Richmond School District
7811 Granville Avenue, Richmond BC V6Y3E3
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Policy Committee

Public Meeting Minutes

Tuesday, October 14, 2025 – 11:00 am
Via Zoom

Present:

Chairperson	D. Tablotney
Vice Chairperson	D. Yang
Trustee Member	A. Wong
Superintendent	C. Usih
Assistant Superintendent	R. Laing
Executive Director, Human Resources	T. Major
President, Richmond Teachers' Association	L. Baverstock
1st Vice President, Richmond Teachers' Association	S. Wenglowski
Vice President, Richmond Teachers' Association	S. Boljuncic
Vice President, Richmond Teachers' Association	F. Marsic
1st Vice President, Canadian Union of Public Employees 716	N. Williams
Chair, Richmond Management and Administrative Professionals	K. Gibson
President, Richmond Association of School Administrators	N. Widdess
President, Richmond Association of School Administrators	A. Goulas
Representative, Richmond District Parents Association	K. Ching
Executive Assistant (Recording Secretary)	J. Coronel

The Chairperson called the meeting to order at 11:02 am.

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

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

Minutes of the meeting held September 15, 2025 were approved as circulated.

3. Proposed Administrative Guidelines on Acceptable Use of Artificial Intelligence (AI)

Assistant Superintendent Laing spoke to his report as included in the agenda package. He then responded to questions from the Representative of Richmond District Parents Association regarding fact-checking of AI resources used by students and guidelines for AI use by students with learning disabilities.

The Vice President of Richmond Teachers' Association inquired whether the district would support teachers who choose not to use AI for a particular learning activity. Assistant Superintendent Laing clarified that there are teaching and learning resources available to guide teachers and provide clarity to students on when AI use is appropriate.

The President of Richmond Teachers' Association noted that the use of AI is an emerging area, and that controls are needed to ensure AI is used as a learning opportunity for students.Trustees expressed appreciation for staff and partner groups for their work in developing the guidelines on the use of AI.

4. Administrative Guidelines on Animals in Schools

The Executive Director, Human Resources spoke to her report as included in the agenda package. In response to a question from the President of Richmond Teachers' Association, she noted that there have been no inquiries regarding certification of assistance dogs. She also confirmed that rodents and reptiles are not to be handled by students due to the risk of virus or disease.

5. Status of Current and Anticipated Items

A Status of Current and Anticipated Items was attached to the agenda package.

6. Next Meeting Date – Monday, November 10, 2025 at 11:00 am.

7. Adjournment

The meeting adjourned at 11:26 am.

Respectfully Submitted,

Debbie Tablotney
Chairperson, Policy Committee