RICHMOND
SCHOOL DISTRICT NO.38

Richmond School District
7811 Granville Avenue, Richmond BC V6Y3E3
604-668-6000 I sd38.bc.ca

Policy Committee

Public Meeting Minutes

Monday, September 15, 2025 – 11:00 am
Via Zoom

Present:

Chairperson	D. Tablotney
Vice Chairperson	D. Yang
Trustee Member	A. Wong
Superintendent	C. Usih
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
President, Canadian Union of Public Employees 716	S. Robinson
Chair, Richmond Management and Administrative Professionals	K. Gibson
President, Richmond Association of School Administrators	N. Widdess
President, Richmond District Parents Association	C. Huang
Vice President, Richmond District Parents Association	A. Gong
Representative, Richmond District Parents Association	K. Ching
Executive Assistant (Recording Secretary)	J. Coronel

The Vice 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 June 9, 2025 were approved as circulated.

3. Proposed Timeline – Policy on Renaming District Facilities (schools)

The Superintendent spoke to his report as included in the agenda package. In response to a question from the President of Richmond Teachers' Association, he clarified that consideration is being given to whether the policy on renaming district facilities will be developed as a new policy, an update to the existing naming policy, or as an administrative procedure.

The Chairperson resumed as Chair of the meeting.

Trustees expressed appreciation for the thoughtful approach to the policy review process, noting that the renaming of schools is a matter of significant importance to the community.

4. Proposed Administrative Guidelines on Response to Unexpected Health Emergencies (AED and Naloxone)

The Executive Director, Human Resources provided background information and a timeline for the development of proposed administrative guidelines on AEDs and Naloxone. In response to questions from the RDPA representative, the Executive Director, Human Resources explained that staff training on the use of AEDs and Naloxone kits will be provided by the district, and that district funds were used to purchase AEDs and Naloxone kits and have also been allocated for their replacement and/or maintenance.

The President of Richmond Teachers' Association noted that this initiative could be a good advocacy opportunity for the Ministry to provide additional funding to districts for the purchase of AEDs and Naloxone kits. In response to a further question from the President of Richmond Teachers' Association, the Executive Director, Human Resources clarified that the district is working with other metro districts to gather information that will support the development of the proposed administrative guidelines.

5. Status of Current and Anticipated Items

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

6. Next Meeting Date – October 14, 2025 at 11:00 am.

7. Adjournment

The meeting adjourned at 11:21 am.

Respectfully Submitted,

Debbie Tablotney
Chairperson, Policy Committee