



# Meeting Minutes

January 16, 2022

Online Zoom

## Burnaby D.P.A.C.

Burnaby Central Secondary School  
Room A206 – Conference Centre  
6011 Deer Lake Parkway, Burnaby, BC  
[info@burnabydpac.com](mailto:info@burnabydpac.com)  
[chair@burnabydpac.com](mailto:chair@burnabydpac.com)

### Attendance:

#### Schools by Zone

##### Brentwood North

Alpha  
Burnaby North  
Aubrey  
Brentwood Park  
Confederation Park  
Capitol Hill  
Gilmore  
Kitchener  
Lochdale  
Montecito  
Parkcrest  
Rosser  
Sperling  
Westridge

##### Cariboo Lougheed

Burnaby Mountain  
Cariboo Hill  
Armstrong  
Cameron  
Forest Grove  
Lyndhurst  
Seaforth  
Second Street  
Stoney Creek  
Twelfth Avenue  
University Highlands

##### Central West

Burnaby Central  
Moscrop  
Brantford  
Buckingham  
Cascade Heights  
Chaffey-Burke  
Douglas Road  
Gilpin  
Inman  
Lakeview  
Marlborough  
Morley

##### Kingsway South

Burnaby South  
Byrne Creek  
Clinton  
Edmonds  
Glenwood  
Maywood  
Nelson  
South Slope  
Stride Avenue  
Suncrest  
Taylor Park  
Windsor

#### District Staff

Gina Niccoli-Moen, Superintendent  
Russell Horswill, Secretary-Treasurer

Roberto Bombelli, Assistant Superintendent

Richard Per, Assistant Superintendent  
Nick Christofides, Director of Instruction Specializing in Safe and Caring Schools Burnaby

#### Board of Education

Jen Mezei, Chair (Brentwood North, Kingsway South)  
Bill Brassington, Vice Chair (Kingsway South)  
Gary Wong, Trustee (Central West)  
Mikelle Sasakamoose, Trustee

Peter Cech, Trustee (Brentwood North)  
Larry Hayes, Trustee (Cariboo Lougheed)  
Kristin Schnider, Incoming Trustee (Cariboo Lougheed)

#### DPAC Executive and Members at Large

Ashley Sandquist, Chair (Brentwood North)  
Laura Ward, Vice Chair (Cariboo Lougheed)  
Alfred Romann, Treasurer (Kingsway South)  
Christine Nguyen Secretary (Central West)

Lisa Young (Cariboo Lougheed)  
Adriana Constantinescu (Burnaby Central)  
Harinder Parmar (Brentwood North)

### 1. Welcome and Land Acknowledgement: *Ashley Sandquist*

- Meeting was called to order at **7:03 pm**
- Acknowledged that we're fortunate to meet on the traditional, ancestral, and unceded territory of the Coast Salish nations, Musqueam Tsleil-Waututh and Squamish people, where we live, work and play.

### 2. Introductions: *Ashley Sandquist*

- Acknowledged and greeted all the attendees, panel of district staff, returning trustees, board members and DPAC executives.

### 3. Long Range Facility Plan (LRFP) – Engagement Updates: *Russell Horswill, Secretary-Treasurer*

- District is interested to review future needs. As part of the planning process, the board has started the process to engage with the community from January to March 2023.

- Community Engagement Strategies were discussed, and Open House Dates were announced where attendees can expect information boards and survey feedback following the session. Online links will be provided for those who are not able to make the in-person meetings.

#### 4. Safe and Caring Schools Burnaby: *Nick Christofides, SD41 Director of Instruction Specializing in Safe and Caring Schools Burnaby*

- Discussion on all the important support workers and professionals that counsel, coordinate, administer, and many other prevention and response responsibilities to provide safe care to students; and look for restorative solutions first.
- Code of Conduct discussion which is applied to the entire Burnaby School district communities including PAC members, parents, teachers etc.
- What is Progressive Discipline?
  - Try to understand the nature of the problem; look at history and patterns of behaviour.
  - Having to revisit the learning and what the intent was behind the harm. How many times have we discuss the same harm and the learning that followed?
    - Focus on prevention and restorative relationship
    - Need to help students with their skills and following up
  - Three-Tiered Approach – Pyramid chart with “Adults Well-being” as the foundation
- Things to Look Out for? Trends that we have noticed.
  - Online habits – extreme changes are indicators to investigate, lost friendships online, new friendships
    - Have an honest conversation and encourage parents to establish boundaries around online habits
  - Positive school connections – with teachers, friends and activities is a healthy sign
  - Community connections – asking students who they can trust in their school; kids that struggle may be a concern
  - Issues around boundaries
  - Change in friendships
  - Sleep habits – often online and sleep habits go hand-in-hand; teenagers are the most sleep deprived demographic
  - Open communication
- Q. Does every school has a counselor?
  - A. Yes. Smaller schools may share counselors. Counselors at elementary schools are usually Tier 2 counsellors; may be the form of art or play therapy
- Q. Any strategies to set boundaries online?
  - A. If families are just going on the hopes that kids are going to sit and do their homework, we don’t see that. Recommend having an online plan discussion calmly with children on technology. The plan needs to include a commitment with everyone. The responsible thing to do is write up a document and every family member contributes to it (i.e. when devices need to be stored away).
- Q. How many Community School Coordinators do we have in the district? What are their main tasks to serve each school?
  - A. Have mainly just observed the wonderful work that community school support workers do. I’m not the expert.
- Q. How would a family access the subject expert members? What is the process?
  - A. Our team receives referrals from a school, counsellor or a school-based team. In terms of prevention, a school professional would contact Nick and team.
- Q. What happens if families are not cooperating with the school on what needs to be done or not getting the support?
  - A. Situations are complex. Sometimes families are open to support, others might be hesitant to trust the system. If the improvement isn’t fast enough, we’ll continue to review and try the next possible solution.
- Q. When is there a critical incident? As a family that is not directly involved in the incident.

- A. When a community is affected by a serious event, we have a critical response team which is mostly a group of counsellors. We work with senior team, with police, there is a flow chart of communication to ensure we are considerate of all the steps impacting student safety. We have trained personnel to support the school as best we can.
- Q. Would like to see more resources shared with parents at the beginning of the school year? Can we have more learning tools on social and emotional learning for example.
  - A. Thank you, we'll share the feedback with the team.

#### 5. Approval of Agenda: *January 16, 2023*

- A motion was made to approve the agenda and any modifications.
- Moved by: **Amy G., Burnaby Mountain**                      Seconded by: **Sally F., Alpha**

#### 6. Approval of Minutes: *November 21, 2022*

- Amendment(s): **No changes**
- A motion was made to approve the previous meeting minutes.
- Moved by: **Natalia R., Clinton**                      Seconded by: **Hoti A., Burnaby South**

#### 7. DPAC Updates: *Executive Team*

- **Discussion:** In-person meetings coming soon. DPAC exploring options for a hybrid meeting
  - Recommend having in-person and online meetings scheduled ahead of time so members can plan?
  - Location planned for Burnaby Central in the multi-purpose room

#### 8. Questions and Answers:

- **Q.** Is it common practice for the PAC to share the bank balance with the principal?
  - **A.** No, it is not the expectation for the PAC to provide the principal with their accounts of business
- **Q.** School submitted grant application late because PAC members are all new and haven't received their fund
  - **A.** Continue to try and contact Gaming in-person and provide a really good explanation. DPAC Treasurer can provide guidance. There are always schools that miss the deadlines and Gaming will offer support to PACs that miss the deadline.
- **Q.** Traffic safety is an ongoing issue and discussion. Parents not abiding by the Code of Conduct making a school traffic situation more unsafe. Should it be the city that should be involved (i.e. put in speed bumps, reroute traffic)? City has identified ten schools for improvement.
  - **A.** Seems like a chronic issue in Burnaby schools. One solution that was implemented was to expand the school zone boundary and lengthen time of day to 10 pm.
  - **A.** The district has a safety traffic committee to advocate on behalf of PACs. There has been a review of school areas to install school speed humps... and a list of schools have been selected to get them installed. Major artery routes, however, will not get speed humps. More information to come.
  - **A.** One school had a traffic study done and shared the results and recommendations with parents.
  - **A.** Would like school trustees to support the effort to improve traffic safety; engage police and to have it considered as part of the LRFP.
- **Q.** For Trustees and for new DPAC reps, what is the general expectation of PAC members post meetings? What should DPAC parents expect of their Trustees?
  - **A.** DPAC is the liaison between district and PAC to disseminate information and further distribute to the school communities.
  - **A.** Value for Trustees attending DPAC meetings is to receive insight, concerns and feedback from the PAC. You are representing all the voices at your school community.

- **A.** One thing to consider is that your PAC is an individual entity to the school. There's no right or wrong way. Trustees are interested to hear and know what is concerning PACs. There are multiple Trustee liaisons because we see the value in what you are discussing at the ground level.

#### 9. Show and Tell

- AT BMMS there is an open house on January 26<sup>th</sup>. PAC members will be present for parents. There was a career fair at Central as well.

#### 10. Adjournment:

- **A motion was made to adjourn the meeting.**
- Moved by: **Harinder, Burnaby North** Seconded by: **Hoti A., Burnaby South**
- Meeting ended at: **9:04 pm**

Next Meeting Date: **Tuesday, February 21, 2023**, Burnaby Central Secondary – Emergency Preparedness Response

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