised that:

- early trends would be shared in a follow-up email;
- the survey was extended to **December 15**;
- principals had been asked to distribute the survey through school newsletters;
- DPAC representatives were strongly encouraged to circulate the survey widely.

### **13. Show and Tell / Member Updates**

Brief school and community updates were shared, including:

- a student well-being initiative;
- donated school sports equipment;
- a secondary school musical production;
- a school winter market;
- school sports achievements;
- questions for the District;
- and a book resource offered by the Chair.

### **14. Adjournment**

A motion was made to adjourn the meeting.

**Moved:** Brantford

**Seconded:** Buckingham

**Carried**

The meeting adjourned at **9:08 PM**.

**Minutes prepared by:** DPAC Secretary