

Burnaby District Parent Advisory Council (DPAC)

General Meeting Minutes

Date: Monday, January 19, 2026

Time: 7:04 PM - 8:59 PM

Location: Burnaby Central Secondary School, Room A206

Next Meeting: February 18, 2026

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

1. Call to Order, Land Acknowledgement, and Meeting Purpose

The meeting was called to order at **7:04 PM**.

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

The Chair reviewed the purpose and structure of the meeting.

The meeting was framed as a **context-setting session** to support shared understanding of:

- how the School District budget process works;
- which decisions are made provincially versus locally;
- how parent feedback may be incorporated later in the consultation cycle.

It was clarified that no budget decisions, scenarios, or allocations would be discussed at this meeting.

2. Attendance

School attendance was recorded.

Schools represented included:

Alpha; Armstrong; Brantford; Brentwood Park; Buckingham; Burnaby Central; Burnaby Mountain; Burnaby North; Burnaby South; Chaffey-Burke; Edmonds Community; Forest Grove; Gilmore; Inman; Kitchener; Lakeview; Lochdale; Lyndhurst; Moscrop; Nelson;

Parkcrest; Rosser; Second Street; South Slope / BCSD; Stride; Suncrest; University Highlands.

DPAC Executive members, trustees, School District staff, elected officials / representatives, DPAC representatives, and members-at-large were also present.

3. School District Presentation: Budget Context

School District finance staff provided a presentation on the School District budget process and current financial context.

Topics included:

- balanced budget requirements;
- enrollment-based provincial funding;
- labour settlement funding;
- operating funds, capital funds, land capital, local capital, and special purpose funds;
- costs related to portables;
- staffing and other major expenditure categories;
- the annual budget cycle;
- reserve levels and Board reserve policy;
- recent enrollment growth and potential slowing or decline;
- international education revenue;
- provincial funding dependence;
- and broader provincial fiscal uncertainty.

Key figures presented included:

- approximately **94.1%** of Burnaby's funding comes from the Province;
- approximately **92.4%** of expenditures are salaries and benefits;
- the previous reserve projection had been approximately **\$40,000**;
- the year-end reserve improved to approximately **\$2.5 million**;

- the Board policy target reserve is **1–2%**, approximately **\$3.5 million – \$7 million**.

Questions were received regarding enrollment trends, benefit cost pressures, reserves, prior budget reductions, and future consultation timing.

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

4. DPAC Parent Feedback Survey: High-Level Themes

DPAC presented high-level themes from the Parent Feedback Survey.

The survey received **236 responses**, with more than **80%** of respondents identifying as parents / guardians.

Themes included:

- provincial funding concerns;
- inflationary pressures not reflected in funding levels;
- staffing and student support concerns;
- education assistant, counselling, and teacher workload concerns;
- facilities, overcrowding, and portables;
- program impacts, including music, language programs, StrongStart, enrichment, and mini school programming;
- uncertainty about effective advocacy pathways.

Key survey findings presented included:

- **62%** of respondents were unaware that portables are funded through the operating budget;
- **71%** of respondents had not previously contacted an MLA, MP, trustee, or City Council.

The survey themes were presented to inform DPAC's advisory work and were not presented as formal demands.

Guests present during this portion participated in a listening capacity. Comments included references to federal policy areas, MLA engagement, and written advocacy during relevant consultation windows.

Detailed survey notes and discussion are retained in the internal meeting record.

5. Approval of Previous Minutes

A motion was made to approve the November 17, 2025 General Meeting minutes.

Moved: Brantford

Seconded: University Highlands

Carried

6. Approval of Agenda

A motion was made to approve the January 19, 2026 General Meeting agenda.

Moved: University Highlands

Seconded: Stride

Carried

7. Tabletop Discussion

Participants engaged in brief small-group tabletop discussions.

Common themes included:

- need for clearer guidance on what DPAC, PACs, and individual parents can do;
- interest in coordinated advocacy tools, including letters, meetings with MLAs, petitions, and structured messaging;
- need for clearer action planning following survey results;
- desire for more clarity on budget consultation windows;
- desire for more time for questions;
- interest in MLA participation during budget discussions;
- difficulty sustaining broad parent engagement;
- fundraising fatigue;
- facility cleanliness and maintenance concerns;

- traffic safety concerns near schools;
- sustainability and environmental education;
- childcare availability and space constraints.

School-specific operational concerns were noted as appropriate for trustees, school administration, or relevant District committees.

No formal advocacy decisions were made during this segment.

Detailed tabletop notes are retained in the internal meeting record.

8. Committee Updates and Notices

Three-Year School Calendar Consultation

Members were advised that consultation remained open.

DPAC would consolidate feedback and submit themes to the School District.

Budget Calendar

Members were advised of key budget-related dates:

- **February 18:** amended budget presentation to DPAC;
- **April 14:** public budget meeting;
- **April 15:** annual budget update to DPAC;
- **April 20:** DPAC budget-focused meeting;
- **April 22:** partner group feedback;
- **April 28:** Board vote on annual budget.

Constitution and Bylaws

Work was ongoing.

Committees and Vacancies

A call was made for volunteers for School District committees, including sustainability and accessibility.

DPAC Executive vacancies were noted, and members were encouraged to express interest.

9. Executive Vacancy

A nomination was received for a DPAC Executive vacancy.

The Moscrop representative was nominated.

Moved: Alpha

Seconded: South Slope

Carried

The nominee accepted the nomination.

10. Treasurer's Report

It was noted that there had been no significant financial activity since the previous reporting period.

11. Show and Tell / Member Updates

Brief updates were shared, including:

- childcare resource and referral information;
- district childcare site information;
- questions regarding previously announced childcare spaces and funding changes;
- school capacity and expansion updates;
- PAC engagement with elected representatives.

12. Adjournment

The meeting adjourned at **8:59 PM**.

Minutes prepared by: DPAC Secretary