

Board of Education
Public Meeting Minutes

Wednesday, February 21, 2024 – 7:00 pm
1st Floor Boardroom and via Zoom

Present:

Chairperson	H. Larson
Vice Chairperson	K. Hamaguchi
Trustee	R. Belleza
Trustee	D. Sargent
Trustee	D. Tablotney
Trustee	A. Wong
Trustee	D. Yang
Deputy Superintendent	R. Ryan
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	M. Naser
Assistant Superintendent	C. Stanger
Executive Director, Learning and Business Technologies	R. Laing
Director, Communications & Marketing	D. Sadler
Executive Assistant (Recording Secretary)	T. Lee

The Chairperson called the meeting to order at 7:00 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmi̓nəm̓ language group on whose traditional and unceded territories we teach, learn and live.

1. Recognition of Visitors, Announcements, Trustees' Updates

(a) Recognition of Visitors

The Chairperson welcomed the gallery to the meeting.

(b) Announcements

Trustee Wong: Briefs regarding the 2024/25 Annual Budget will be accepted without prior notice at the March 13, 2024 regular meeting of the Board. Please note that budget updates will be made available on the District's Budget website. All budget feedback will be considered by the Board as part of the budget process which is anticipated to be completed by April 24, 2024.

Trustee Tablotney: Wednesday, February 28, 2024 is Pink Shirt Day. Pink Shirt Day began in 2007 when a student in Nova Scotia was bullied for wearing a pink shirt to school. It has since been recognized annually worldwide as a day to stand against bullying and to be advocates for greater acceptance, respect, and inclusion for all. This year's theme, All Kinds of Kindness, emphasizes how all forms of kindness contribute to building an inclusive and connected community. The Board's Strategic Plan Priority 2, Equity and Inclusion, outlines our commitment to ensure that all of our students, families, and staff feel welcomed, are treated respectfully, and have a sense of belonging. This Pink Shirt Day let's do what we can to elevate the voices of all, take a stand against bullying, and be advocates for kindness, respect and inclusion.

(c) **Any materials not included in packages available to the public**

The Secretary Treasurer noted all materials had been made available to the public on the district website.

2. Adoption of Agenda

026/2024 MOVED BY K. HAMAGUCHI AND SECONDED BY A. WONG:

THAT the Wednesday, February 21, 2024 regular agenda of the Board of Education be adopted as circulated.

CARRIED

3. Presentations, Briefs, Special Recognition

(a) **Presentations**

Nil.

(b) **Briefs**

(i) **Budget Brief**

Presented by Liz Baverstock, President, Richmond Teachers' Association (RTA)

A budget brief was presented by Liz Baverstock, President, RTA. Ms. Baverstock highlighted the focuses in her Budget Brief including the continued daily shortage of teachers and mentoring support.

Trustees thanked Ms. Baverstock for her brief. She then responded to questions from trustees regarding her brief.

027/2024 MOVED BY D. SARGENT AND SECONDED BY K. HAMAGUCHI:

THAT the Board of Education refer the RTA Brief to the budget process.

CARRIED

(ii) **Budget Brief**

Presented by Stacey Robinson, President, Canadian Union of Public Employees (CUPE) Local 716 and Nancy Williams, 1st Vice President, CUPE Local 716

A budget brief was presented by Stacey Robinson, President, CUPE Local 716 and Nancy Williams, 1st Vice President, CUPE Local 716. They highlighted the focuses in their Budget Brief including adding additional EA Consultants and Daytime Custodians, and additional support for recruitment and retention.

Trustees thanked Ms. Robinson and Ms. Williams for their brief. They then responded to questions from trustees regarding their brief.

028/2024 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

THAT the Board of Education refer the CUPE Local 716 Brief to the budget process.

CARRIED

(c) **Special Recognition**

Nil.

4. Questions from the Public

There were no questions from the public.

5. Executive

The Deputy Superintendent introduced a video, “Empowering Students – Exploring Pathways to the Future.” The video focused on Strategic Priority 2: Equity and Inclusion, and showcased the Explorations program, designed to empower students with intellectual disabilities to make decisions about their futures.

Trustees thanked staff for their work in the video and acknowledged the program staff for their support and guidance provided to the students. The Deputy Superintendent then responded to trustees’ questions regarding the program.

6. Approval of Minutes of Prior Meetings

- (a) A record of an in-camera meeting of the board held Wednesday, January 24, 2024 was included for information.
- (b) A record of an in-camera special meeting of the board held Friday, February 2, 2024 was included for information.
- (c) A record of an in-camera special meeting of the board held Thursday, February 8, 2024 was included for information.

(d) Regular meeting of the board held Wednesday, January 24, 2024

029/2024 MOVED BY D. YANG AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education approve the Minutes of Wednesday, January 24, 2024, regular meeting as circulated.

CARRIED

7. Business Arising from Prior Minutes

(a) **2023/24 Amended Annual Budget Bylaw – Three Readings**

The Secretary Treasurer presented highlights from the report attached to the agenda package, noting that the Board is required to approve the 2023/24 Amended Annual Budget Bylaw in the amount of \$354,663,935 and submit it to the Ministry of Education and Child Care.

There was unanimous consensus that three readings of the 2023/24 Annual Budget Bylaw take place.

The Chairperson then read the first reading of the Amended Annual Budget Bylaw in full:

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2023/2024 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the Act, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 38 (Richmond) Amended Annual Budget Bylaw for fiscal year 2023/2024.
3. The attached Statement 2 showing the estimated revenue and expense for the 2023/2024 fiscal year and the total budget bylaw amount of \$354,663,935 for the 2023/2024 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2023/2024.

030/2024 FIRST READING MOVED BY K. HAMAGUCHI AND SECONDED BY D. TABLOTNEY:

CARRIED

The Chairperson then read the second reading of the bylaw in summary:

The Amended Annual Budget Bylaw has been prepared in accordance with the School Act, Ministerial Orders, and Ministry policies. The total budget for the 2023/2024 fiscal year amounts to \$354,663,935. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2023/2024.

031/2024 SECOND READING MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:

CARRIED

The Chairperson then read the third reading of the bylaw in summary:

The Amended Annual Budget Bylaw has been prepared in accordance with the School Act, Ministerial Orders, and Ministry policies. The total budget for the 2023/2024 fiscal year amounts to \$354,663,935. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2023/2024.

032/2024 THIRD AND FINAL READING MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:

CARRIED

The 2023/24 Amended Annual Budget Bylaw having been read a first, second and third time, is passed and adopted this 21st day of February 2024.

8. New Business

(a) **A.R. MacNeill Secondary School Equivalency Covenant Bylaw – Three Readings**

The Secretary Treasurer spoke to her report as included in the agenda package.

There was unanimous consensus that three readings of the A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2024 take place.

The Chairperson then read the first reading of the Equivalency Covenant Bylaw in full:

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND)

A.R. MacNEILL SECONDARY SCHOOL EQUIVALENCY COVENANT BYLAW 2024

WHEREAS a board of education may dispose of land or improvements owned or administered by the board under the authority of Section 96(3) of the School Act, subject to the Orders of the Minister of Education;

AND WHEREAS Section 65(5) of the *School Act* requires a board of education to exercise a power with respect to the acquisition or disposal of property only by bylaw;

AND WHEREAS:

- (a) The British Columbia Building Code provides for certain fire, building and safety protection measures for the current or intended use of buildings, and permits equivalent performance measures;
- (b) The Board of Education of School District No. 38 (Richmond) (the “**Board**”) proposes to install delayed egress and FOB access only doors at the A.R. MacNeill Secondary School site (the “**Property**”) as described in a report prepared for the City of Richmond (the “**City**”) by Eriksberg Engineering Ltd. dated December 5, 2023 and identified by the City in Equivalency Building Permit Application No. 23-035513 (the “**Application**”);
- (c) As a condition of granting the Application, the City requires the Board to grant an Equivalency Covenant (the “**Equivalency Covenant**”) to be registered against the Property in favour of the City;
- (d) The Board has determined and hereby confirms that the granting of the Equivalency Covenant will not conflict with or detract from the regular or extracurricular program of a school or the current or future educational needs of the school district;
- (e) The Property is facility number 03838064; and
- (f) The address of the Property is 6611 No. 4 Road, Richmond, British Columbia, V6Y 1R4, and the legal description of the Property is:

Parcel Identifier: 027-840-891

Lot 2 Section 10 Range 6 West New Westminster District Plan BCP39451.

NOW THEREFORE be it resolved as a Bylaw of the Board that the Board grant the Equivalency Covenant to the City in the form required by the City and register the Equivalency Covenant against title to the Property.

BE IT FURTHER resolved that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Equivalency Covenant and all related documents required to complete the registration of the Equivalency Covenant.

This Bylaw may be cited as “School District No. 38 (Richmond) A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2024”.

033/2024 FIRST READING MOVED BY K. HAMAGUCHI AND SECONDED BY D. TABLOTNEY:

CARRIED

The Chairperson then read the second reading of the bylaw in summary:

This Bylaw may be cited as “School District No. 38 (Richmond) A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2024”.

This bylaw is for the Board to grant the Equivalency Covenant to the City and register the Equivalency Covenant against title to the Property. The Board has determined and confirms that the granting of the Equivalency Covenant will not conflict with the educational needs of the school district.

The Secretary Treasurer then provided further details regarding the equivalency covenant bylaw following a question from a trustee.

034/2024 SECOND READING MOVED BY A. WONG AND SECONDED BY D. YANG:

CARRIED

The Chairperson then read the third reading of the bylaw in summary:

This Bylaw may be cited as “School District No. 38 (Richmond) A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2024”.

This bylaw is for the Board to grant the Equivalency Covenant to the City and register the Equivalency Covenant against title to the Property. The Board has determined and confirms that the granting of the Equivalency Covenant will not conflict with the educational needs of the school district.

035/2024 THIRD AND FINAL READING MOVED BY D. TABLOTNEY AND SECONDED BY R. BELLEZA:

CARRIED

The A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2024 having been read a first, second and third time, is passed and adopted this 21st day of February 2024.

(b) Disposal of Real Property: Adult Education Centre Capital Bylaw – Three Readings

The Secretary Treasurer spoke to her report as included in the agenda package.

There was unanimous consensus that three readings of the Disposal of Real Property: Adult Education Centre Capital Bylaw take place.

The Chairperson then read the first reading of the Capital Bylaw in full:

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND)
CAPITAL BYLAW 2024
DISPOSAL OF REAL PROPERTY – ROAD DEDICATION – ADULT EDUCATION CENTRE**

WHEREAS The Board of Education of School District No. 38 (Richmond) (the “Board”) is a board of education under the *School Act* (British Columbia);

AND WHEREAS the Board may dispose of land or improvements, or both, subject to the orders of the British Columbia Minister of Education and Child Care (the “**Minister**”) under the authority of Section 96(3) of the *School Act* (British Columbia);

AND WHEREAS the Board must not dispose of land or improvements by sale and transfer in fee simple unless such disposal is approved by the Minister pursuant to Section 5 of *Ministerial Order M193/08 (Disposal of Land or Improvements Order)*;

AND WHEREAS Section 65(5) of the *School Act* (British Columbia) requires a board of education to exercise a power with respect to the acquisition or disposal of property only by bylaw;

AND WHEREAS:

- A. the Board is the owner of certain lands and premises having a civic address of 3800 No. 5 Road, Richmond, British Columbia and legally described as follows:

Parcel Identifier: 005-322-847

Lot C Section 30 Block 5 North Range 5 West New Westminster District Plan 23836
Except Parcel 1 (Bylaw Plan 57105)

(the “**Property**”);

- B. the Board proposes to enter into a purchase and sale agreement (the “**Purchase Agreement**”) with the City of Richmond (the “**City**”) pursuant to which the Board will, subject to ministerial approval from the Minister and other conditions in the Purchase Agreement, sell a portion of the Property consisting of approximately 173 square meters abutting Cambie Road (as more particularly shown in yellow highlight in Appendix “A” to this Bylaw) (the “**Road Dedication Parcel**”) to the City by way of a road dedication for a purchase price of \$410,000.00 (the “**Purchase Price**”) in accordance with the terms and conditions of the Purchase Agreement;
- C. The Board is satisfied that the Purchase Price represents the fair market value of the Road Dedication Parcel, and it would be in the best interests of the Board to enter into the Purchase Agreement and, pursuant to the Purchase Agreement, complete the sale of the Road Dedication Parcel to the City; and
- D. The Board is satisfied that the Road Dedication will not interfere with the Board’s use of the Property and that it would neither conflict with nor detract from the regular or extracurricular program of the Property or the current or future educational needs of the school district.

NOW THEREFORE be it resolved as a Bylaw of the Board that the Purchase Agreement and the disposal of the Road Dedication Parcel be and are hereby authorized and approved, subject to approval by the Minister.

BE IT FURTHER resolved as a Bylaw of the Board that the Chairperson of the Board and the Secretary-Treasurer be and are hereby authorized, on behalf of the Board, to execute and deliver the Purchase Agreement, and upon receiving confirmation of disposal approval from the Minister, the Chairperson of the Board and the Secretary-Treasurer be and are hereby

authorized, to execute and deliver all documents required to complete the disposal of the Road Dedication Parcel by the Board to the City on such terms and conditions as the Chairperson of the Board and the Secretary-Treasurer may consider advisable as witnessed by the signature of the Chairperson of the Board and the Secretary-Treasurer.

BE IT FURTHER resolved as a Bylaw of the Board that the Minister be notified of the disposal of the Road Dedication Parcel with all proceeds of the disposal allocated to the District's Local Non-Sharable Capital Reserve.

036/2024 FIRST READING MOVED BY D. TABLOTNEY AND SECONDED BY K. HAMAGUCHI:

CARRIED

The Chairperson then read the second reading of the bylaw in summary:

This Bylaw may be cited as "School District No. 38 (Richmond) 2024 Disposal of Real Property – Road Dedication – Adult Education Centre".

This bylaw is for the Board of Education to enter into a Purchase and Sale Agreement with the City to dispose a portion of the Property by way of a Road Dedication Parcel.

The Board is satisfied that the Purchase Price represents the fair market value of the Road Dedication Parcel. The Board confirms that the transfer of the property will not conflict with the educational needs of the school district.

The Secretary Treasurer then responded to questions from trustees regarding the funds from the sale of the property for future Capital Projects and the plans from the City for green space at the site. Discussion ensued regarding the concern for green space.

037/2024 SECOND READING MOVED BY R. BELLEZA AND SECONDED BY A. WONG:

CARRIED

The Chairperson then read the third reading of the bylaw in summary:

This Bylaw may be cited as "School District No. 38 (Richmond) 2024 Disposal of Real Property – Road Dedication – Adult Education Centre".

This bylaw is for the Board of Education to enter into a Purchase and Sale Agreement with the City to dispose a portion of the Property by way of a Road Dedication Parcel.

The Board is satisfied that the Purchase Price represents the fair market value of the Road Dedication Parcel. The Board confirms that the transfer of the property will not conflict with the educational needs of the school district.

038/2024 THIRD AND FINAL READING MOVED BY D. TABLOTNEY AND SECONDED BY D. SARGENT:

CARRIED

The Capital Bylaw 2024 Disposal of Real Property – Adult Education Centre having been read a first, second and third time, is passed and adopted this 21st day of February 2024.

039/2024 MOVED BY A. WONG AND SECONDED BY K. HAMAGUCHI:

AND FURTHER THAT the Board authorize the Chairperson of the Board and Secretary Treasurer to execute and deliver the Purchase and Sale Agreement with the City of Richmond (the “City”) in respect of the road dedication along Cambie Road of a portion of the Board’s property located at 3800 No. 5 Road, Richmond, BC.

CARRIED

A motion was then presented by Trustee Yang.

040/2024 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:

FURTHER TO Capital Bylaw 2024 Disposal of Real Property – Road Dedication – Adult Education Centre, **THAT** staff explore options to further mitigate the loss of green ground at or near the site of the land disposal, including, but not limited to, an increase of the tree replacement ratio to at least 1 to 3 and improvements to increase shade near the disposed site.

Trustee Yang provided rationale for his motion. Following discussion, trustees voted on the motion.

DEFEATED

NEGATIVE: K. HAMAGUCHI, H. LARSON, D. SARGENT, A. WONG

9. Questions from the Public

The Deputy Superintendent noted a question was received through the board meeting email account from a member of the public and will be forwarded to staff for a response.

10. Standing Committee Reports

- (a) **Audit Committee**
Chairperson: David Yang
Vice Chairperson: Alice Wong

The next meeting is scheduled for Tuesday, March 5, 2024.

- (b) **Education Committee**
Chairperson: Heather Larson
Vice Chairperson: David Yang

- (i) Minutes of the meeting held on December 13, 2023, were attached for information.

A meeting was held on Wednesday, February 14, 2024. The next meeting is scheduled for Wednesday, April 17, 2024, at 6:00 pm.

(c) **Facilities and Building Committee**

Chairperson: Ken Hamaguchi

Vice Chairperson: Debbie Tablotney

- (i) Minutes of the meeting held on January 10, 2024, were attached for information.

A meeting was held on Wednesday, February 7, 2024. The next meeting is scheduled for Wednesday, March 6, 2024, at 4:30 pm.

(d) **Finance and Legal Committee**

Chairperson: Donna Sargent

Vice Chairperson: Ken Hamaguchi

- (i) **RECOMMENDATION:** Trustee Expenses for 3 Months Ended December 31, 2023.

041/2024 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

WHEREAS the Board of is paying for expenses incurred by the Trustees in the discharge of their duties,

BE IT RESOLVED that in accordance with the School Act, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid during the three-month period ended December 31, 2023, in the amount of \$10,514.25.

CARRIED

- (ii) **RECOMMENDATION:** 2024/25 Facility Rental Rates.

The Committee Chairperson spoke to the report as included in the agenda package.

The Secretary Treasurer then responded to a trustee's question regarding the revenue and expenses for the facilities rentals program.

042/2024 MOVED BY D. SARGENT AND SECONDED BY K. HAMAGUCHI:

THAT the Board of Education approve a five per cent (5%) increase to both non-commercial (not-for-profit) and commercial (for profit) facility rental rates for the 2024/2025 fiscal year as presented herein.

CARRIED

NEGATIVE: D. YANG

(iii) Minutes of the meeting held on November 15, 2023, were attached for information.

A meeting was held on Wednesday, February 14, 2024. The next meeting is scheduled for Wednesday, April 17, 2024, at 10:00 am.

(e) **Policy Committee**

Chairperson: Debbie Tablotney

Vice Chairperson: David Yang

(i) A Notice of Motion for the March 13, 2024 Public Board Meeting regarding Policy 701.2-R: Capital Project Design Review Process was attached for information.

(ii) Minutes of the meeting held on January 15, 2024, were attached for information.

A meeting was held on Monday, February 12, 2024. The next meeting is scheduled for Monday, April 15, 2024, at 11:00 am.

11. Board Committee and Representative Reports

(a) **Council/Board Liaison Committee**

A meeting was held on January 31, 2024. The next meeting is scheduled for Wednesday, April 3, 2024 at 9:30 am.

(b) **BCSTA**

BCSTA Provincial Council is scheduled for February 24, 2024 – Trustee representative has been registered.

(c) **BCPSEA**

BCPSEA Annual General Meeting was held on January 25, 2024. Trustee Belleza attended the meeting as BCPSEA Alternate Representative and provided highlights from the meeting.

12. Correspondence

(a) For action:

Nil.

(b) For information:

Nil.

13. Adjournment

043/2024 MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:

THAT the regular meeting of Wednesday, February 21, 2024 of the Board of Education be adjourned at 8:46 pm.

CARRIED

H. LARSON
Chairperson

C. WANG
Secretary Treasurer